

FOUNDATION FOR THEOLOGICAL STUDIES

Guidelines for Financial Assistance for Postgraduate Students at the Faculty of Theology at the University of Malta

Academic Year 2018-2019

1. Introduction

A financial assistance scheme is being established by the Foundation for Theological Studies to postgraduate students at the Faculty of Theology at the University of Malta in accordance with the following guidelines.

2. Objectives

The objectives of the financial assistance scheme are to:

- assist individuals to pursue postgraduate studies in theology and pastoral ministry;
- encourage research and development in these areas of study in Malta;
- prepare and empower persons for catechesis, pastoral and spiritual ministry in Malta.

3. Description

3.1 Up to ten (10) bursaries will be offered every year by the Foundation for Theological Studies in collaboration with other institutions and benefactors to postgraduate students at the Faculty of Theology at the University of Malta.

3.2 Each bursary is limited to 2000 euro given in three steps:

- 30% on the successful completion of the first academic year (600 euro)
- 30% on the successful completion of the second academic year (600 euro)
- 40% on the final submission of the dissertation (800 euro), in accordance with University regulations and bye-laws governing postgraduate degree courses.

4. Eligibility

In order to apply for financial assistance, an applicant should:

- be a Maltese citizen
- be in possession of a B1 or higher level of English
- enrol in anyone of the following courses in accordance with the respective University Regulations and Bye-laws:
 - Postgraduate Diploma in Pastoral Psychology
 - Master of Arts in Catholic School Leadership
 - Master of Arts in Christian Faith Formation
 - Master of Arts in Family Ministry
 - Master of Arts in Matrimonial Canon Law

- Master of Arts in Religious Studies
- Master of Arts in Spiritual Companionship
- Master of Arts in Spirituality
- Master of Arts in Theology
- Master of Arts in Youth Ministry

5. Application

5.1 Applicants are to send the relevant documents to the Foundation for Theological Studies by email at fts.bursaries@gmail.com. The subject line must bear the words 'Financial Assistance' and the applicant's ID number.

5.2 A scanned copy of the documents listed below must be uploaded with the application:

- the applicant's *curriculum vitae* (Europass)
- a letter of motivation (by the applicant)
- a letter of reference (by a leader of a church institution, entity or association)
- a list of three referees (one from a church background and two others)
- any relevant academic degree certificates
- any undergraduate or postgraduate dissertation/s (if applicable)

5.3 Applications should be received by 15 September 2018 at noon (local time).

5.4 It is the responsibility of the applicants to ensure that their application is successfully submitted and to keep a printed copy of it.

6. Evaluation and Selection

6.1 The Financial Assistance Board (FAB) is responsible for all matters concerning the evaluation of applications and selection of beneficiaries according to pre-established criteria.

6.2 The FAB is composed of five (5) members:

- the Director of the Foundation for Theological Studies (or his/her representative)
- the Dean of the Faculty of Theology (or his/her representative)
- the Director of the Pastoral Formation Institute (or his/her representative)
- a member of the Foundation for Theological Studies appointed by the same Foundation for a term of three years
- a member of the Faculty of Theology appointed by the same Faculty for a term of three years.

6.3 Applications are considered on the basis of the following selection criteria:

- academic ability and merit of the applicant
- quality and relevance of the letter of motivation
- performance during interview (where applicable).

6.4 Preference will be given to applicants who have completed a bachelor degree in theology. Prior or on-going involvement in pastoral ministry is a further asset.

6.5 It is the sole prerogative of the FAB to:

- interview an applicant where necessary
- decide upon and award the financial assistance.

6.6 The FAB will notify all applicants of the decision by 30 September 2018. The beneficiaries shall be given a draft agreement that stipulates the terms and conditions of the financial assistance.

7. Terms and conditions

7.1 Throughout the course, beneficiaries are obliged to:

- attend classes and taught activities
- show interest in the intellectual and cultural life of the Faculty of Theology
- collaborate in the organisational framework of seminars and conferences
- notify the Faculty Officer if they are absent from classes for a period longer than two weeks.

7.2 Beneficiaries are strongly encouraged to:

- complete the set programme within the established time-frame
- submit an article for publication with *Melita Theologica*.

7.3 On the completion of their degree, beneficiaries are expected to offer their services for a period of at least three years either in an institution which forms part of the Archdiocese of Malta or another local Church-related group. This service may be offered either on a voluntary basis or on a remunerated part-time basis, or, where applicable, on a remunerated full-time basis. The beneficiary may ask the FAB to coordinate this service.

7.4 It is the prerogative of the FAB to monitor the above commitments of the beneficiary.

8. Termination

The financial assistance mentioned in par. 3.2 is terminated immediately:

- if new information reveals any condition which renders the beneficiary ineligible for the financial assistance
- if the beneficiary does not comply with the stipulated terms and conditions and does not remedy the breach after having received a warning by the FAB
- if the beneficiary formally discontinues his/her studies
- if the beneficiary terminates the assistance at his/her own wish by notifying the FAB.

9. Information

For further queries and information please contact the Foundation for Theological Studies at fts.bursaries@gmail.com.