

Annex 2

User Guidelines

Objective

The ELT Council regulations, seeks to regulate the ELT sector for the sector's own advancement. It provides for a widening of scope from that of the outgoing [LN 60 of 1996](#). The latter did not cater for all different components of the industry and thus a need for an update was felt.

The legislation itself aims at providing a structure that seeks to enhance and safeguard the ELT industry in its entirety.

Composition of ELT Council

The EFL Monitoring Board becomes the ELT Council. It is made up of 9 members instead of 6. The members will hail from the following entities:

- A Chairperson,
- A member with competence in English from the National Commission for Further and Higher Education,
- A member appointed by the Minister responsible for tourism,
- A member from MTA with industry experience,
- A member appointed by the rector of University of Malta with competences in English,
- 2 members appointed by the association,
- 2 members elected by the licensed schools.

Role of ELT Officers and CEO

The law provides for the role of ELT officers and CEO which will provide the administrative and managerial backbone to the Council's operation. Their major responsibilities and role is also expounded on in the legislation.

Target Audience

Because the legislation is relevant to the industry as a whole, it has more than one category of stakeholders.

Schools

Are perhaps one of the biggest target audience. The quality assurance measures mentioned in the regulations will affect the schools positively by enhancing the standards. The fact that the regulations tackles non-academic issues will also affect schools which offer touristic packages. Having said this, most of the specifications found in this law are already part of the Schools' policy as their own internal quality assurance mechanism. Having it put in a legal framework will provide a greater impetus and help all schools push their standards up a notch.

Perhaps the biggest change for schools within this law, is the fact that licences are not for an unrestricted period of time any more. The introduction of renewal of licence every four years will ensure that standards do not sag, and that Malta's ELT industry remains sharp and innovative. Schools that are licensed before the coming into force of this legislation will remain licensed with the same rights and obligations as if they were licensed under this new law.

A school licence and renewal fee was introduced.

The regulations give the right to the ELT Council to determine and levy fines or penalties in cases of non-compliance.

ELT Professionals

While the old Law regulated only ELT teachers and Directors of Studies, the current legislation widens its scope and also includes:

- English Language Teacher Trainers,
- English Language Teachers for ESPs,
- Annexe Managers,
- English Language Teachers Providing Home Tuition,
- English Language Teachers providing Distance Learning,
- Non-Academic services managers.

ELT Teachers:

There are only minor changes in the actual requirements for ELT Teachers, namely the matriculation level will only be asked from applicants under the age of 21 (instead of 25).

The permit will now be renewable every 4 years instead of every year. The law however, introduces a condition for CPD for the renewal to take place. This change will not only ease the administrative burden of the schools and the Council, but will also bring about a positive change, in that prior to this, the renewal was almost automatic, while with the introduction of the CPD requirement, teachers will have an incentive to further their knowledge. The law also stipulates that renewal may only take place within 4 years from the date of expiration.

Thus if a person does not renew his/her permit for more than 4 years, he/she will need to reapply from scratch, keeping in mind that requirements might change.

Director of Studies:

The requirements for a DoS has widened in scope, catering for more possibilities and flexibility without compromising the standard.

Annexe Manager:

The requirement for an Annexe Manager in every annexe has now been entrenched in the Law. The qualifications and requirements necessary remain mostly the same as they have been in practice these past few years, as per EFL Monitoring Board Policy. The only change is in the number of hours of experience, which went up from 500 to 1000.

English Language teacher trainer:

This is a new introduction in the law. The law specifies the exact qualifications necessary for one to be approved as an English Language teacher trainer.

English Language Teachers providing Distance Learning and English Language Teachers Providing Home Tuition:

These are also new introductions in the legislation. Home Tuition Providers and Distance Learning Providers are for the first time being regulated by the ELT Council. The legislation provides a list of the qualifications needed to be approved as well as other requirements needed for a licence to operate as Distance Learning Providers and Home Tuition Providers. Such as premises and structure.

The regulations give the right to the ELT Council to determine and levy fines or penalties in cases of non-compliance.

Non-Academic services managers:

The legislation regulates a role that is vital to the sector, but which has as yet been unregulated. It lists not only the requirement needed for approval by Council, but also the major responsibilities and duties that such role carries, similar to what has always been done for the Director of Studies. The legislation takes into consideration schools which are small in operation and which do not necessarily afford or need a different person to take on this role, in fact it stipulates that providing the qualification criteria is met, an HoS or a DoS can take up this role themselves.

A fee was introduced for:

ELT permit, ELT permit for Distance Learning, ELT permit for Home Tuition, ESP permit, and subsequent renewals

This is not a legally binding document and has no legal standing.
