



Checklist

Entries that do not follow the stated rules for submission are disqualified, regardless of the merit or innovation of the entry. Make sure that you and a colleague review the checklist below, before sending in your application so you can ensure that your efforts will not be disqualified. Ensure that the application communicates the information you intend.

All written components should be typed and double spaced on standard A4 white paper, with 2.5cm margins. The font should be a standard 12-point size. Make sure your application is bound together with spiral or heat binding (no presentation binders).

If you have questions regarding your application, please send an email to info@masemalta.com

Complete the following checklist and attach it to your application. Each entry includes:

- A completed application form signed by nominee (and nominator if nominee is not a MASE member)
- Covering letter signed by College Principal, Education Officer or Head of School
- Abstract
- Narrative report including evidence of planning, carrying out of activities and success
- Two letters of support
- Curriculum Vitae

MASE reserves the right to reproduce information/photos/other content in the association's promotional material, newsletter and on its website. By submitting materials that contain images of students and/or other individuals, you assume complete responsibility for obtaining appropriate consent forms and permission to transfer these materials to MASE. Incomplete applications will not be considered.

Signature_____

Date _____