



LUND
UNIVERSITY

International Office

Erasmus Policy Statement 2007/2008-2013/2014 Erasmus University Charter

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)?

For many years Lund University has given the internationalisation of education and research a high priority and today this is an important part of the university's profile. Lunds University's overarching and governing document is the strategic plan, in which the university's strategies, goals and priorities have been laid down. Three comprehensive strategies of the university are quality assurance, cross-boundary cooperation and internationalisation; three strategies which have an impact on the university's current and planned Erasmus activities.

With quality as the guiding light, Lund University will, strive to focus its international cooperation on deeper and wider partnerships and strategic networks, resting on a stronger connection between student and teacher exchange, education and research.

An international and European perspective will be integrated from the start in all new projects and new programmes to the benefit of the students as this will strengthen their employability in a knowledge based economy. Further more, one of the goals Lund University has set out is to develop joint programmes and joint summer schools.

Lund University strives to be a leader in the field of innovation related to the business community and new forms of education and research collaboration with companies and other organisation will be tested.

Graduates from Lund University will thus have received a greater understanding of the culture in other countries, the European diversity and value-system and the global context in which they live.

Information about the university's participation in Erasmus activities will, henceforth as now, be disseminated through information meetings for students and staff, printed material, different networks that the university is a member of and through the university's website where the Lifelong Learning Programme has its own page.

The Erasmus Policy Statement of the university will be made available through the university's website. In addition, it will be available in printed form. The Erasmus University Charter will be framed and put on display.

The University's mission is to ensure gender equality and ethnic and social diversity in all its activities. The equal value of all people is recognized and the University combats racism and xenophobia. The equal treatment of students is regulated through Swedish law. Further more, the University has a programme for the integration of students with special needs. All teaching premises are adapted for students with disabilities. Support is available in the form of note-taking, mentors, reading help for dyslexics, personal assistance for the visually handicapped and the disabled, sign-language interpreters for those with hearing impairments, and remedial instruction or special arrangements in connection with teaching and examinations. The University has plans of actions and policies for these questions in printed form and published on the website.

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.

In order to facilitate mobility and increase the employability of students and people involved in lifelong learning, Lund University is working actively with ECTS and the Bologna process and is developing the curriculum and the structures in order to work in the European Higher Education Area.

The University will continue to provide all incoming Erasmus students with an informative and helpful orientation including free courses in introductory Swedish, fellow student mentor and assistance in finding accommodation. All information on the LLP is available in printed form and on the university's web site.

Suitable accommodation and a good environment for studies and social life are necessary requirements for the success of any student. It is the policy of Lund University to help visiting students find accommodation.

Student opinion is a powerful instrument in quality assurance and is necessary in all situations. Student representatives are included on all the boards and committees concerned with education and student issues.

STARS (Study Abroad Report System) is an Internet-based evaluation program used to evaluate the participation of students in international programmes. The questionnaire is available in Swedish for outgoing students and in English for incoming students. The report is easily accessible for anyone interested in information on studies abroad.

The exchange of lecturers is of great importance in internationalisation for students who do not have the opportunity of studying abroad. The University encourages its employees to participate in international conferences such as EAIE, seminars and international network meetings. Lund University is actively working at identifying and eliminating obstacles for its teachers to teach or do research at other partner universities in Europe, and thereby to put in evidence the university's policy of giving, in different circumstances, consideration to and valuing their experience from having worked abroad.

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.

Lund University has prior experiences from participating in the Leonardo da Vinci programme and has, through this programme, helped students with placements in Europe. Key competences and experiences are therefore in place to ensure that the Erasmus Work Placements will bear the stamp of high quality. In addition, Lund University has a Career Advisory Service which helps the students in finding placements and provides advice concerning formulations of their placement application.

To ensure the recognition of the placement in the curriculum and that the work programme is suitable with regards to the student's study programme, it will primarily be the hosting institution, the student and the student's academic advisor who negotiate the work programme of the placement. In some cases the content will be negotiated between the hosting institution, the student and the International Office. After negotiation, an Erasmus Work Placement Contract will be signed between all parties. This contract will stipulate the commitments and obligations for all parties in which monitoring of the placement will be a part.

In this contract, the students will commit to undertake an evaluation of the placement using STARS, the Internetbased evaluation program. The report will be easily accessible for anyone interested in information on placements. Since some students have placements as an integrated part of their study

programme, these students can have their placement included as a part of their programme with academic credits. The students who do a placement outside their curricula will receive a Certificate of Attendance, using the Europass Mobility as a template, from the university and the host organisation recognizing their placement. The university will furthermore strive to recognize the placement in the student's Diploma supplement.