

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 international strategy of the University of Social and Medical Sciences in Warsaw (Uczelnia Społeczno-Medyczna w Warszawie) (old name: Wyższa Szkoła Przedsiębiorczości w Warszawie) aims to strengthen its position with respect to both education and research at the international arena. The USM in Warsaw aspire to be a relevant player among local society and industry, inspiring students and staff to gain international competences. The strategic goals of USM are:

- international collaboration with partners and foreign institutions in terms of research and professional traineeships;
- enhancing educational offer providing courses in foreign languages;
- establishing exchanges of recognized professionals and teachers to provide highly specialized classes for students and staff;
- organizing joint conferences and meetings with international partners, as well as international publishing of research and didactic works, including monographs, scientific journals, etc.;
- providing effective mechanism to recruit prospective incoming students from European countries, as well as from some other non-EU countries;
- enhancing educational offer being provided in English and Russian languages, including Master of Business Administration programmes;
- networking new partners for implementing Erasmus+ cooperation projects under i.a. strategic partnerships and knowledge alliances;
- development in the area of implementing and offering innovative educational tools and innovative competences
- international cooperation with researchers and teachers from partner institutions;
- establishing joint educational program with foreign partners (joint degrees and double diploma programmes) by analysing curricula and evaluating educational results.

To maintain proactive approach, geographical focus will be made on all EU member states, Turkey, OECD countries, Israel, USA, Ukraine, Russia, Kazakhstan, Georgia, Moldavia and other partner countries from Asia and Africa with priority to: Algeria, Japan, China, India, and so on. These countries will receive priority in actions undertaken by the USM in order to establish cooperation, partnerships and external funding.

The most important objectives and target groups of mobility activities will be the second and third year Bachelor students to encourage them to participate in international traineeships lasting at least 2-months, as well as, in one-semester study exchange programmes. Our Master degree students will be encouraged to go abroad at any time of their study period to develop their skills for managing on the global market, so they will be market-attractive graduates with innovative skills and international experience. Short cycle programmes, including summer courses, will be also developed in order to provide them in international perspective and to open the University to foreign students.

One of the goal of the USM international strategy is to encourage staff to gain boarder international skills and competencies and to run international research projects. The IRO facilitates individual staff mobility of teachers and researches and promote their participation in related European programs. Teachers and staff from abroad are also welcome to conduct classes and share their professional experience, as well as, to add distinct internal merit value. USM will also search for partners to evaluate their programmes in order to run joint courses and double degree programmes.

The Erasmus+ programme will be the keystone of the USM strategy and will provide opportunities for mobility experiences and carrying out research works in Europe and beyond. An essential point is to equip students with crucial and innovative instruments for their future, so they will be flexible for changes, cultural difference, social and political contexts and value the ability to communicate in more than one language.

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

<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-eu/european-education-area\\_en](https://ec.europa.eu/education/education-in-the-eu/european-education-area_en)

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)

USM będzie działać na projekty w ramach Erasmus + KA1 i KA2, uczestnicząc w zaproszeniach do tych działań, a mianowicie składając wnioski o mobilność (KA103 i KA107), a także nawiązując partnerstwa strategiczne i ubiegając się o innowacyjne projekty w ramach KA2.

Umiedzynarodowienie USM to kamień milowy, który zostanie spełniony poprzez uczestnictwo w programach Erasmus + również z innymi partnerami. Zapewni to doskonałą możliwość stałego podnoszenia jakości kształcenia i szkolenia, zarówno uczniów, jak i nauczycieli. Daje to potencjał do zdobywania innowacyjnych kompetencji poszukiwanych na rynku.

Program zostanie utworzony w oparciu o podejście projektowe. W pierwszych latach wdrażania programu kluczową rolę we współpracy w ramach E+ będą odgrywać działania KA103 i KA107 - wymiany mobilności dla studentów i pracowników, które będą koordynowane przez Międzynarodowe Biuro Relacji, odpowiedzialne za promowanie, doradztwo, wdrażanie i monitorowanie podjętych działań. Zapewnimy pracownikom i studentom wszelką pomoc, jakiej mogą potrzebować podczas procesu aplikacyjnego, podczas mobilności i po mobilności, kiedy wyniki będą wdrażane i promowane.

ENGLISH:

The USM's will be acting on projects within the Erasmus+ of KA1 and KA2 by participating in calls for these actions, namely by applying for mobilities (KA103 and KA107), as well as making strategic partnership partnerships and applying for innovative projects under KA2.

Internationalisation of the USM is a milestone, which will be satisfied by participating under Erasmus+ programmes also with other partners. This will provide great possibility for constant raise in the quality of education and training, both students and teachers. This gives the potential for gaining innovative competencies that are wanted on the market.

Programme will be set-up on a project-based approach. At the first years of implementing the Programme, the central role in cooperation under E+ will play the KA103 and KA107 actions - mobility exchanges for students and staff, which will be coordinated by International Relation Office, being responsible for promoting, advising, implementing and monitoring of undertaken actions. We will provide staff and students with any assistance that they may need during the application process, during their mobility and after the mobility, when results will be implemented and promoted.

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)

Udział USM w programie E+ ma na celu osiągnięcie wymienionych poniżej celów polityki umiędzynarodowienia – i stanowi przy tym kluczowe narzędzie modernizacji i umiędzynarodowienia uczelni, tj.:

1) podnoszenie jakości kształcenia i jej adekwatności – poprawa struktury i treści programów kształcenia, skupiająca się na opracowaniu elastycznych ścieżek edukacyjnych, stanowiących konkurencyjne narzędzie spełniające oczekiwania globalnego rynku pracy, dzięki stworzeniu innowacyjnej platform kształcenia, wspólnego rozwoju i powiązania wyników badań naukowych z potrzebami przedsiębiorstw.

Jakość kształcenia oraz badań naukowych ukierunkowanych na innowacyjność rozwiązań stanowi podstawę działań USM i wymaga podjęcia działań na poprawę jakości programów kształcenia i pozyskania uznania międzynarodowego.

Udział w programie E+ zapewni jakość, która może być pozyskana poprzez zwiększenie liczby zagranicznych profesorów (kadry dydaktycznej) prowadzących przedmioty w formie wykładów, czyli zaangażowanie wysokiej klasy specjalistów o uznanym autorytecie naukowym w prowadzenie zajęć oraz wdrażanie dobrych praktyk od partnerów zagranicznych, a także wymiana doświadczeń i zasobów pomiędzy uniwersytetami i instytucjami partnerskimi.

2) zwiększenie liczby studentów z Polski i zagranicznych zainteresowanych zdobyciem międzynarodowego doświadczenia, dzięki ofercie studiów realizowanych za granicą, udział w w zagranicznych programach praktyk opartych na dziedzinach kształcenia będących przedmiotem ich zainteresowania, prowadzenie wspólnych programów z uczelniami zagranicznymi oraz podwójnego dyplomowania.

3) podnoszenie jakości poprzez realizację mobilności oraz współpracę międzynarodową dającą studentom i pracownikom szersze możliwości zdobycia dodatkowych umiejętności – realizowane na mocy podpisywanych umów współpracy międzyinstytucjonalnej na rzecz wymiany i łączenia posiadanych zasobów, poznawania różnych rynków oraz działania na arenie międzynarodowej w środowisku globalnym.

4) wspieranie dążenia do doskonałości poprzez skuteczne finansowanie studentów i pracowników – dzięki motywowaniu i nagradzaniu najlepszych uczniów i dydaktyków, zapewnianie instrumentów doradztwa i wspieranie międzynarodowej współpracy i wymiany, wspieranie tworzenia międzynarodowych projektów edukacyjnych i badawczych, wspieranie wszelkich podejmowanych działań zgodnych z przyjętą strategią internacjonalizacji.

5) aktywowanie współpracy międzynarodowej na rzecz wspólnych studiów, tworzenia sieci, partnerstw strategicznych, sojuszy na rzecz wiedzy i rozwoju projektów poprzez wnioskowanie o dofinansowanie zewnętrzne ze środków program Erasmus+ oraz budowanie możliwości zdobycia dodatkowych umiejętności przez studentów i pracowników w celu rozwoju prac badawczych w kontekście środowiska globalnego. Będzie to miało zasadnicze znaczenie w zapewnieniu studentom i pracownikom możliwości zdobycia międzynarodowego doświadczenia skoncentrowanego na innowacjach i zapewnieniu wysokiej jakości, aby można było wnieść istotny wkład w środowisko – społeczność, rynek i przedsiębiorstwa - lokalnie, jak i międzynarodowo.

6) budowanie trwałego trójkąta współpracy – uczelnia wyższa – ośrodek badawczy – przedsiębiorcy - w celu dążenia do doskonałości i rozwoju regionalnego – realizowanego dzięki ustanowieniu sieci partnerstwa międzynarodowego, partnerstw strategicznych lub wdrożenia działań innych projektów mających na celu prowadzenie szkolenia i praktyk/ staży w zakresie przedsiębiorczości, spełniających oczekiwania rynkowe, kształtując wysoko-wykwalfikowanych absolwentów.

W bieżącym okresie USM podejmuje działania zmierzające do wzmocnienia strategii internacjonalizacji, która jest w pełni realizowana przez Uczelnię w kwestii poszukiwania nowych partnerów do współpracy w dziedzinie nauk o zdrowiu, kosmetyki, dietetyki, administracji, ekonomii i pedagogiki. Budowanie partnerstw i tworzenie sieci międzynarodowych współpracy uczelni to główne działania, które USM zamierza podjąć w najbliższym czasie, które stanowią założenia planu strategicznego współpracy międzynarodowej. Udostępnianie posiadanych zasobów, nakładów pracy i wiedzy między partnerami daje siłę i konkurencyjność wszystkim partnerom, z uwagi na dostępności do zasobów, w tym do wiedzy, zasobów ludzkich i organizacyjnych (materialnych).

Największym potencjałem USM jest struktura, która jest elastyczna na zmiany i może być stosunkowo łatwo dostosowywana do wymogów rynkowych, w tym oczekiwań studentów i kandydatów, stale monitorowanych przez administrację. Wszystkie zmiany wymagają zaangażowania dodatkowych zasobów oraz budowania współpracy globalnej, a realizacja działań w E+ pozwoli na budowanie pozycji, oferującej rozwój.

#### ENGLISH:

USM's participation in the Erasmus+ Programme aims to achieve the following policy objectives, which serve as a key instrument in the modernization and internationalization of the institution, namely:

1) raise the quality and relevance of the education - in order to improve the structure and content of curricula having in mind the goal to develop flexible learning paths competitive and fulfilling expectations of the global labor market by creating a platform for innovation, collaborative development and bounding research outcomes with enterprise needs.

Quality of teaching and performing research combined with innovation is the keystone for USM and it requires actions for improving the curricula in order to gain international recognition. Participation in the E+ will assure the quality, which can be obtained by increasing the number of foreign teachers in courses, providing lectures conducted by recognized professionals, implementing best practices observed abroad and exchanging skills and resources with foreign universities and institutions.

2) increase the number of foreign students and attract all students interested in gaining international experience – by offering study abroad, participation in foreign traineeship programs suited to their field of study, joint programmes or double degrees.

3) strengthen quality through mobility and cross-border cooperation, which provide better and wider opportunities for students and staff to gain additional skills - by signing inter-institutional cooperation agreements to exchange and pool resources, learning about various markets and acting international in the global world.

4) support excellence through effective funding for students and staff - by motivating and rewarding the best students and teachers, providing mechanisms for advising and supporting international cooperation and exchanges, assisting in raising international (educational and research) projects, supporting any actions undertaken being consistent with the adopted internationalization strategy.

5) booster international cooperation for joint education, networking, strategic partnership, knowledge alliances and project development - by applying for grants under Erasmus+ Programmes and through providing more opportunities for students to gain additional skills and for staff to develop their research

works in a global environment. This will be essential in offering our students and staff the possibility to gain international experience focused on innovation and high quality assurance in order to make a relevant contribution to both - international, as well as, local environment - society, market and industry. 6) building a solid triangle composed of higher education, research and business for excellence and regional development -by establishing international networks, strategic partnership or other projects aiming at courses and traineeship for knowledge and entrepreneurship as part of the study programmes with entrepreneurial awareness, fulfilling market expectations by educating highly qualified graduates. Currently USM is undertaking steps to booster internationalization strategy being fully implemented at the University by searching for new partners for cooperation in the field of health and beauty services, administration, economy and pedagogy. Building partnerships and establishing international networks are the major actions to be undertaken by USM in the nearest future - assumed in the strategic plan for international cooperation. Sharing resources, efforts and knowledge with other partners give all members strength and competitiveness due to wider accessibility to resources, including knowledge, human and organizational resources.

The biggest potential of USM is the structure of the institution, which is very flexible for changes and quite easily adapting to market requirements, where administration staff is constantly monitoring expectations of students and prospective students. However, all changes require additional resources and building cooperation with global market and implementation of the Erasmus+ actions will allow to build up the position of USM as an attractive institution for students and staff offering broad perspectives for development, both in education and research.

## 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.

Insert text

USM has fully implemented the European Credit Transfer and Accumulation System and the credit system and methodology is based on the ECTS and Bologna process principles. ECTS credit points are a numerical value assigned to individual items based on the total average student workload required to achieve for the assumed learning outcomes – per academic year 60 ECTS (per academic semester 30 ECTS). The student gets points for passing the subject, regardless of the value of positive (passing) grade received. When a subject is not passed by a student no ECTS points are granted. Credits can be allocated to project work, papers and practical placements, as well. The rules for assigning points to specific subjects are determined by the University, taking into account the requirements set out in the resolution of the Senate, regarding guidelines for adoption of study plans and curricula being approved by the National Accreditation Agency. ECTS credits are awarded to all students: both students at USM and students coming from other universities, to pursue a part of the education program at University of Entrepreneurship in Warsaw. Incoming and outbound students define their study plan at the host university together with the Dean / person responsible at the faculty and signed in the Learning / Training Agreements. After passing exams - at the end of each semester study, each student receives transcript of records at host university, which is then recognised at home institution by using ECTS equivalences. During implementation of the E+ mobility projects, USM will work out tables for conversion of grades based on grade distribution tables from reference foreign universities (different national grading systems). Students coming from study or traineeship abroad will obtain full recognition for the completed programme (prepared and accepted by the Dean before they left for the study/ traineeship abroad).

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>.

Insert text

The European Student Card Initiative will be fully adapted at USM, it will standardise and digitalise the most time-consuming processes around student mobility. These new services will be available through new online single-points-of-entry for coordinators and students, and the main mobility management software systems supplied by third-parties. We will be implementing this tool starting from the year 2021 and it will be implemented among all students not later than the year 2025. Registration of this will be provided together with students' registration by Deans' office.

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

Insert text

One of the goal of the USM international strategy is to encourage students and staff to gain boarder international skills and competencies and to run international research projects. The IRO facilitates individual staff mobility of teachers and researches and promote their participation in related European programs. Teachers and staff from abroad are also welcome to conduct classes and share their professional experience, as well as, to add distinct internal merit value.

USM will also search for partners to evaluate their programmes in order to run joint courses and double degree programmes.

The Erasmus+ programme will be the keystone of the USM strategy and will provide opportunities for mobility experiences and carrying out research works in Europe and beyond. An essential point is to equip students with crucial and innovative instruments for their future, so they will be flexible for changes, cultural difference, social and political contexts and value the ability to communicate in more than one language.

Constant promotion among students and staff will be provided by creating a friendly environment for outgoing and incoming students so they will feel fully cared for and safe everywhere they go abroad. The IRO office will keep constant monitoring on their safety by providing 24hrs/7days care by staying online duty (telephone availability to handle any problems and challenges).

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

Insert text

Close and efficient cooperation between IRO officers and Rector's office together with the Directors of Departments will ensure automatic recognition at USM in Warsaw.

IRO will handle all administrative actions to recognize obtained results. Students will get full recognition of their study or internship abroad. All mobilities will be registered in a database for future statistics and information. Staff will be provided a substitute teacher, when being abroad, who will carry out classes.

## 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>.

Close and efficient cooperation between IRO officers and Rector's office together with the Directors of Departments will ensure automatic recognition at USM in Warsaw.

IRO will handle all administrative actions to recognize obtained results. Students will get full recognition of their study or internship abroad. All mobilities will be registered in a database for future statistics and information. Staff will be provided a substitute teacher, when being abroad, who will carry out classes

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

Erasmus+ staff mobility actions are supported by International Relation Office, which informs, assists in identifying the most suitable option and completing the administrative procedure. IRO undertakes actions to meet the need for cooperation by establishing partnerships and signing agreements with institutions being research interest of the staff. E+ institutional

<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))

coordinator is taking care that the financial support is granted according to the rules and regulations of the Erasmus+ programme. Information about opening call for applying for a grant is sent via mailings. Information is also provided at team meetings.

In addition information is also published on the website administrated by the IRO.

Staff can choose their destinations and options for training programmes. To facilitate making the decision of training, IRO publishes on the website training courses offered by foreign partners, information on international days, training programmes for staff, including language and professional courses abroad. Incoming staff also receives full support, guidelines and care by the international Office. Decision for admission is undertaken by the faculty, according to the field of research/study.

Recognition is based on the certificate of attendance, which is issued by host institution.

### 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.

The Erasmus Policy will be host at: <http://usmbm.edu.pl/erasmus/>

The IRO at USM - namely the E+ institutional coordinator and other IRO's staff will be the first-support point for guiding and providing information on participation in Erasmus+ programmes and other forms of international cooperation by means of IRL presentations, advisory office, webpages, visibility in social media, newsletters being addressed to students and staff. IRO will provide guidelines and information on a given project and/or cooperate with international partners. E+ coordinator will evaluate the needs of students and staff in order to develop short-term development program for internationalization, where planned actions will be covered. This program (on a yearly basis) will be discussed with authorities of the faculties to be approved by them and make compatible with their plans and actions in order to improve the quality of education and research.

USM will offer cross-cultural classes for incoming and outgoing students and staff to make them aware of other cultures and differences, providing short information on the hosting institution and country of destination for exchange. Students and staff will also be encouraged to raise their language skills by giving access to language course, including online courses.

All participants in the E+ programme will receive support in filling out documents, administrative assistance and help in applying for grants, as well as, care and assistance when being abroad. Incoming students will receive mentor or buddy during the stay at USM. After mobility / closure of project, IRO will handle all administrative actions to recognize obtained results. Students will get full recognition of their study or internship abroad. All mobilities will be registered in a database for future statistics and information. Staff will be provided a substitute teacher, when being abroad, who will carry out classes.

Promotion will be made via internet, social media & presentations where participants will share their experience.

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 IRO at USM - namely the E+ institutional coordinator and other IRO's staff will be the guardians for sustainability with the Charter principles. They will provide first-support point for guiding and providing information on participation in Erasmus+ programmes and other forms of international cooperation by means of IRL presentations, advisory office, webpages, visibility in social media, newsletters being addressed to students and staff. IRO will provide guidelines and information on a given project and/or cooperate with international partners. E+ coordinator will evaluate the needs of students and staff in order to develop short-term development program for internationalization, where planned actions will be covered. This program (on a yearly basis) will be discussed with authorities of the faculties to be approved by them and make compatible with their plans and actions in order to improve the quality of education and research.

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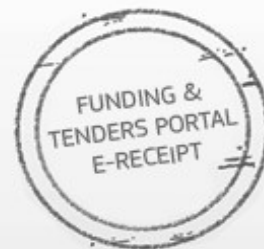
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recognition of their study or internship abroad. All mobilities will be registered in a database for future statistics and information. Staff will be provided a substitute teacher, when being abroad, who will carry out classes.

Promotion will be made via internet, social media & presentations where participants will share their experience.

The quality of knowledge of the IRO office will be kept by constant participation in trainings held by Erasmus+.



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