L.N. 159 of 1990

# EDUCATION ACT, 1988
# (ACT NO. XXIV OF 1988)

## Bye-Laws for the Diploma in Educational Administration and Management

IN exercise of the powers conferred upon him by sections 28(5) and 29(6) of the Education Act, 1988, the Chancellor of the University of Malta has promulgated the following Bye-laws made by the Board of the Faculty of Education of the University of Malta in virtue of the powers conferred upon it by section 35(1) of the said Act, and which have been approved by the Senate of the University of Malta as required by section 35(2) of the said Act.

### Citation

These Bye-Laws may be cited as the Bye-Laws for the Diploma in Educational Administration and Management, and are applicable only to the course which started in 1987.

## BYE-LAWS FOR THE DIPLOMA IN EDUCATIONAL ADMINISTRATION AND MANAGEMENT

(Applicable only to the course which started in 1987)

### 1. Admission Requirements

1.1 A candidate shall be admitted to the course for the Diploma in Educational Administration and Management if he is in possession of teacher certification (i.e. Teacher Certificate, Bachelor in Education Degree, Post-Graduate Certificate in Education, or equivalent qualification), together with a minimum of five years teaching experience.

1.2 Candidates who hold a post of Assistant Head of School or a higher administrative position in Education will also be considered for admission to the course.

### 2. Course Programme

2.1 The course programme shall consist of a minimum of 30 study-units in the following course components:

A. Theoretical Perspectives for the Study of Educational Administration — 10 units

B. The Planning and Management of Educational Institutions — 10 units

C. Current Issues in Educational Theory and Practice — 5 units

D. Long Essay/Project — 5 units

2.2 A candidate must successfully complete Part I of the course before being admitted to Part II.

3. **Assessment**

3.1 The assessment procedure shall be based on the principle of continuous assessment.

3.2 Assessment may be carried out by one or a combination of: course work, set essay, project, test and examination, or any other method as required by the nature of the unit.

3.3 In order to complete the course successfully, a candidate is required to obtain a minimum of 26 credits.

3.4 A candidate satisfactorily completes each part of the course if not more than two units are assessed as F.

3.5 If three or four units are assessed as F, a candidate shall be allowed to re-sit the failed units once.

3.6 Failed units which are satisfactorily completed following a re-sit, carry the minimum pass-mark (45 percent).

3.7 A candidate who fails five or more units in either Part I or Part II of the course shall be required to withdraw from the course.

3.8 A candidate shall be awarded the Diploma in Educational Administration and Management if he satisfies the above assessment requirements and obtains an aggregate of 45 percent of the final assessment mark. The final assessment mark shall be based on the following five, equally weighted, components:

(a) the assessed course work covered during Part I of the course;

(b) the assessed course work covered during Part II of the course;

(c) Paper I — a three-hour written examination in the theoretical perspectives for the study of educational administration;

(d) Paper II — a three-hour written examination in the planning and management of educational institutions;

(e) the long essay/project.

3.9 Regular attendance shall be taken into consideration in reaching the final assessment mark. Candidates who do not attend regularly shall be required to withdraw from the course.

3.10 Marking in all areas of the course shall be on the percentage scale with 45 percent as the minimum passmark.

## 4. Certification

4.1 On the successful completion of the course a candidate shall be awarded the Diploma in Educational Administration and Management.

## 5. Application

5.1 These bye-laws shall apply only to the course which started in 1987.

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