

# INNOVATIVE TECHNOLOGY

BOOST YOUR CODING SCHEME

*Guidelines*

*G-TEC-003-02*

*2<sup>nd</sup> March 2026*



# Contents

- 1. Introduction.....3
- 2. Aims and Objectives.....3
- 3. Explanatory Notes.....3
- 4. Eligibility .....5
- 5. Administration of the Evaluation Committee..... 8
- 6. Incentive ..... 8
- 7. Application Process .....9
- 8. Application Review Process .....10
- 9. Claim for Reimbursement and Supporting Documentation ..... 11
- 10. Data Protection ..... 12
- 11. Monitoring and Control ..... 13
- 12. Documentation Retention Requirements ..... 14
- 13. Public Relations and Communication ..... 14
- 14. Contact Details ..... 15
- 15. REVISION HISTORY..... 15

## 1. Introduction

- 1.1. The purpose of the *Boost Your Coding Scheme* is to empower individuals 16 years of age and over to attend basic or introductory coding courses, enabling them to obtain a certification or award up to MQF level 5, as accredited by the MFHEA. Participants will receive financial support to help them acquire the skills required for today's rapidly evolving technological landscape. This initiative aims to equip the Maltese population with the tools necessary to thrive in a digitally driven world.
- 1.2. The initiative will remain in effect until **30<sup>th</sup> September 2026** contingent upon the availability of funds. The Malta Digital Innovation Authority (MDIA), the governing body responsible for overseeing the initiative, reserves the right to make amendments and updates to the Scheme as deemed necessary.

## 2. Aims and Objectives

- 2.1. The primary objective of this initiative is to enhance access to educational opportunities for individuals, enabling them to further their education and acquire knowledge, skills, and competencies that are directly relevant to the needs of the Maltese economy.
- 2.2. By addressing the current skills gap in key digital literacy, particularly in coding, this initiative aims to empower individuals to explore and gather basic knowledge and skills in such areas.
- 2.3. Ultimately, this initiative ensures that no individual is left behind by providing financial support to enable the development of in-demand skills and stay abreast of the digital transformation.

## 3. Explanatory Notes

**Applicant** shall mean a natural person who submits an application.

**Award** An Award in Malta refers to the title of certification of learning achieved through courses which do not have the required number of credits at the specific MQF level to be considered a qualification. These are more commonly known as "short courses".

Web Source (26<sup>th</sup> August 2025):

<https://mfhea.mt/interactive-mqf-old/award-credits-required/>

**Awarding Body** refers to an organisation recognised by the National Regulatory Authorities whose purpose is awarding accredited qualifications.

**Beneficiary** shall mean a natural person who is found eligible under this Scheme.

**Coding** shall mean the process of creating instructions for a computer to follow, using programming languages such as Python, Java, C++, or JavaScript. It involves the development of software applications, websites, and other digital platforms, enabling interaction with computer systems and digital technologies. Coding is a critical skill in the digital economy, playing a foundational role in the creation of digital products and services. As per the European Commission's *Digital Education Action Plan (2021-2027)*, coding is recognised as a key skill for the future workforce, essential for driving advancements in areas such as artificial intelligence, data analytics, and automation. The Commission highlights the importance of integrating coding into educational curricula to prepare individuals for the digital challenges of the 21st century.

Web source (27<sup>th</sup> January 2025):

[https://ec.europa.eu/education/education-in-the-eu/digital-education-action-plan\\_en](https://ec.europa.eu/education/education-in-the-eu/digital-education-action-plan_en)

**Commencement Date** shall mean the date as specified on the training programme being the start date of the programme/course.

**Completion Date** shall mean the date when the programme/course is completed, and the final result is published, and/or the certificate of achievement/ completion (confirming that the student has completed at least 70% of the total learning hours) is issued.

**Course Duration** is to be established by the Training Provider.

**Guidelines** shall be this document having the name 'Boost Your Coding Scheme Guidelines'.

**Boost Your Coding Scheme**, hereinafter also referred to as '**Scheme**', shall mean as administered by the Malta Digital Innovation Authority (MDIA).

**Boost Your Coding Scheme Catalogue of Approved Courses**, hereinafter also referred to as '**Catalogue**', shall mean a list of courses which have been assessed and deemed aligned with the objectives of the **Boost Your Coding Scheme** by the **Boost Your Coding Scheme Evaluation Committee**.

**Boost Your Coding Scheme Evaluation Committee**, hereinafter also referred to as '**Evaluation Committee**', shall mean a Committee appointed by the Malta Digital Innovation Authority (MDIA). This Committee shall be entrusted with the evaluation of new coding courses not included in **Boost Your Coding Scheme Catalogue of Approved Courses**.

**MFHEA** shall mean Malta Further and Higher Education Authority.

**MQF - Malta Qualifications Framework** is a referencing tool that helps to describe and compare both national and foreign qualifications to promote quality, transparency, and mobility of qualifications in all types of education.

**MQF Level 5 Qualification** shall mean any qualification referenced at Level 5 of the Malta Qualifications Framework.

**MQRIC** shall mean Malta Qualifications Recognition Information Centre within the Malta Further and Higher Education Authority.

**Total Learning Hours** refers to the total number of hours in a training programme, which can consist of:

- (i) Contact Hours – tuition hours
- (ii) Self-Study Hours – non-supervised learning hours;
- (iii) Hands-On Hours – this refers to supervised learning;
- (iv) Assessment Hours – this includes the number of hours spent working on an assignment as well as/or the hours the students spend during examinations.

Reference: <https://mfhea.mt/programme-accreditation/>

**Training Provider** is an organisation or individual that delivers educational programmes, courses designed to develop skills, knowledge, and competencies for personal or professional growth. This includes a *Further Education Institution*, a *Higher Educational Institution*, or a *Recognised Educational Institution* recognised by the competent authorities in the country where the institution is registered and mutually recognised by MFHEA (in the case of foreign institutions), or locally registered Educational Institution accredited by MFHEA or other **industry leaders** which issue certification proving that skills and strong foundational knowledge have been attained.

## 4. Eligibility

In order to apply for this Scheme, applicants must satisfy the following conditions:

4.1. By the application's submission date:

- a) Be a Maltese citizen who has been residing in Malta for the past five (5) years. Provided that a Maltese citizen who has been residing outside Malta for study, health, work, or any other purpose which the **Boost Your Coding Scheme Evaluation Committee** may consider, will still be eligible to apply. In such cases, the period of time during which the citizen was abroad will not be taken into consideration when calculating the five (5) year requirement; or
- b) Be a national of an EU/EEA state or a family member of such an EU/EEA national (as defined in S.L. 460.17 and S.L. 217.04 (Subsidiary Legislation) respectively for EU and EEA nationals), provided that the person has obtained permanent residence in Malta in accordance with S.L. 460.17 and S.L. 217.04 respectively for EU and EEA nationals; or

- c) Be a national of an EU/EEA state who is in Malta exercising their Treaty rights as a worker, self-employed person, or person retaining such status in accordance with S.L. 460.17; or
- d) Be a third-country national who has been granted long-term residence status under S.L. 217.05.

4.2. Applicants must apply for a training course included in the **Catalogue** which can be found [here](#).

4.3. If a course is not included in the **Catalogue**, applicants may still apply. Such basic or introductory courses will be evaluated by the Evaluation Committee to determine whether they are aligned with the objectives of the Scheme.

The courses must include modules to support the development of coding skills at an introductory or basic level and therefore should not have any specific entry requirements related to the coding field. This means that no particular educational background or minimum years of work experience in coding are necessary. Additionally, courses may either be non-accredited or accredited by the MFHEA up to a maximum of MQF Level 5. In such instances, the applicant must submit a detailed training programme, which includes:

- a) **Course Title** – The name of the course;
- b) **Total learning hours**, which can consist of:
  - (i) **Contact Hours** – tuition hours;
  - (ii) **Self-Study Hours** – non-supervised learning hours;
  - (iii) **Hands-On Hours** – this refers to supervised learning;
  - (iv) **Assessment Hours** – this includes the number of hours spent working on an assignment as well as/or the hours the students spend during examinations.
- c) **Learning outcomes** – The number of hours assigned should align with the amount of envisaged work and expected results.
- d) **Course Description and Modules/Units** - A brief summary of what the course is about and a breakdown of topics or sections covered in the course.
- e) **Delivery mode information** – including the start date and end date (the maximum period allowed for course completion).
- f) **Minimum Entry Requirements** – this includes, if any, the basic qualifications, skills, knowledge, and experience needed to undertake the course.

- g) **Total costs and inclusions** – A breakdown of the course fees and what is covered within the price.
  - h) **Confirmation of successful completion** – which should be provided as follows:
    - (i) For accredited courses, a certificate of achievement.
    - (ii) For unaccredited courses, a certificate confirming that the student has completed at least 70% of the total learning hours. For courses involving self-study hours, the training provider is expected to specify how they will verify that the student has completed a minimum of 70% of the total learning hours.
  - i) **Target audience** – The group of individuals the course is designed for.
- 4.4. By the date of application, applicants must be 16 years and over. In the case of individuals aged 16 or 17, the parent or legal guardian must apply on behalf of their child.
- 4.5. Applications must be complete and include all necessary supporting documentation as specified in Clause 7.
- 4.6. Course platform subscriptions are eligible for reimbursement, upon proof of successful completion of a basic or introductory coding course which is aligned with the objectives of the Scheme, subject to being listed in the catalogue of approved courses or deemed appropriate by the evaluation committee.
- 4.7. Seminars, conferences, workshops, and courses that do not result in a certificate of completion (confirming that the student has completed at least 70% of the total learning hours) or a certificate of achievement are not eligible.
- 4.8. Applicants will become ineligible for the Scheme if they are in breach of any part of these guidelines, including cases where the costs being claimed have already been financially supported through other national or EU-funded schemes, even if such schemes are not managed by the MDIA.

## 5. Administration of the Evaluation Committee

5.1 The Evaluation Committee is administered by the MDIA. It is responsible for determining the eligibility of training courses and approving the inclusion of eligible courses in the **Catalogue**.

All correspondence is to be addressed to:

**Address:** MDIA  
Twenty20 Business Centre  
Triq I-Intornjatur, Zone 3  
Central Business District, Birkirkara  
CBD 3050, Malta

**Tel. No.:** +356 21828800  
**E-mail:** [pmu.mdia@mdia.gov.mt](mailto:pmu.mdia@mdia.gov.mt)  
**Website:** [www.mdia.gov.mt](http://www.mdia.gov.mt)

## 6. Incentive

6.1. Applicants will receive 100% of the **training course fees**, up to a **maximum of €1,000**, to cover the costs of the course, provided their applications are deemed eligible and upon successful completion of the programme they attain a certificate of achievement or a certificate of completion (confirming that the student has completed at least 70% of the total learning hours) from the training provider/awarding body to attest this, and submission of the required documentation as specified in Clauses 7 and 9.

6.2. If the cost of the course is less than €1,000, the applicant may apply multiple times through the Scheme. Eligibility will include basic or introductory courses as listed in the catalogue of approved courses or other basic or introductory courses deemed appropriate by the evaluation committee. However, the maximum monetary support that can be awarded to a beneficiary of this Scheme is capped at €1000, regardless of the number of courses applied for or their individual fees.

6.3. Training course fees refer to tuition fees paid by the applicant as stipulated by the training provider.

## 7. Application Process

7.1. Applicants are invited to submit their application form and accompanying documents online at <https://workflow.gov.mt/eservice/S11884>. It is the responsibility of the applicants to ensure that their application is:

- Successfully submitted on time;
- A copy of the application form is kept;
- A copy of the acknowledgement email is retained.

The acknowledgement email will serve as proof that the application was submitted on time. However, it does not confirm that the application is complete or eligible for the Scheme. It is the applicant's responsibility to ensure the accuracy and completeness of their application at the time of submission.

7.2. The following supporting documents must be submitted with the application form and labelled as indicated below, along with any other requested information:

- **DOC 1** – Identification Card or Passport (Applicant/Parent Legal Guardian)
- **DOC 2** – A quote or document issued by the training provider outlining the course name and the total training costs (this must be in the name of the applicant)\*.
- **DOC 3** – Copy of Training Schedule
- **DOC 4** – Permanent Residence Permit (Applicant/Parent Legal Guardian) (where applicable)
- **DOC 5** – Identification Card or Passport (Minor) (where applicable)
- **DOC 6** – Permanent Residence Permit of (Minor) (where applicable)
- **DOC 7** - Copy of detailed Training Programme as per Clause 4.3 of the Guidelines (where applicable)

\*In the case of individuals aged 16 or 17, the quote or document may be in the name of the parent or legal guardian.

7.3. In order to receive a decision on the Application and confirmation of the eligibility of the chosen Course for this Scheme prior to the commencement of the training course Applicants are advised to apply to the MDIA within the following timeframes:

- At least one (1) month before the course begins for courses that are included in the **Catalogue** and
- At least three (3) months before the course begins for courses that are not included in the Catalogue and must be processed by the MDIA Evaluation Committee.

Applicants may still choose to submit their application within a shorter timeframe, however applicants are to note that only applications which have been confirmed to be eligible in the manner described in these Guidelines are guaranteed funding. The MDIA shall strive to provide confirmation prior to the commencement of the

relative course, but in no way guarantees this. The MDIA shall not accept liability for any expenses incurred by the Applicant on courses which are deemed ineligible following their commencement.

**7.4.** The deadline for Applications for this scheme shall be **30<sup>th</sup> September 2026**. No Applications shall be accepted after that date.

**7.5.** Training courses eligible under this Scheme should be completed by **30<sup>th</sup> September 2026** at the latest.

Provided that only courses commencing from the **8<sup>th</sup> October 2025 onwards** shall be considered for eligibility under this Scheme.

**7.6.** No written (hard copy) applications will be accepted. MDIA will not consider any claims that the application form was submitted without tangible and valid proof as evidence.

**7.7.** Applications must be fully completed in order to be considered. Any incomplete or incorrect applications at the deadline established in Clause 7.4 of these Guidelines will not be considered. Applicants will be granted three weeks to rectify their applications or provide the necessary information and/or supporting documentation provided that such extension shall in no case exceed the deadline established in Clause 7.4. Failure to meet these deadlines will result in the denial of the application by the MDIA.

**7.8.** Each applicant must submit one (1) application form per training programme.

**7.9.** The terms set forth in these guidelines shall be considered as legally binding upon all Applicants upon the submission of the Application.

## 8. Application Review Process

**8.1.** Applications received will be vetted by the MDIA to ensure they meet the full eligibility criteria as specified in Clauses 4, 6 and 7.

**8.2.** Applicants will be notified of their acceptance or non-acceptance via email.

**8.3.** The MDIA shall not accept any liability or be otherwise held responsible for any fees incurred or damages suffered in relation to applications or applicants which are deemed ineligible according to the provisions of these guidelines.

**8.4.** The beneficiary will be provided with an acceptance email. The MDIA reserves the right to review and cancel an accepted application if new information reveals any changes in circumstances that render the application ineligible.

## 9. Claim for Reimbursement and Supporting Documentation

9.1. Upon successful completion of the training course, the beneficiary must submit claim for reimbursement for the training costs incurred, along with the following supporting documentation, online at <https://workflow.gov.mt/eservice/S11919> to the MDIA within **two (2) months**:

- **DOC 1** – Certificate of achievement/ completion (confirming that the student has completed at least 70% of the total learning hours), issued by the Training Provider/Awarding Body
- **DOC 2** – Invoice from the Training Provider (this must be in the name of the applicant)\*
- **DOC 3** – Receipt from the Training Provider (this must be in the name of the applicant)\*
- **DOC 4** – Proof of Payment from the Beneficiary (this must be in the name of the applicant)\*
- **DOC 5** – Valid Permanent Residence Permit (Applicant/Parent Legal Guardian) (where applicable)
- **DOC 6** – Permanent Residence Permit of (Minor) (where applicable)

\*In the case of individuals aged 16 or 17, the invoice, receipt and proof of payment may be in the name of the parent or legal guardian.

9.2 Notwithstanding the terms for applications established pursuant to Clause 9.1, in instances concerning courses completed before the 9<sup>th</sup> of February 2026, when the scheme was made available for individuals to apply, individuals shall apply and submit their claim for reimbursement by the 30<sup>th</sup> April 2026, contingent on Clauses 1.2 and 7.5.

9.3. Payment will be issued directly to the beneficiary using the bank details provided. In the case of individuals aged 16 or 17, the bank details may be in the name of the parent or legal guardian. No payment can be issued to other individuals, relatives or third parties.

9.4. Failure to provide all the necessary documentation will lead to the withdrawal of the application, and the applicant will not be eligible to request reimbursement.

9.5. Beneficiaries who withdraw from or discontinue the training course for any reason must immediately notify the MDIA in writing. In such cases, the accepted application will be withdrawn by the MDIA, and any unutilised funds will be reallocated to the Scheme and made available to other beneficiaries.

9.6. Beneficiaries will receive payment only upon presenting a certificate of achievement or completion (confirming that the student has completed at least 70% of the total learning hours) from the training provider/awarding body. No payment will be issued if such a certificate is not submitted as part of the reimbursement claim.

## 10. Data Protection

**10.1.** The General Data Protection Regulation (EU) 2016/679 (GDPR) and the Data Protection Act, (Cap 586) regulate the processing of personal data whether held electronically or in manual form. MDIA is set to fully comply with the Data Protection Principles as set out in such data protection legislation.

**10.2.** Data and information collected and held by the MDIA in relation to the financed action may be transferred to official third parties, in line with Community obligations according to law, and in line with the provisions of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation) and the Data Protection Act, (Cap 586), and any amendments thereof, including but not limited to the Malta Police should statements be false or fraudulent.

**10.3.** Information and any data provided by the potential beneficiaries and beneficiary will be used for the sole purpose for which they are intended, that is, (i) verification procedures; and (ii) evaluation and monitoring purposes. The data will not be used for any other means or for any other purpose that is incompatible with that for which the data is being collected.

**10.4.** In applying for assistance under this Scheme, applicants will be giving authorisation to the MDIA to retain said data for the purposes described. MDIA is also being authorised to make enquiries and to carry out the necessary checks with the competent Authorities and Organisations to verify any information submitted.

**10.5.** Beneficiaries should ensure that they disclose factual and accurate data to the MDIA. The Beneficiary has the right to access all the data relating to the grant issued in its name and may request the rectification of any incorrect data.

**10.6.** Potential beneficiaries and beneficiaries are entitled to know, free of charge, what type of information the MDIA holds and processes about them and why, who has access to it, how it is held, and for how long it is kept. Should there be any data breaches, the data subject will be informed accordingly.

**10.7.** All data subjects have the right to access any personal information kept about them by the MDIA. Requests for access to personal information by potential beneficiaries and beneficiaries are to be made in writing and sent to MDIA. Your identification details such as ID number, name and surname have to be submitted with the request for access. In case we encounter identification difficulties, you may be required to present an identification document.

**10.8.** All data subjects have the right to request that their information is amended, erased or not used in the event the data results to be incorrect.

## 11. Monitoring and Control

11.1. By participating in this initiative, the beneficiary agrees that the MDIA may share applicant information with public authorities for quality assurance, transparency, and double funding checks.

11.2. Beneficiaries cannot receive additional scholarships or grants for the same course or training under the **Boost Your Coding Scheme**. Seeking supplementary funding from other sources for the same programme is considered a breach of the terms and conditions. If this occurs, the application will be terminated, and the beneficiary must repay any funds received. The MDIA considers this fraudulent and may take legal action.

11.3. In line with financial management and transparency principles, and in accordance with the Public Finance Management Act (Cap. 601) and the Public Administration Act (Cap. 595), the MDIA and the applicant agree that grant-related financial and administrative data may be shared with public entities to prevent duplicate funding. All data processing will comply with Regulation (EU) 2016/679 (GDPR) and the Data Protection Act (Cap. 586), ensuring only necessary information is shared. If double funding is detected, the MDIA reserves the right to recover the funds.

11.4. Beneficiaries found to have provided false information or withheld information that would have influenced the acceptance of the application and/or any grants in accordance with these guidelines shall be immediately disqualified. They will be required to reimburse any expenses or funds granted to them or on their behalf. The MDIA may pursue criminal liability, without prejudice to any civil action for damages, against the beneficiaries.

11.5. Applicants benefiting from the scheme may be required to provide additional information or documentation for audit purposes. Failure to submit the requested documentation may lead to the cancellation of the award, withholding of funds, or the recovery of funds already disbursed.

11.6 The MDIA reserves the right to refuse any application from Applicants or Beneficiaries applying for similar courses or courses covering similar content.

11.7 The MDIA reserves the right to conduct surveys or interview Beneficiaries in relation to their course participation to ensure quality of training. Failure to attend such interviews may, at the MDIA's discretion, result in a forfeiture of any funds due or disbursed under this scheme.

11.8 Any Applicant or Beneficiary found to have circumvented any of the requirements established in these Guidelines including, but not limited to, failure to attend any course for which funds are being provided through this Scheme may be subject to criminal liability for fraud or any other relevant offences and the recovery of any funds unduly claimed.

11.9. By applying for this scheme, the Beneficiary hereby agrees to fully indemnify the MDIA and hold the MDIA, the Evaluation Committee, and its members harmless from any responsibility, should the beneficiary, MDIA, the Evaluation Committee, or any third party suffer any form of damage as a result of this **Boost Your Coding Scheme**.

11.10. The beneficiary agrees to reimburse the MDIA for any expenses the MDIA may incur in defending itself, legally or otherwise, from any claim made against it as a result of this initiative. Such expenses include, but are not limited to, court expenses, legal fees, consultant fees, and ancillary expenses. Indemnity under this initiative shall be immediately due upon request by the MDIA to the beneficiary. This indemnity shall be considered certain, liquidated, and due under Maltese law, and shall not be subject to any reduction or abatement by any adjudicating body, whether the Maltese courts or otherwise. Furthermore, the beneficiary agrees that neither the MDIA, the MDIA Evaluation Committee, nor its members shall be held liable or responsible for any act or omission by the beneficiary in relation to the initiative.

## 12. Documentation Retention Requirements

12.1. Beneficiaries of this Scheme are required to retain all relevant documentation for a period of **five (5) years** from the date of completion of the project or the final payment received. This includes, but is not limited to, the application form, acknowledgement and acceptance emails, quotes, invoices, receipts, proof of expenditure, claim forms and any other documentation pertaining to the Scheme. The retention of these records is crucial to ensure compliance with the terms and conditions of the Scheme and to facilitate any audits or inspections conducted by the managing authority or other relevant bodies during the retention period. Failure to retain or provide the required documentation upon request may result in the recovery of funds.

## 13. Public Relations and Communication

13.1. The MDIA reserves the right to organise public relations events as well as produce promotional materials related to this initiative. Therefore, it reserves the right to invite any beneficiary participating in the initiative to attend and/or speak at events and to feature in promotional materials, including interviews, photographs, and videos.

13.2. By participating in the **Boost Your Coding Scheme**, beneficiaries provide their consent to take part in such events and/or promotional activities. This consent remains valid for the duration of their course and for two (2) years following its completion.

13.3. Beneficiaries may be contacted by the MDIA’s Public Relations Office for PR collaborations.

## 14. Contact Details

Further information on the Scheme and details on how to apply can be found on the MDIA website here <https://mdia.gov.mt/services/boost-your-coding-scheme/>.

For additional information and guidance on completing the application form, applicants may contact the MDIA Project Management Office during office hours.

**Address:** MDIA  
Twenty20 Business Centre  
Triq l-Intornjatur, Zone 3  
Central Business District, Birkirkara  
CBD 3050, Malta

**Tel. No.:** +356 21828800  
**E-mail:** [pmu.mdia@mdia.gov.mt](mailto:pmu.mdia@mdia.gov.mt)  
**Website:** [www.mdia.gov.mt](http://www.mdia.gov.mt)

## 15. REVISION HISTORY

Revision No.	Issue Date	Description
1	28.01.2026	First issue.
2	02.03.2026	Included Clauses 9.2, 11.6-11.8.