



MCAST

MCAST Admissions 2021 International Applicants (Full Time Prospectus Courses 21/22) Quick Guide and Info points

This document is made up of answers to a number of Frequently Asked Questions which you yourself may find useful. The content of this document is dynamic and changes in order to include any further FAQs which may be of interest to you as well as other users. The language of communication between MCAST and prospective applicants is English. The English Language is a language of instruction and assessment in MCAST courses. The updated version of this, will be found on www.mcast.edu.mt

Welcome to MCAST.... We look forward to assist you in following your study intentions and make them a reality here in Malta.

<https://www.mcast.edu.mt/about-mcast/>

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1. Am I considered as an International applicant?

If your nationality is not Maltese, then you are considered as an International applicant, especially if as entry requirements to the course you choose, you will be presenting Certificates / Qualifications which are not awarded by Maltese Institutions.

If you come from a Non-EU country / you are a third country national, you are kindly asked to submit your application for a course at MCAST by not later than Sunday 15th August 2021 (<https://bit.ly/33T3lbz>). No further applications will be received from Non-EU nationals after that date.

If you are an EU National (even if not yet residing in Malta), applications through the set online form (<https://bit.ly/33T3lbz>) will be received until Monday 20th September 2021. This equally applies to Non-EU Nationals who already reside here in Malta and do not require any documents or extension of documents in order for them to remain in Malta, as per all legal requirements to do so.

IMPortant Note: In all instances explained above, it is very important that applicants submit their application through the online form (<https://bit.ly/33T3lbz>) *at the earliest* - and not leaving till the deadline or close to it. There may be instances where additional documents will be required, and if as an applicant you will not have these readily at hand by the closing date, it will not be possible to continue processing your application.

2. If I have a Maltese eID, or am eligible for one, how shall I submit an application?

If you have a valid Maltese ID Card, you are to apply online through www.mcast.edu.mt between Monday 16th August and Monday 20th September 2021. Holders of a Maltese ID Number will not have their applications processed outside the above time window. Any applications submitted by Maltese ID Number holders through the set International application online form (<https://bit.ly/33T3lbz>), will NOT be processed... such applications will be deleted.

3. What if I have a Maltese ID Number, but forgot the related eID credentials?

In such cases, you are to contact directly Identity Malta Agency. You can reach them by phone through helpline (+356) 2590 4300 - during office hours.

The [servizz.gov 153](http://servizz.gov), may also be referred to.

You can also visit the [Identity Malta](http://IdentityMalta) Website for any further guidance and assistance you may require <https://identitymalta.com/>

Email: infoeid@gov.mt

If you will be requesting a fresh Password, through an email which you will be sending to the EID section, you are kindly asked to provide your ID Number as well as the ID-Document Number found at the back of every ID Card.

4. To whom shall I ask questions about Study VISAs, Residency Permits, and all such documents which I need in order to come to Malta and study?

Identity Malta Agency, provides you with all guidance needed in these and related matters. MCAST does not deal in any way with such requirements. All MCAST does is trace and track so that all those who will be registered as students at MCAST would be in line with all requirements of Identify Malta and related entities such as the Central Visa Unit (CVU)

Further information: <https://identitymalta.com/>
<https://identitymalta.com/unit/central-visa-unit/>

You will find all the information you need on these matters, when visiting the above links. You will also find information as to how and where to apply for documents such as VISA etc, as well as where to call or contact in order to obtain further information on these matters. Quick contacts you may refer to: (+356) 2590 4800 or (+356) 2590 4550 eresidence.ima@gov.mt.

Another important source of information is <https://foreignandeu.gov.mt/en/Pages/Home.aspx>
Through this website, one can for example identify the nearest Maltese Diplomatic Representation (Embassy, Consulate or similar).

Some further points to be aware of:

- i. European Union regulations apply to EU nationals, as specified by law.
- ii. All applicants must ensure that they have the necessary funds to support themselves whilst here in Malta. They may be asked to make a declaration of resources or otherwise give an assurance to the Principal Immigration Officer that they have sufficient resources for the period of residence for themselves and their dependents.
- iii. Applicants may also be subject to the condition that they and their dependants are covered by a comprehensive insurance in respect of all risks (including medical) whilst in Malta.
- iv. Applicants who would be found as eligible to start a course at MCAST, must ensure that they follow the immigration rules before entering Malta. Applicants are advised to contact the Immigration Authorities in Malta (as per information above) or the nearest Maltese Diplomatic Mission in your country for further information on this matter. Conditions vary from country to country.
- v. Under standard situations, applicants may apply for entry visas to Malta through the Maltese, Austrian, Italian or Spanish representation in their country.... there may be variants to this.
- vi. All applicants are subject to immigration regulations as specified by the Laws of Malta.
- vii. Once registered at MCAST, students will need to make sure that when it comes to extend or renew any documents as required by Maltese immigration laws, they take the necessary action and in good time before any document (such as VISA or related) actually expires.
- viii. For further information regarding visa applications and Embassies closest to you, please visit.

5. When and where can I submit an application to show my interest to study on a full time basis at MCAST ?

Online application time windows - in view of Admissions for Full Time Courses during academic year 2021/22 - are as follows:

- ✓ If you come from a Non-EU country, you are kindly asked to submit your application for a course at MCAST by not later than Sunday 15th August 2021. Use the following link to submit all information and uploads of documents needed for your account to be set up: <https://bit.ly/33T3lbz>. No further applications will be received from Non-EU nationals after that date.
- ✓ If you are an EU National (even if not yet residing in Malta), you can submit your online application until Monday 20th September 2021. Use the following link to submit all information and uploads of documents needed for your account to be set up: <https://bit.ly/33T3lbz>. No further applications will be received after that date. This equally applies to *Non-EU Nationals who already reside here in Malta* and do not require any documents or extension of documents in order for them to remain in Malta, as per all legal requirements to do so.

Further to FAQ 1, once again it is being emphasised not to leave submitting your online application till the closing date.

6. If I have a Maltese eID, or am eligible for one, how shall I submit an application?

If you have a valid Maltese ID Card, you are to apply online through www.mcast.edu.mt between Monday 16th August and Monday 20th September 2021. Holders of a Maltese ID Number will not have their applications processed outside the above time window. Any applications submitted by Maltese ID Number holders through the set International application online form (<https://bit.ly/33T3lbz>), will NOT be processed... such applications will be deleted.

7. From where do I get information about MCAST Full Time courses?

The MCAST Prospectus 2021/22, is found on the MCAST website. You can leaf through the digital version by visiting: <https://www.mcast.edu.mt/mcast-prospectus-2021-2022/>

Further information can also be found by visiting <https://www.mcast.edu.mt/full-time-programmes/> and clicking on the respective MCAST Institute you would like to study in.

You can then click on the course/s you are interested in and get to know more important information, such as:

- ✓ The exact course title and course code which you need to use when stating which MCAST Full Time course you are interested in
- ✓ The entry requirements for the course - that is the certificates / qualifications you need to have in order to be considered as eligible for the course,
- ✓ A brief description of the course, including its duration (number of years of study)
- ✓ Other related information you will find useful about the course you would have clicked on

8. I would like to ask for some advice about a course I am interested in... what can I do?

MCAST has a very informative and efficient Career Guidance and Advice section. One might wish to get in touch with this Section using the following contacts:

✉ careerguidance@mcast.edu.mt

☎ (+356) 2398 7135

☎ (+356) 2398 7136

If you have a clear idea about the course you want to be considered for here at MCAST, but want some clarification about the International Application, please get in touch through:

internationalappl@mcast.edu.mt.

9. What Certificates do I need to show in order to be found eligible for an MCAST full time course?

Referring to the Entry Requirements on the MCAST Prospectus, gives you a clear idea of what is required in order to be considered eligible for the course you are interested in - refer to FAQ 7 above.

It is important that on the International Applications online form (<https://bit.ly/33T3lbz>), you upload all the certificates and qualifications (including any results / transcripts which you may have) you have achieved as from the age of 16 years. For qualifications which would not have been awarded by a Maltese Institution, you need to obtain an **MQRIC statement** for each of these (refer to answer to FAQ 10 below). Your application can only be processed for eligibility, if ...

- a clear scan of the MQRIC statement/s (together with a scan of the Certificate/s the statement/s relate/s to) and
- a clear scan of the English Proficiency documentation...

would have been properly uploaded in the respective section on the online form (<https://bit.ly/33T3lbz>).

Where the Certificates / Qualification document / results / transcripts, are published in a language which is not English or Maltese, an official translation by a professional translator is required, and needs to be submitted and authenticated accordingly.

10. What is an MQRIC document?



The **Malta Further and Higher Education Authority**, runs an online process for the recognition of qualifications ... particularly those which are awarded by Institutions which are not Maltese. The service is provided by the **Malta Qualifications Recognition Information Centre (MQRIC)**.

Kindly visit <https://mfhea.mt/> in order to find all the information you require about this important stage of the process.

You can proceed with applying for the MQRIC Statement of the certificates you already have at hand, by clicking <https://mfhea.mt/academic-qualifications/>. You will find a step-by-step guidance of how to do the process of applying for the MQRIC statement. It is all online and relatively easy if you read the guidance provided on this site! There is also a video which will help you go through getting this MQRIC statement.

On the MQRIC online, you will have the opportunity to search for your qualification by entering the country from where the certificate has been awarded, finding the name of the awarding body from a drop-down menu and selecting the qualification. If the qualification is already listed, the statement can be downloaded and printed instantly.

If the qualification is not listed on the database, you can submit an application by entering further details as requested. This will kick-start the research process carried out by the **MQRIC** department. Where fees are applicable, these are presented on this same MQRIC section of the MFHEA website.

MCAST is a different institution from MFHEA and MQRIC.

You may wish to get in touch directly with MQRIC:

- ① through Freephone 153 (servizz.gov), or
- ✉ mqric@mfhea.mt

11. What do I need to know about English Proficiency ?

English is a main language of instructing at MCAST - both for delivery of lectures as well as assessments. Exchange of email communications is also done in the English Language. This clearly explained why it is essential that applicants will show that they have proficiency in the English Language, before they are found to be eligible for a programme of studies.

All applicants going through the International Application route, and in particular those presenting non-Maltese qualifications / certificates, need to provide evidence indicating their level of proficiency in English Language skills, namely writing, speaking, listening and reading.

In regards to English Proficiency, minimum entry requirements shall be ONE of the following... depending on the MQF level of the course you will be choosing to study at MCAST:

- a. **MCAST English Proficiency Examination** - minimum of a Pass grade
Mainly for programmes of study at MQF levels 4, 5, and 6
- b. **MCAST Preparatory Access Course** - minimum of a Pass grade
Mainly for programmes of study at MQF levels 1, 2, and 3

- c. for programmes of study at MQF level 2 (*Certificate*)
CEFR – minimum score: B1
 or **IELTS** – minimum score: 4.5
 or **Cambridge English Preliminary** – PET
 or **Pearson Academic PTE General Level 2** – score within bracket of 43 till 58
 or **TOEFL** – iBT score within bracket of 57 till 86
- d. for programmes of study at MQF level 3 (*Diploma*)
CEFR – minimum score: B1
 or **IELTS** – minimum score: 4.5
 or **Cambridge English Preliminary** – PET
 or **Pearson Academic PTE General Level 2** – score within bracket of 43 till 58
 or **TOEFL** – iBT score within bracket of 57 till 86
- e. for programmes of study at MQF level 4 (*Advanced Diploma*)
CEFR – minimum score: B1
 or **IELTS** – minimum score: 4.5
 or **Cambridge English Preliminary** – PET
 or **Pearson Academic PTE General Level 2** – score within bracket of 43 till 58
 or **TOEFL** – iBT score within bracket of 57 till 86
- f. for programmes of study at MQF level 5 (*Higher Diploma*)
CEFR – minimum score: B2
 or **IELTS** – minimum score: 5.5
 or **Cambridge English First (FCE)**
 or **Pearson Academic PTE General Level 3** – score within bracket of 59 till 75
 or **TOEFL** – iBT score within bracket of 87 till 109
- g. for programmes of study at MQF level 5 (*Undergraduate Diploma*)
CEFR – minimum score: B2
 or **IELTS** – minimum score: 5.5
 or **Cambridge English First (FCE)**
 or **Pearson Academic PTE General Level 3** – score within bracket of 59 till 75
 or **TOEFL** – iBT score within bracket of 87 till 109
- h. for programmes of study at MQF level 6 (*Degrees*)
CEFR – minimum score: B2
 or **IELTS** – minimum score: 5.5
 or **Cambridge English First (FCE)**
 or **Pearson Academic PTE General Level 3** – score within bracket of 59 till 75
 or **TOEFL** – iBT score within bracket of 87 till 109
- i. for programmes of study at MQF level 7 (*Master*)
CEFR – minimum score: B2
 or **IELTS** – minimum score: 5.5
 or **Cambridge English First (FCE)**
 or **Pearson Academic PTE General Level 3** – score within bracket of 59 till 75
 or **TOEFL** – iBT score within bracket of 87 till 109
- j. **Foreign National Qualifications (in English Proficiency)** – comparable to entry ratings and scores in a to i above, will be accepted upon presentation of an MQRIC Statement (which will include level rating) of such qualifications.

*Another possible option is through the EF SET online test (full version test NOT the short 15 minutes one). Kindly visit the following URLs so that you will understand better what needs to be done. The CEFR scores achieved from this EF SET certificate, will still fit with the CEFR scores presented in points (a) to (i) above (according to the programme level of studies you would like to be considered for)

- <https://www.efset.org/>
- <https://www.efset.org/ef-set-50>

- k. **Specific Country English Language Proficiency Requirements** will from time to time be published in updated documents on the MCAST website.

The various English Proficiency options (of which you only need to have one), are all available in many countries. One may wish to check for the nearest training provider, by going to the website of any one of the above Awarding Bodies specialising in English Proficiency certification.

Accredited courses (as per above a to i) done through a country's British Council, will also be accepted if the necessary formal documentation, is presented / uploaded.

Other FAQs related to this matter:

- how are CEFR B1 and B2 Proficiency, measured?

This is measured against the level descriptors. One can access link:

<https://www.coe.int/en/web/common-european-framework-reference-languages/the-cefr-descriptors>

- is it sufficient to present A-Level examination in English?

Yes, particularly if this is MATSEC. If this is an International qualification, it is best that the applicant provides an MQRIC statement.

Alternatively, the awarding body issuing and accrediting the certificate presented, will provide level according to the CEFR level Descriptors. This is to be presented on an official Institution's formal letterhead.

- would it be enough to take an English Course leading to formal certification pegged at least at Level B1, as assessed by an English School?

Yes, as long as the course / certificate is formally accredited.

*The EF SET arrangement is applicable for academic year 2021/22

12. How shall I present Certificates / Transcripts / Results of qualifications I already possess and would like MCAST to use these to check my eligibility for the chosen course ?

As has been explained and emphasised earlier in this document, it is essential that you upload all the Qualification Certificates and English Proficiency Certification as required. Without clear scans of these important documents, your application cannot be processed for eligibility.

If you state that you will be obtaining a particular Certificate at a later stage, we will only be able to process your application when you would have submitted the scan of the document accordingly. Eligibility cannot be worked out on certificates which are not yet in hand. However it is important to keep in mind the closing dates of applications. Any certificates need to reach MCAST by the set deadlines for the respective category of International Applications.

Where these Certificates / results / transcripts or similar, are published in a language which is not English or Maltese, you need to find a professional approved translator so that s/he will do the translation to English. This Translation needs to be formally authenticated (by for example an official Embassy stamp). We cannot accept a translation which is done by yourself or by someone who does this informally. The scan needs to show a colour version of the original document which has been raised, with the apostilled stamp / seal and ribbons clearly visible in the scan you upload.

The scans of documents sent to us (uploaded on the online form) as part of the process leading to finding whether you are eligible or not for the course you wish to be considered for here at MCAST, need to be *Apostilled*... meaning that an apostille stamp (seal and ribbons) is applied to the copy of the document you will be scanning. The scan you upload, must be a colour scan showing the original Apostille stamp / seal and ribbons - as applied by the notary or legal agent who has the legal right to apostille the document. The stamp/seal is applied by a notary or an approved government official or similar (always within legal parameters) and needs to respect legal authentication. Your Embassy closest to you, will surely assist with this or refer you to an appropriate source.

Always remember that it is a crime to present falsified (in any manner) documents.

Once you will arrive in Malta, MCAST reserves the right to ask you to present the original versions of the qualifications and certificates which you would have uploaded on the online form and which would have been used as the basis of any eligibility you will be found as being entitled to. If it transpires that the qualifications / certificates / documents uploaded (included Passport and your Identification Document as issued by your country) will in one way or the other not satisfy the authenticity required, you will be stopped from continuing your studies at MCAST. This will occur, even if the acceptance offer would have already been accepted and you would have been registered as an MCAST student).

We will inform the necessary authorities about this action arising from not being able to present all original and authentic documents.

13. As an International Applicant, what do I need to do in order to apply for a full time course at MCAST ?

Please refer to answers given to FAQ 1 and FAQ 5 above.

In the application form purposely set up for International Applicants in the following link - <https://bit.ly/33T3lbz> - please fill in all the information you are asked to present. You are also kindly asked to upload all the documents you are requested to - amongst others, these include your Identification Document, Passport, your passport type photo, scans of your Certificates / Qualifications / Transcripts etc. May we remind you that this URL form, is only to be used by those who do not have a Maltese ID number and are entitled for a Maltese eID.

Please read the text throughout the online form (<https://bit.ly/33T3lbz>). If you read the information provided with every field in the online form, you will find that this is a relatively easy form to fill in. Every item is explained as much as possible. When you come to the Qualifications upload screens, you will only make use of the number of screens according to the number of qualifications you will be presenting. Wherever possible, do not hesitate to include any comments or additional notes to explain matters in related to that particular screen of the form you will be working on. Kindly remember to upload all the documents you are asked to present. Any scans you upload, must be clear

and complete (not clipped or incomplete). It will not be possible, to work on your application, if the uploaded scans you provide, are unclear or clipped.

Double check that the information you enter will be correct. This will be the only information we will be considering and making use of when raising your account and eventually checking your eligibility for the course you are choosing to be considered for.

14. What are the tuition fees I will be expected to pay (if I am not an EU National) ?

The following is a schedule of payments in relation to tuition fees. Please follow the row related to the Level and the duration of the course you intend submitting an application for.

Level	Duration	Fee €	1st Payment upon Registration and Acceptance August 2021	2nd Payment April 2022	2nd Payment August 2022	3rd Payment August 2023	4th Payment August 2024	Total Course Fee
1	1 Year	€ 5,400.00	€ 3,400.00	€ 2,000.00	N/A	N/A	N/A	€ 5,400.00
2	1 Year	€ 6,600.00	€ 4,000.00	€ 2,600.00	N/A	N/A	N/A	€ 6,600.00
3	1 Year	€ 6,700.00	€ 4,200.00	€ 2,500.00	N/A	N/A	N/A	€ 6,700.00
3	2 Years	€ 8,500.00	€ 4,500.00	N/A	€ 4,000.00	N/A	N/A	€ 8,500.00
4	2 Years	€ 8,500.00	€ 4,500.00	N/A	€ 4,000.00	N/A	N/A	€ 8,500.00
4	3 Years	€ 10,000.00	€ 5,000.00	N/A	€ 5,000.00	N/A	N/A	€ 10,000.00
5	2 Years	€ 9,000.00	€ 5,000.00	N/A	€ 4,000.00	N/A	N/A	€ 9,000.00
6	3 Years	€ 19,500.00	€ 7,000.00	N/A	€ 6,000.00	No Payment - Benefit from Scholarship Fund €6,500	N/A	€ 13,000.00
6	4 Years	€ 26,000.00	€ 7,000.00	N/A	€ 6,000.00	€ 4,350.00	No Payment - Benefit from Scholarship Fund €8,650	€ 17,350.00

OIC Navigational Watch - €8500 (same payment terms like Level 4 two-year programme).

Chief Mate - €5,000 – Payment terms - €3,500 upon registration and 2nd Payment of €1,500 in April 2022

Any membership or examination fees related to the course's awarding body - were applicable, as this is not always the case - and not payable to MCAST, are not included in the fees presented in the above schedule.

For fees related to Master Programmes at MCAST, please refer to the MG2I Prospectus page 7 - https://shortcourses.mcast.edu.mt/files/PT_coursesMarch_2021_new.pdf

Should you wish to clarify anything related to fees, please do so by getting in touch with the MCAST MG2I International section ... unless otherwise indicated, elaine.z.zammit@mcast.edu.mt MCASTIntApp@mcast.edu.mt

15. Is there a way how I can be exempted from paying these fees ?

Exemption from Fees are processed at the Ministry for Education, Floriana. Please refer to the following URL so that you will gain access to all the information which is related to exemption of fees:

https://www.servizz.gov.mt/en/Pages/Education_-_Science-and-Technology/Education-Services/Higher-_-_Tertiary-Education/WEB542/default.aspx#:~:text=Categories%20of%20applicants%20may%20include,for%20persons%20not%20otherwise%20entitled.

The following is an excerpt taken from the above link.. for your reprisal:

Third country nationals can apply from exemption of fees of state learning institutions if they are so entitled according to Law. Categories of applicants may include asylum seekers, refugees, refused asylum seekers until deported, persons in possession of single permits or a blue card, as well as family members and dependents of those entitled. Fees may also be waived on humanitarian grounds for persons not otherwise entitled.

What you'll get

Exemption from fees for 1 year renewable under same conditions as those governing nationals and EU citizens in accordance with the applicable legislation.

Eligibility

Those eligible should be holders of:

- i) Refugee status.
- ii) Subsidiary Protection.
- iii) Temporary Humanitarian Protection.
- iv) Asylum seekers.
- v) Failed asylum seekers until deported.
- vi) TCN single permit.
- vii) Long-term resident and other resident schemes.
- viii) Spouses and dependants of the above.
- ix) TCN married to EU and Maltese Citizens and their dependants.

Those who cannot apply include:

- i) Study permit holders.
- ii) Holders not in possession of a Maltese residence permit.

IMPortant Note: If you are entitled for an exemption form fees, as soon as you apply for such an exemption, please ensure that a clear scan of the receipt you get from the respective office at the Ministry in Floriana, for this exemption is to be emailed to internationalappl@mcast.edu.mt, providing all your details so that it will be added to your profile at MCAST. Without such a receipt, MCAST will not be in a position to proceed with processing your application and issuing the necessary documentation you will require to move ahead with your local process.

16. What happens after that I fill in and properly submit the online form ?

- a) Once you properly fill in all the required information and all the documents you can upload through the online form (<https://bit.ly/33T3lbz>) dedicated to international applications, the process starts off. As a point of information there are many such requests coming in every day, and to this effect the first stage of the process may take up to a few weeks.
- b) Based on the information and uploads you present through the form (<https://bit.ly/33T3lbz>), MCAST will raise your account profile on the MCAST CMIS (Management Information System). This is the starting point of the process. When all the required information is in place, you will receive an automated email (sent to the email address you would have provided us with in the form). It is here that you will be guided as to validate /confirm your account on MCAST CMIS. **It is very important that you retain in a safe place the credentials which will be given to you through this validation email.** You will need these credentials at various stages through this process.
- c) Wherever it is noted that information is missing, MCAST will be in touch with you for any clarification. This will be done via email communication. If we do not receive a reply from you by not later than 72 hours from email communication, we will understand that you are no longer interested in following up on your initial request and submission. Your record will be closed off, if no reply is received.

- d) Until now, you are still not an MCAST Student you are considered as having applied for a particular Full time course of your choice.
- e) Once your profile is settled and you would have validated / confirmed it, the eligibility process will start off. This will involve checking the qualifications you would have submitted scans of (including MQRIC recognition... see answers to FAQ 9 and FAQ 10 above), as well as your English Proficiency.
- f) At the time of checking for eligibility to a course, this can only be done based on complete qualifications / certificates you would have in hand at time of vetting - and presented us with. It will not be possible to check an application for a course, if there are certificates which you need to present in order to be eligible, which would be missing / not presented, or are unclear. All the certificates / qualifications and MQRIC documents you present us with, will be checked against the entry requirements related to the course you are choosing (as per MCAST Prospectus 21/22). Where necessary, MCAST will be in touch with you via email to request any clarifications from your end. If a reply is not received within 72 hours, we will consider that you are no longer interested in continuing with your application to study at MCAST.
- g) Once this process is over - and hereagain this may take quite a few days, especially if there will be the need to communicate with you for clarifications - the result will be one of the following:
 - i. You will be found eligible for the course you would have chosen or else you would be guided towards based on the certificates you possess (including English Proficiency) - based on the entry requirements to the mentioned course
 - ii. Your application may not be directly eligible, however would still be entitled to an Admissions Board hearing. The Board will discuss further your package of qualifications and will decide accordingly
 - iii. Another alternative may be that of considering your application under the Maturity Clause interview possibility. There are set ages for the different level of studies, and besides the minimum age (for different levels of studies), you still need to show that you are academically well-prepared to start off the chosen course.
 - iv. You will not be found eligible, and whilst this will be explained to you, you may be offered a different course (probably at a different level) which you may consider to take up.
- h) Depending on the outcome of this process, when you would be found eligible for the course, the Admissions and Records Department will inform MG2I International section, so that they will communicate with you any correspondence you will need in order to be able to attain VISA or similar documents. This will also include any invoice or similar in view of paying fees as may be applicable. If you happen to be entitled for a fee exemption, all the necessary documents from the respective Section within MFED (Malta) need to be presented - including any Receipt showing that you have actually submitted a request for exemption - refer to answer to FAQ 15 for further information.
- i) Once MG2I gives clearance to the MCAST Admissions and Records Department that your application is in line with all the requirements, this Department will send out to you the official acceptance letter. This is done through the MCAST CMIS Admissions Portal.

One final note regarding eligibility. MCAST is keen to welcome you as a student with us. We want to make sure that whatever course you start off, you will be able to move through it without unnecessary hurdles, whilst gaining a positive study experience. This leads to a successful completion of the course you would have chosen. *This is one of the reasons why an entry requirements structure (including English Proficiency as applicable) is set and followed when checking your eligibility to your chosen course.*

17. When will I be considered an MCAST Student?

You will only be considered an MCAST student after that the official Acceptance offer will be sent out to you through the MCAST CMIS, and you will eventually accept the offer. For this to be done, the process explained in the above answer to FAQ 16 needs to be successfully completed. This means that you need to be found eligible for the course you choose, have settled the necessary initial payments or have been given an official exemption from fees.... besides having obtained the necessary documents to legally come into Malta.

Full Time courses, start their lectures at the beginning of October 2021. Institutes might call students for Induction Meetings and similar, a few days before start of Lecture sessions. Timetables are made available directly by the Institute in which you will be registered as an MCAST student. The Academic Calendar can be referred to on the MCAST website so that you will have a clearer idea of the different stages throughout the academic year.

It is particularly important to note, that a full time course of studies at MCAST will only take off if there are enough students ready to start off the course at the beginning of October. MCAST cannot be held responsible for full time courses which you may have been accepted as a student on, but which will not be able to take off given the very small number of students registered for same. The numbers making a course viable, are very small - however the viability of a course can only be confirmed when the full Admissions (local and international) will be concluded at end of September - unless otherwise indicated.

Once registered as MCAST students, those who do not attend regularly or who do not show the necessary progress in their programme of studies, will be reported to Immigration Authorities and will have their visa withdrawn.

18. What is the Maturity Clause?

As explained in the answer to FAQ 16 g (iii), you may be referred to a Maturity Clause Interview. This depends on your age, but also on whether you would have shown (through the documents uploaded in the form) that you do have at least a minimum academic preparation to start and eventually successfully manage to complete a programme of studies.

The age structure, is as follows:

- ✓ At least 19 years if you wish to be considered to join an MQF Level 3 Diploma at MCAST
- ✓ At least 21 years if you wish to be considered to join an MQF Level 4 Advanced Diploma at MCAST
- ✓ At least 23 years if you wish to be considered to join an MQF Level 5 or 6 Higher Diploma or Degree at MCAST
- ✓ At least 27 years if you wish to be considered to join an MQF Level 7 Mater's programme, at MCAST

In order for a Maturity Clause interview to be held, you would need to have submitted your CV (using the Europass format), official proof of past and current work experience, as well as a motivation letter written by yourself, explaining why you wish and feel that you are to be considered for the course you will be opting for.

The Maturity Clause, calls for an interview to be held as well as any other possible form of assessment of your academic preparation and skills.

19. What shall I do if I encounter a difficulty throughout this process of using the International Applicants' online form (<https://bit.ly/33T3lbz>) ?

If after that you have read the answers to these FAQs and any other exchange of emails with you, you can always send an email to internationalappl@mcast.edu.mt. It is very important that in the email you sent, you are clear in what you are asking and the information you want an answer to. If need be include any screenshots to help you explain your point. Emails without any text in them and without being signed off clearly using your full name and surname and any other information you can give to identify yourself, will not be replied to.

Always keep to the same thread of emails... do not start a fresh new email whenever you communicate with MCAST. Send your email as an email reply to the one you would have received from us. That way the trail of communications can be followed and so it will be easier for you to receive any replies and assistance from MCAST. Given the high traffic volume, it may take a few days until we will be able to reply to your email.

There may also be other ways how we can suggest that we communicate with you so as to assist you with your difficulty or clarification:

- ✓ Should the need arise, we will get in touch with you via MS Teams - which you can access for free when clicking on the link of the calendar invite which we would have sent you via email to your email address. That way we can discuss your difficulties during a short meeting which we will set up an appointment for.
- ✓ We can ask you to use the following link so that we can have visibility to what you will be seeing on your laptop or PC... that way we can better guide you based on what we will be seeing. Once you access this [AnyDesk](#) link, the person at the other end of the line will ask you for a Number which will be required to gain access to what you will be seeing:
<https://anydesk.com/en/downloads/windows>

20. Can MCAST assist with finding accommodation in Malta?

MCAST does not offer its own accommodation facilities. Searching around over the web or social media for privately owned accommodation arrangements, is rather easy to do. Malta is a small Island and travelling distances are relatively short. The Public Transport network is also properly spread and adequately effective ... visit <https://www.publictransport.com.mt/>

21. I am interested in the Chief Mate programme... what further information is available?

The Chief Mate course is launched depending on the number of applicants who besides being eligible as per Prospectus Entry Requirements, must present a 'Letter of Eligibility' from Transport Malta prior to starting the course. The letter of eligibility will confirm that the applicant is fully qualified as Officer-In-Charge of Navigational Watch and has spent the required minimum of one year sea time in that capacity. There is no fixed date when the Chief Mate course commences, but this is usually planned for beginning of January. Main reason being that applicants would not really be committed to sea at that time, and can better attend full time for one year academic learning. Transport Malta schedules written exams for July and October, with resits organised accordingly by TM itself. The Chief Mate course will be completed when candidates sit for their oral exams around end December/beginning January of the subsequent year. All written and oral examinations are organised, corrected and results issued by Transport Malta. During the Chief Mate course, STCW ancillary short courses, like advanced fire-fighting, medical care, ECDIS and Navigation radar are held as part of the end certification for Chief Mate standard.

It is to be noted that the information in this document is to be read together with any other emails communicated to prospective international applicants, as well as to the information found in the online International application form (<https://bit.ly/33T3lbz>).

Current version of this document is being published as at 24th June 2021,
by the Admissions and Records Department
within the **MCAST Office of the Registrar**

✉ internationalappl@mcast.edu.mt

