



# ERASMUS+

## Proposal Template

**Administrative Forms (Part A)**  
**Project Technical Description (Part B)**

Erasmus: Key action 1: Erasmus Charter for Higher Education

EACEA-03-2020 ECHE-LP-2020

Version 1.1  
4 March 2020







# **ERASMUS+**

## **PROPOSAL (PART B)**

# **Erasmus: Key action 1: Erasmus Charter for Higher Education**

**EACEA-03-2020 ECHE-LP-2020**



## IMPORTANT NOTICE

Applications must be submitted via the Funding & Tenders Portal Submission Service before the call deadline.

Applicants must use this template for their applications (designed to highlight important aspects and facilitate the assessment against the evaluation criteria)

### Character and page limits:

- page limit 20 pages
- supporting documents can be provided as an annex and do not count towards the page limit
- minimum font size — Arial 8 points
- page size: A4
- margins (top, bottom, left and right): at least 15 mm (not including headers & footers).

Please abide by the formatting rules. They are not a target! Keep your text as concise as possible. Do not use hyperlinks to show information that is an essential part of your proposal.

⚠ If you attempt to upload an application that exceeds the specified limit, you will receive an automatic warning asking you to shorten and re-upload your application. After you have submitted it, any excess pages will be made invisible and thus disregarded by the evaluators.



HISTORY OF CHANGES		
VERSION	PUBLICATION DATE	CHANGE
1.0	11.02.2020	Initial version
1.1	04.03.2020	Changes in page 10, 1st box after the Erasmus Policy Declaration

**COVER PAGE**

*Part B of the proposal must be filled out by the participants in WORD, assembled and uploaded as PDF in the Funding & Tenders Portal Submission System. The template to use is available there.*

**Note:** *Please take due account of the objectives and Charter's principles to be awarded with the Charter under the call (see Call document). Pay particular attention to the award criteria; they explain how the proposal will be evaluated.*



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## COMMITMENT TO THE ERASMUS CHARTER PRINCIPLES

### Declaration

I, undersigned, declare that if my institution is awarded with an Erasmus Charter for Higher Education, my institution will undertake to:

- Respect in full the principles of non-discrimination, transparency and inclusion set out in the Programme.
- Ensure equal and equitable access and opportunities to current and prospective participants from all backgrounds, paying particular attention to the inclusion of those with fewer opportunities.
- Ensure full automatic recognition of all credits (based on the European Credit Transfer and Accumulation System – ECTS) gained for learning outcomes satisfactorily achieved during a period of study/training abroad, including during blended mobility.
- Charge no fees, in the case of credit mobility, to incoming mobile students for tuition, registration, examinations or access to laboratory and library facilities.
- Ensure the quality of the mobility activities and of the cooperation projects throughout the application and implementation phases.
- Implement the priorities of the Programme:
  - By undertaking the necessary steps to implement digital mobility management in line with the technical standards of the European Student Card Initiative.
  - By promoting environmentally friendly practices in all activities related to the Programme.
  - By encouraging the participation of individuals with fewer opportunities in the Programme.
  - By promoting civic engagement and encouraging students and staff to get involved as active citizens before, during and after their participation in a mobility or project.

### WHEN PARTICIPATING IN MOBILITY ACTIVITIES

#### Before mobility

- Ensure that selection procedures for mobility activities are fair, transparent, coherent and documented.
- Publish and regularly update the course catalogue on the website of the Institution well in advance of the mobility periods, so as to be transparent to all parties and allow mobile students to make well-informed choices about the courses they will follow.
- Publish and regularly update information on the grading system used and grade distribution tables for all study programmes. Ensure that students receive clear and transparent information on recognition and grade conversion procedures.
- Carry out mobility for the purpose of studying and teaching only within the framework of prior agreements between institutions. These agreements establish the respective



roles and responsibilities of the different parties, as well as their commitment to shared quality criteria in the selection, preparation, reception, support and integration of mobile participants.

- Ensure that outgoing mobile participants are well prepared for their activities abroad, including blended mobility, by undertaking activities to achieve the necessary level of linguistic proficiency and develop their intercultural competences.
- Ensure that student and staff mobility is based on a learning agreement for students and a mobility agreement for staff validated in advance between the sending and receiving institutions or enterprises and the mobile participants.
- Provide active support to incoming mobile participants throughout the process of finding accommodation.
- Provide assistance related to obtaining visas, when required, for incoming and outgoing mobile participants.
- Provide assistance related to obtaining insurance, when required, for incoming and outgoing mobile participants.
- Ensure that students are aware of their rights and obligations as defined in the Erasmus Student Charter.

#### **During mobility**

- Ensure equal academic treatment and the quality of services for incoming students.
- Promote measures that ensure the safety of outgoing and incoming mobile participants.
- Integrate incoming mobile participants into the wider student community and in the Institution's everyday life. Encourage them to act as ambassadors of the programme and share their mobility experience.
- Provide appropriate mentoring and support arrangements for mobile participants, including for those pursuing blended mobility.
- Provide appropriate language support to incoming mobile participants.

#### **After mobility**

- Provide incoming mobile students and their sending institutions with transcripts of records containing a full, accurate and timely record of their achievements at the end of their mobility period.
- Ensure that all ECTS credits gained for learning outcomes satisfactorily achieved during a period of study/training abroad, including during blended mobility are fully and automatically recognised as agreed in the learning agreement and confirmed by the transcript of records/traineeship certificate. They shall be transferred without delay into the student's records, shall be counted towards the student's degree without any additional work or assessment of the student and shall be traceable in the student's transcript of records and the Diploma Supplement.
- Ensure the inclusion of satisfactorily completed study and/or traineeship mobility activities in the final record of student achievements (the Diploma Supplement).
- Encourage and support mobile participants upon return to act as ambassadors of the



programme, promote the benefits of mobility and actively engage in building alumni communities.

- Ensure that staff is given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement and in line with the institutional strategy.

#### WHEN PARTICIPATING IN EUROPEAN AND INTERNATIONAL COOPERATION PROJECTS

- Ensure that cooperation activities contribute towards the fulfilment of the institutional strategy.
- Promote the opportunities offered by the cooperation projects and provide relevant support to staff and students interested in participating in these activities throughout the application and implementation phase.
- Ensure that cooperation activities lead to sustainable outcomes and that their impact benefits all partners.
- Encourage peer-learning activities and exploit the results of the projects in a way that will maximise their impact on individuals, other participating institutions and the wider academic community.

#### FOR THE PURPOSES OF IMPLEMENTATION AND MONITORING

- Ensure that the long-term institutional strategy and its relevance to the objectives and priorities of the Programme are described in the Erasmus Policy Statement.
- Ensure that the principles of the Charter are well communicated and are applied by staff at all levels of the Institution.
- Make use of the "ECHE guidelines" and of the "ECHE self-assessment" to ensure the full implementation of the principles of this Charter.
- Regularly promote activities supported by the Programme, along with their results.
- Display this Charter and the related Erasmus Policy Statement prominently on the Institution's website and on all other relevant channels.

*On behalf of the Institution, I acknowledge that the implementation of the Charter will be monitored by the Erasmus National Agencies and that a violation of the above principles and commitments may lead to its withdrawal by the European Commission.*

*On behalf of the institution, I commit to publishing the Erasmus Policy Statement on the institution website.*

Legal representative of the institution

*Rector of Medical University of Silesia, prof. dr hab. n. med. Przemysław Jęłowicki*

Signature of the legal representative

REKTOR  
Śląskiego Uniwersytetu Medycznego w Katowicach  
*Przemysław Jęłowicki*  
prof. dr hab. n. med. Przemysław Jęłowicki



In the following sections of the application form, you will need to explain how your institution will fulfil the ECHE principles if the Charter is awarded. You are encouraged to consult the [ECHE Guidelines](#) for support in completing this application.

Please note that your Erasmus+ National Agency will monitor your Erasmus Policy Statement and your answers to the questions given in the application. The Erasmus+ National Agency reserves the right to request more information on your activities and propose supplementary measures, for the purposes of monitoring and implementing the Charter principles by your institution.

## 1. ERASMUS POLICY STATEMENT (EPS)

### 1.1 Erasmus activities included in your EPS

In this section, you need to tick the Erasmus activities covered by your Erasmus Policy Statement. Please select those activities that your HEI intends to implement during the entire duration of the Programme.

#### Erasmus Key Action 1 (KA1) - Learning mobility:

The mobility of higher education students and staff ☒

#### Erasmus Key Action 2 (KA2) - Cooperation among organisations and institutions:

Partnerships for Cooperation and exchanges of practices ☒

Partnerships for Excellence – European Universities ☒

Partnerships for Excellence - Erasmus Mundus Joint Master Degrees ☒

Partnerships for Innovation ☒

#### Erasmus Key Action 3 (KA3):

Erasmus Key Action 3 (KA3) - Support to policy development and cooperation: ☐

### 1.2 Erasmus Policy statement (EPS): your strategy

Your Erasmus Policy Statement should reflect how you intended to implement Erasmus after the award of the ECHE. Should you wish to add additional activities in the future, you will need to amend your Erasmus Policy Statement and inform your Erasmus National Agency.

What would you like to achieve by participating in the Erasmus Programme? How does your participation in the Erasmus Programme fit into your institutional internationalisation and modernisation strategy?

(Please reflect on the objectives of your participation. Please explain how you expect the participation in Erasmus to contribute towards modernising your institution, as well as on the



goal of building a European Education Area<sup>1</sup> and explain the policy objectives you intend to pursue).

Original language (and translation into EN, FR or DE if the EPS is not in one of these languages)

The Medical University of Silesia in Katowice (SUM) is a university with over seventy years of tradition. Established in 1948 as the Medical Academy with one medical department and a dentistry department based in Rokitnica Bytomska, it was renamed with the name Silesian Medical Academy a year later and then the Silesian Medical Academy, Ludwik Waryński to finally – under the Act of March 30<sup>th</sup>, 2007 – become a university.

This decades-old tradition is a source of pride and inspiration. The current position of the University results from the scientific and research achievements of the academic staff, comprehensive cooperation with the social and economic environment, and above all from the high level of education in medical and related professions, consisting not only in the transfer of knowledge, but also in developing the skills to apply it in practice. With traditions in education towards modern science and modern medicine, the Medical University of Silesia in Katowice, as one of the oldest universities in the region, founded in 1948, has been aiming mission to discover and convey the truth through scientific research, modern education of students in medical professions, combined with upbringing in a spirit of respect for freedom of science, humanism and ethics, and cooperation with the social and economic environment.

The University's development is based on a modern scientific and didactic base, a variety of fields of study and specialties as well as a highly specialized academic staff. Currently, the University educates over 9,000 students of uniform master's and first and second-degree studies in medicine, dentistry, medical emergency, neuroscience, pharmacy, medical biotechnology, cosmetology, physiotherapy, medical analytics, public health, dietetics, nursing and midwifery. Almost half a thousand PhD students undertake doctoral studies. The university is accredited by the Polish Accreditation Commission, has also the accreditation for conducting English-language medical studies, certificates of the National Accreditation Board of Schools of Nurses and Midwives for nursing and midwifery faculties, as well as the first accreditation in Poland for public health studies awarded by the Agency for Public Health Education Accreditation (APHEA) – a European institution granting international accreditation to academic centers that conduct studies in public health. Continuing education is ensured by various forms of lifelong learning.

Five SUM faculties are in the largest cities of the Silesian Voivodeship:

- 1) Faculty of Medical Sciences in Katowice,
- 2) Faculty of Medical Sciences in Zabrze,
- 3) Faculty of Pharmaceutical Sciences in Sosnowiec,
- 4) Faculty of Health Sciences in Katowice,
- 5) Faculty of Health Sciences in Bytom.

The university is the founding entity for five clinical hospitals that offer patients comprehensive, highly specialized health services. Clinics and clinical departments, providing medical services with the highest degree of reference, occupy a significant place on the domestic health care market. Many of them are mentioned at the top of the national rankings as leading centers in such fields as medicine, such as cardiology, cardiac surgery, hematology, highly specialized surgery, neurosurgery, ophthalmology, obstetrics and gynecology, pediatrics, nephrology and gastroenterology.

The basic tasks of the Medical University of Silesia in Katowice include:

1. Educating students to acquire and supplement knowledge and skills necessary for professional work.
2. Raising students with a sense of responsibility for the Polish state, for strengthening the principles of democracy and respect for human rights.
3. Conducting scientific research and development works as well as providing research services.
4. Training and promoting academic staff.
5. Disseminating and multiplying the achievements of science, national culture, and technology, including through the collection and sharing of library and information collections.
6. Conducting post-graduate studies, courses, and training in order to train new skills necessary on the labor market in the lifelong learning system.
7. Creating conditions for the development of students' physical culture.
8. Action for local and regional communities.
9. Creating conditions for the disabled to participate fully in the educational process and in scientific research.

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<sup>1</sup> For more information on the priorities of the European Education Area, such as recognition, digital skills, common values and inclusive education, please consult the following website:  
[https://ec.europa.eu/education/education-in-the-cu/european-education-area\\_en](https://ec.europa.eu/education/education-in-the-cu/european-education-area_en)



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10. Participation in the provision of medical care in the scope and forms specified in the provisions on medical activity.

11. Implementation of the Bologna Declaration - lifelong learning: from the university of the first age to the university of the third age.

The strategy of the Medical University of Silesia in Katowice is a provision setting out the directions of the University's development and is consistent with the SUM Statute, legal acts regulating the operation of universities in Poland, as well as with national and regional strategic documents. It considers various external conditions, in particular the legal, economic, cultural and social environment in which it operates.

As part of the adopted strategy, the Medical University of Silesia in Katowice aspire, among others, to:

1. To be one of the leading medical universities with a recognized position in national and European rankings, undertaking global didactic and scientific challenges and implementing prestigious international projects and programs.
2. Closely cooperate with outstanding Polish and international academic centers in the field of education and research, making full use of the potential contained in medical, pharmaceutical, health, natural and social sciences.
3. Educate students at the European level, ensure the possibility of obtaining the highest level of education and comprehensive development, give graduates the chance to employ and recognize the SUM diploma in the country and in Europe.
4. Be open to the educational needs of students, regardless of race, nationality or religion.
5. Guarantee exceptionally good conditions for studying and research and development in line with global standards.
6. To have highly qualified, mobile and open to the world academic staff;
7. Participate in the proper creation and functioning of the health care system in the region and the country by developing highly specialized diagnostic and therapeutic activities in clinical hospitals and implementing innovative technologies.
8. Combine tradition and modernity, be an example of an institution that, in an atmosphere of tolerance and freedom, builds lasting relationships with society, while maintaining respect for diverse views and behaviors.

**Strategy in relation to mobility and blended mobility: selection of partner universities / institutions; geographical countries / regions; goals and target groups for employees and students; promotion of mobility.**

Currently, SUM has signed agreements with many foreign universities from Great Britain, the Czech Republic, Italy, Ukraine, Belarus and Russia. This cooperation concerns, among others exchange of students, exchange of information in the field of teaching programs and exchange and training of teaching staff. As part of the Erasmus Program, which has been in the SUM since 2004, inter-institutional agreements regarding the bilateral exchange of students and employees are signed, among others with many universities from Italy, Germany, Spain, Portugal, Turkey, Denmark, Slovenia, Croatia, Serbia, Hungary and also from Ukraine. In the years 2021-2027, cooperation with universities from these areas will be further developed, and it is planned, in line with the signaled needs of students and staff, to establish cooperation with universities from the Scandinavian countries, Belgium, the Netherlands, France and the Baltic States. Among the students of the first and second degree of studies, as well as uniform master's studies, mobility for the period of study covering one semester or the entire academic year are promoted. This type of mobility ensures, especially for last-year medical students, participation in clinical subjects and contact with the patient during foreign mobility. Traineeship mobilities are also promoted. Final year students are encouraged to apply for internships so that they can benefit from the participation in the Erasmus Program also as young graduates, improve practical skills, expand professional competences and learn about working techniques in the countries of partner institutions. In the following years, the promotion of blended mobility is planned, which is part of the SUM strategy both in terms of internationalization and expanding the use of distance learning services and distance learning, while developing modern ICT-based learning techniques and medical simulation. Currently, SUM has a rich base of training materials in Polish and English available on the distance learning platform. Two Medical Simulation Centers also operate in SUM - in Katowice and Zabrze. Medical simulation is a learning technique that enables learners to acquire skills, competences and knowledge by participating in situations encountered in everyday life. It allows to solve problems in real conditions, discuss the procedure immediately after the end of the exercise, as well as use the potential and emotional involvement of students. There are fourteen high fidelity simulation rooms in both Medical Simulation Centers. In the operating room, hospital emergency department, intensive care room, delivery room, pediatric room, two dental rooms and the pre-hospital simulation zone, there are advanced, full-scale patient simulators of different ages and modern medical equipment. Thanks to advanced technology, patient simulators are able to provide information about their medical history, current ailments, present various disease symptoms and dynamically change life parameters. Students can examine patients in real time, order laboratory and imaging tests and conduct treatment while observing its effectiveness. Under the conditions of the pre-hospital simulation zone, it is possible to implement scenarios using a fully equipped emergency ambulance equipped with the standard of a Specialized Medical Rescue Team. All rooms allow the recording of simulation scenarios in the form of audio-video materials, which, after being combined with the patient's vital parameters, are discussed in detail with simulation participants in specially prepared debriefing rooms. Two multimedia laboratories have access to the e-learning platform, a wide library base and advanced software, including for electroradiology. Two multimedia laboratories have access to the e-learning platform, a wide library base and advanced software, including for electroradiology. In cooperation with Asseco Poland, students were offered a virtual hospital system with which they can learn about their future work tool. Multimedia work is also adapted to conduct exams in electronic form. Both the distance learning platform and e-learning classes run by Medical Simulation Centers have proven themselves during the restrictions introduced in connection with the COVID-19 pandemic, enabling SUM students to conduct online classes and students coming as part of the Erasmus Program to carry out classes both in Poland and in case of an earlier return to the country of residence. In the following years, blended mobility studies will be promoted among students of all types and degrees, which by combining real and remote mobility will be more able to agree on the optimal study program during mobility and, if necessary, the implementation of subjects at both the partner and home university. Due to the fact that long mobility and the need to travel for the whole semester or two semesters of study constitute an obstacle for some students and prevent the use of the Erasmus Program, the



**possibility**

of implementing blended mobility will contribute to increasing the total number of students participating in the Program.

In order to have highly qualified, mobile and open to the world academic staff and to guarantee very good conditions for studying and scientific and research work, corresponding to global standards, SUM plans to increase the mobility of doctoral students and teaching, research and other employees. Due to the interest shown by SUM employees, it is planned to organize courses and training of employees from partner countries organized in SUM as part of the Erasmus program in 2021-2027. Such training will additionally contribute to promoting mobility among SUM employees.

Program coordinators and employees of the Didactic Center who are administratively responsible for implementing the Erasmus Program, implementing mobility, helping outgoing and incoming participants under the Program, including the preparation of contracts, obtaining relevant documents (such as visas), accommodation, they are involved in the promotion of mobility. In the coming years, SUM plans to involve more former Erasmus Program participants, both from Poland and partner universities who implemented their mobility in SUM, to promote the program among SUM students and employees.

**Strategy in relation to multilateral projects.**

SUM wants to be one of the leading medical universities with a recognized position in national and European rankings, undertaking global didactic and scientific challenges and implementing prestigious international projects and programs. Close cooperation with outstanding Polish and international academic centers in the field of education and research, full use of the potential contained in the medical, pharmaceutical, health, natural and social sciences is associated with cooperation with scientific centers around the world. In 2021-2027, SUM will undertake actions aimed at promoting the participation of its own students and employees in international multilateral projects. Future partner institutions will be sought both among Eastern European and Western European countries, which will allow them to benefit from the experience of cooperating universities in different parts of Europe. The active search for partner institutions is planned to include visiting professors, other employees performing mobility in SUMs, as well as SUM employees leaving for partner universities and institutions conducting training under the Erasmus Program. Expert lectures of professors with global scientific achievements influence the improvement of culture and quality of education in SUM. Information on the results of participation in multilateral projects will be appropriately disseminated by the SUM.

**Strategy references to the principles of non-discrimination, transparency and inclusion of students and staff.**

SUM is open to the educational needs of students, regardless of race, nationality or religion. In SUM, it is very important to create conditions for excluded persons for full participation in the educational process and research, as well as for full participation in the Erasmus Program. Mobility of disabled people or students with the right to a "social allowance" is additionally supported under the program "Foreign mobility of auditors with special needs." As part of the Operational Program Knowledge Development Education. Students are informed about the possibility of obtaining additional funds or obtaining a higher scholarship, which will allow excluded persons to fully participate in the program, both before and during recruitment process.

**Strategy in relation to 'Erasmus without paper'.**

The strategy implemented under the 'Erasmus without paper' policy has a significant impact on environmental protection. On average, 17 trees disappear with every ton of paper used. SUM is currently introducing changes to the IT system, both to support students and to support remote teaching. SUM plans in the Erasmus Program in the years 2021-2027 to introduce modifications and adaptation of software enabling management of the mobility of SUM students, which will allow to agree on the details of the Learning Agreement before, during and after mobility between the home and home university and the student without having to print a paper document. Similarly, after completing the mobility, Transcript of Records will be available online and downloadable by both the student and the sending university.

From 2021, it is planned to introduce for all new mobility data necessary for the participant's mobility to obtain a European student card. This correlates with the strategy of promoting blended mobility among participants, i.e. implemented partly in a traditional way and partly remotely. Employees of the Didactic Center administering mobilities and employees of individual dean's offices responsible for students attending the program will be responsible for entering relevant data in the systems.

Please reflect on the Erasmus actions you would like to take part in and explain how they will be implemented in practice at your institution. Please explain how your institution's participation in these actions will contribute to achieving the objectives of your institutional strategy.

Original language (and translation into EN, FR or DE if the EPS is not in one of these languages)

**Strategy in relation to mobility and blended mobility.**

As before, the selection of partner institutions will involve many of the best specialists, academic teachers of all fields of study at the SUM. Interinstitutional cooperation under the Erasmus Program may be initiated by both the authorities or employees of the home university, authorities or employees of the partner university and SUM students who may be interested in implementing studies or traineeships in specific foreign centers. In each of these cases, proposals for



establishing interinstitutional agreements are assessed by the Institutional Erasmus Coordinator in consultation with the faculty coordinators and deans of the relevant faculties. After making the decision to sign the interinstitutional agreement, it is accepted by the Rector.

Admissions to the Erasmus Program are set out in the Admissions Regulations, which constitute an attachment to the ordinance of the SUM Rector and it is available on the university's website. The Erasmus University Admissions Committee appointed by the Rector's order is responsible for the correct recruitment process. The recruitment of university employees is carried out on a continuous basis, until the funds at the disposal of the university are exhausted. Whereas, recruitment of SUM students and PhD students for study, traineeships and internships takes place once a year. The opportunity to qualify for the program and the award of the scholarship is influenced by both the student's assessment, his scientific and professional commitment (including awards, scholarships, participation in scientific associations), as well as knowledge of a foreign language enabling the implementation of mobility at a foreign university. The Regulations assign a point weight to individual achievements (including average grades, language qualifications, and academic achievements). In order to facilitate application for the Program, the SUM website on the Erasmus Program includes, in addition to the relevant Rector's resolutions, presentations in Polish and English, which explain step by step the application procedure for the program and the procedure after the recruitment results are announced. In addition, people qualified to participate in the Program at each stage have the option of personal, telephone or email contact with an employee of the SUM Didactics Center.

Administering the recruitment process, preparing contracts between participants and the university and supervising mobility, helping program participants rest with the staff of the SUM Didactic Center, both in relation to students, doctoral students and employees of SUM, as well as foreign participants implementing mobility in SUM. Employees of the didactic center also enter data into the Mobility Tool system. Scholarship payments to participants are made within 30 days of signing the contract between the participant and the SUM.

The Institutional Erasmus Coordinator supervises the functioning of the Program, to which Faculty Coordinators are subject. In consultation with the dean's authorities, they evaluate the curriculum / internship program included in the Learning Agreement by the beneficiaries and decide on the possibility of implementing the given program. The list of subjects available for implementation by students coming to the SUM in a given academic year is posted on the university's website:

- mobilities for a period of study covering one semester or the entire academic year, which ensures, especially for students of the last years of medical studies, participation in clinical subjects and contact with the patient during foreign mobility.
- traineeships and internships among final year students, which will help improve practical skills, expand professional competence and become familiar with working techniques in the countries of partner institutions.
- Blended mobilities, which are part of the SUM strategy both in terms of internationalization and expanding the use of distance learning services and acquiring knowledge, while developing modern ICT-based learning techniques and medical simulation. They may also encourage students for whom long mobility and the need to travel for the entire semester or academic year were, for various reasons, an obstacle and prevented them from using the Erasmus Program. The possibility of implementing blended mobilities can significantly contribute to increasing the total number of students participating in the Program.

Currently, program coordinators and employees of the Didactic Center responsible for implementing the Erasmus Program are involved in the promotion of mobility. Promotion of mobility in SUM takes place, among others, through:

- organization of meetings with students and employees, i.e. potential participants of the Program,
- information about the Program provided by academic teachers during classes,
- information on the possibility of participation and how to recruit for the Program available in the form of a presentation on the website <https://student.sum.edu.pl/erasmus/> for both outgoing and incoming students,
- information posted on SUM social media,
- meetings and trips organized for incoming students and SUM students who take care of them.

Greater involvement of former Erasmus Program participants (from the SUM and partner universities) is planned to promote the program among SUM students and staff and to attract participants from partner scholars.

#### Strategy in relation to multilateral projects.

SUM wants to be one of the leading medical universities with a recognized position in national and European rankings, undertaking global didactic and scientific challenges and implementing prestigious international projects and programs. Close cooperation with outstanding Polish and international academic centers in the field of education and research, full use of the potential contained in the area of medical, pharmaceutical, health, natural and social sciences is associated with cooperation with scientific centers around the world. In 2021-2027, SUM will undertake actions aimed at promoting the participation of its own students and employees in international multilateral projects. Future partner institutions will be sought both among Eastern European and Western European countries, which will allow them to benefit from the experience of cooperating universities in different parts of Europe. The active search for partner institutions is planned to include visiting professors and other employees implementing mobility in SUMs, as well as SUM employees leaving for partner universities and institutions conducting training under the Erasmus Program. Expert lectures of professors with global scientific achievements influence the improvement of culture and quality of education in SUM. Information on the results of participation in multilateral projects will be appropriately disseminated by the SUM.



What is the envisaged impact of your participation in the Erasmus+ Programme on your institution?

Please reflect on targets, as well as qualitative and quantitative indicators in monitoring this impact (such as mobility targets for student/staff mobility, quality of the implementation, support for participants on mobility, increased involvement in cooperation projects (under the KA2 action), sustainability/long-term impact of projects etc.) You are encouraged to offer an indicative timeline for achieving the targets related to the Erasmus+ actions.

Original language (and translation into EN, FR or DE if the EPS is not in one of these languages)

SUM implementing the mobility project meets the general objectives set out in the SUM Strategy for 2015-2021:

- SUM students and PhD students gain knowledge and experience that allows them to be better prepared for medical professions.
- SUM employees develop cooperation with universities recognized as potential strategic partners.
- the university, thanks to the participation of employees in the program, establishes contacts that allow to attract foreign academic teachers who are then invited as visiting professors. Establishing contacts can also contribute to establishing research cooperation.
- the effect of more international initiatives resulting from participation in the Erasmus Program will be to strengthen the prestige of institutions on the international arena.
- People participating in the exchange under the program by exchanging experiences, establishing professional and personal contacts, promote the idea of integration and openness to other cultures, customs and traditions.

During the program implementation will be undertaken, among others the following activities to disseminate results:

- implementation and publication of joint scientific works in the press of recognized specialized journals and in university bulletins,
- implementation of joint scientific conferences or trainings,
- active participation of employees of the Didactic Center in conferences organized by students and educational fairs, where the results of implemented mobility programs are disseminated,
- publications in university guidebooks and brochures published, among others on the university's website.



## 2. IMPLEMENTATION OF THE FUNDAMENTAL PRINCIPLES

### 2.1 Implementation of the new principles

Please explain the measures taken in your institution to respect the principles of non-discrimination, transparency and inclusion of students and staff. Describe how your institution ensures full and equitable access to participants from all backgrounds, paying particular attention to the inclusion of those with fewer opportunities.

Admissions to the Erasmus Program are set out in the Admissions Regulations, which constitute an attachment to the resolution of the SUM Rector and available on the university's website. The University's Recruitment Commission of the Erasmus Program, also appointed by the Rector's resolution, is responsible for the correct recruitment process.

The recruitment of university employees is carried out on a continuous basis, until the university's available funds are exhausted. The substantive assessment of applications submitted by employees is completed by the Institutional Erasmus Coordinator and the dean's authorities of individual faculties.

Recruitment of SUM students and PhD students for study, traineeships and internships takes place once a year. The Regulations assign a point weight to individual achievements (including average grades, language qualifications, and academic achievements). The point assessment allows the selection of people qualified to participate in the program in an open and legible way. The results are published on the website using the SUM student number, which prevents unauthorized access, and allows the student to check whether his application has been assessed correctly. In case of doubt, the student has the right to submit within 30 days of publication of the results an appeal to the Chairman of the Erasmus University Admissions Committee.

In order to facilitate application for the Program, the SUM website on the Erasmus Program includes, in addition to the relevant Rector's ordinances, presentations in Polish and English, which explain step by step the application procedure for the program and the procedure after the recruitment results are announced. In addition, people qualified to participate in the Program at each stage have the option of personal, telephone or email contact with an employee of the SUM Didactics Center.

Please explain what measures your institution will put in place to implement the European Student Card Initiative, and promote the use of the programme's Erasmus+ mobile App to students. Please refer to the timeline indicated on the European Student Card Initiative website<sup>2</sup>.

SUM fully supports the initiative of the European student card and the "Erasmus without paper" project. SUM plans the active promotion of these ideas already in next year's recruitment to the program by entering for each participant the data necessary to obtain the European student card

From next academic year, it is planned to sign new inter-institutional contracts remotely and introduce the possibility of sending nominations and acceptance of students online using software recommended for this purpose. According to the dates suggested as part of the project of European student card and "Erasmus without paper", adopting Transcript of Records only in electronic form is planned until the end of 2023.

Please explain how your institutions will implement and promote environmentally friendly practices in the context of the Erasmus+ programme.

Environmentally friendly practices will be introduced primarily by significantly limiting printed documentation in the Erasmus Program, starting from the interinstitutional agreements concluded for the next seven-year program phase, which will be collected only in an electronic version. Already during next year's recruitment to the Program, students will be actively encouraged to use the software enabling reconciliation of Learning Agreement details only in an electronic version without having to print a document.

Information on any changes related to the circulation of documents regarding mobility in the Erasmus Program will be available online in the form of presentations for both incoming and outgoing participants, at <https://student.sum.edu.pl/erasmus/>.

<sup>2</sup> [https://ec.europa.eu/education/education-in-the-eu/european-student-card-initiative\\_en](https://ec.europa.eu/education/education-in-the-eu/european-student-card-initiative_en)



Please explain how you will promote civic engagement and active citizenship amongst your outgoing and incoming students before, after and during mobility.

During the recruitment process, students participating in the Erasmus Program gain points corresponding to their average height, language qualifications and academic achievements. In order to promote civic involvement and active citizenship among those participating in the program, additional points are currently awarded, among others for looking after students coming to SUM under the Erasmus Program.

There are also planned competitions related to the active promotion of the Program both during the implementation of mobility in partner institutions and after returning among the academic community. There are also competitions for incoming students who will share their impressions from their stay in the SUM and in Poland, including by creating materials that can be used on university websites and participation in integration meetings.

## 2.2 When participating in Mobility Activities - After mobility

Please demonstrate your commitment to implement full automatic recognition in your Higher Education Institution.

Please describe the concrete steps you will take to ensure the full automatic recognition of all credits gained for learning outcomes achieved during a mobility period abroad/ a blended mobility, according to the Council Recommendation on Automatic Mutual Recognition<sup>3</sup>.

Before mobility, the study program proposed in the Learning Agreement must be approved by the Faculty Coordinator and the dean of the faculty whose student is a participant qualified to participate in the Program. On the basis of the accepted Learning Agreement, the student prepares an additional document which is the Recognition Confirmation. This document, approved by the dean of the relevant faculty, contains all information regarding subjects and how to pass them at the partner university, as well as how to credit any curriculum differences. After returning from mobility, the student delivers to the dean's office Transcript of Records, which is compared to the Recognition Confirmation signed before departure. Agreed credits are taken into account automatically, and any program differences agreed before departure are completed by the student at the home university.

Please describe your institution's measures to support, promote and recognise staff mobility:

The employee mobility program is accepted before departure by both the Institutional Erasmus Coordinator and the dean's authorities. After returning, mobility in accordance with the provisions of the Staff Mobility Agreement is automatically included in the employee's achievements. In addition, research and teaching staff of universities in Poland are subject to periodic assessment in which points are awarded for individual achievements. Participation in training and academic exchange under the Erasmus Program may result in establishing cooperation with international research centers and researchers. If such cooperation results in specific scientific publications, this will directly translate into the employee's scored achievements.

Active promotion of participation in the Program will take place at meetings organized for employees of SUM, during which it will be possible to learn about the benefits of participation in the Program, ask questions and meet people who have previously participated in the Program.

In addition, it is planned to organize training in the next two years as part of the Erasmus Program, in which employees who took part in the Program were involved. This training will be an opportunity to actively promote the Program among employees, PhD students and students of SUM, as well as to promote universities to foreign participants of the training.

<sup>3</sup> The text of the Council Recommendation on Automatic Mutual Recognition may be found at: [https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1568891859235&uri=CELEX:32018H1210\(01\)](https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1568891859235&uri=CELEX:32018H1210(01))



### **2.3 For the Purposes of Visibility**

Please provide the web link where you will host the Erasmus Policy statement in the future. Please reflect on how you plan to regularly promote the activities supported by the Programme.

<https://student.sum.edu.pl/erasmus/>

Please describe how you will ensure that the principles of this Charter will be well communicated and applied by staff at all levels of the institution.

The arrangements related to the Erasmus Card 2021-2027 will be published on the SUM website, and will also be forwarded directly to all employees related to the supervision and assistance of the Erasmus Program at the SUM, i.e., Deans of all Faculties of the SUM, the Training Coordinator and Faculty Coordinators, employees of the Didactic Center and individual employees deans' offices. In a case of any problems with the implementation of the arrangements contained under the Erasmus Card 2021-2027, the participant has the opportunity to contact both the administrative service of the Program at the SUM Didactics Center and Coordinators, who also supervise the correct implementation of the Program.