

THE CONTENTS OF THE COURSES

INTRODUCTION TO AGRICULTURE

The course will consist of the following study units:

1. EU policy and rural affairs
2. Farm management
3. Nutrient budgeting and management
4. Livestock production systems
5. Plant production systems

In addition students have to write a long essay on an approved topic.

INTRODUCTION TO ENVIRONMENTAL PLANNING & MANAGEMENT

The course will consist of the following study units:

1. Physical Geography, Geology and Geomorphology
2. Ecology and bio-geography of islands
3. The ocean and its marine environment
4. Sustainable coastal management
5. Environmental risk and GIS applications
6. The human effects on the physical environment

In addition students have to write a long essay on an approved topic.

INTRODUCTION TO BUSINESS STUDIES

The course will consist of the following study units:

1. Introduction to Economics
2. Introduction to Management
3. Introduction to Accounting
4. Introduction to Marketing
5. Introduction to Human Resources Management
6. Introduction to Business Statistics

In addition students have to write a long essay on an approved topic.

INTRODUCTION TO E-COMMERCE AND IT

The course will consist of the following study units:

1. Introduction to IT and the Net
2. Introduction to E-business
3. Web publishing
4. Basic programming on the net
5. Application and personal productivity software
6. Further web issues and overview

In addition students have to write a long essay on an approved topic.

FURTHER INFORMATION

Information about these courses can be obtained from:

The Project Manager
Courses co-financed by the European Social Fund
University of Malta Gozo Centre,
Mgarr Road, Xewkija, Gozo.
Tel: 2156 4559, 21562054; Fax: 2156 4550;
Email: ugc@um.edu.mt



STRUCTURAL FUNDS PROGRAMME FOR MALTA 2004-2006
PROJECT PART-FINANCED BY THE EUROPEAN UNION:
EUROPEAN SOCIAL FUND
75% CO-FINANCED RATE



FOUR COURSES AT THE UNIVERSITY GOZO CENTRE

on

Agricultural Studies
Business Studies
E-Commerce and IT
Environmental Planning & Management

offered by

the Ministry for Gozo

in collaboration with the

University Gozo Centre

and 75% co-financed by the

European Social Fund

under the Structural Funds Programme for Malta 2004-2006

Date

December 2005 – June 2006

Venue

University Gozo Centre, Mgarr Road, Xewkija, Gozo

APPLICATION FOR REGISTRATION

Name:	<input type="text"/>	Surname:	<input type="text"/>
Address:	<input type="text"/>		
Tel:	<input type="text"/>	Fax:	<input type="text"/>
Mobile Tel:	<input type="text"/>	Email:	<input type="text"/>
Profession/ Occupation:	<input type="text"/>		

Highest educational level reached (tick highest level reached only):

Primary Secondary 'O' level 'A' level

Certificates in connection with secondary and post-secondary education of the applicant are to be attached with this application form.

Declaration

I wish to register for the course (tick one course only):

Introduction to Agricultural Studies
 Introduction to Business Studies
 Introduction to E- Commerce and IT
 Introduction to Environmental Planning & Management

I undertake that if I am accepted to join the course:

- I will attend the course as regularly as possible, up to its completion.
- I will only withdraw from the course for medical reasons or for other reasons deemed to be serious by the Board of Studies of the course.
- I will do my utmost to follow the course with profit.

Signature Date

Filled-in Registration forms are to be submitted by not later than 15 November 2005 to: The Secretary, University Gozo Centre, Mgarr Road, Xewkija, Gozo. Tel: 21564559; 21562054, Fax: 21564550, E-mail: ugc@um.edu.mt.

Note to applicants: If there is over-subscription for the courses, applications will be accepted on a first-come first-served basis.

REGULATIONS

AIM OF THE COURSES

The aim of the courses is to introduce participants to concepts and practices related to the different areas of study. These courses should be of interest to all those who want to improve their employability potential.

ADMISSION REQUIREMENTS

The courses are open to all persons sixteen years of age and over, with at least an 'O' level standard of education. Applicants for a course without formal certificates may be allowed to join that course, provided that the Board of Studies is satisfied that the same applicant can follow that course with profit.

DATES AND TIME

The courses will be spread over 6 months, commencing on Friday 2nd December 2005. Lecture sessions will be on Fridays from 1730 to 2030 hrs and on Saturdays from 0900 to 1200 hrs.

CONTENTS OF COURSES

Each course will contain a number of study units as indicated overleaf.

METHOD OF ASSESSMENT

There will be a written examination and a number of take-home assignments related to each of the study units of each course. In addition students are expected to write a long essay on an approved topic. A candidate will be deemed as having obtained a pass in the final assessment of a course if he/she obtains (a) a mark of at least 45% in the written examinations of each study unit, and (b) an average mark of at least 45% in the take-home assignments of each study unit, and (c) a mark of at least 45% in the long essay. A candidate who obtains an average mark of 75% or higher in the final assessment will be deemed to have obtained a distinction, provided that he/she obtains at least a 45% mark in all the study units examinations, the take-home assignments and the long essay.

CERTIFICATES

- Participants who obtain a pass in the final assessment will be awarded a **Certificate of Successful Completion** of the course, with the words "with distinction" added in the case of candidates who obtain a distinction.
- Participants who opt not to sit for or fail the written examination will be awarded a **Certificate of Attendance**, provided that they attend at least 80% of the lecture sessions.

COURSE FEE

The courses are being offered free of charge. They are offered by the Ministry for Gozo and 75% co-financed by the European Social Fund under the Structural Funds Programme for Malta 2004-2006.