



*Application for Renewal of ELT Permit*

**Section A: Particulars**

1. ELT Permit Number: .....
2. Surname: .....
3. Name: .....
4. Gender: .....
5. Nationality: .....
6. ID Card Number: .....
7. Date of Birth: .....
8. Telephone Number: .....
9. Mobile Number: .....
10. Email: .....
11. Address: .....
12. Town: .....
13. Country: .....
14. Post Code: .....

Non-EU nationals

15. Work Permit Number: .....
16. Work Permit Expiry Date: .....
17. Passport Number: .....
18. Passport Expiry Date: .....

**Section B: Declaration by Director of Studies (where applicable)**

a) Individual: .....

**OR**

b) Organisation: .....

School's Name: .....

Director's First Name: .....

Director's Family Name: .....

School Email: .....

Director's ID Card Number: .....

Date: .....

Tick *a* or *b* as applicable.

I hereby declare that.....

a) is currently employed as a full-time/part-time teacher at the above school.

b) is being offered full-time/part-time employment as a teacher at the above School provided that the necessary approval is obtained from the ELT Council.

Date: .....

.....  
Signature of Director of Studies  
& School Stamp

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**Section C: Payment**

Fee of €20 is applicable. Cash payments are not accepted.

*Cheques are to be made payable to the Permanent Secretary, Ministry for Education and Employment.*

*Should you wish to pay by bank transfer, please find details below.*

*Central Bank of Malta  
Cashier Malta Government  
IBAN: MT55MALT011000040001EURCMG5001H  
Sort Code: MALTMTMT*

Please state ELT Permit Renewal on the transfer details and e-mail us the transfer code and bank account holder name and surname.

I, the undersigned, hereby apply for the renewal of my ELT Permit in terms of Legal Notice 221 of 2015 and declare that the following information is true and correct.

Date: .....

**Applicant's Signature**

**NOTES:**

1. ELT Permits will only be renewed following approval of CPD hrs by the ELT Council as per CPD legal requirements outlined in the CPD policy. 8hrs of CPD are required in 2016.
2. All applications are to be addressed to:

ELT Council  
Education Information Centre  
Ministry for Education and Employment (MEDE),  
Great Siege Road,  
Floriana, VLT 2000.  
Telephone Number: 25982741  
E-mail: info.eltcouncil@gov.mt

NB: The ELT Council may use this information in order to take any necessary action in pursuance of full compliance with Chapter 518 of the Laws of Malta.

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