

Erasmus Policy Statement

Erasmus Plus Program is an important element in the educational process of students of University of the Arts Poznan. As a part of the Program UAP seeks Partner Universities that provide instruction in the field of fine arts, design and art theory. Our long-term goal is to sign new agreements with institutions in EU countries and participating countries in order to provide students and teaching staff with a variety of possibilities. It stems from our conviction that intensified international relations will enhance creativity, improve the knowledge of foreign languages, and in the case of staff exchange, will allow to implement new teaching and organizational methods.

Participation in the Erasmus Plus Program is a part of our wider strategy of internationalization. Apart from maintaining contact with partners in EU countries and participating countries, University of the Arts Poznan has a strong network of contacts with universities in countries like: Canada, China, Israel and Japan. Students of the UAP can participate in student exchange programs with Shih Chien University in Taiwan and Lviv National Academy of Arts in Ukraine. As a part of Study in English Program, UAP offers 11 first and second cycle degree programs taught in English that attract students from all over the world. It is our highest priority to constantly improve our information process so that all the information about courses and events are available in English.

University of the Arts Poznan creates its autonomous image by the constant development of its curriculum that is based on national acts, the guidelines of the Bologna Process and the statute. By giving instructions to students, artists and teaching staff, University participates in the development of culture, art and science in accordance with artistic freedom, freedom of teaching and freedom of opinion. The academic society of UAP embraces the values of equality and tolerance that are included in the oath that every new student is obliged to sign. Equality of sexes, beliefs and equal treatment regardless of financial status are protected by Study Regulations and regulations concerning material aid for students.

The main source of information about UAP for international students and members of teaching staff is the English version of website. To ensure that our activities are transparent in the context of European cooperation, the website includes Erasmus Policy Statement as well as information about ECTS points granted for subjects courses. It allows perspective Erasmus Plus students to prepare their Learning Agreements in accordance with the requirements of their home institutions. The number of theoretical subjects available in English grown each year. There are new information materials created in English to ensure that incoming students receive detailed information about UAP and the courses offered. Through *Erasmus Mentor Program* Polish students may integrate with incoming Erasmus students and, as volunteers, support them throughout their stay at UAP.

University of the Arts Poznan is currently working on implementation of a block of theoretical subjects taught in English that would be open to both exchange and Polish student.

Students of University of the Arts Poznan are eager to participate in mobility programs, especially in traineeships. Our goal is to increase the number of students doing their traineeships in various institutions abroad.

In the recent years we have implemented a unified procedure of:

- qualifying students for traineeships
- choosing the place of traineeships in a way that is adequate to individual student's field of study
- controlling the course of traineeships
- recognising the period of traineeships

The enrolment process for student mobilities under the Program is based on our experience and ensures that only candidates that meet the criteria can participate.

To maintain high quality of Student Placement we monitor every stage of the mobility, starting from choosing a suitable place for traineeship, to signing Placement Contract and Quality Commitment and Learning Agreement for Traineeship, up until signing the documents that certify the traineeship.

Information about Erasmus Plus and procedures is published on our website.

University of the Arts Poznan has been the participant of Erasmus Program since 1999. Throughout this period, we have been striving to maintain the highest level of transparency and to constantly improve the course of mobilities for both incoming and outgoing students based on our previous experience.

The staff responsible for coordinating Erasmus Plus Program as well as Erasmus Plus Faculty Coordinators help incoming students choose subjects, find accommodation, explain the curriculum of each studio, monitor the grading process and issue documents e.g. Letter of Confirmation and Transcript of Records.

A crucial element of inter-institutional cooperation is teaching staff exchange. Teachers that choose to come to UAP under the Program are given the opportunity to teach their classes as a part of our free-choice studio system. UAP supports them throughout the whole exchange process and provides help the organization of stay, accommodation and educational facilities.

The high mobility rate of our students is also an effect of clear information about the recognisability of study results and grades achieved abroad. Before participating in the Mobility, each student is advised by the Dean of their Faculty about the courses they are required to take at the receiving institution. It is to

ensure that during the mobility students can fully benefit from the distinctive curriculum of specific institution, that often is a result of a long tradition.

Managing and financing of Erasmus Plus Program is executed in accordance with the guideline of the European Commission. It allows our institution to create and implement transparent rules, regulations and organizational and financial procedures . Any official decision concerning the improvement of quality is based on openly published and consequently used criteria. The results achieved by University of the Arts Poznan are monitored and assessed which increases efficiency and the level of responsibility of all sides engaged in the decision making process.