



EXTENDED ERASMUS UNIVERSITY CHARTER (STANDARD CHARTER AND STUDENT PLACEMENTS) Application form

Final date for submission: 30/11/2007

244755-IC-1-2008-1-ES-ERASMUS-EUCX-1

Type of Erasmus University Charter applied for

Standard

Extended (Student placements only)

Extended (Standard Charter and student placements)

Applicant's previous EUC number (if applicable)

XXXXXX-IC-1-200X-1-XX-ERASMUS-EUC-1

Correspondence language: EN

Erasmus Policy Statement original language: EN

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: not applicable

A.1. Identification of the applicant institution

Full legal name of the institution in the national language	SCHOOL OF ARTS AND COLLEGE OF DESIGN IN ALCOY
Translation of this name in English	SCHOOL OF ARTS AND COLLEGE OF DESIGN IN ALCOY
Erasmus ID code of the institution (if available)	E ALICANT05
Internet address	http://03011033@edu.gva.es

A.2. Identification of the legal representative

First name and surname of the legal representative of the institution	JOSEP ALBERT MESTRE MOLTO		
Title (optional) (e.g. Prof., Dr, etc.)	CHIEF TEACHER	Gender	Male
Department/Unit	INTERNATIONAL RELATIONSHIPS		
Official function within the institution	HISTORY OF ART TEACHER		
Phone (including country and area codes)	+ / /0034670597019		
Fax (including country and area codes)	+ / /0034965547239		
E-mail address (only one address)	jamestre@terra.es		
Legal address of the institution			
Street/Nr.	1 ELS ALÇAMORA ST.		
Post code & Town	03802 ALCOY		
Country Code, Country	ES, Spain		

A.3. Erasmus co-ordinator

First name and surname	JACQUELINE CHARRON		
Title (optional) (e.g. Prof., Dr, etc.)	TEACHER	Gender	Female
Department/Unit	ENGLISH DEPARTMENT		
Official function within the institution	TEACHER		
Phone (including country and area codes)	+ / /0034965540884		
Fax (including country and area codes)	+ / /0034965547239		
E-mail address (only one address)	03011033@edu.gva.es		
Correspondence address			
Street/Nr.	4 MUSICO PEREZ LAPORTA ST		
Post code & Town	03801 ALCOY		
Country Code, Country	ES, Spain		

A.4. Statistical data on the applicant institution

<i>The data required relate solely to higher education.</i>					
Foundation year of your institution				1974	
Level of degrees awarded					
First cycle degrees				Yes	
Second cycle degrees				No	
One-tier degrees				No	
Third Cycle(without PhD)				No	
<u>Doctoral degrees</u>				No	
Number of students enrolled in 2006/2007 on <u>higher education</u> courses		Part-time		Full-time	500
Number of students graduated in 2006/2007		First Cycle Second Cycle One-tier degrees Third Cycle(without PhD) Doctoral degrees		500	
Number of teaching staff (total) in 2006/2007				59	
Number of teaching staff (full-time equivalent) in 2006/2007				53	
Number of administrative staff (full-time equivalent) in 2006/2007				3	
Number of these administrative staff members directly working in European/international relations in 2006/2007 (full-time equivalent)				3	
First year of participation in Erasmus Programme with funding from the European Community					

B**Fundamental principles**

The institution agrees to comply with the following:

YES

01 Mobility shall be carried out only within prior inter-institutional agreements (in the case of student placements: within prior agreements between the Institution and the organizations where the placements are carried out);	<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 shall be given to students for satisfactorily completed activities specified in the compulsory Learning Agreements and Placement Agreements.	<input checked="" type="checkbox"/>
04 Highest quality is ensured for the organisation of student and staff mobility;	<input checked="" type="checkbox"/>
05 Highest quality is ensured for the organisation of student placements;	<input checked="" type="checkbox"/>
06 Curriculum information is up to date, easily accessible and transparent;	<input checked="" type="checkbox"/>
07 An academic credit transfer system (ECTS or similar) gives transparency to the recognition procedures;	<input checked="" type="checkbox"/>
08 Equal academic treatment and services are ensured to home and Erasmus students;	<input checked="" type="checkbox"/>
09 The integration of visiting Erasmus students in the activities of the institution is supported;	<input checked="" type="checkbox"/>
10 Transcripts containing full, accurate and timely information are provided to incoming Erasmus students and their home institutions;	<input checked="" type="checkbox"/>
11 Erasmus teaching activities are facilitated and acknowledged;	<input checked="" type="checkbox"/>
12 The institution promotes and gives visibility to the activities supported by the Erasmus programme;	<input checked="" type="checkbox"/>
13 The Erasmus University Charter and the related Erasmus Policy Statement are publicized in the institution;	<input checked="" type="checkbox"/>
14 The institution complies with the objectives on non-discrimination 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 No
- in some faculties/departments No

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

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

2. Diploma Supplement

Does your institution award a Diploma Supplement to students? Yes

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 Yes
 - 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
- attendance to courses

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 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 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)?

Strategy objectives, aims and priorities for Erasmus mobility and projects for the next few years. The Alcoy School of Art and Design is an institution which offers qualified education in various fields related to design, creation and plastic arts.

Within its 33 years of life in a town and area where there is a great industrial tradition in textile, metal, paper, toys and footwear, this institution, which has supplied a large number of specialists in design, has followed definite and practical objectives for permanent training in the design field, focussed on a strategy of training through projecting. It has had different names (not long ago, it was called Arts and Crafts School) but it has always remained involved in an education related to its social, productive and cultural background.

The Alcoy E A S D is a public centre, depending on the Valencian Government. The studies it offers belong to the area of plastic arts and design studies under the law known as L O G S E (ley organica general del sistema educativo. Ley 1/1990 third October)

Today it provides college studies for Illustration, Advertising design, project and Management in Interiorism, Textile Art and Clothing Stylist or Fashion, and also higher studies for Graphic design and Product Design.

In the last few years, the relationships with other European institutions for European training programmes such as the

Leonardo Programme, have been one of its constant priorities. This can be seen in the relationships we already have with the following institutions :

Ecole Presqu'ile in Lyon, Interior Decoration Department.

Le Cad in Brussels, Interior Decoration Department.

Creapol Esdi in Paris, Interior Decoration and stylist Department.

Jacob Kramer College in Leeds , Interior Decoration Design Department.

Chelsea college of Art and Design in London , Stylist Department.

Central Saint Martin's College and Art Design in London, Stylist Department.

Institut Français de la Mode in Paris, Stylist Department.

Lycée Diderot in Lyon, Stylist Department

Ecole Nationale Supérieure Arts Visuels de la Cambre in Brussels, Graphic Design Department.

Our objectives are:

- to show students and teachers that the international focus is a central value in our school policy
- to improve and increase our quality through research, education and artistic activities on international grounds
- to advertise the international profile of our institution and to refresh it every three years

Our priorities are:

- promoting students mobility not only at educational centres but also at companies
- advising and guiding to promote the teachers' mobility
- rewriting our website so as to offer all the information on international matters
- creating a general environment for study where internationalisation would be present
- considering the possibility of widening our European nets
- issuing the Erasmus University Chart and the Erasmus Policy Statement on our website
- regarding gender equality and non-discrimination against race, gender, social status... among our staff and students,

we make sure that our education is focussed on integration and the fight against stereotypes

- regarding disabilities, our central building is fully equipped to accommodate physical disabled, and other problems such as dislexia or stutter have already been solved in our school

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Quality of academic mobility activities:

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

Details should be provided in particular 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, facilitation and acknowledgement of staff mobility.

- Every student who will take part in an exchange will complete his/her contract of studies including the number of ECTS he/she will reach in his/her period of studies in the visited country. All the students will receive certificates on their arrival and on their departure.
- All the programmes, time tables and classrooms for education in our school are available in our website.
- The students who come for practical training in firms will be guided by a FCT delegate teacher.
- As far as teaches are concerned, they will be assisted both professionally and academically.
- Creation of an Erasmus office which will provide every incoming student and teacher with academic and practical information about our school and our town. This information will be sent at least one and a half month before their arrival in Alcoy. A welcome week is arranged for the students coming in the 1st semester; The visit will include the Town Hall of Alcoy, museums, natural parks, etc and of course a visit to our school. The aim is that the students will know some of the institutions and some outstanding natural areas Alcoy has to offer. For the students coming in the 2nd semester a welcome breakfast and a visit to the school is organised.
- Delegate professors for the Erasmus students are appointed in every department aiming to facilitate the integration of the student in the academic life.
- Outgoing students can report to the Erasmus delegates in their own department or directly to the Erasmus Office to ask or clarify any doubt they can have as for their candidates.
- The annual call for outgoing students is available in the website as well.
- As for assistance in the accommodation during the first days in the city, the Erasmus office will provide useful information for the search of flats to share together with a list of cheap hotels and youth hostels.
- We also send information about Spanish language courses.

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.

Incoming students who apply to come to our school are asked to send a portfolio, letter of motivation and CV before coming in our school. This dossier is forwarded to the Head of Departments for them to be allowed to know the profile of the candidate. Once students have been accepted in our School they are introduced to the Governing Body as well as to the Head of Departments and delegates of Erasmus. Once the students have been accepted, they will be put in touch with the Head of Department and/or delegated Erasmus Professors in order to place them in the most appropriate classes. They are free to take any subject within the educational offer we have. Every student has to fulfil 30 ECTS and they are required to arrange their own programme of studies within the assistance of the Erasmus delegates.

When opening a new BA we try our best to ensure the compatibility between both institutions. We also agree with partners the recommended academic year for the students to participate in the exchange; it's usually the final academic year. Students are monitored by the Erasmus delegates.

Departure students are provided with a certificate including grades, number of credits and comments of the lecturer on his/her work.

Departure students are asked to fulfil a questionnaire to let us know their level of satisfaction of their stay. According to this we try to review, modify and improve the commonest failures.

Incoming students are usually recommended to take practical subjects, mainly projects and workshops. They are welcome to theoretical subject provided they have a good language competence.

For those students who participate in the Erasmus Programme in commercial companies, they will receive a certificate given by the school and the commercial company itself, where the student will be assessed on the work carried out at the company.

As far as teaches are concerned, they will also be assisted with directions of projects, and for this work they will receive a certificate.

ERASMUS

Extended University Charter
(Standard Charter and Student Placements)
2008/2009 - 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 (in the case of student placements: within prior agreements between the Institution and the organisations where the placements are carried out);
- No university fees for tuition, registration, examinations, access to laboratory and library facilities are to be charged to in-coming Erasmus students
- Full recognition shall be given to students for satisfactorily completed activities specified in the compulsory Learning Agreements and Placement Agreements.

The Institution also agrees:

- to ensure the highest quality in the organisation of student and staff mobility
- to ensure the highest quality in the organisation of student placements;
- to ensure that curriculum information is up to date, easily accessible and transparent;
- to ensure that an academic credit transfer system (ECTS or similar) gives transparency to the recognition 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, 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.

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*

Acknowledgement of receipt

After submission, Applicants are invited to consult the website of the Education, Audiovisual & Culture Executive Agency - EACEA to check successful receipt of their Erasmus University Charter (EUC) application. If by **21.12.2007** the application has not been listed on the website, the applicant should contact the EACEA EACEA-EUC@ec.europa.eu.