Introduction Session 01

Lecture Title: Welcome to 21 Academy

Lecturer: Mr Angelito Sciberras

Date: 28 September 2026

Connect to the wifi

21 Academy

Pass:3ducat10n

Coffee, Tea &
Hot Chocolate

Vending Machine

Tabaco Free
Premises

www.21Academy.education

Monday 28 September 2026	Introductions The Academy Visa to TRC
Tuesday 29 September 2026	Staying in Malta
Wednesday 30 September 2026	The Study Programme Assignments
Wednesday 30 September 2026	Presentations Using Power Point Reflective Diary

WhatsApp Group

- *Academy can organise a group which you will be added to for the duration of the study programme*
- *Used for urgent communication by the Academy*
- *Can be used for participants to discuss and ask questions to each other or with the Academy*
- *Others in the group will have access to your mobile number*
- *Do you want to be part of this group? - Fill in the form*
- *DO NOT share personal data in the group*

THE ICEBREAKER

1. Which course are you in?
2. Where are you living in Malta?
3. Which city are you from?
4. Education/Work experience
5. Which is your favourite dish?
6. Which is your favourite sport?
7. Favourite pastime (hobby)?

1. Naxxar

2. San Gwann

3. MBA/Head of Academy

4. Fried Rabbit

5. Formula 1 & Football

6. Travelling

www.21Academy.education

Angelito Sciberras

- *Worked in the Health Care, Journalism, Marketing, Sports, and Administration fields.*
- *Vast experience in Human Resources, Customer Care and Event Management.*
- *Developed and delivered training programmes for employees in the IT field and in Data Privacy particularly GDPR.*
- *Director at Advisory 21.*
- *Advises on data privacy and lectures at the University of Malta on the subject.*
- *Acts as an external Data Protection Officer to a number of Public Authorities and private organisations.*
- *August 2021, appointed as a member of the Maltese Electoral Commission.*
- *Co-authored the book GDPR for HR Professionals which was published in May 2018.*
- *Master in Business Administration from the University of Suffolk.*

Ingrid Eomois

Director of Studies

Sharon Benny

International Desk Administrator

Rajneet

Study Programmes Coordinator

Pierre Sciberras

Administration & Finance

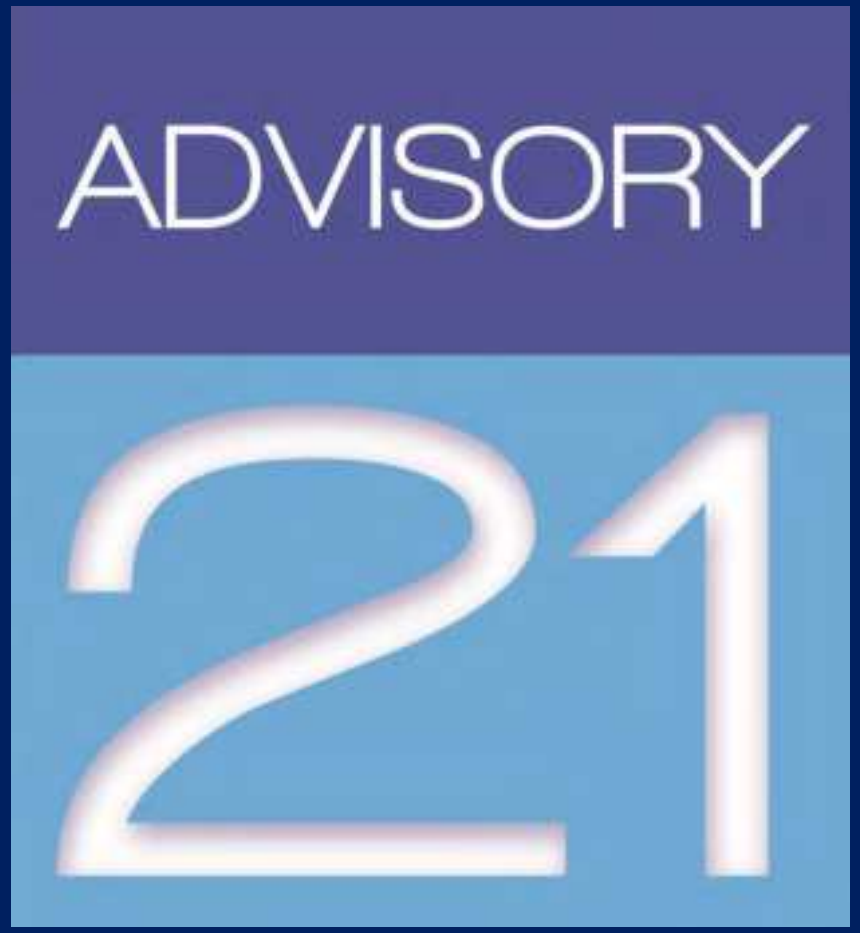
21 Academy

"Empowering Students with Cutting-Edge Skills"

21 Academy

- **Founded:** 2018
- **Licence No.:** 2018-017
- **Ownership:** Advisory 21 Ltd.
- **Company No.:** C81866
- **Head of Academy:** Mr. Angelito Sciberras
- **Website:** www.21academy.education

Advisory 21 Ltd

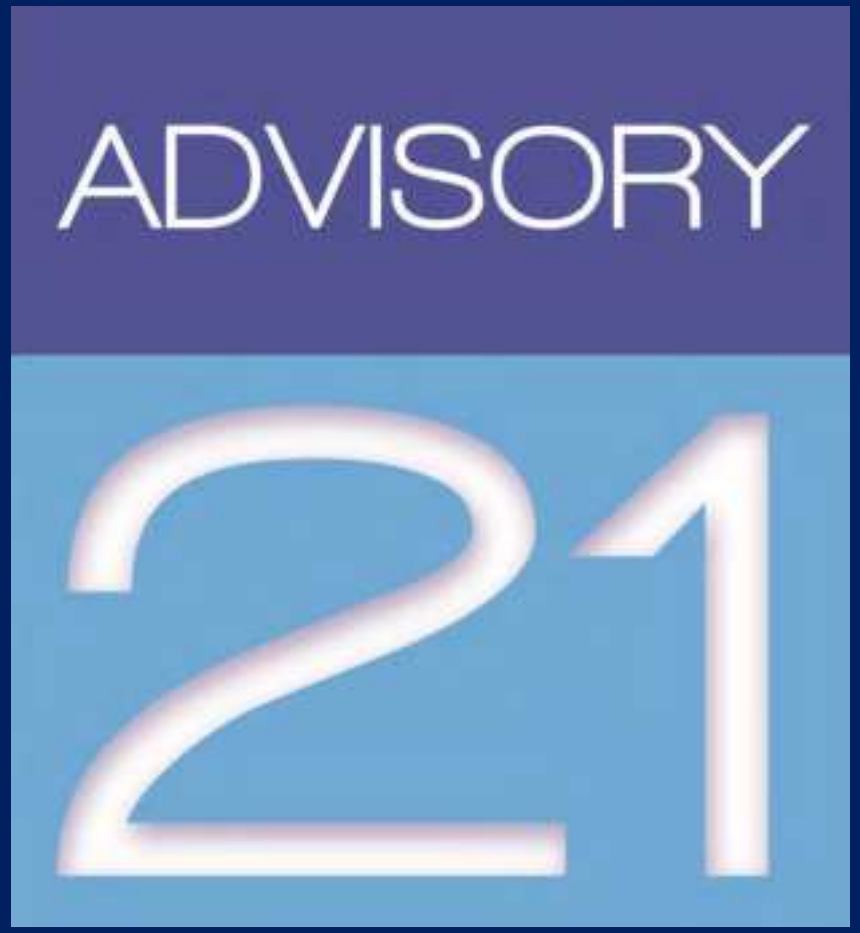


Advisory 21 Ltd

“Our business is your future”

www.21Academy.education

Advisory 21 Ltd



Data Protection & Data Privacy

Management of Funded Projects

Debt Collection

21 Academy

DIPLOMA
IN
LAW (MALTA)

The Impact of
Cannabis use
liberalisation
on the
workplace
Webinar

Course
Data
Protection
Officer
Data Protection Officer/Lead

FREE
WEBINAR
Our Next Free Webinar will be announced soon

21 Academy

21 Academy

Lifestyle+ Training
Programmes 2022/23
www.21academy.education

21 Academy

21
ACADEMY
FIRST
First Aid
Training
Programmes
www.21academy.education

21 Academy

- All Courses delivered by the Academy to date have been designed by the Academy and accredited by the Malta Further and Higher Education Authority.

- The Academy has been licensed as a Higher Education Institution to deliver both face to face and online education

- All courses have been designed to be delivered in English and have been accredited for both online and face to face delivery

- Study Programmes designed and delivered
- Master
- Diploma
- Awards at 5 to 7 EQF Level

21 Academy

Fields:

- Banking
- Business Administration
- Compliance
- Digital Marketing
- Education (Educators)
- Finance
- Gaming
- Human Resources
- Information Technology
- Law

21 Academy

Academic Staff

- The tutors delivering courses and training are professionals in their respective fields and have been delivering training for a number of years.

- Our Academic staff include reputable local public figures such as former EU Commissioner Prof Tonio Borg among others.

- A list of all our current academic staff is available here.

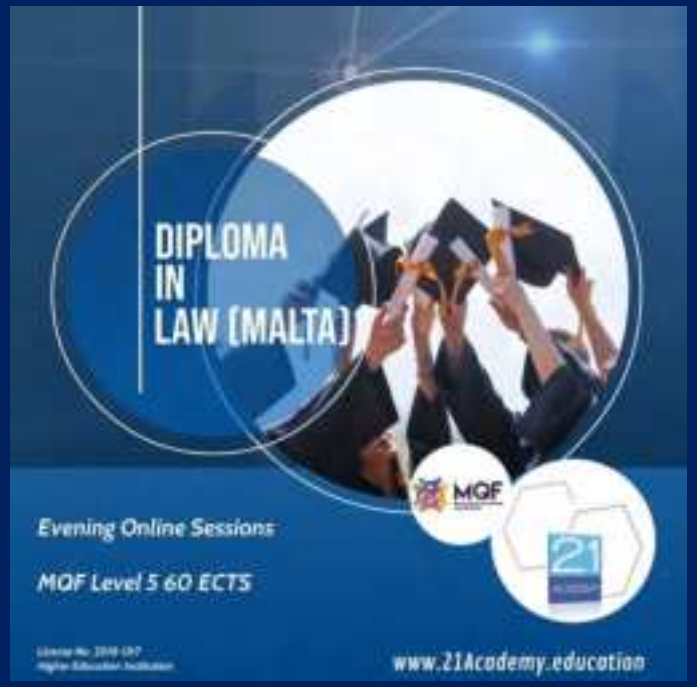
21 Academy

Flagship Study Programmes: Masters

Target Group: Third Country Nationals

Delivery: In-Class

21 Academy



Flagship Study Programmes: Diploma

Target Group: Locals

Delivery: Online

21 Academy

Flagship Study Programmes: Diploma

Target Group: Third Country Nationals

Delivery: In-Class

21 Academy

Flagship Study Programmes: Diploma

Target Group: Third Country Nationals

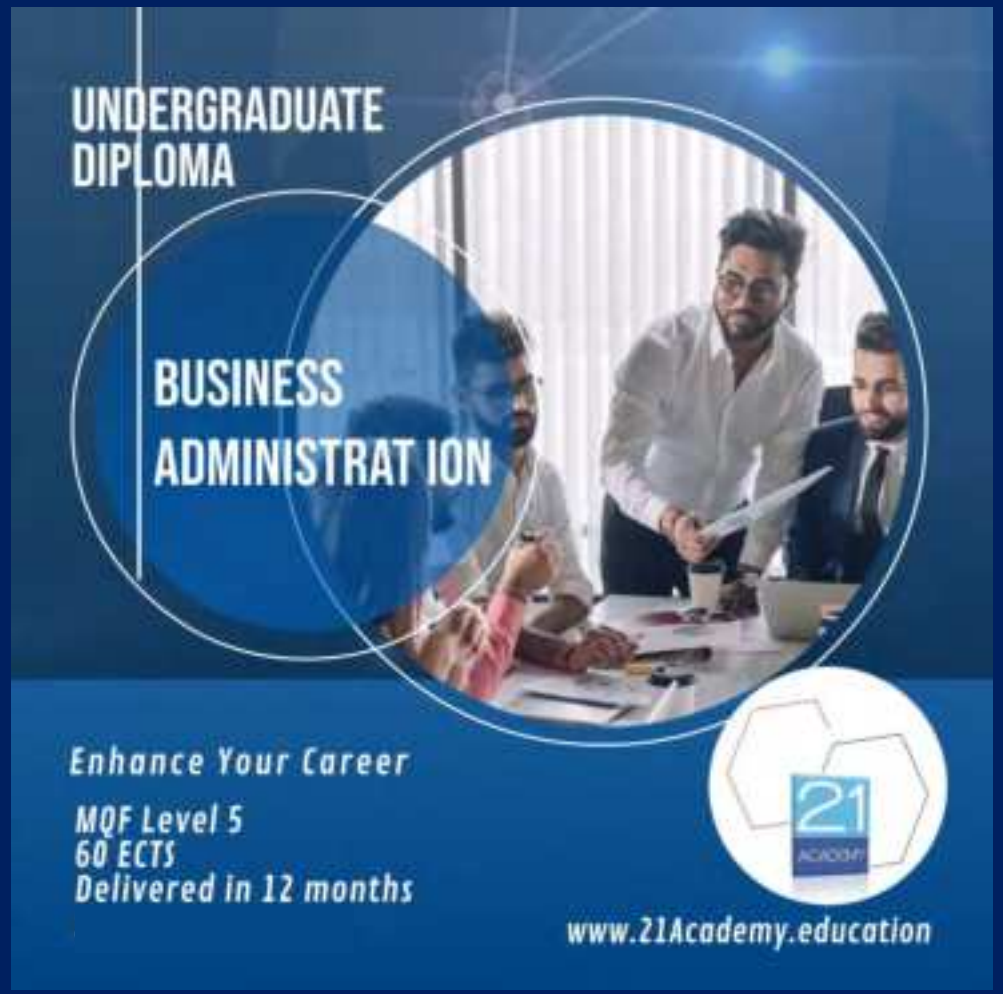
Delivery: In-Class

21 Academy

Flagship Study Programmes: Awards

Target Group: Locals

Delivery: Onine


UNDERGRADUATE
DIPLOMA
BUSINESS
ADMINISTRAT ION
Enhance Your Career
MQF Level 5
60 ECTS
Delivered in 12 months
www.21Academy.education

UNDERGRADUATE
DIPLOMA
DIGITAL
MARKETING
Enhance Your Career
MQF Level 5
60 ECTS
Delivered in 12 months
Saturday Sessions
www.21Academy.education

- *MQF Level 7, 90 ECTS*

- *6 Modules (Exit Awards - 9 ECTS) - Certificate for Each*
- *1 Module (Exit Award - 6 ECTS) - Certificate*
- *1 Project*

- *30 ECTS - Post Graduate Certificate in HRM*
- *60 ECTS - Post Graduate Diploma in HRM*
- *90 ECTS - Masters in HRM*

8	Doctoral Degree	
7	Master's Degree Post-graduate Diploma Post-graduate Certificate	
6	Bachelor's Degree	
5	Undergraduate Diploma Undergraduate Certificate	VET Higher Diploma Foundation Degree
4	Matriculation Certificate Advanced Level Intermediate Level	VET Diploma (iv)
3	General Education SEC Grade 1-5	VET Level 3 (iii)
2	General Education Level 2 SEC Grade 6-7	VET Level 2 (ii)
1	General Education Level 1 School Leaving Certificate	VET Level 1 (i)
B	Introductory Level B*	
A	Introductory Level A*	

ECTS (European Credit Transfer System)

Masters - 90 ECTS

1 ECTS = 25 Learning Hours

minimum of 5 contact hours

Masters - 2,250 Learning Hours

- minimum 450 contact hours

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Your Masters Programme - 90 ECTS

450 contact hours

1,498 self-study hours

43 supervised hours

259 assessment hours

- *Lecture Days - 9 ECTS modules*

  - *First Lecture – 6 July*
  - *July to September*
  - *Lectures*
    - *Mondays* *09.00 to 17.00*
    - *Wednesdays* *09.00 to 17.00*

- *Lecture Days - 6 ECTS module*

  - *September to November*
  - *Lectures*
    - *Fridays* *15.30 to 19.30*

  - *Signatures*
    - *Monday & Wednesdays* *09:30 to 12:30*

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- *Lecture Days - 9 ECTS modules*

  - *November to March 2027*
  - *Lectures*
    - *Mondays* *09.00 to 17.00*
    - *Wednesdays* *09.00 to 17.00*

- *Lecture Days - 30 ECTS research project*
  - *March to July 2027*
  - *No Lectures – Tutorials only*
- *Holiday periods*
  - *Summer*
  - *Christmas*
  - *Easter*

Delivery

- *In-Class*
- *21 Business Centre, Naxxar*
- *Class 1 & 2*

Delivery

- *November 2025 Intake*
- *February 2026 Intake*
- *May 2026 Intake*
- *June 2026 Intake*

Lecturers

Paul Gauci

Coaching and Mentoring

HR Planning, Talent Acquisition, Retention and Reward Strategies

Developing, Leading and Engaging People

Lecturers

Nathalie Xuereb Saydon

Business Skills and Performance Management.
Human Resource Management in Context
Employee Relations and Wellbeing

Lecturers

Mary Anne Puli

Research Methods

Lecturers

Denise Griscti

Dissertation Supervisor

UDBA & UDDM

- *MQF Level 5, 60 ECTS*
- *6 Modules (Exit Awards - 8 ECTS) - Certificate for Each*
- *1 Project*

UDHS

- *MQF Level 5, 60 ECTS*
- *9 Modules (different ECTS) Certificate for Each*

Undergraduate Certificate in Construction Health and Safety

Undergraduate Certificate in Risk Management in Health & Safety at the Workplace

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8	Doctoral Degree	
7	Master's Degree Post-graduate Diploma Post-graduate Certificate	
6	Bachelor's Degree	
5	Undergraduate Diploma Undergraduate Certificate	VET Higher Diploma Foundation Degree
4	Matriculation Certificate Advanced Level Intermediate Level	VET Diploma (iv)
3	General Education SEC Grade 1-5	VET Level 3 (iii)
2	General Education Level 2 SEC Grade 6-7	VET Level 2 (ii)
1	General Education Level 1 School Leaving Certificate	VET Level 1 (i)
B	Introductory Level B*	
A	Introductory Level A*	

ECTS (European Credit Transfer System)

Diploma - 60 ECTS

1 ECTS = 25 Learning Hours

minimum of 5 contact hours

Diploma - 1,500 Learning Hours

- minimum 300 contact hours

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This Undergraduate Diploma - 60 ECTS

300 contact hours

1,108 self-study hours

22 supervised hours

70 assessment hours

UDBA

- *Lecture Days*
  - *Wednesdays* *17.30 to 20.30 Rooms 1 & 2*
  - *Saturdays* *09.00 to 17.00 Rooms 1 & 2*
  - *Mondays* *09.30 to 12.30*

- *Holiday periods*
  - *Christmas*
  - *Easter*
  - *Summer*

UDDM

- *Lecture Days*
  - *Tuesdays* *17.30 to 20.30 Rooms 1 & 2*
  - *Thursdays* *09.00 to 17.00 Rooms 1 & 2*
  - *Mondays* *09.30 to 12.30*

- *Holiday periods*
  - *Christmas*
  - *Easter*
  - *Summer*

UDHS

- *Lecture Days*
  - *Mondays* *17.30 to 20.30 Room 3*
  - *Wednesdays* *17.30 to 20.30 Room 4*
  - *Thursdays* *17.30 to 20.30 Room 3*

- *Holiday periods*
  - *Christmas*
  - *Easter*
  - *Summer*

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UDBA

- *November 2025 Intake*
- *January 2026 Intake*
- *February 2026 Intake*
- *March 2026 Intake*
- *May 2026 Intake*
- *June 2025 Intake*
- *September 2026*

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UDDM

- *November 2025 Intake*
- *January 2026 Intake*
- *February 2026 Intake*
- *March 2026 Intake*
- *May 2026 Intake*
- *June 2026 Intake*
- *September 2026 Intake*

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UDHS

- *March 2026 Intake*
- *September 2026 Intake*

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Lecturers - UDBA

- *Ms Rajneet - Strategic Management*
- *Ms Sharon Benny - Academic Writing*
- *Mr Angelito Sciberras - Creating a Business*
- *Ms Josianne Camilleri - Human Resource Management*
- *Mr Christabell Debono - Financial Analysis*
- *Mr Angelito Sciberras - Managing data and its implications*
- *Ms Aysel Schembri - Marketing and Research*

Lecturers

Rajneet

Josianne Camilleri

Christabelle Debono

Sharon Benny

Aysel Schembri

Angelito Sciberras

Lecturers - UDDM

- *Mr Pierre Portelli - Corporate Digital Marketing*
- *Ms Sharon Benny - Academic Writing*
- *Ms Aysel Schembri - Marketing and Research*
- *Mr Pierre Portelli - Digital Marketing Basics*
- *Mr Pierre Portelli - Basics of Search Engine Optimisation & Content Creation in CRM*
- *Mr Angelito Sciberras Managing Data and Its Implications*
- *Mr Pierre Portelli - Social Media Marketing & Digital Advertising*

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Lecturers - UDDM

Pierre Portelli

Sharon Benny

Aysel Schembri

Angelito Sciberras

Lecturers - UDHS

- Mr George Steve Darmanin - Health & Safety Essentials
- Ms Josette Camilleri - Construction Hazards and Risk Control
- Mr Gesmond Micallef - First Aid at Work
- Dr Mary Gauci - Health and Safety Legislation
- Mr Jean Paul Xuereb - Risk Management in Practice
- Ms Mariella Camilleri - Risk Assessment Evaluation and Control
- Mr Mark Lia - Managing Occupational Health Risks/Managing Chemical and Biological Hazards
- Ms Denise Griscti - Managing Psychological Hazards

www.21Academy.education

Geroge Steve Darmanin

Josette Camilleri

Mariella Camilleri

Jean Paul Xuereb

Gesmond Micallef

Mary Gauci

Denise Griscti

Mark Lia

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Delivery

- *Punctuality*
  - *Fingerprint (exact time of arrival)*
  - *Class attendance (immediate identification of absentees)*
- *Breaks*
- *Absenteeism*
  - *Pre notification*
  - *Request for WhatsApp location*
  - *Certificate if longer than 2 days*
  - *Full Day Lecture is calculated as two attendances (morning and afternoon)*

Policy

Attendance Policy
International Students
In Class Study Programmes
21
ACADEMY

identità

IDENTITÀ
Head Office, Valley Road, Imsida, MSO 9020, Malta
T +356 2590 4000
E enquiries.identita@gov.mt
W www.identita.gov.mt

07th May 2025

[redacted]

Application for a Study Permi[redacted]

Dea[redacted]

Reference is made to your application for a study permit dated 04/12/2024. The Agency proceeded to evaluate your application in line with Subsidiary Legislation 217.22 Conditions of Entry and Residence of Third-Country Nationals for the Purposes of Research, Studies, Training and Voluntary Service in the Mobility Project for Young People: Voluntary Projects Regulations'.

Following a due diligence exercise carried out by the Agency, it transpires that your attendance record for the Undergraduate Diploma in Business Administration (MQF Level 5) course, started on 11/11/2024 and ending 08/11/2025, is irregular and insufficient.

In this regard, your educational institution has confirmed that your attendance record is only 47% and you have failed to communicate a justified reason for your lack of attendance.

Consequently, your Study Permit is being refused in line with the provisions of Article 18 of Subsidiary Legislation 217.22 Conditions of Entry and Residence of Third-Country Nationals for the Purposes of Research, Studies, Training and Voluntary Service in the Mobility Project for Young People: Voluntary Projects Regulations'.

Your attention is being drawn to the opportunity to lodge an appeal against this decision with the Immigration Appeals Board, in person, within three (3) working days of the date of receipt of this letter. Any communication with the Board should be addressed as follows:

The Secretary,
Immigration Appeals Board 15, 1st Floor, City Gate Buildings,
Ordinance Street,
Valletta

Kindly note that this correspondence supersedes any previous correspondence that you may have received from the Agency.

Regards,

[redacted]

REFUSAL OF RESIDENCE APPLICATION

Date: 30 April 2026

[redacted]

https://expatriates.identita.gov.mt/QDoc/k9s7dw

Reference: [redacted]

Residence Card No: [redacted]

Passport Number: [redacted]

Dear Muhammad Ahmed BUTT,

Reference is being made to your application for a Non-EU Study residence permit dated 30 April 2026.

Your application is being refused in view that:

Following an assessment of the documentation submitted, including confirmation received from the educational institution submitted by your good self on the basis of which you were authorised to reside in Malta, it transpires that you are not maintaining satisfactory and consistent attendance in the course of studies upon which the application is based, namely (Undergraduate Diploma in Digital Marketing EQF/MQF Level 5 with 60 ECTS). In fact, your attendance record stands at 70%. In light of this, the Agency considers that there exist serious and objective grounds, based on information provided directly by the said educational institution, to conclude that your stay is not aligned with the declared purpose of study, within the meaning of Regulation 18(1)(d) of Subsidiary Legislation 217.22. Accordingly, your application is hereby refused.

If you are currently in Malta, unless you have alternative legal authorisation to stay in the Schengen area, any further stay will be deemed in violation of the Immigration Act (Cap. 217 of the Laws of Malta). Consequently, you are requested to make immediate arrangements to leave the Schengen area as soon as possible and by no later than 30 days from the receipt of this letter. If you fail to do so voluntarily within this timeframe, you will be subject to action by the Immigration Police who will issue and enforce a return decision which may result in your detention until you are forcibly removed.

Your attention is being drawn to the opportunity to lodge an appeal against this decision with the Immigration Appeals Board, in person, within three (3) working days of the date of receipt of this letter. Any communication with the Board should be addressed as follows:

The Secretary,
Immigration Appeals Board 15, 1st Floor, City Gate Buildings,
Ordnance Street,
Valletta

Kindly note that any appeal you may lodge with the aforementioned Board will not affect the above-mentioned decision until the Appeals Board's proceedings are completed. If you do lodge an appeal, you may appoint a representative to represent you at any sitting that is held.

F/Chief Executive Officer

[redacted]

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Communication

Communication

Phone calls - 2099 5486 - Monday to Friday 08:30 to 17:30

WhatsApp - 9949 0255 - 24/7 (urgent cases only after office hours)

Emails - info@21academy.education - administration
- info@advisory21.com.mt - course related
- Monday to Friday

Communication

Administration - weekdays only (excluding public holidays)

- Public Transport Card
- TRC
  - Health Screening
  - Acceptance Letter
- Work Authorisation
- Travel Authorisation

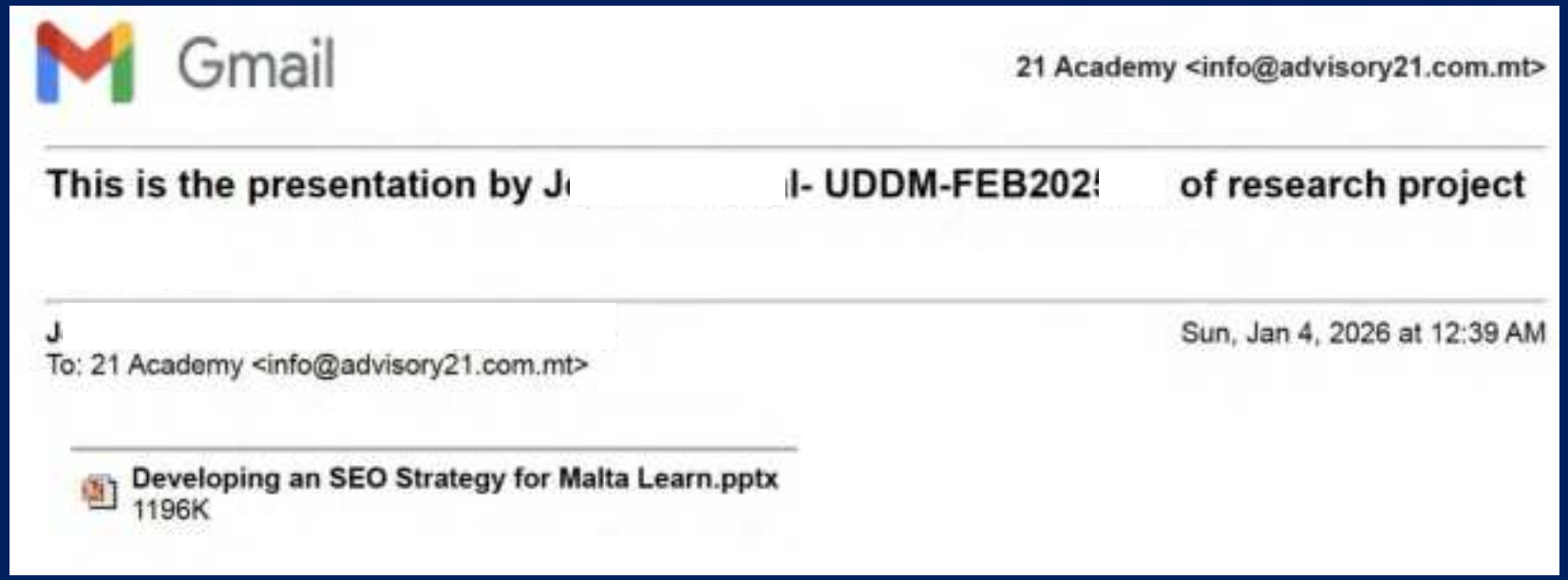
Communication

Always include:

- Subject Line - Heading only
- Student Name
- Student Number
- Reason for sending the email

Emails sent with the above information missing will not be processed

Communication



Gmail

21 Academy <info@advisory21.com.mt>

This is the presentation by J l- UDDM-FEB202! of research project

J
To: 21 Academy <info@advisory21.com.mt>

Sun, Jan 4, 2026 at 12:39 AM

Developing an SEO Strategy for Malta Learn.pptx
1196K

Dress Code

Dress Code

- To promote a respectful, inclusive, and focused learning environment
- To reflect the values of professionalism, safety, and dignity
- To ensure all students feel comfortable and treated equally
- To respect cultural, religious, and traditional forms of dress

www.21Academy.education

Dress Code

- Clothing should be modest, appropriate, and practical for a learning environment
- Attire should support health and safety requirements
- Dress should not distract from teaching, learning, or assessment
- Cultural, traditional, and religious clothing is welcomed and respected

www.21Academy.education

Dress Code

For reasons of professionalism, safety, and consistency, the following are not allowed during classes:

- Hoodies
- Caps or fashion headwear (unless worn for religious or medical reasons)
- Sleeveless shirts or tops
- Open shoes (including, flip-flops, or backless footwear)

www.21Academy.education

Your Visa

VISA
MLT
VOMLT
<<1109

MLT
PERMESS TA' RESIDENZA
000000000
WILLIAMSON
Fannie
18 10 1984
SPECIMEN
27 01 2030
GHANDHA BZONN
PERMESS
BIEX TAHDEM
123456
RESIDENCE PERMIT

Your Visa

The only document which allows you to be in Malta

NOT valid for travel

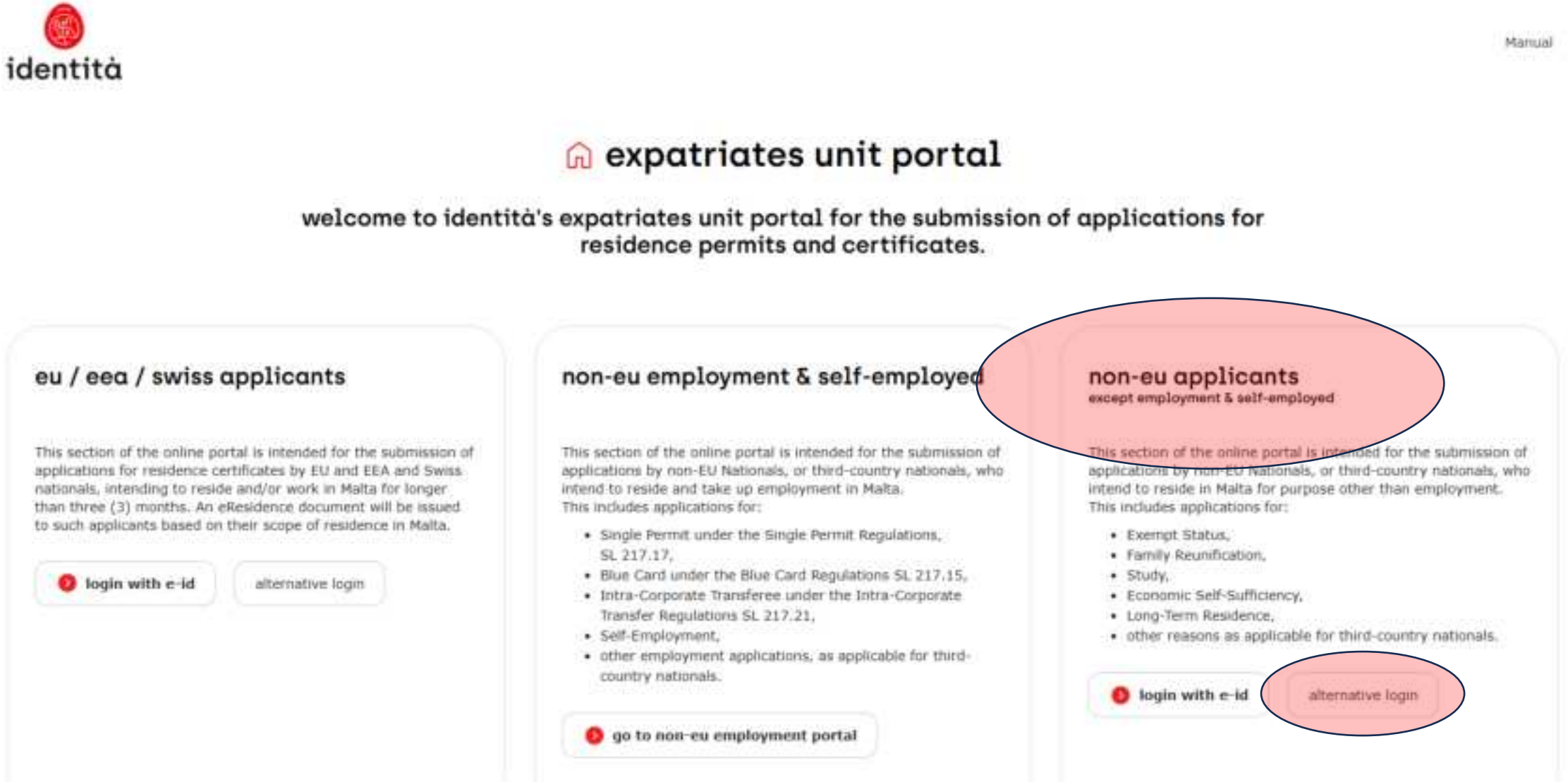
Expires

Getting a residency permit

- https://expatriates.identita.gov.mt

- Non-eu applicants

Getting a residency permit



Getting a residency permit

Getting a residency permit

Getting a residency permit

- Documents
  - Print Form ID 1A - Identity Registration form, Details of landlord and tenant and Academy stamp
  - Original copy of passport
  - Original scanned copy of the official acceptance and/or endorsement letter citing the start and finish dates of the course from the Educational Establishment
  - Proof of financial means of subsistence
  - Original copy of comprehensive health insurance - biometric stage

Getting a residency permit

- Other Documents
  - Parental declaration (if applicable)
  - Proof of coverage for sickness (if applicable)
  - Proof of acceptance by the educational establishment (if applicable)
  - Proof of financial subsistence (if applicable)
    - (including balance on card)

Getting a residency permit

- Accomodation Documents
  - Copy of original contract is to be presented with original signatures of both landlord and tenant.
  - Details of landlord and tenant on the contract include name, ID card number and address being rented out
  - Purchase agreement of the same premises (if Landlord is not Maltese)
  - Housing Authority Confirmation Letter

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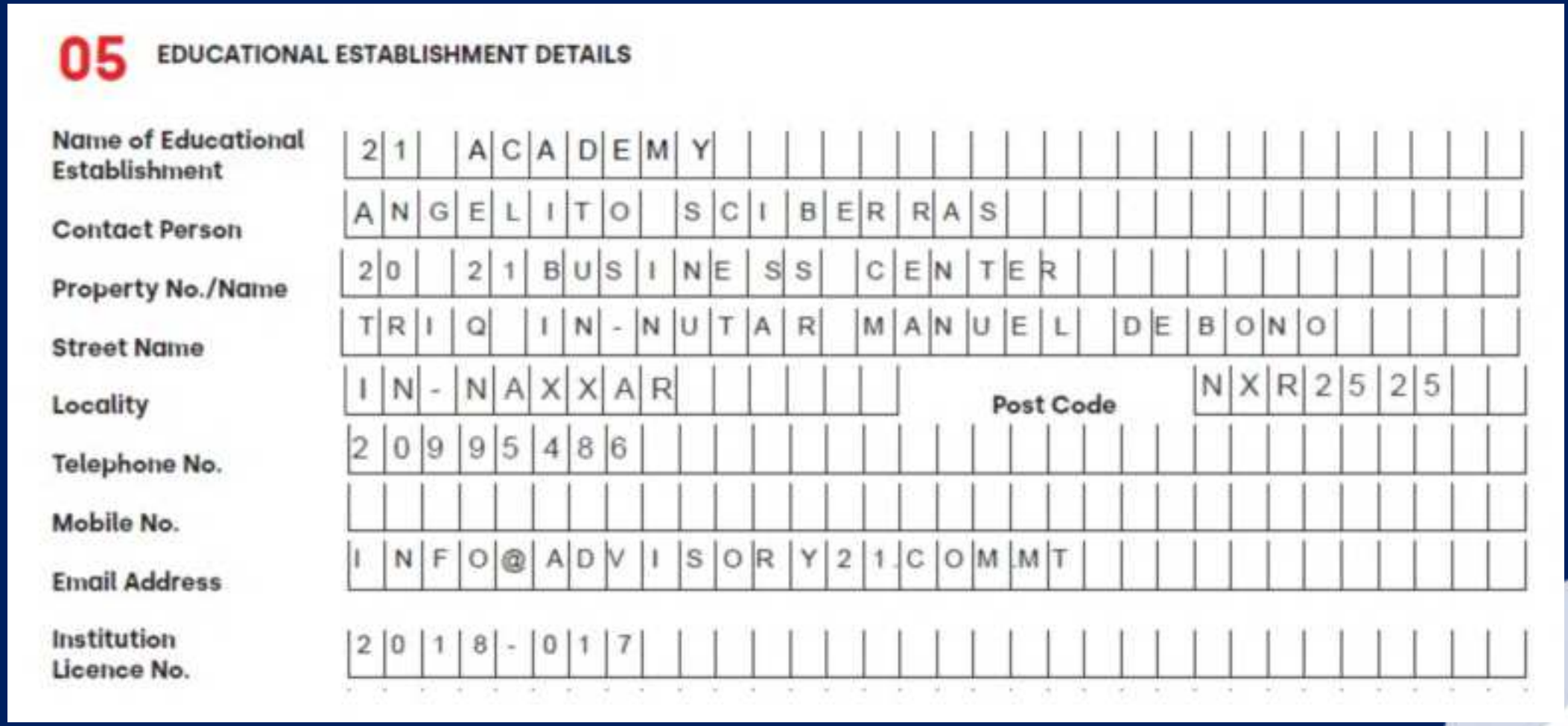
Getting a residency permit

- Valid until the end of the course
- Allowed to work for 15-hours a week (authorisation from academy)
- Travel (authorisation from academy)

Getting a residency permit



05 EDUCATIONAL ESTABLISHMENT DETAILS

Name of Educational Establishment	21 ACADEMY
Contact Person	ANGELITO SCIBERRAS
Property No./Name	20 21 BUSINESS CENTER
Street Name	TRIQ IN-NUTAR MANUEL DEBONO
Locality	IN-NAXXAR
Post Code	NXR2525
Telephone No.	20995486
Mobile No.	
Email Address	INFO@ADVISORY21COM.MT
Institution Licence No.	2018-017

www.21Academy.education

REFUSAL OF RESIDENCE APPLICATION

Date: 8 May 2025

[redacted]

https://expatriates.identita.gov.mt/QDoc/2b896c

Reference: [redacted]

Residence Card No [redacted]

Passport Number: [redacted]

Dear [redacted]

Reference is being made to your application for a Non-EU Study residence permit dated 8 May 2025.

Your application is being refused in view that:

In line with Article 7(1)(e) of Subsidiary Legislation 217.22, 'Conditions of Entry and Residence of Third-Country Nationals for the Purposes of Research, Studies, Training and Voluntary Service in the Mobility Project for Young People: Voluntary Projects Regulations', a third country national applying for admission under these regulations is required to provide "... evidence that during the planned stay, the applicant will have sufficient resources to cover subsistence costs without having recourse to the national social assistance system in Malta as well as return travel costs". In this regard, the documentation submitted by your good self in support of your application failed to show that you are in possession of sufficient resources. Furthermore, the documentation provided was unreliable.

If you are currently in Malta, unless you have alternative legal authorisation to stay in the Schengen area, any further stay will be deemed in violation of the Immigration Act (Cap. 217 of the Laws of Malta). Consequently, you are requested to make immediate arrangements to leave the Schengen area as soon as possible and by no later than 30 days from the receipt of this letter. If you fail to do so voluntarily within this timeframe, you will be subject to action by the Immigration Police who will issue and enforce a return decision which may result in your detention until you are forcibly removed.

Your attention is being drawn to the opportunity to lodge an appeal against this decision with the Immigration Appeals Board, in person, within three (3) working days of the date of receipt of this letter. Any communication with the Board should be addressed as follows:

The Secretary,
Immigration Appeals Board 15, 1st Floor, City Gate Buildings,
Ordnance Street,
Valletta

Kindly note that any appeal you may lodge with the aforementioned Board will not affect the above-mentioned decision until the Appeals Board's proceedings are completed. If you do lodge an appeal, you may appoint a representative to represent you at any sitting that is held.

F/Chief Executive Officer

[redacted]

identità

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Tallinja Card

- Travel for free
  - student attending a full-time course with a recognised educational institute in Malta for a minimum of 3 months
- For Information:
  - https://www.publictransport.com.mt/en/terms-and-conditions
- To Register:
  - https://www.publictransport.com.mt/en/register-now

Work

- Recruitment agencies

- Konnekt - https://www.konnekt.com
- jobs in malta - https://jobsinmalta.com
- recommendation by the academy

Keepmeposted

- Keepmeposted is Malta's leading **job and courses platform** with over **100,000 active users.**

- Keepmeposted is a **job board**, not a recruitment agency. This means that interested candidates apply with the job poster directly.

Keepmeposted

Some stats:

MONTHLY JOBS

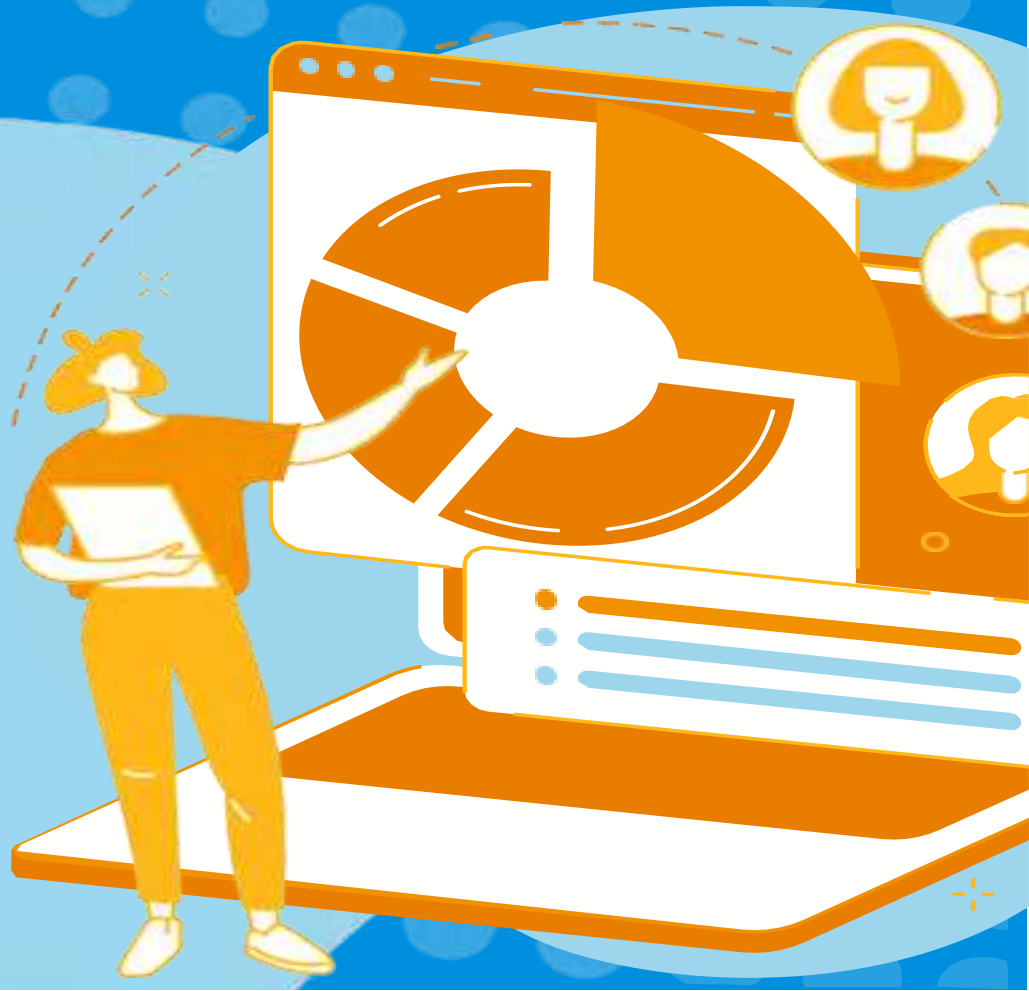
1000+

(on average)

EMPLOYERS

5000+

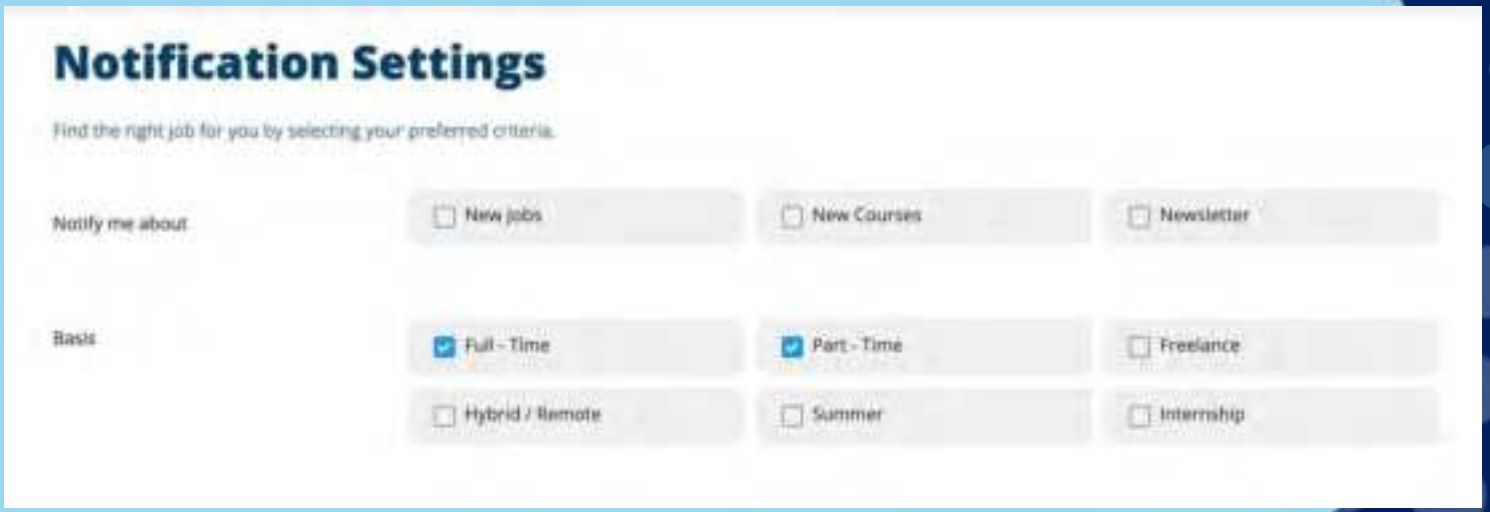
have trusted KMP



Keepmeposted

How to use it:

1. Subscribe to KMP
2. Set up your Notification Settings through ‘My Account’



3. Choose the job categories you are interested in

4. Save Settings

5. Receive an email every time a job with your selected criteria is posted!

6. View latest jobs by clicking on the ‘Find a Job’ button.

FIND A JOB

Policy

Policy Governing Requests
Student Enrolment Letters fo
Employment Purposes
21
ACADEMY

Next Session

Make sure that you get your lap-tops with you and/or pen and paper

Introduction Session 01

Lecture Title: Welcome to 21 Academy

Lecturer: Mr Angelito Sciberras

Date: 28 September 2026