Subject Titles

- SEC 35 Agribusiness
- SEC 36 Engineering Technology
- SEC 37 Health and Social Care
- SEC 38 Hospitality
- SEC 39 Information Technology

All subjects are regulated by the same general principles.
### SEC Vocational 2018 - Subjects per sector

<table>
<thead>
<tr>
<th>SUBJECT</th>
<th>STATE</th>
<th>INDEPENDENT</th>
<th>CHURCH</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hospitality</td>
<td>8</td>
<td>1</td>
<td>9</td>
</tr>
<tr>
<td>Engineering Technology</td>
<td>6</td>
<td>1</td>
<td>1</td>
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<tr>
<td>Health and Social Care</td>
<td>6</td>
<td>1</td>
<td>3</td>
</tr>
<tr>
<td>Information Technology</td>
<td>6</td>
<td>2</td>
<td>6</td>
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<tr>
<td>Agribusiness</td>
<td>2</td>
<td>1</td>
<td>1</td>
</tr>
</tbody>
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Roles

- MATSEC
- School Management Team
- Teacher/Assessor
- Internal Verifier
- External Verifier
General Principles

- Each subject consists of **THREE Units** spread over three years (Forms 3, 4, 5 / Years 9, 10, 11) – one unit each year.

- Each Unit will be assessed by **THREE assessment tasks:**
  - Assignment I (~30%)
  - Assignment II (~30%)
  - A controlled assessment (~40%)

The marks of these assessments are to be submitted by the dates set by the MATSEC Board. Timeframes to be discussed.
Verification of the Assessments

- The Assignments are to be verified internally by the school. Documentation about this verification is to be kept by the school.

- The controlled assessment must have a strong component of written work and it will be also verified externally by an assessor appointed by the MATSEC Board. The assessment is conducted under test conditions and supervised by the MATSEC Board.

Together, these three assessments must cover all the assessment criteria for the Unit set out in the Learning and Assessment Programme (LAP) or syllabus.
Timeframes for External Verification of the Assessment

- The EV will visit schools around the beginning of March to support and advise teachers.

- The EV will visit schools in early June after the controlled assessment of Forms 3 and 4 which will take place at the end of May. During this visit the EV verifies the marks of the whole Unit and releases them or takes other action as necessary.
The Controlled Assessment

- The controlled assessment will be set by the MATSEC Board and it will be common for all schools.
- This assessment will be designed on a selected set of criteria which will be published in advance and communicated to all schools.
- The controlled assessment will be held on the same date and at the same time in all schools.
- The controlled assessment will be supervised by the MATSEC Board.
- The controlled assessment will be marked by the teacher and verified externally.
Timeframes for the Controlled Assessment

- For students in Forms 3 and 4, the controlled assessment is to take place at the end of May.
- For students in Form 5, the controlled assessment will take place at the end of the second term.
- Once the external verifier releases the marks, the school forwards them to the MATSEC Board.
Access Arrangements

synoptic

SEC VOCATIONAL

internal

external

registrations

verification

controlled
Re-sits

- If a candidate fails to pass a Unit OR if a candidate is absent for the controlled assessment for a justified reason, s/he can take a re-sit in the form of a synoptic assessment of the Unit, which is set nationally by the MATSEC Board.

- The synoptic assessment is held at the end of the scholastic year (end of June or beginning July) when the Unit is completed.

- The highest mark that can be awarded in the re-sit for a candidate who had failed the Unit is 60 marks.

- The highest mark for a candidate who was absent for the controlled assessment for a justified reason is 100 marks. This result will replace the mark of the missed controlled assessment.

- If a candidate fails the synoptic assessment, s/he can re-sit the synoptic assessment one other time only at the end of the year after which the Unit is completed.
The Synoptic Assessment

The synoptic assessment will:

- cover as many criteria of the whole Unit as possible;
- take place after the external verifier has released the marks;
- be set before the end of the scholastic year, that is at the end of June or early July;
- be marked by assessors appointed by the MATSEC Board.
Grading System

- The marks of the three Units will be added and the cumulative percentage mark determines the grade to be awarded.

- Candidates may qualify for Grades 1 to 7. The results of candidates who do not obtain at least a Grade 7 shall remain unclassified (U).

- Grades 1 to 5 are considered as MQF Level 3 qualifications and Grades 6 and 7 as MQF Grade 2 qualifications.
Conditions for the Award

- Candidates must obtain a minimum of 50 marks in each Unit to qualify for the award of Grades 1 to 5.

- If a candidate passes in two Units but fails to satisfy the examiners in the other Unit, s/he may be eligible for the award of a Grade 6 or 7.

- If a candidate obtains a cumulative mark less than 120 in the three assessments, his/her result will be unclassified (U).

- If a candidate fails to obtain at least 50 marks in two Units by the end of the programme, his result will be unclassified (U).
Access Arrangements

MATSEC EXAMINATIONS BOARD 2018
Access Arrangements

- Candidates needing access arrangements in the assessment of vocational subjects must apply to the ADSC for access arrangements during the period October to January of Form III.

- Students who require access arrangements on the basis of having Specific Learning Difficulties (SpLD) or Attention Deficit Hyperactivity Disorder (ADHD) must have an updated assessment of literacy or attention difficulties that is not earlier than the end of Form II, i.e. the assessment must be undertaken when the student has completed Form II (July onwards). When students are given access arrangements on the basis of such updated assessment, the access arrangements will be continue to be granted for all vocational and other assessments up to SEC level without any fresh need for updates.
Access Arrangements (Cont.)

- Candidates who for some reason cannot produce an updated assessment that is carried out after the end of Form II, but who apply for access arrangements on the basis of assessments they had when they were in Form I or Form II, any arrangements given in Form III will NOT automatically be applicable for Forms IV and V but require the candidate to produce the results of an updated assessment.
Registration for the SEC Vocational subjects can ONLY be done online through the following link:

https://www.um.edu.mt/matsec/applyvoc

5th – 16th October
Step 1 - Complete the registration form
Step 2 – Choose the qualification
Step 3 – Confirm details and subjects
Step 4 – Confirmation e-mail
Step 5 – Pay for your exams
Step 6 – Confirmation of payment

Thank you for applying for MATSEC September 2014 Session.

Payment of your fees of £36.00 has been received successfully. A receipt of payment has been sent by sms and email on the email address and mobile number that you have provided in your application.
...alternatively

Candidates can pay by cheque. All cheques are to each the MATSEC office by the 16th October.

[Image of a cheque]

PAY TO
THE ORDER OF

Director of Finance

€ 36.00

The Sum of thirty six Euro only

By blank

MATSEC EXAMINATIONS BOARD 2018
Step 7 – e-Receipt of successful registration and payment