

ELT SCHOOL LICENCE RENEWAL

A licence shall be valid for a period of not exceeding four years and may be renewed by the Council on application, by no later than four months prior to the termination of the validity period of the licence, subject to Legal Notice 221 of 2015 and to satisfying the quality assurance standards as the Council may determine from time to time.

1. Name of Owner/s:		<i>FOR OFFICE USE</i>
Address:		
Locality:		
Registered Office Address:		
Tel N°:	Mobile N°:	
Email:		
Full Name of ELT School:		
Address of ELT School:		
Tel N°:	Mobile N°:	
Email:	Website:	

4. Name of DOS of ELT School:		<i>FOR OFFICE USE</i>
I.D. N°:		
Workbook Number/ Work Permit (<i>when required</i>):		
Tel N°:	Mobile N°:	
E-mail:		

5. Name of Head of Non-Academic School Services:		<i>FOR OFFICE USE</i>
I.D. N°:		
Workbook Number/ Work Permit (<i>when required</i>):		
Tel N°:	Mobile N°:	
E-mail:		

		<i>FOR OFFICE USE</i>
6a. Name of the Person Vested with the Legal Representation of the ELT School:		
6b. ID N° of Person Vested with Legal Representation of ELT School:		
6c. Business Address, Contact email and telephone numbers for Person Vested with Legal Representation:		
6d. Signature of Person Vested with Legal Representation:		
7. Are you offering distance learning programmes (DLP) ?	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Comments:		
8. Do you host minors at your school?	Yes <input type="checkbox"/> No <input type="checkbox"/>	

9. Indicate School category:

CATEGORY A SCHOOLS PAY €100
(not more than 2,400 student weeks in the preceding year)

CATEGORY B SCHOOLS PAY €200
(between 2,400 and 7,200 student weeks in the preceding year)

CATEGORY C SCHOOLS PAY €300
(between 7,200 and 12,000 student weeks in the preceding year)

CATEGORY D SCHOOLS PAY €400
(more than 12,000 student weeks in the preceding year)

I understand that the personal data provided on this form will be processed in accordance with the principles of General Data Protection Regulation (EU 2016/679) and the Data Protection Act (CAP440). Personal data will not be shared with third parties without your consent unless authorised by law, or processed for reasons incompatible from those for which it was originally collected. You have the right to access the information being kept about you at any time. For more information, please refer to our Data Protection and Retention Policies found on our website: eltcouncil.gov.mt

I the undersigned hereby apply for the ELT School Licence Renewal in terms of Legal Notice 221 of 2015 and declare that the information provided above is true and correct.

Signature of Owner/s:

Signature of Head:

Date of Application:

INFORMATION:

For further information regarding the form please address your request to:
Email: info.eltcouncil@gov.mt
Tel N°: (+356) 2598 1240/1/2/3/4

FOR OFFICE USE

Conclusion from the ELT Council Officer:	
Licence Number:	
Date of Issue:	
Valid Until:	

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ELT Council
Ministry for Education and Employment (MEDE)
Great Siege Road, Floriana, VLT 2000, Malta

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Website: eltcouncil.gov.mt

