

ERASMUS POLICY STATEMENT

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 clearly 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.

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 EPS?

What kind of arrangements, if any, does the Institution ensure to comply with nondiscrimination 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)?

University of Applied Health Studies, Zagreb, Croatia is a public higher education institution offering study programs for six health professions: nursing, physiotherapy, occupational therapy, sanitary engineering, laboratory diagnostics and radiology technology, at bachelor's degree level and at master's degree Level, in accordance with Lisbon Strategy and Bologna process. Among the main goals of the Institution's development is to achieve the EU quality standards in HE and to approach the European area of HE. The strategy to achieve these goals is to apply for the European Lifelong Learning Programmes, more specifically, the Erasmus Programme. The priorities to achieve the Erasmus Programme objectives are in accordance with the Institution's, The first priority is mobility of students, both for study and placement, and mobility of teaching and other staff. The mobility of students is aimed at raising their skills and knowledge level and offering them the experience of studying or skills training in other cultural and educational environments. Student placements are of great importance in professional education, especially in the education of health professionals, whose study curriculum requires a large proportion of skills training in clinical environments. This experience would enhance their flexibility and later recognisability and competitiveness at the European labour market. The mobility of teaching and non-teaching staff is aimed at improving the quality of study and teaching processes, at exchange of good practices, and at improving the Institution's organization (e.g. library, student services, etc.). The second priority would be multilateral cooperation between HE institutions, specifically the Curriculum development (CD) projects. The aims would be to improve the existing study curricula to reach equal quality and be recognized in other similar HEI, and to develop integrated study programmes that would enable a recognized degree — both at bachelor's or master's levels or at shorter continuing education for professionals who need to update their knowledge and skills. Also, one of our objectives is to start a joint pilot-project of teaching one course in English language, in cooperation with one EU HE institution. Since University of Applied Health Studies has not been previously included in similar European programmes, it would limit its expectations to the two mentioned priority activities. Only based on acquired experiences, it would consider applying for other Erasmus activities.

Visibility of the Erasmus University Charter and Erasmus activities at the University of Applied Health Studies will be assured by different means of publicity. EPS will be announced and visible at the Institution's web page. Also, it will be announced to the

students enrolled in the first semester, in the form of the information booklet they normally get when they first attend their classes. Students' organization, that is active at the Institution, will disseminate the information to all the students. Teaching and non-teaching staff will be informed through usual staff meetings. It will be included in all official documents that represent the Institution in all national and international HE formal organizations. It will also be announced to professional associations, national and international, e.g. nurses' associations, physiotherapists', occupational therapists' etc. University of Applied Health Studies complies with non-discrimination objectives. Gender equality and combating against xenophobia and racism are built in all official documents and declarations. It is implemented in equal treatment of students, teachers and other staff, in their rights and obligations, regardless of their gender, nationality and/or race. The Institution provides facilities for mobility disabled students and staff. Social and economic cohesion will be enhanced through informal and formal organizations (students' HE etc.).

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.

University of Applied Health Studies is implementing the majority of specific measures to ensure highest quality in academic mobility activities.

All study curricula at the institution are based on ECTS. Students attending the study or placement will be awarded a number of ECTS points, depending on courses or placement attended and satisfactorily completed activities. Recognition of ECTS points awarded to exchange student by other HEI is assured, specified also by the agreement between institutions.

Information on curricula are provided on the Institution's web page and in all formal documents. It is up to date and transparent. Any additional information can be provided by students' services office and other administrative offices. Information and counselling of outgoing students will be provided for, by the institution's ECTS coordinator and Erasmus coordinator, and by relevant teachers. Tutoring and integration of incoming students is provided by appointing a teaching tutor (teacher) and by referring incoming student to the Institution's Students' Organization.

Provision of student service at the Institution (student's office, library, teaching materials and equipment, etc.) is assured, as well as equal academic treatment of home and Erasmus students. Institution will provide information regarding accommodation facilities for incoming students and teaching or other staff. The arrangements and costs of travel, accommodation, and meals are the responsibility of students and teaching or other staff. However, help can be offered in enrolling them into existing language courses, organized by the University of Zagreb, or in one of many Schools for foreign languages (including Croatian).

Teaching and non-teaching staff mobility is supported, facilitated and acknowledged. Periods completed in host institutions are acknowledged in regular staff evaluation.

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 order to ensure high quality in student placement an agreement has to be put in place that specifies the key elements of the cooperation and placement answering questions of above.

COLLABORATION AGREEMENT

UNIVERSITY OF APPLIED HEALTH STUDIES and INTERESTED PARTY (Parties) agreed as follows:

1 Parties agree that students and teachers will be able, on a reciprocal basis, to take part in exchange programmes in professional studies, both theory lessons and practical training. The quote including the number of students and/or teachers and subjects included in exchange programmes will be defined separately for each academic year in advance by the end of June of current year.

2 Each party will inform the supervising staff at the Host institution about the goals of the practical training period, the timing of the training and other matters concerning supervision. The students shall be admitted by the respective host institution without further payment of tuition or supervisory fees.

3 The students will have an appointed mentor at exchange in order to supervise the study period of the student. At the end of the study period, the host institution will provide a document certifying the completed studies and practical training.

4 The students will arrange their travel requirements, suitable accommodation and meals during their studies at the Host institution. These costs are the responsibility of the students. The host institution will provide information regarding accommodation facilities for visiting students.

5 Both parties will require that the students have adequate health insurance coverage. The cost of this health insurance is the responsibility of the students.

In advance, both parties have to agree on a plan and programme for a subject that student will attend, as well as on the number of ECTS points that will be awarded, Quality, monitoring and evaluation for exchange students follow procedures in place for regular students.