



# ERASMUS UNIVERSITY CHARTER

## Application form

**Final date for submission: 28/02/2007**

**New**

**Renewal**

**If renewal please give your EUC number:**

221374-IC-1-2003-1-HU-ERASMUS-EUC-1

**Correspondence language: EN**

**Erasmus Policy Statement original language: HU**

If the original language is not English, French or German, the Erasmus Policy Statement should also be provided in one of those three languages

**Erasmus Policy Statement translation language: EN**

### **Acknowledgement of receipt**

Applicants are invited to consult the website of the Education, Audiovisual & Culture Executive Agency - EACEA to confirm the receipt of their Erasmus University Charter (EUC) application. If by **14.03.2007** the application has not been registered on the website, the applicant should contact the EACEA [EACEA-EUC@ec.europa.eu](mailto:EACEA-EUC@ec.europa.eu).

**A.1. Identification of the applicant institution**

|   |                                    |
|---|------------------------------------|
| Full legal name of the institution in the national language | Színház- és Filmművészeti Egyetem  |
| Translation of this name in English                         | Academy of Dramatic and Cinema Art |
| Erasmus ID code of the institution                          | HU BUDAPES37                       |
| Internet address  | http://www.szfe.hu/                |

**A.2. Identification of the legal representative**

|  |                |        |      |
|--|----------------|--------|------|
| First name and surname of the <b>legal representative</b> of the institution | Tamas Ascher   |        |      |
| Title (optional)<br>(e.g. Prof., Dr, etc.)                                   |                | Gender | Male |
| Department/Unit  | Drama and Film |        |      |
| Official function within the institution                                     | Rector         |        |      |
| Phone (including country and area codes)                                     | +36/1/3384727  |        |      |
| Fax (including country and area codes)                                       | +36/1/3384749  |        |      |
| E-mail address (only one address)  | rektor@szfe.hu |        |      |
| Legal address of the institution   |                |        |      |
| Street/Nr.   | Vas u. 2/c     |        |      |
| Post code & Town   | 1088 Budapest  |        |      |
| Country Code, Country  | HU, Hungary    |        |      |

**A.3. Erasmus institutional co-ordinator - contact person**

|  |                                  |        |        |
|--|----------------------------------|--------|--------|
| First name and surname                     | Erika Winkler                    |        |        |
| Title (optional)<br>(e.g. Prof., Dr, etc.) |                                  | Gender | Female |
| Department/Unit                            | International Department         |        |        |
| Official function within the institution   | Head of International Department |        |        |
| Phone (including country and area codes)   | +36/1/3384727                    |        |        |
| Fax (including country and area codes)     | +36/1/3384749                    |        |        |
| E-mail address (only one address)          | winkler.erika@szfe.hu            |        |        |
| <b>Correspondence</b>                      |                                  |        |        |
| Street/Nr.                                 | Vas u. 2/c                       |        |        |
| Post code & Town                           | 1088 Budapest                    |        |        |
| Country Code, Country                      | HU, Hungary                      |        |        |

#### A.4. Statistical data on the applicant institution

| <i>The data required relate solely to higher education.</i>   |  |                          |      |
|---|--|--------------------------|------|
| Foundation year of your institution   |  |                          | 1865 |
| Level of degrees awarded  |  |                          |      |
| First cycle degrees   |  |                          | Yes  |
| Second cycle degrees  |  |                          | Yes  |
| One-tier degrees  |  |                          | Yes  |
| Third Cycle(without PhD)  |  |                          | No   |
| <u>Doctoral degrees</u>   |  |                          | Yes  |
| Number of students enrolled in 2005/2006 on <u>higher education</u> courses   |  | Part-time                | 0    |
|   |  | Full-time                | 308  |
| Number of students graduated in 2005/2006   |  | First Cycle              | 0    |
|   |  | Second Cycle             | 0    |
|   |  | One-tier degrees         | 54   |
|   |  | Third Cycle(without PhD) | 0    |
|   |  | Doctoral degrees         | 8    |
| Number of teaching staff (total) in 2005/2006   |  |                          | 99   |
| Number of teaching staff (full-time equivalent) in 2005/2006  |  |                          | 46   |
| Number of administrative staff (full-time equivalent) in 2005/2006  |  |                          | 88   |
| Number of these administrative staff members directly working in European/international relations in 2005/2006 (full-time equivalent) |  |                          | 1    |
| First year of participation in Erasmus Programme with funding from the European Community   |  |                          | 2004 |

**B****Fundamental principles**

The institution agrees to comply with the following:

YES

|  |                                     |
|--|-------------------------------------|
| 01 Inter-institutional agreements have been signed with all the institutions for the mobility purposes   | <input checked="" type="checkbox"/> |
| 02 No university fees for tuition, registration, examinations, access to laboratory and library facilities are to be charged to in-coming Erasmus students | <input checked="" type="checkbox"/> |
| 03 Full recognition is given to students for satisfactorily completed activities during their mobility period  | <input checked="" type="checkbox"/> |
| 04a Highest quality is ensured for: the organization of student and staff mobility   | <input checked="" type="checkbox"/> |
| 04b Highest quality is ensured for: the organization of student placements (optional, ref. EPS - D4)   | <input checked="" type="checkbox"/> |
| 05a Curriculum information is up to date, easily accessible, transparent   | <input checked="" type="checkbox"/> |
| 05b An academic credit transfer system is applied  | <input checked="" type="checkbox"/> |
| 06 Equal academic treatment and services are ensured for home and Erasmus students   | <input checked="" type="checkbox"/> |
| 07 The integration of visiting Erasmus students in the activities of the institution is supported  | <input checked="" type="checkbox"/> |
| 08 Transcripts and information are provided in a timely manner to incoming Erasmus students and their institutions   | <input checked="" type="checkbox"/> |
| 09 Erasmus teaching activities are facilitated and acknowledged  | <input checked="" type="checkbox"/> |
| 10 The institution promotes and gives visibility to the Erasmus activities   | <input checked="" type="checkbox"/> |
| 11 The Erasmus Charter and the EPS are publicized in the institution and are easily accessible to the students   | <input checked="" type="checkbox"/> |
| 12 The institution complies with the non-discrimination objectives set out in the Lifelong Learning Programme  | <input checked="" type="checkbox"/> |

**C****Information on the organisation of mobility**

**1.a Recognition matters: Is your institution using ECTS (ECTS credits, learning agreement, transcript of records) to facilitate academic recognition of Erasmus study periods abroad?**

- in all faculties/departments Yes
- in some faculties/departments No

**1.b Recognition matters: Will your institution use ECTS as an internal credit accumulation system?**

- in all faculties/departments Yes
- in some faculties/departments No

**2. Diploma Supplement**

Does your institution award a Diploma Supplement to students? No

**3. Support for teaching staff mobility: What provision will be made to facilitate and support ERASMUS teaching staff mobility?**

- a) Additional financial support from your institution No
- b) Acknowledgement of teaching activity abroad as an important part of academic career Yes
- c) Help with practical arrangements (travel, accomodation etc.) Yes
- d) Other (please specify) Yes

We wish to use the support of Hungarian members of international professional organizations.

**4. Support for disabled students/teachers: Will your institution provide special facilities for:**

- a) Erasmus students/teachers with visual disability? Yes
- b) Erasmus students/teachers with hearing disability? Yes
- c) Erasmus students/teachers with other physical disability? Yes

# Erasmus Policy Statement (EPS)

In order to complete this section, please refer to the instructions given below. Please note that your EPS shall be given wide visibility in your institution and must be published on the web page of your institution. The EPS should set out the overall Erasmus co-operation strategy of your institution in relation with its mission statement, underlying its Erasmus cooperation plan as well as any other activities to be proposed in the framework of the Lifelong Learning Programme (LLP).

a) Please describe briefly your institution's strategy, objectives and priorities for its Erasmus activities (mobility, multilateral projects and thematic networks, etc.) and any other actions in the context of the Lifelong Learning Programme (2007-2013).

b) Please also provide information on the following points:

What specific actions are planned to give visibility to Erasmus activities and what type of publicity will be given to the Erasmus University Charter and the EPS?

What kind of arrangements, if any, does the Institution ensure to comply with non-discrimination objectives (e.g. actions related to gender equality, integration of disabled students and staff, enhancement of social and economic cohesion and combating of xenophobia and racism)?

a/ A Színház- és Filmművészeti Egyetem részt kíván venni az Európai Unió sikeres bővítésében és aktívan közre kíván működni a művészeti felsőoktatásra váró feladatokban.  
 Oktatási tevékenységében őrzője és továbbvivője kíván lenni a speciális magyar művészeti tradícióknak. Nyitott ugyanakkor az új és hagyományos európai művészeti irányzatok, mesterek, iskolák, műhelyek, valamint az átalakuló színházi és médiaszakmára eredményesen felkészítő új európai oktatási metódusok, tantervek befogadására. Szorgalmazza azokat az oktatói, dolgozói mobilitásokat, melyek ezek feltérképezésére irányulnak. A Színház- és Filmművészeti Egyetem a 2007-2013-as időszakban erősíti és tovább bővíti nemzetközi tevékenységét. Folytatja a hagyományos nemzetközi együttműködéseit: vizsgafilmekkel és -előadásokkal részt vesz színházi és médiafesztiválokon, work-shopokon, kétoldalú, közös produkciót eredményező együttműködésekben. Résztvevője a Visegrádi Négyek közös művészeti rendezvényeinek, projektjeinek. Kétoldalú szerződést köti össze a Russian Federation State Institute of Cinematography iskolával. Közös produkciókat készít a Conservatoire National Supérieur d'Art Dramatique színészhallgatóival.  
 Nemzetközi mobilitási aktivitást az Egyetem 2005-től növekvő terjedelemben folytat. A LLP időszakában a hallgatói mobilitást kismértékben (7 %-ról 10 %-ra), az oktatói és dolgozói mobilitást nagyobb mértékben emelni kívánja és mind a külföldi szakmai gyakorlatok, mind a részképzések tekintetében igyekszik megőrizni mobilitás-szervező tevékenységében a magas színvonalat és a művészeti oktatásra jellemző személyességet. 2007-től bekapcsolódik a pályakezdő szakemberek mobilitásának szervezésébe.  
 Az Egyetem 2005-től szervez külföldi szakmai gyakorlatokat - ebben a formában a hallgatók felkészülhetnek a nemzetközi filmes kooperációs munkára, ill. útkereső és iskolateremtő európai színházi műhelyek munkájával ismerkedhetnek meg. A 2006-2007-es akadémiai évben az egyetem már hallgatóinak 5 %-át mobilizálta ebben a formában. Minden esetben szervezett nyelvi-kulturális felkészítést, gondoskodott a hallgatók megfelelő színvonalú tutorálásáról és a koordinátor személyesen követte a szakmai gyakorlatok lefolyását, gondoskodott a felmerülő problémák megoldásáról.  
 Az egyetem 2007-től az LLP keretében új, multilaterális programokat kezdeményez: modernizációs, minőségbiztosítási és innovációtranszfer-projektek, Intenzív Programokat.  
 b/Az EUC, az EPS és a legfontosabb mobilitási dokumentumok az egyetem honlapján megtalálhatóak, ezekre utalás található az egyetem nyomtatott kiadványában.  
 Az egyetem rendelkezik esélyegyenlőségi tervvel, a felvételinél előnyben részesíti a tehetséges roma hallgatókat. A médiaszakemberek képzése során a környezettudatosság és az esélyegyenlőség biztosítása, a diszkrimináció elleni küzdelem kiemelt téma. A non-fiction vizsgafilmek készítésének egyik témája Magyarország kiemelten hátrányos helyzetű térségei és népessége.

Quality of academic mobility activities:

What kind of specific measures are implemented in the institution to ensure high quality in academic mobility activities?

Details should be provided on: recognition and credit systems, the provision of information on curricula, information

and counselling of outgoing students, tutoring and integration of incoming students, provision of student services (in particular accommodation), preparatory and refresher language courses, support and acknowledgement of staff mobility.

Az egyetem a jelentkező diákok mindegyikét igyekszik hozzásegíteni külföldi képzési és szakmai gyakorlati lehetőségekhez annak érdekében, hogy a lehető legteljesebb európai kitekintéssel és kapcsolatrendszerrel válhassanak szakmájuk felkészült, nyitott, kooperatív formálói.

Az egyetem a hallgatók kiválasztásánál a pályázatával szemben a személyre szabott programokat részesíti előnyben.

Az egyetem a beutazó hallgatóktól tandíjat nem kér. Angol nyelvű kurzusok indításával a bejövő aktivitást növelni kívánja. Nem kizárt a kollégiumi befogadás, egyéb esetben szálláskeresési segítséget biztosít az egyetem.

Az egyetemen a bolognai struktúrának megfelelő tantervek készülöben vannak, nyilvánosságuk biztosítva lesz, és már csak kreditrendszerben indít évfolyamokat. A külföldi részképzésen résztvevő hallgatók megszerzett kreditjeit az egyetem beépíti, a szakmai gyakorlatokról szóló igazolásokat elfogadja.

A kiutazó hallgatók nyelvi felkészítését lehetőségeinhez mérten, kulturális-szakmai felkészítésüket teljes mértékben biztosítani fogja. Gondoskodik a régi és új kedvezményezettek közötti információcseréről, a külföldi szakmai tapasztalatok intézményi nyilvánosságáról, hasznosításáról.

Bátorítja a tapasztalatszerző dolgozói mobilitást, gondoskodik azok beépítéséről és azt a kiutazók munkája szerves, honorált részének tekinti.

Az oktatói mobilitást növelni kívánja és irányukat, tartalmukat az oktatók továbbképzési igényeihez valamint az intézmény fejlesztési tervéhez igyekszik kapcsolni.

A legszínvonalasabb befogadó intézményeket igyekszik megtalálni hazai és nemzetközi szakmai szervezetek és a tanári kar kapcsolatainak felhasználásával.

Quality of student placement activities:

What kind of specific measures are implemented to ensure high quality in student placements? Give details on how the work-programme and the placement agreement are prepared and implemented. Please describe the practical arrangements agreed between the parties. Please specify also the monitoring and evaluation of the placement period as well as its recognition in the curriculum.

Az egyetem az elmúlt két évben hallgatókat küldött az alábbi európai intézményekhez:

Schaubühne, Berlin, Young Vic Theatre Company, London, Theater Salz und Pfeffer, Nürnberg, BAI Bizkaiko Antzerki Ikastegia, Bilbao, National Theatre, London, West Yorkshire Playhouse, Leeds, Paines Plough, London, Théâtre national de Strasbourg, Teatro de La Abadia, Madrid, Burgtheater, Wien, Teatr Polski w Poznaniu, Poznan, BBC-Panorama, London, Intuit Pictures GmbH, Berlin, Theatre de l'Est Parisien, Mob Film Company, Leeds, Elektrofilm, Berlin, Hora Mágica, Lisboa, La Comedie de Reims.

Művészhallgatókról lévén szó a szakmai gyakorlatok a kedvezményezett művészi érdeklődéséhez, fejlesztéséhez kapcsolódnak. A fogadó intézmények kiválasztásában is ez a gondosság érvényesül. Az egyetemen belül nem a pályázat, hanem az egyénre szabott intézmény- és időpont-kiválasztás dominál. A kiutazásokról a hallgató, az osztályvezető tanár és a szakmai gyakorlat koordinátora, valamint a rektor helyettes közösen döntenek, azokat az egyetem rektora hagyja jóvá. Az egyetem, a fogadó intézmény és a kedvezményezett közötti kapcsolatot szerződés szabályozza, mely pontosan rögzíti a szakmai gyakorlat tartalmát, a felek kötelezettségeit a kedvezményezett külföldi életfeltételeinek megteremtésében, a tutorálás módját, a gyakorlat igazolásának formáját. A kedvezményezettekkel folyamatos a kapcsolattartás, de a külföldi szakmai gyakorlat az önállóság, az alkalmazkodó készség fejlesztését is célozza, így a menedzsment és a tutor a segítségnyújtás és az önálló problémamegoldás optimális arányára törekszik.

A gyakorlatokról szóló szakmai beszámolók az egyetem a honlapján olvashatók.

A külföldi szakmai gyakorlatokat 5 és 30 kredit között ismeri el az egyetem: a kredit átviteli bizottság a gyakorlat alatt végzett tevékenységek ismeretében állapítja meg a beszámítás pontos mértékét. Külföldi szakmai gyakorlat miatt hallgató nem kerül abba a helyzetbe, hogy félévet kelljen ismételnie.

# Erasmus Policy Statement (EPS)

In order to complete this section, please refer to the instructions given below. Please note that your EPS shall be given wide visibility in your institution and must be published on the web page of your institution. The EPS should set out the overall Erasmus co-operation strategy of your institution in relation with its mission statement, underlying its Erasmus cooperation plan as well as any other activities to be proposed in the framework of the Lifelong Learning Programme (LLP).

a) Please describe briefly your institution's strategy, objectives and priorities for its Erasmus activities (mobility, multilateral projects and thematic networks, etc.) and any other actions in the context of the Lifelong Learning Programme (2007-2013).

b) Please also provide information on the following points:

What specific actions are planned to give visibility to Erasmus activities and what type of publicity will be given to the Erasmus University Charter and the EPS?

What kind of arrangements, if any, does the Institution ensure to comply with non-discrimination objectives (e.g. actions related to gender equality, integration of disabled students and staff, enhancement of social and economic cohesion and combating of xenophobia and racism)?

a/ The Academy of Dramatic and Cinema Art shares the responsibility for the success of the enlargement of the European Union and would like to take an active part in the tasks waiting for the higher education in the arts. The Academy wishes to preserve and develop Hungarian traditions of art. At the same time it is open to integrate the new and the traditional European artistic tendencies and the masters, schools and workshops representing them. It is also open to take in the new European educational methods and curricula that provide successful preparations for the altering craft of drama and media. It supports the teacher and staff mobility that is designed to chart them.

The Academy of Dramatic and Cinema Art will intensify and extend its international activity in the period of 2007-2013. It will continue its traditional international cooperation: with exam films and performances it takes part in festivals, workshops and cooperation that result in joint productions. It is a participant of the mutual art programs and projects of the Visegrád Four Countries. It is connected to the Russian Federation State Institute of Cinematography by a bilateral contract. It makes joint productions with the drama students of Conservatoire National Supérieur d'Art Dramatique.

The Academy has been practising an increasingly extended international mobility since 2005. In the period of LLP it wishes to increase both the student mobility (from 7% to 10 %) and the teaching and academic staff mobility in a greater extent. The high quality of mobility arrangement regarding both the student work placements and the internships is to be preserved as well as the especially personal rapport that characterises the artistic education. In 2007 the Academy joins the arrangement of young expert mobility.

The Academy has been organising student placements abroad since 2005. Thus students can prepare for the international co-production film work and can get acquainted with the experimental work of European theatre workshops. In the academic year of 2006-2007 already 5% of the students have taken part in this type of mobility. In each case the Academy organised language and cultural preparation classes, provided high quality tutoring and the coordinator followed the course of the trainings personally and took care of the problems emerged.

The Academy is planning to initiate new multilateral programmes from 2007 in the frame of LLP: modernization, innovation transfer projects and Intensive Programmes.

b/ The EUC, the EPS and the most important mobility documents are accessible on the homepage of the Academy. The accessibility is published in the brochure of the Academy.

The Academy follows the affirmative action, gives advantage to talented gipsy students at the entrance exam. The awareness of the environment, the affirmative action objectives and the fight against discrimination are preferential themes in the curriculum for media students and at non-fiction exams.

Quality of academic mobility activities:

What kind of specific measures are implemented in the institution to ensure high quality in academic mobility activities?

Details should be provided on: recognition and credit systems, the provision of information on curricula, information and counselling of outgoing students, tutoring and integration of incoming students, provision of student services (in

particular accommodation), preparatory and refresher language courses, support and acknowledgement of staff mobility.

The Academy tries to help all of its students to the opportunity of academic vocational trainings and student placements abroad so that they can become well-trained, open-minded and cooperative members of their craft, possessing the most complex view on Europe as well as an international system of relations. As for student selection we prefer programmes designed for the individual to tendering. The Academy does not require any fee from international students. It wishes to increase the incoming activity. There might be available dormitory rooms for the students, or else the Academy provides assistance to find accommodations. The curricula that meet the requirements of the Bologna structure are under construction. They will be accessible. All of the new classes are launched in the framework of the credit system. The Academy counts and integrates students' credits gained in the course of participating in academic vocational trainings abroad. The certificates on student work placements and internships count towards the necessary credits, as well. Hungarian students visiting abroad will be provided with complex cultural and professional preparation trainings and language preparation courses as much as possible. The Academy provides opportunities to exchange information between the old and the new beneficiaries as well as institutional publicity and use of professional experiences gained abroad. The Academy will encourage the staff mobility. It will take care of the integration of the experiences and the work of the outgoing staff will be considered as an integral and honoured part of their job. The Academy wishes to extend teaching staff mobility. The trends and subject-matter of teacher mobility are planned to be connected to the teachers' training claims and to the innovation plan of the institution. The Academy tries to find the highest quality host institutions using the teachers' relations as well as national and international professional organizations.

Quality of student placement activities:

What kind of specific measures are implemented to ensure high quality in student placements? Give details on how the work-programme and the placement agreement are prepared and implemented. Please describe the practical arrangements agreed between the parties. Please specify also the monitoring and evaluation of the placement period as well as its recognition in the curriculum.

In the last two years the Academy sent students to the following European institutions: Schaubühne, Berlin, Young Vic Theatre Company, London, Theater Salz und Pfeffer, Nürnberg, BAI Bizkaiko Antzerki Ikastegia, Bilbao, National Theatre, London, West Yorkshire Playhouse, Leeds, Paines Plough, London, Théâtre national de Strasbourg, Teatro de La Abadía, Madrid, Burgtheater, Wien, Teatr Polski w Poznaniu, Poznan, BBC-Panorama, London, Intuit Pictures GmbH, Berlin, Theatre de l'Est Parisien, Mob Film Company, Leeds, Elektrofilm, Berlin, Hora Mágica, Lisboa, La Comedie de Reims. Since our outgoing students are studying to become artists, each placement is unique and connected to the beneficiaries' artistic interests and development. This careful selection dominates the choice of the host institutions. The student, his/her mentor, the coordinator and the assistant rector decide on the placement and the rector approves their decision. The relation among the Academy, the host institution and the beneficiary is regulated by a contract that defines the exact subject-matter of the placement, the obligations of the parties as for providing the beneficiary's living conditions abroad, the way of tutoring and the form of certifying the achieved work. There is a continuous correspondence with the beneficiaries, however as an objective of the student placement abroad is to develop the students' self-sufficiency and their adaptive skills, the management and the tutor try to provide an optimal measure of assistance and independent problem solving. The Academy gives publicity to the reviews on the work placements on its homepage. The student placements are acknowledged and rated between 5 and 30 credits: the credit transfer committee defines the exact ratio of the adoption in accordance with the activities executed during the placement period. No students can be obliged to repeat a semester because of a student work placement.

# ERASMUS

University Charter

2007/2008 - 2013/2014

The European Commission hereby awards this Charter to:

**UNIVERSITY of EUROPE**

(hereinafter "the Institution")

**The Institution agrees to comply with the following fundamental principles of Erasmus mobility:**

- Mobility shall be carried out only within prior inter-institutional agreements;
- No university fees for tuition, registration, examinations, access to laboratory and library facilities are to be charged to in-coming Erasmus students
- Full recognition must be given to students for satisfactorily completed activities specified in the compulsory *Learning Agreement*.

**The Institution also agrees:**

- to ensure the highest quality in the organisation of student and staff mobility
- to ensure that curriculum information is up to date, easily accessible and transparent and that an academic credit transfer system (ECTS or similar) gives transparency to the procedures
- to ensure equal academic treatment and services to home and Erasmus students
- to support the integration of visiting Erasmus students in the Institution's activities
- to provide incoming Erasmus students and their home institutions with transcripts containing full, and accurate and timely information at the end of their mobility period abroad
- to facilitate and acknowledge Erasmus teaching activities
- to promote and give visibility to the activities supported by the Erasmus programme
- to publicise this Charter and the related Erasmus Policy Statement of the Institution
- to comply with the objectives on non discrimination set out in the Lifelong Learning Programme.

This Charter entitles the Institution to apply to its National Agency and to the European Commission for grant support for Erasmus activities.

Violation of this Charter may lead to its withdrawal by the Commission.

# ERASMUS

**Extended University Charter**  
2007/2008 - 2013/2014

The European Commission hereby awards this Charter to:

**UNIVERSITY of EUROPE**

(hereinafter "the Institution")

**The Institution agrees to comply with the following fundamental principles of Erasmus mobility:**

- Mobility shall be carried out only within prior inter-institutional agreements;
- No university fees for tuition, registration, examinations, access to laboratory and library facilities are to be charged to in-coming Erasmus students
- Full recognition must be given to students for satisfactorily completed activities specified in the compulsory *Learning Agreement*.

**The Institution also agrees:**

- to ensure the highest quality in the organisation of student and staff mobility
- to ensure that curriculum information is up to date, easily accessible and transparent and that an academic credit transfer system (ECTS or similar) gives transparency to the procedures
- to ensure equal academic treatment and services to home and Erasmus students
- to support the integration of visiting Erasmus students in the Institution's activities
- to provide incoming Erasmus students and their home institutions with transcripts containing full, and accurate and timely information at the end of their mobility period abroad
- to facilitate and acknowledge Erasmus teaching activities
- to promote and give visibility to the activities supported by the Erasmus programme
- to publicise this Charter and the related Erasmus Policy Statement of the Institution
- to comply with the objectives on non discrimination set out in the Lifelong Learning Programme.
- to ensure the highest quality in the organisation of student placements.

This Charter entitles the Institution to apply to its National Agency and to the European Commission for grant support for Erasmus activities.

Violation of this Charter may lead to its withdrawal by the Commission.

## Endorsement of the application

*"I, the undersigned, Head and legal representative of the applicant institution,*

- *certify that the information contained in this application is complete and correct to the best of my knowledge. All Erasmus activities will be implemented on the basis of written agreements with the relevant authorities of the partner institutions;*
- *agree to the content of the Erasmus University Charter outlined above and commit my institution to respect and observe these obligations;*
- *confirm that the information given in the application submitted online and in this paper version is identical;*
- *agree to the publication of the Erasmus Policy Statement by the European Commission.*

*Place:*

*Name:*

*Date (dd/mm/yy):*

**Original** *signature of the legal representative of the Institution (as identified in section A.2 above)*

**Original** *stamp or seal of the Institution*