

Incentive Guidelines

Get Qualified

<http://support.maltaenterprise.com/GetQualified>



MALTAENTERPRISE

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1. Introduction

1.1 Scope

The scope of this incentive is to support the personal development of individuals who aim to achieve qualifications and certifications required by industry. The incentive is applicable to students following a course of studies leading to a certification, diploma, degree or post-graduate degree courses. On successful completion the student will benefit from a tax credit hence recovering part of the costs incurred.

This incentive is mainly intended to support persons who have completed formal education and who are seeking to further their education in areas that are relevant to Maltese Industries.

1.2 Duration of the incentive

This incentive guideline will remain effective until 31st December 2013. Malta Enterprise may review, update and amend this Incentive Guideline.

1.3 Legal Basis

Legal Notice entitled Deductions and Tax Credits (Relevant Qualifications for Industry) Rules, 2009 (LN243 of 2009 under the Income Tax Act) enables Malta Enterprise to approve Tax Credits for students aiming to attain qualifications required by industry.

1.4 Designated Authority

This incentive is administered by Malta Enterprise.

2. Eligibility

2.1 Eligible Qualification/Certifications

For a qualification or certification to be considered eligible the following conditions must be met:

- a. The qualification or certification must be directly relevant to careers in one of the following industries:
 - i. Aviation Industry;
 - ii. Chemical and Pharmaceutical Industries;
 - iii. Economics and Statistics;
 - iv. Financial Services (including banking and accountancy);
 - v. Crafts and Creative Industries (such as the Film production and direction; Industrial and spatial Design; Media and Communications);
 - vi. Information and Communication Technologies;
 - vii. Business Process Outsourcing, Call Centres and Shared Services – Only qualifications providing successful students with fluency in a foreign language other than English and which is required by enterprises providing these services shall be considered.
 - viii. Industrial Electromechanical Engineering.
- b. With the exception of research based post-graduate degree courses the student should be required to be successful in at least one written (or similar computer based) examination.”.
- c. All qualifications and certifications must be either recognised by the Malta Qualifications Council (MQC)¹ to be equivalent to level 5 or higher in the MQC grading structure or must be recognised by the following national agencies as a course required in by industry:
 - i. The Malta Financial Services Authority (MFSA) may confirm recognition of certifications related to Financial and Insurance Services.
 - ii. The Malta Information Technology Agency (MITA) may confirm recognition of certifications related to Computing and Information Technology.
- d. At least 50% of the course content should address topics directly relevant to the industry (vide point (a) above) in which the qualification or certification is required.

2.2 Eligible Applicants

This incentive is available to individual who finance their own studies.

2.3 Exclusions

- a. Qualifications and certifications issued by national and international bodies, that are required by individuals to achieve certification of compliance to national and international standards are not considered eligible.
- b. Individuals already benefiting under other State administered incentives² in relation to the same course of studies are not eligible.

¹ <http://www.mqc.gov.mt>

² State administered incentives include scholarship schemes such as the Strategic Educational Pathways Scholarships [STEPS], the Malta Government Scholarship Scheme [MGSS] post-graduate scheme and the Malta Arts Scholarships which are administered by the Education Division <http://www.education.gov.mt/edu/scholarships.htm>

3. Incentive Description

3.1 Details of Incentive

The tax credit granted to successful students will be of 80% of the eligible costs yet the maximum value of tax credits will capped in relation to the MQC level of the qualification as specified below:

MQC Level	Tax Credit Capping
Course which cannot attain an MQC level	€2,000
5 (undergraduate diploma)	€3,500
6 (bachelor degree)	€12,500
7 (post-graduate degree, diploma or certificate)	€15,000
8 (doctorate)	€20,000

3.2 Eligible costs.

The following costs are eligible for tax credits so long they are incurred within thirty six months from the start of the course.

- a. Registration fees paid to the body awarding the qualification or certification.
- b. Fees paid to the university, institution or other entity recognised by Malta Enterprise for the training and educational services leading to the approved qualification or certification.
- c. Fees payable in connection with examinations required to achieve the approved qualification or certification.

4. Application Process and Approval

4.1 Application Process.

Applicants are required to complete the official application form. This may be downloaded from the Corporation's website.

Malta Enterprise shall not consider applications in respect of a course of studies that:

- a. had already been terminated at the time of application; or
- b. commenced more than twelve months before the date the application was received by Malta Enterprise;
- c. commences after the 31st December, 2013

4.2 Approval

Malta Enterprise shall determine whether the qualification/certification referred to in the application fits the eligibility criteria of this incentive. Once an application is determined eligible, Malta Enterprise will issue an Incentive Entitlement Certificate stipulating the value tax credit applicable. The applicant will be able to utilise the tax credit after she/he is awarded the named qualification/certification.

4.3 Claiming the tax credit

The holder of the Incentive Entitlement Certificate may start claiming the tax credit as a deduction from the tax payable for the year of assessment immediately following that in which the relevant qualification is obtained. Any amount of tax credit not utilized by the beneficiary in that year of assessment may be carried forward and be set against his/her respective tax liability within the subsequent ten years of assessment.

On presenting his/her first claim for tax credit, the beneficiary must submit to the Commissioner of Inland Revenue the following documentation:

- a. an itemised statement of the study costs incurred;
- b. proof of payment of claimed expenses;
- c. a declaration he/she is not, has not been or will not be receiving any reimbursement or compensation for the whole or any part of the costs on which the tax credit is being claimed from any source whatsoever;
- d. a copy of a certificate or an equivalent document issued by the awarding body (university or institution) confirming the beneficiary has successfully attained the qualification or certification approved in the Incentive Entitlement Certificate issued by Malta Enterprise.
- e. a copy of the letter of approval issued by Malta Enterprise

4.4 Monitoring and control

Malta Enterprise and the Commissioner of Inland Revenue:

- f. may require evidence confirming that costs claimed have been incurred and the authenticity of the documentation substantiating the claim for the tax credit.
- g. will revoke any approved and/or granted aid if any evidence is found showing that the beneficiary has abused of the right to this incentive.

5. Contact Details

Further information on the scheme, as well as information and guidance on the filling in of the application form may be obtained by contacting Malta Enterprise during office hours.

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Tel: +356 2542 2020

Websites: <http://support.maltaenterprise.com>

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