



# Your Guide to University Life

STUDENT HANDBOOK  
2024/25



L-Università  
ta' Malta



# Contents

---

<b>1. Forewords</b>	<b>3</b>
Rector	3
KSU President	3
Pro-Rector for Student and Staff Affairs and Outreach	4
Academic Registrar	4
<b>2. UM Dictionary</b>	<b>5</b>
<b>3. Student Online Resources</b>	<b>9</b>
UM Contact	9
UM Mobile App	9
eSIMS	9
VLE	10
Turnitin	11
The Use of Generative AI Tools	11
IT Services	11
<b>4. Student Support Services</b>	<b>12</b>
Help Hub	12
Health and Wellness Centre	12
Counselling Services	12
ACCESS Disability Support Unit	13
International Office	13
Student Advisory Services	13
Chaplaincy	14
Equity Office	14
Student Solidarity Fund	14
Traditional Chinese Medicine	15
Sport at UM	15
Canteen	16
Campus Hub	16
Digital and Physical Library	17
Stipend	17

---

<b>5. KSU</b>	<b>18</b>
What is KSU?	18
How do you find us?	19
What does KSU offer?	19
Venue and Equipment Rental System	19
Togi Rentals	19
Student Funding	19
The KSU Student Card	19
<b>6. Academic Calendar</b>	<b>20</b>
Freshers' Week	20
Semester Dates	20
Recess	20
Examination Sessions	20
Graduations	21
<b>7. Student Societies and Student Representatives</b>	<b>22</b>
Student Societies	22
The role of a Student Society	22
How can students get involved?	22
Student Representatives	22
<b>8. Transport</b>	<b>23</b>
<b>9. UM Campuses</b>	<b>25</b>
<b>10. Feedback from Students</b>	<b>29</b>
<b>11. Need assistance? Have a complaint?</b>	<b>30</b>

# 1. Forewords

---



**Prof. Alfred J. Vella**  
*Rector*

Dear student,

this Handbook is intended to facilitate your journey at *L-Università ta' Malta*. Universities are complicated structures and students suddenly discover them in their lives when they know so little about them. There is usually no explanation or introduction to where their multiple campuses lie, the way they are organised and run, the layer upon layer of administrative strata that make up the institution and so on. And while all this has little to do with the content, beauty and appeal of a course of study, understanding how the University works and where to get help when required, has huge potential on the learning and teaching experienced by students on campus, which is key to their success. The Handbook is an extremely important tool for all users of UM services: in its 30 odd pages it explains the official language of the institution and offers a look inside the machinery which keeps this academic body ticking over, fruitfully and efficiently.



**Luke Bonanno**  
*President, University Students' Council (KSU)*

Dear Students,

On behalf of the University Students' Council (KSU), I'd like to warmly welcome both new and returning students to the University of Malta. KSU is dedicated to representing your interests both within the university and on a national level, ensuring decisions that affect you are fair and just. Beyond advocacy, KSU also strives to enrich your experience through initiatives like 'Students' Fest,' Night-Time Study Areas, and an Equipment Rental system. Visit our website or stop by our office to learn more. This is your time to be proactive, stand up for what you believe in, and work toward a better tomorrow. As students, we are in a unique position to influence change and shape the future. We cannot afford to let opportunities slip by or take a passive stance. Together, we can create an environment that reflects our ideals and aspirations.

Welcome to another exciting year at the University of Malta. Let's make the most of it!



**Prof. Carmen Sammut**  
*Pro-Rector for Student and Staff Affairs and Outreach*

The University Cares. Beyond its structures and regulations, the University of Malta fosters a supportive community, and each member must contribute to this environment. While institutions can sometimes seem impersonal due to bureaucratic processes, the University's efforts to assist students facing academic or personal challenges are genuine and significant.

The University and the students' union (KSU) agreed on a **Student Charter** outlining student rights and responsibilities. Committed to enhancing the student experience, the University aims to help students reach their full personal, academic, and professional potential.

This handbook serves as a guide to familiarise students with university processes and available support resources. We wish you all the best throughout your journey.



**Dr Colin Borg**  
*Academic Registrar*

In these last years, the University of Malta has been focusing on improving its student support services through a number of initiatives that involved the setting up of a Wellbeing Centre, Help Hub, the improvement of the regulatory framework, the constant effort to digitise services and to render the contact between University staff and student more user-friendly. This first edition of the student handbook is another step in this direction as it provides all the key information that a University student requires in order to access the multitude of resources and services that the University provides.

I wish all UM students the best of luck for the new Academic Year 2024–2025!

## 2. UM Dictionary

---

**Rector** The Rector is responsible for the day-to-day administration of the University and in this role chairs the Senate, faculty Board and is the legal representation of the University. Professor Alfred J. Vella was elected by Council as the 81st Rector of the University of Malta. The Rector's profile may be accessed from [um.edu.mt/profile/alfredjvella](https://um.edu.mt/profile/alfredjvella)

---

**Pro-Rectors** The Pro-Rectors at UM assist the Rector in the general day-to-day running of the University. They focus on specific aspects of University affairs.

**Pro-Rector for Academic Affairs**

Professor Joseph M. Cacciottolo

**Pro-Rector for International Development and Quality Assurance**

Professor Frank Bezzina

**Pro-Rector for Research and Knowledge Transfer**

Professor Ing. Simon Fabri

**Pro-Rector for Student and Staff Affairs and Outreach**

Professor Carmen Sammut

**Pro-Rector for Strategic Planning and Sustainability**

Professor Valerie Sollars

🔗 [um.edu.mt/about/governance/pro-rectors](https://um.edu.mt/about/governance/pro-rectors)

---

**Academic Registrar** The Academic Registrar's Office provides a wide range of administrative and systems support services to students, Faculty/Institute/Centre/School and staff. Dr Colin Borg's profile may be accessed from [um.edu.mt/profile/colinborg](https://um.edu.mt/profile/colinborg)

---

**Dean** The Dean is the head of a Faculty

🔗 [um.edu.mt/academicentities/faculties](https://um.edu.mt/academicentities/faculties)

---

**Director** The Director is the head of an Institute, Centre or School

🔗 [um.edu.mt/academicentities/institutes](https://um.edu.mt/academicentities/institutes)

🔗 [um.edu.mt/academicentities/centres](https://um.edu.mt/academicentities/centres)

🔗 [um.edu.mt/academicentities/schools](https://um.edu.mt/academicentities/schools)

---

<b>Board of Studies</b>	The Board appointed to administer a Programme of Study in terms of General Regulations for University Undergraduate/ Postgraduate Awards.
<b>UG</b>	Undergraduate – Information regarding undergraduate programmes can be found here: <a href="http://um.edu.mt/l/sSxK8">um.edu.mt/l/sSxK8</a>
<b>PG</b>	Postgraduate – Information regarding postgraduate courses can be found here: <a href="http://um.edu.mt/l/iuXJh">um.edu.mt/l/iuXJh</a>
<b>Study-Unit / Unit</b>	Part of a Programme of Study carried out within a syllabus. A Study-Unit may take the form of a series of lectures, seminars, tutorials, practical or clinical sessions, field placements, projects, research work, dissertation, private study or a combination of such work, or any other method of teaching.
<b>Compensatable / Non-Compensatable Study-Unit</b>	All Study-Units, whether compulsory, elective or optional, are deemed to be compensatable, i.e. may be passed by compensation, as provided for in these regulations, with the exception of compulsory Study-Units that are declared to be non-compensatable in a Programme of Study, and provided that when a mark of at least 45% is required to be obtained in any of a Study-Unit's assessment components, that minimum mark must be obtained for the Study-Unit to best passed by compensation. This shall only apply to undergraduate and preparatory courses.
<b>Compulsory Study-Unit</b>	A Study-Unit which must be followed and passed for the purpose of progression or successful completion of the course.
<b>Elective Study-Unit</b>	A Study-Unit in a particular Programme of Study which must be chosen from a designated list of Study-Units.
<b>Optional Study-Unit</b>	A Study-Unit chosen from a wide range of Study-Units offered by the University.
<b>Prerequisite Study-Unit</b>	A Study-Unit which must have been followed in order for a student to be able to follow a subsequent unit.



## Synoptic Study-Units

Study-Units, the teaching of which helps students to integrate knowledge acquired in a set of Study-Units pursued during the Course.

## Study-Units Credit System

UG: The allocation of credit to Study-Units forming part of a Programme of Study follows closely the European Credit Transfer and Accumulation System (ECTS) as explained in the ECTS Users' Guide.

1 ECTS credit = A total of 25 hours of learning

1 full-time academic year of study = 60ECTS

## Home Assignment

An essay set for students to be done away from the classroom and submitted by a set date.

## Examination

Any written assessment held under supervision on a set date, at a set time and venue and except when specifically stated, does not include oral, practical, clinical, or similar and excludes assessment of work performed over a period such as practicums and work/field placements. Further information regarding assessments can be found on:

➤ [um.edu.mt/I/CCONq](http://um.edu.mt/I/CCONq)

## Marking and Grading for Undergraduate Courses

Student's work shows:	Mark (%)	Grade
Work displaying exceptional quality	90-100	A+
Work displaying comprehensive and critical understanding	80-89	A
Work displaying comprehensive understanding	75-79	B+
Work displaying substantial understanding	70-74	B
Work displaying sound understanding	60-69	C+
Work displaying satisfactory understanding	55-59	C
Work displaying satisfactory understanding with shortcomings	50-54	D+
Work displaying basic understanding	45-49	D
Work displaying inadequate understanding to varying degrees	0-44	F
Pass – when assessment is based on a Pass/Fail basis only		P
Temporary Grade		I

## University of Malta Undergraduate Awards

	COURSE TYPE	CREDITS
LEVEL 4	University Pre-Tertiary Certificate	Not less than 16
LEVEL 5	University Certificate	30 or 32
	University Diploma	60 or 90
	University Higher Diploma	90 or 120
LEVEL 6	Bachelor	180
	Bachelor (Honours in one Area of Study) (3-year full-time Course)	180
	Bachelor (Honours in one Area of Study) (4-year full-time Course)	240
	Bachelor (Honours) (4-year full-time professional Course)	240

### Plagiarism & Collusion

Plagiarism, the unacknowledged use, as one's own, of work of another person, whether or not such work has been published. Collusion occurs when two or more students collaborate to produce work, where such collaboration is not permitted. The University's guidelines, regulations, and any other information on Plagiarism and Collusion can be found on the following link:

✔ [um.edu.mt/registrar/studentconduct](https://um.edu.mt/registrar/studentconduct)

### DegreePlus Study-Unit

Extracurricular activities on an off campus available by registering from a pool of DegreePlus study-units available at:

✔ [um.edu.mt/degreeplus](https://um.edu.mt/degreeplus)

For further information contact the Degree+ Office on [degreeplus@um.edu.mt](mailto:degreeplus@um.edu.mt)

### Erasmus+

As a registered UM home student, you can apply for an ERASMUS+ study mobility at one of the partner universities with whom the UM has an active inter-institutional agreement for your area of study. For further information visit [um.edu.mt/1/zyvsk](https://um.edu.mt/1/zyvsk) or email [erasmus@um.edu.mt](mailto:erasmus@um.edu.mt) for any queries.

## 3. Student Online Resources

### UM Contact

Students may reach the University of Malta's reception on **+356 2340 2340** or via email at **info@um.edu.mt**. The University's website is accessible from **um.edu.mt**.

### UM Mobile App

My UM is the official app of the University of Malta designed to improve the mobile experience of students, staff and visitors who interact with the UM/JC community. The app also enables students and staff to receive personalised announcements on their mobile devices.

My UM is available for Android and iOS devices. Students and staff can download My UM using the UM IT Account username and password. Authentication is required only once.

For more information visit [um.edu.mt/myum](http://um.edu.mt/myum)



### eSIMS

eSIMS abbreviates Electronic Student Information Management System. It serves as the digital gateway accessible to University of Malta students, granting them the capability to access information concerning their academic journey and perform various online tasks including:

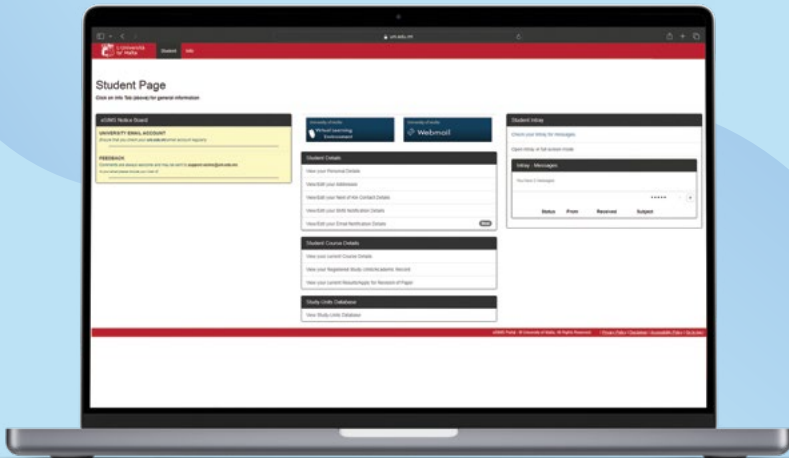
- Enrolling for each academic year
- Viewing current and past course details
- Accessing an unofficial academic transcript including results
- Reviewing and updating personal information

- Checking messages through the eSIMS inbox
- Registering for study units each year
- Providing feedback on lectures
- Requesting revision of paper

Upon receiving their acceptance letter and activating their UM IT Account, students will be granted access to the eSIMS portal. The portal can be reached at [um.edu.mt/esims](http://um.edu.mt/esims)

More information:

🔗 [um.edu.mt/registrar/sims/esimsfaqs](http://um.edu.mt/registrar/sims/esimsfaqs) ✉ [support.esims@um.edu.mt](mailto:support.esims@um.edu.mt)



## VLE

VLE is a web-based learning environment which provides tutors with a range of tools to support students with their studies.

Tutors use the VLE to post teaching materials and resources such as course notes, reading lists, online articles, audio, video-clips, Panopto recordings etc. The VLE supports communication and collaboration between tutors and students through the use of discussion boards and Zoom meetings, and enables students to submit coursework online using Turnitin.

Students are given access to the VLE areas for the specific study-units which they are registered for and may access the VLE by selecting it from the Staff/Current students drop-down menu at the upper left-hand corner of the University of Malta/Junior College homepage. Signing in is required, utilising username and password.

Students encountering signing in problems are encouraged to visit

**[um.edu.mt/itservices/umaccount/sso/faqs](https://um.edu.mt/itservices/umaccount/sso/faqs)**

Further information may be accessed by visiting **[um.edu.mt/itservices/vle/info/faqs](https://um.edu.mt/itservices/vle/info/faqs)**

## Turnitin

Turnitin is an online tool available via the UM VLE that is used by academic staff to monitor potential plagiarism in students' work. Turnitin compares work against electronic sources including the Internet, books, journals and other students' work, and generates a similarity report indicating which parts of the work are unoriginal.

Further information may be accessed by visiting

**[um.edu.mt/itservices/vle/turnitin/faqs](https://um.edu.mt/itservices/vle/turnitin/faqs)**

## The use of Generative AI Tools

The University embraces the benefits of Artificial Intelligence (AI) technology while critically and creatively engaging with its challenges. AI has been integrated into UM's teaching and research where appropriate, the University not only stands to enhance its academic programmes but also to empower students with essential skills for an increasingly AI-driven world. UM has set guidelines intended to ensure the ethical use of AI and maintaining academic rigour and integrity.

Guidelines for Academic Staff on the use of Generative AI Tools in Class and in Assessments: [🔗 um.edu.mt/l/ctBo0](https://um.edu.mt/l/ctBo0)



## IT Services

IT Services manages the University's IT infrastructure and supports the teaching, learning, research and public engagement activities of UM through efficient and effective use of information and communication technologies.

The IT Service Desk is the primary point of contact for student to report IT related issues, find self-help guide or chat online with a support agent. Further information may be accessed by visiting **[um.edu.mt/itservices](https://um.edu.mt/itservices)**

## 4. Student Support Services

---

### Help Hub

The Help Hub at the University of Malta (UM) has been set up to provide support to current students in a range of areas. Located within Students' House, right off the main Quadrangle, the Help Hub will provide you with the necessary individual as well as focused attention when you register your enquiry and can ask for guidance through a one-stop-shop service.



More information:

 **+356 2340 6183**  **helphub@um.edu.mt**  **um.edu.mt/services/helphub**

### Health and Wellness Centre

The Health and Wellness Centre at the Msida Campus offers services aimed at enhancing the wellness of UM staff and students.

Professional support, to help UM staff and students take on the challenges and grasp the opportunities that may arise as a result of everyday life situations, is available at the Centre.

More information:

 **+356 2340 3988**  **health-wellness@um.edu.mt**  **um.edu.mt/health-wellness**

### Counselling Services

The Counselling Services at the University of Malta aims to enhance and support the intellectual, spiritual, sexual, and emotional growth of persons belonging to the University community. As an integral part of the University of Malta, the unit offers counselling services to staff and students and also participates in research, training and consultation.

More information:

 **+356 2340 3988**  **health-wellness@um.edu.mt**  **um.edu.mt/counselling**

## ACCESS Disability Support Unit

The University of Malta (UM) takes great pride in extending a warm welcome to individuals who may have specific access needs due to impairments, medical conditions, or specific learning difficulties. Whether these individuals are prospective students meeting UM's entry requirements and aiming to pursue higher education or staff members seeking support during their on-campus employment, UM is dedicated to fostering an inclusive community.

UM is committed to offering appropriate and fair accommodations that empower students to select and pursue their desired courses. The University of Malta is also proactive in ensuring the full engagement of both students and staff members in all campus activities throughout their journey at UM.

More information:

 [+356 2340 2557](tel:+35623402557)  [adsu@um.edu.mt](mailto:adsu@um.edu.mt)  [um.edu.mt/access](http://um.edu.mt/access)

## International Office

UM values the significant contribution that international students make to its cultural diversity. Their presence enhances the learning environment by encouraging cross-cultural understanding, improving the educational experience for both local and international students, and bringing global perspectives into classroom discussions and campus life. The International Office manages the University's global relationships and provides support to its international student community.



More information:

 [+356 2340 2240/3182](tel:+356234022403182)  [international@um.edu.mt](mailto:international@um.edu.mt)  [um.edu.mt/international](http://um.edu.mt/international)

## Student Advisory Services

The objective of the Student Advisory Services is to furnish potential and existing students at the University of Malta with guidance and insights pertaining their studies and careers. This service is designed to assist the students in making well-informed choices regarding their academic pursuits and professional trajectories.

Book an appointment:

 [um.edu.mt/sas/appointments](http://um.edu.mt/sas/appointments)

More information:

 [+356 2340 3096](tel:+35623403096)  [sas@um.edu.mt](mailto:sas@um.edu.mt)  [um.edu.mt/sas](http://um.edu.mt/sas)

## Chaplaincy

The Chaplaincy's distinct purpose within the campus environment revolves around fostering the spiritual dimension of students' and staff members' lives, while also extending pastoral support. A diverse array of activities has been crafted to cater to various preferences.

- Individualised companionship for those desiring personalised guidance.
- Community-oriented gatherings for those seeking collective engagement.
- Inclusive options for those who approach religious matters with scepticism.
- Opportunities for individuals aspiring to embrace a devoted spiritual journey.

More information:

[+356 2340 2341](tel:+35623402341) [✉ chaplaincy@um.edu.mt](mailto:chaplaincy@um.edu.mt) [📍 um.edu.mt/chaplaincy](http://um.edu.mt/chaplaincy)

## Equity Office

The University of Malta values equity, diversity, and inclusion (EDI), and is committed to fostering an environment that celebrates diversity and protects everyone's rights. The Equity Office ensures that EDI principles are integrated across the University, implementing the Gender+ Equity Plan and promoting awareness initiatives.



UM strives to create a culture of belonging, providing opportunities for all to participate in University activities.

More information:

[+356 2340 3401](tel:+35623403401) [✉ equity@um.edu.mt](mailto:equity@um.edu.mt) [📍 um.edu.mt/about/equity/office](http://um.edu.mt/about/equity/office)

## Student Solidarity Fund

Students grappling with financial challenges may find themselves in such predicaments due to factors like loss of income resulting from business closures, self-isolation, health issues, or other obstacles. To address these issues and cater to essential needs, the Student Solidarity Fund (SSF) was established at the University of Malta (UM). The main objective of this fund is to offer assistance to students who are confronted with such difficulties.

More information:

[📍 um.edu.mt/services/studentssolidarityfund](http://um.edu.mt/services/studentssolidarityfund)



## Traditional Chinese Medicine

Aligned with its academic initiatives, the University of Malta established a Traditional Chinese Medicine Clinic. This clinic is staffed by proficient medical practitioners from the Shanghai University of Traditional Chinese Medicine, specifically dispatched to offer clinical services in the realm of alternative medicine at the facility. The spectrum of treatment choices encompasses dietary guidance, herbal remedies, and therapeutic techniques such as acupuncture, moxibustion, and cupping.

Following an in-depth assessment of the patient's condition, the case is thoroughly examined, and treatment is administered through scheduled appointments, involving a nominal fee.

More information:

📞 +356 2340 3988 ✉ [health-wellness@um.edu.mt](mailto:health-wellness@um.edu.mt)

## Sports at UM

UM encourages all university community to be active in life. Opportunities to participate in sport and increase physical activity levels are available to all students and staff.



Students may benefit from special rates for use of both the Olympic size swimming pool and The Kinetika Gym at the National Pool Complex. The gym is open daily between 06:00 and 22:00 and between 07:00 and 17:00 during weekends. Squash courts are also available within the same building.

More information:

📞 +356 2340 2353 ✉ [oliver.mallia@um.edu.mt](mailto:oliver.mallia@um.edu.mt)

## Student Athlete Programme

The **Student Athlete Support Programme (SASP)** strives to assist student-athletes who practice sport on a regular basis at national and/or international level. Through the SASP the University encourages and supports student-athletes to find a balance between their academic and sporting commitments.

More information:

📞 +356 2340 4423 ✉ [athletesupport@um.edu.mt](mailto:athletesupport@um.edu.mt)

📍 [um.edu.mt/ipes/students/studentathletesupportprogramme](http://um.edu.mt/ipes/students/studentathletesupportprogramme)



## Canteen

All students and staff can use the canteen located on main campus at the Students House, making it a convenient place to grab a quick meal between classes. It is a common place for students to meet and socialise with friends or to work on group projects in a more relaxed setting.

## Campus Hub

Few meters away from the UM main campus one finds Campus Hub managed by Vassallo Group which offers accommodation for students, a Piazza with restaurants as well as retail shops and parking facilities.

## Study Area

At UM, there are designated study areas where students can find a quiet place to concentrate and study effectively. Apart from the quiet zones within the library there are study areas ideal for group work or individual study. These areas can be found at Dar Manuel Magri (DMM), Kokka Salott and the KSU Common Room.



For more details contact Help Hub on [helphub@um.edu.mt](mailto:helphub@um.edu.mt) or KSU on [secgen@ksu.org.mt](mailto:secgen@ksu.org.mt)



## Digital and Physical Library

The UM has a Library which offers a wide array of support services with state-of-the-art facilities and top-quality scholarly resources, including print and electronic collections. These resources can be accessed both in physical university libraries at main campus and its six branches, and through a digital library platform. Key points include vast resource access with a wide range of bibliographies and informative materials, digital library with resources available online, dedicated webpage with all available services.

For more information and to explore the available services, please visit the dedicated webpage [um.edu.mt/library](https://um.edu.mt/library)

Contact details:

☎ **+356 2340 2541** ✉ [library@um.edu.mt](mailto:library@um.edu.mt)

## Stipend

The Students who satisfy all the University's entry requirements in accordance with any other requirements will be eligible for the stipend once they receive their letter of acceptance. Students are also eligible to apply for Students' Maintenance Grant, a scheme provided by the Government of Malta for students in higher education.

For more information contact UM Stipend Office:

☎ **+356 2340 6207** ✉ [stipends@um.edu.mt](mailto:stipends@um.edu.mt) 📍 [um.edu.mt/stipends](https://um.edu.mt/stipends)

## 5. KSU

---

### What is KSU?

The **Kunsill Studenti Universitarji** (University Students' Council) is the oldest national student union in Europe. Albeit the fact that years have passed by since the day when KSU was founded in 1901, KSU's aims remain unaltered. KSU is founded on the ideology that life at the University of Malta is much more than simply academia but is the ideal forum where students can engage in active participation. Students should be given the opportunity to express their ideas regarding pertinent issues.



### How can you find us?

#### Social Media

KSU increases student support through our comprehensive website, designed to cater to the diverse needs of our students through a number of resources and services, ranging from academic assistance to campus amenities, providing you with a holistic university experience. Over recent years, KSU has also developed the myKSU app that brings these vital services even closer to you.

At KSU, staying informed and connected is a constant priority for us. This remains possible through our online community on Instagram and Facebook, where the latest campus news, events, and crucial updates are shared with our students.

Find us: [ksu.org.mt](https://ksu.org.mt) [/ksumalta](https://www.facebook.com/ksumalta) [/ksumalta](https://www.instagram.com/ksumalta)

#### Our Office

Our Office is located in Student's House just next to canteen. We have an open-door policy so if you have any questions come pay us a visit.

## What does KSU offer?

**Venue and Equipment Rental System** – KSU, offers students and student organisations the opportunity to rent out venues/rooms around university.

**Togi Rental** – One of the services we offer is a toga rental system for students that have just graduated from their respective course. We believe that students deserve a good quality toga at an affordable price. Students would get the opportunity to book their appointment for a fitting, where they would have the chance to see themselves in their full toga before renting it.

**Student Funding** – KSU will be launching Kokka Fondi very soon! We encourage you to keep an eye out on our Socials, and even on Quad, to see how you can benefit from our funds!

**The KSU Student Card** – Students in possession of a valid KSU Student Card will be able to enjoy several discounts and deals, tailor made to the student's wants and needs. Students can find more information about the benefits offered by our student card through our website or app.

The KSU office is situated at the Student House, University of Malta Msida, MSD2080 Malta and may be reached on **2340 2104** or by email at **secgen@ksu.org.mt**.



## 6. Academic Calendar

---

Academic Calendars provide information on the beginning and end of course, examination sessions and holidays.



### Fresher's Week

Monday 30 September to Friday 4 October 2024

Opening Ceremony – 30 September 2024

---

### Semester Dates

#### First Semester

Monday 30 September 2024 – Friday 7 February 2025 – For first year students

Monday 23 September 2024 – Friday 7 February 2025 – For continuing students

#### Second Semester

Tuesday 11 February – Friday 27 June 2025

#### Summer Semester

Monday 9 June to Friday 26 September 2025

---

### Recess

Christmas recess: 20 December 2024 – 5 January 2025

Easter Recess: 14 April – 27 April 2025

Summer Recess: 1 August – 15 August 2025

---

### Examinations Sessions

First Semester – 20 January – 7 February 2025

Second Semester – 2 June – 27 June 2025

September Assessment Session – 1 September – 13 September 2025



## Graduation

Graduation Thanksgiving Masses will be held at St John's Co-Cathedral, Valletta on 11 and 12 November 2024 at 18:30.



Graduation Ceremonies for 2024 undergraduates take place between 14 November 2024 – 20 November 2024. The list of ceremonies can be found through this link:

✔ [um.edu.mt/alumni/certification/graduationceremoniesug](https://um.edu.mt/alumni/certification/graduationceremoniesug)

Any queries regarding the academic dress for these ceremonies can be found through the following link: ✔ [um.edu.mt/alumni/certification/academicdress](https://um.edu.mt/alumni/certification/academicdress)



## 7. Student Societies and Representatives at UM

---

### Student Societies



#### The role of a student society

A student society is a group or association formed by students within an educational institution, such as a university or college. These organisations are typically created to serve specific interests, causes, hobbies, academic disciplines, or social activities. They provide students with opportunities to engage in extracurricular activities beyond their academic studies and connect with peers who share similar interests.

UM has several student societies that are recognised by Senate and are an integral part of campus life. These societies offer students the chance to become involved in interests other than those that are purely academic and to develop a network of friends, besides broadening the outlook on life.

#### The role of a student society

There are multiple student societies set up university-wide, college-wide or specialised, that are constantly seeking new members to join their society. If student activism and involvement within campus life is something that interests you, you can find a list of student societies on the UM website [um.edu.mt/studentlife/studentsocieties](http://um.edu.mt/studentlife/studentsocieties).

### Student Representatives

#### The role of the student representative

Student Representatives are the link between students and the University.

Student Representatives on Council, Senate, Boards of the Faculties, Institutes, Centres and Schools and students participating in Senate-recognised Student Societies at the University of Malta are committed to:

- make a difference
- achieve change
- improve the students' experience on campus.

Student Representatives are normally elected by the student body through an election. Elections for this role takes place every March and November of the new academic year.

If you require assistance from a student representative within your course, you can find the relevant student representative here:

✉ [ksu.org.mt/about/representation/student-representatives](http://ksu.org.mt/about/representation/student-representatives)



UM offers a study-unit PSY2650 which gives the students the opportunity to participate in University administrative and academic affairs, or in the organisation of activities carried out by Student Societies, reflect on that participation and the consequent learning as well as develop their interpersonal and group skills

For more information regarding Student Representatives, their role and the election process one can contact Ms Carmen Mangion, Deputy Registrar, Administration Building Room 209.

🔗 [um.edu.mt/studentrepresentatives](https://um.edu.mt/studentrepresentatives)

☎️ +356 2340 3736/6183 ✉️ [student-reps.registrar@um.edu.mt](mailto:student-reps.registrar@um.edu.mt)



## 8. Transport

---

'Getting to UM' is the travel information website of UM where different options are given how to reach the UM whether on Foot, by Bicycle, by Scooter, by Bus, by Ferry, by Car. UM is committed to reducing its carbon footprint by actively encouraging staff and students to use greener transport options.

KSU is committed to sustainability and green practices. UM enrolled students are encouraged to apply and make use of the funds available from the KSU Green Fund.

For more information of the KSU Green Fund visit [ksu.org.mt/initiatives/ksu-green-fund](https://ksu.org.mt/initiatives/ksu-green-fund)

Parking spaces at University of Malta campus are limited and in order to park you must obtain a parking permit from **KSU Office**. Parking for students is allowed on blue lined parking spaces around campus. If you want to further reduce your expenses and try other carpooling services you may download the Cool Ride-Pooling app on your smart phone.

For more information on carpooling service and car parking permit visit:

Carpooling: [ksu.org.mt/services/carpooling](https://ksu.org.mt/services/carpooling)

Car parking permits: [ksu.org.mt/services/parking-permit](https://ksu.org.mt/services/parking-permit)

### LOOK OUT FOR THE KSU GREEN FUND



Walking



Motorcycle



Carpooling

Be sure to **wear a mask** inside the car and take all the precautions necessary.



Buses

For Gozitan students, try the **X1, X1A & X300** routes



Bicycle

Bike racks can be found next to **quad and gateway**

## 9. UM Campuses

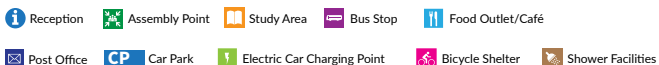
The University has the Main Campus at Msida and three other campuses, at Valletta, at M'Xlokk and in Gozo.

### Main Campus

The main campus, the University of Malta Msida Campus (also known as Tal-Qroqq), is where most of the activity takes place. The main campus is a hub of academic excellence and vibrant student life, providing a comprehensive educational experience that combines rigorous academic programmes, an intellectual community with a wide range of extracurricular activities and support services.

### Msida Campus Map

The Campus Map is subject to periodical updates. A full version of the map can be downloaded from [um.edu.mt/campusmap](http://um.edu.mt/campusmap).



📍 **MSIDA CAMPUS**



📍 **VALLETTA CAMPUS**



📍 **GOZO CAMPUS**



📍 **MARSAXLOKK CAMPUS**

## Valletta Campus

The Valletta Campus is housed in the Old University Building. This Campus serves as a prestigious setting for the hosting of international conferences, seminars, short courses and summer schools. Within the building one can find the Conferences & Events Unit, the Centre for the Study & Practice of Conflict Resolution, the Research, Innovation & Development Trust (RIDT), and the Gibsoteka.

For more information visit [um.edu.mt/campuses/valletta](https://um.edu.mt/campuses/valletta)

## Marsaxlokk Campus



M'Xlokk Campus, hosts the Institute for Sustainable Energy, where research focuses on solar water heating, weather monitoring, vertical photovoltaic systems, solar tracking, building energy use, and wind assessment, all aimed at advancing sustainable energy solutions and optimising efficiency. The campus has 2 research laboratories, a fully equipped classroom, and extensive outdoor grounds for experiments related to the development and improvement of prototype and commercially available sustainable energy system.

For more information visit [um.edu.mt/campuses/marsaxlokk](https://um.edu.mt/campuses/marsaxlokk)

## Gozo Campus

The Gozo Campus, founded in 1992 and located in Xewkija, supports degree and diploma courses offered in Gozo. It offers short-term courses, assists Gozitan students studying in Malta and Gozo, sitting for assessments and organises social and cultural activities for the community. The campus features a library with a reference section and provides access to ebooks and journals through a connection with the Main Library at the Msida Campus.

For more information visit [um.edu.mt/campuses/gozo](https://um.edu.mt/campuses/gozo)

 +356 2156 4559 | +356 2340 7900  [ugc@um.edu.mt](mailto:ugc@um.edu.mt)



## Gozitans at UM

### Grant payable to Gozitan resident students following full-time courses in Malta

Gozitan students who are following full-time courses in Malta can apply for a government subsidy. Each student will be required to complete a form at the beginning of each academic year.

Students can apply for this grant through an online form on:

➤ [servizz.gov.mt/en/Pages/Other/Regional-Affairs/Gozo-Affairs/WEB031/default.aspx](https://servizz.gov.mt/en/Pages/Other/Regional-Affairs/Gozo-Affairs/WEB031/default.aspx)

For information contact:

KSU: ✉ [education@ksu.org.mt](mailto:education@ksu.org.mt)

Ministry for Gozo and Planning: ✉ [subsidies.mgp@gov.mt](mailto:subsidies.mgp@gov.mt)



## 10. Feedback from Students

---

The UM, through the **Academic Programmes Quality and Resources Unit**, the **Quality Assurance Committee**, and Faculties/Institutes/Centres/Schools (FICS) is committed to work in partnership with KSU and the Student Societies within FICS to provide opportunities for all students to give feedback on their learning experiences and to contribute to their continuous enhancement. The **Student Feedback Policy** at UM details the systematic collection and analysis student feedback, how faculties and departments determine actions based on it, and how these outcomes are communicated to students.

Student feedback is crucial for maintaining and improving the quality of education at the University of Malta. By sharing your experiences and opinions, you help shape the future of your programmes. Your feedback ensures that the University continuously enhances its offerings, making your educational experience even better. The UM treats any feedback as highly confidential.

Ways on how to provide anonymous feedback:

- Provide your feedback by filling in the relevant questionnaires that you receive;
- Contribute as student representatives on Faculty Boards and/or Board of Studies;
- Participate in Periodic Programme Reviews by attending feedback sessions which are organised by other students;
- Send any positive or negative learning experiences to **quality@um.edu.mt**.

*Your voice matters – participate and make a difference!*



## 11. Need Assistance? Have a complaint

---

If a student needs assistance or wishes to submit a complaint to resolve/share, there are a number of ways through which this may be tackled.

*For students, the Faculty/Institute/Centre/School (FICS) are a crucial initial point of contact. You can reach out to the following through the online UM Staff directory at [um.edu.mt/staff](http://um.edu.mt/staff)*

**Lecturers and administrative staff within the Faculties, Institutes, Centres and Schools:** matters related to timetabling, scheduling logistical aspects, lecture content, assignments, and general administrative issues.

**Head of Department:** problems with the course, an entire study unit, unfair treatment in an assessment or if the complaint was not resolved by the lecturer or staff concerned

**Faculty Board:** problems with the overall course or treatment of students, decisions affecting continuation of a course especially if the course involves more than one academic area, more than one department.

**Student Representatives on Boards:** each FICS has student representatives on FICS Board, Senate and Council. They are the students' voice. Students may contact their student representative and/or **student society**.





*Furthermore, you may also try to resolve several issues that you may encounter throughout your academic journey, as follows:*

**Office of the Academic Registrar:** issues regarding progression, assessment conditions, regulations and administrative processes that you think are hindering your studies. Send an email to [academicregistrar@um.edu.mt](mailto:academicregistrar@um.edu.mt).

**Contact KSU as follows:**

**Course related**

If you have a complaint regarding your course or university studies this is considered an academic complaint. Academic complaints can be submitted KSU App/Website and under the section "Services" select the "Complaints" section and submit an academic complaint following the on-screen instructions. Alternatively, you can send an email to [education@ksu.org.mt](mailto:education@ksu.org.mt). Here you will receive assistance from KSU's Education Officer.

**Personal Issue**

If you have a complaint regarding a personal issue which has occurred, one may also submit a complaint to [studentaffairs@ksu.org.mt](mailto:studentaffairs@ksu.org.mt) or through the KSU App/Website under the heading 'Complaints'.



**To request a revision of a paper or to appeal a decision made by the University Assessment Disciplinary Board, please follow these steps:**

#### **Revision of Paper for Assessments**

Assessments where a revision of paper is possible, students will be able to apply for a revision of paper after a result is published on eSIMS. Requests for revision of papers must be submitted online through eSIMS within one week from the publication of the component results.

Students can apply for a revision of paper through an online form on:

**[um.edu.mt/registrar/policiesguidelinesforms/forms](https://um.edu.mt/registrar/policiesguidelinesforms/forms)**

#### **Appeal for decisions of the Assessment Disciplinary Board**

Students who have been accused of a breach of the University Assessment Regulations by the University Assessment Disciplinary Board may appeal to the University Assessment Appellate Board. An appeal is sent to the Secretary of the University Assessment Appellate Board on email **[appellate.board@um.edu.mt](mailto:appellate.board@um.edu.mt)** by not later than fifteen working days from the notification of the decision of the University Assessment Disciplinary Board.

For more information on the University Assessment Appellate Board visit the University Assessment Regulations: [📍 um.edu.mt/1/CCONq](https://um.edu.mt/1/CCONq)

#### **To submit a Complaint regarding Harassment, Bullying or Sexual Harassment**

The University of Malta is dedicated to fostering an environment free from discrimination, ensuring that all students and staff are treated with dignity and respect. UM takes allegations of harassment and sexual misconduct very seriously and may implement measures, including disciplinary actions, in response.

Steps on how to report any kind of harassment can be found on:

[📍 um.edu.mt/1/AOvOX](https://um.edu.mt/1/AOvOX) | [📍 um.edu.mt/1/YSW07](https://um.edu.mt/1/YSW07)

[📍 um.edu.mt/about/equity/office/usefultoolsresources](https://um.edu.mt/about/equity/office/usefultoolsresources)





**University of Malta**  
**Msida MSD 2080, Malta**

 **+346 2340 2340**

**[um.edu.mt](https://um.edu.mt)**

 **[/universityofmalta](https://www.facebook.com/universityofmalta)**  **[/ummalta](https://www.instagram.com/ummalta)**  **[/ummalta](https://twitter.com/ummalta)**

 **[/ksumalta](https://www.facebook.com/ksumalta)**  **[/ksumalta](https://www.instagram.com/ksumalta)**  **[/ksumalta](https://twitter.com/ksumalta)**