



LETTER CIRCULAR

Information: ✓

Action Required: ✓

Ref: DS&S/212/2022

From: Director General Strategy & Support

To: Permanent Secretary, Directors General, Directors, College Principals, Heads of State School, Heads of Resource Centre, Learning Support Centre Managers and Heads of Section, Heads of Non-State School.

Subject: Paid Study Leave Scheme - (Category A) Scholastic Year 2022/2023

Date: 30th March 2022

The Ministry for Education, Sport, Youth, Research and Innovation announces that the call for applications for Paid Study Leave (Category A) for scholastic year 2022/2023, shall open on Friday, 1st April 2022 and remain open until Monday, 25th April 2022.

The scheme, which is open for educators from both the State and Non-State Sector, reinforces the Ministry's commitment towards ongoing professional development.

Full details regarding the Paid Study Leave Scheme (Category A) are available in the document *Procedures and Guidelines for Paid Study Leave* which may be downloaded from the Ministry's website: <http://education.gov.mt> For further enquiries, prospective applicants may send an email on pdstudyleave.meds@gov.mt.

Applicants are to use their e-ID to apply, exclusively, through the online Electronic Application Form (eForm) on: <https://education.gov.mt/paidstudyleave/pages/Main.aspx>

The **closing date** for receipt of applications shall be **five fifteen p.m. (17:15) (Central European Time), of Monday, 25th April 2022.** An electronically generated acknowledgement will be sent to applicants by email. **Only applications submitted through the indicated eForm by the closing time and date are accepted.**

Prospective applicants who do not have an active e-ID (*electronic Identity*) are advised to contact Identity Malta.

It is the responsibility of applicants to ensure that their Application is successfully submitted, to keep a printed copy of the Application Form and to print a copy of the electronically generated acknowledgement. The acknowledgement shall be the Applicants' proof that an online Electronic Application is successfully submitted by the closing date and time of the call for applications.

Maria Galea
Director General