



Application form for a New ELT Permit for Distance Learning

Section A: Particulars

Name	_____	Surname	_____
Gender	_____	Nationality	_____
ID/ Passport No.	_____	Date of Birth	_____
Tel. No.	_____	Mobile No.	_____
Email	_____		
Address	_____		

Post Code	_____	Country	_____

Non-EU Nationals ONLY

Work Permit No.	_____
Work Permit Expiry Date	_____
Passport Number	_____
Passport Expiry Date	_____

Section B: Qualifications Relevant to ELT

Title of Qualification	Awarding Body	Grade

Applicants must be 21 years or older, must present this application form, a clean and recent (1 month) Police Conduct Certificate, and possess **a** together with **b, c** or **d and e** from the following qualifications:

- a) A SEPTT certificate at Band 3 minimum issued by the Council or any other speaking proficiency test certificate at a level deemed sufficient by the Council;

AND

- b) A MQF level 4 qualification in English (such as A Level) **or** a Test For English Language Teaching (TELT) certificate, issued by the ELT Council

AND

- c) A Teaching English as a Foreign Language (TEFL) Certificate done at one of the ELT Council approved TEFL Cert. Accredited Training Centres (<https://eltcouncil.gov.mt/en/Pages/TEFL-List-of-Centres.aspx>)

OR

- d) An International Certificate at MQF Level 5 or higher in English Language Teaching from an ELT Council approved institution. Some examples of Level 5 qualifications are Cambridge CELTA and Cert. TESOL.

AND

- e) Have a minimum of 300 ELT contact hours to adults in a School spread over no less than six cumulative months, certified by the Director of Studies of that School to the satisfaction of the Council.

IMPORTANT: Please ensure to present the **original** certificate for all listed above.

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

☐ Please tick (✓) this box if you consent to the sharing of your email address and mobile number with Licensed ELT Schools for recruitment purposes.

I, the undersigned, hereby apply for the issue of a **New ELT Permit for Distance Learning** in terms of Legal Notice 221 of 2015 and declare that the information provided above is true and correct.

Date

Signature

Notes:

Applicants are reminded that the requisites regarding teachers' qualifications are laid down in Legal Notice 221 of 2015 and should be strictly adhered to.

No applications will be accepted if any information is missing.

No qualifications will be considered unless **original** certificates are presented to the ELT Council.

In the case of foreign qualifications, the applicant must submit qualifications to the Malta Further and Higher Education Authority (MFHEA) for recognition and certification of equivalence prior to the application being considered by the ELT Council. Please visit their website on <https://mfhea.mt/>

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

Payment Details:

A fee of €15 is applicable. **Cash payments are not accepted.**

Cheques are to be made payable to the *Permanent Secretary, MEDE*.

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

ELT Council

IBAN: MT50VALL22013000000040024768061

Sort Code: VALLMTMT

Please state **‘New ELT Permit for Distance Learning’** on the transfer details, and email us the transfer code and bank account holder details.

ELT Council, Room 318, Ministry for Education and Employment, Great Siege Road, Floriana, FRN 1810

TEL: 2598 1240 / 1 / 2 / 3 / 4

Email: info.eltcouncil@gov.mt

Website: eltcouncil.gov.mt