

Erasmus Policy Statement (EPS)

I 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).

The ENSP has adopted three strategic aims for international action: develop the school's education engineering expertise; establish the school's position within the European higher educational and vocational training system, and in the field of research; strengthen the position and recognition of the school in foreign academic and health institutions. The development of activities within the framework of the Lifelong Learning programme, Erasmus Mundus, Tempus and Europass is therefore one of the strategic aims of the ENSP's international activity. Its prior objectives are to increase exchanges of students and teachers with European institutions, to enhance the visibility of international affairs within the school by adopting a proactive internal policy to integrate this activity fully at all levels of the school, and increase the number of programmes leading to diplomas while making them better known and transparent by using the ECTS and diploma supplements. The ENSP also aims to take part in one of the following actions: development of common programmes, co-operation projects between higher education and companies and virtual campus. As co-ordinator of Europubhealth, an Erasmus Mundus master, the ENSP will encourage the consortium to participate in the External Co-operation Window programme. It will make every effort to participate in the Tempus programme and continue to encourage the use of Europass for the benefit of students, teaching staff and other personnel.

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)?

The new Erasmus University charter will be displayed within the ENSP and will be put on its web site. The European strategy policy has been recommended by the International Affairs Department and discussed by the Management Committee. A special part will be dedicated in the annual report. Erasmus activities are the subject of regular presentations involving ENSP's teaching staff, personnel and students: the International Forum features experiences of mobility exchanges and international workshops held three times a year try to make those participating aware of and involved in new projects. An annual exhibition on a specific co-operation programme is the occasion to present and feature different cultures. Particular attention is paid to interculturality in training courses such as Europhamili, which brings together students and teachers from all over Europe. Two internationally oriented training programmes produce newsletters, helping to improve mutual knowledge and understanding. The ENSP provides support for disabled students so that they can pursue their studies as easily as possible (access to premises, equipment and course material, organisation of teaching aids and special assistance). It has developed an internal assistance network and a programme to renovate all the buildings including all types of facility required. The requirements of each disabled person are considered individually and appropriate solutions are set up with the agreement of the person concerned.

II 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.

The International Placement Office set up in 2003 with two full-time staff members is dedicated to implementing international mobility of students and teaching personnel and ensures that the Erasmus University Charter and the European Quality and Mobility Charter are implemented. ECTS credits will be awarded for the periods of academic mobility in the students' training curricula, and diploma supplements will be issued in the future. All students and staff are encouraged to use the Europass documents.

The Office provides comprehensive information and support about mobility opportunities: ECTS packages of partner institutions, linguistic and cultural preparation, financing issues and accommodation services. It produces guides and web pages, gives individual advice, organises meetings and international forums, and provides a telephone and fax near the documentary resources for communication with the host universities. An information database on previous exchanges enables new students to contact former Erasmus students and benefit from their advice.

Each incoming student will benefit from an individualised monitoring system including an appropriate infrastructure and services before departure, throughout the mobility period and on return: information about loans, assistance with administrative procedures, organisation of language and French civilisation course, looking for and booking accommodation, organisation of social activities to help the integration (e.g.: "buddy" system by the students in previous years, registration with the host actions undertaken by Rennes' European university pole). The ENSP will set up actions to support and recognise the mobility of personnel in their career: linguistic support in preparation for leaving, logistic support and events to disseminate the outcomes of mobility experiences. The quality of the academic mobility will be evaluated regularly as part of the school's continuous quality improvement system.

III 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 agreements are prepared and implemented. Please describe the practical arrangements agreed between parties. Please specify also the monitoring and evaluation of the placement(s) period as well as its recognition in the curriculum.

The ENSP general international placement system, set up in 2003, is run by the international placement office and is based on: a placement guide; a double-tutoring provided to each student by an academic tutor specialising in a particular country (who is first in line for Erasmus teaching staff mobility) and a professional tutor on site; administrative and logistic assistance (e.g.: language preparation, accommodation); the use of Europass documents. Presentations of the international placement system and of the many resources available are made to the students, which then define and write a placement project with the assistance of their academic tutor and start looking for a host organisation. The ENSP sends the potential host organisations an official letter enclosing a brochure (describing the general objectives of the placement, the practical terms and a description of how the placement will be evaluated), the student's CV and his letter of motivation. Each project has to be approved by a pedagogic commission, which checks that the students have an outline agreement for acceptance by a foreign establishment. Once a project has been approved, a placement agreement is drawn up and sent to the host establishment together with details on the training objectives.

The agreement, which contains precise information on the nature and duration of the placement, the line management for the student, placement allowance, physical conditions, confidentiality and workplace accident, sickness and civil liability insurance is signed by the student, the Director of the ENSP and the head of the host organisation. Students are followed up by their tutors and contacted several times through the placement. At the end, they draw up a report and a jury gives a mark for the placement based on the evaluation of the placement report and the evaluation by the placement tutor. The outcomes of the placements are presented through the annual forum to which foreign tutors are invited.