



Erasmus Charter for Higher Education 2014-2020

Application Form Call: 2014

Note: The data of this application form will be used by the European Commission/ Executive Agency EACEA and National Agencies for evaluation and monitoring

Program	The 2014-2020 EU programme for education, training, youth and sport proposed by the European Commission on 23 November 2011 (hereafter the Programme)*
Action	Erasmus Charter for Higher Education
Call	2014
Deadline for Submission (dd-mm-yyyy)	15/05/2013 12:00 midday Brussels time.
Application language	EN
Correspondence Language	EN

29172-LA-1-2014-1-IT-E4AKA1-ECHE-1

Applicant's previous EUC number (if applicable):

29172-IC-1-2007-1-IT-ERASMUS-EUC-1

Erasmus Policy Statement (Overall Strategy) section D of this application form - original language (official EU languages): EN

If the original language is not English, French or German, the Erasmus Policy Statement (EPS) should also be provided in one of those three languages.

Erasmus Policy Statement translation language (if applicable): not applicable

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 Charter for Higher Education (ECHE) application. If by the second week after the deadline, the application has not been listed on the website, the applicant should contact the EACEA (e-mail: EACEA-ECHE@ec.europa.eu).

* COM(2011) 788 (<http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=COM:2011:0788:FIN:EN:PDF>)

Applicant Organisation

A.1. Applicant Organisation

PIC, if available. Cf. Application manual	999845737
Full legal name (official name in latin characters)	UNIVERSITÀ DEGLI STUDI DI CAMERINO
Full legal name (English name)	UNIVERSITY OF CAMERINO
Acronym	UNICAM
Erasmus code (e.g. F PARIS33) - if available	I CAMERIN01
Address (N°, street, avenue, etc.)	Piazza Cavour 19 f
Country	Italia
Region	MARCHE
Post code	62032
City	CAMERINO (MC)
Website	http://www.unicam.it

A.2. Legal Representative

Title	PROF.
Gender	Male
First Name	FLAVIO
Family Name	CORRADINI
Position	RECTOR
E-mail	SEGRETERIA.RETTORE@UNICAM.IT
Telephone (including country / area codes)	00390737402003
Address (n°, street, avenue, etc)	Piazza Cavour 19 f
Country	IT, Italia
Post code	62032
City	CAMERINO (MC)

A.3. Coordinator

Title	PROF.
Gender	Male
First Name	RENATO

Family Name	DE LEONE
Department	SCHOOL OD SCIENCE AND TECHNOLOGY
Position	FULL PROFESSOR
E-mail	RENATO.DELEONE@UNICAM.IT
Telephone (including country / area codes)	+390737402532
Address (n°, street, avenue, etc)	Piazza Cavour 19 f
Country	IT, Italia
Post code	62032
City	CAMERINO (MC)

The purpose of these statistics is to put into context the actions and strategies the institution is asked to present in the following sections.

For the academic year 2012-2013:

Total number of students enrolled in all degree programmes offered by your institution (data from official HEI register)

Short cycle:	0.0
1st Cycle:	3007.0
2nd Cycle:	3840.0
3rd Cycle:	384.0

Number of staff (Equivalent full-time)

Teaching:	291.0
Administrative:	278.0

Number of degree courses on offer

Short cycle:	0.0
1st Cycle:	14.0
2nd Cycle:	26.0
3rd Cycle:	29.0

STUDENTS (academic year 2011-2012)

1. Credit Mobility for Students (all types of mobility programmes for periods between 2 and 12 months)

Number of outgoing study mobility students (Erasmus and/or others): to participating countries	141.0
Number of outgoing study mobility students (Erasmus and/or others): to non-participating countries	18.0
Number of traineeship (work placement) mobility students (Erasmus and/or others): to participating countries	19.0
Number of traineeship (work placement) mobility students (Erasmus and/or others): to non-participating countries	5.0
Number of study mobility students (Erasmus and/or others): from participating countries	59.0
Number of study mobility students (Erasmus and/or others): from non-participating countries	15.0

2. International Degree Students (students enrolled for a full degree programme with foreign nationality or having completed a foreign previous degree)

Number of foreign students, if applicable: from Participating countries	24.0
Number of foreign students, if applicable: non-participating countries	77.0

3. If applicable, number of local (having the nationality of the country) and international students (of foreign nationality / with foreign previous degree) involved in double/multiple/joint degrees:

Number of Local students, involved in Double/multiple/joint degrees	27.0
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Number of international students, involved in double/multiple/joint degrees

12.0

ACADEMIC STAFF (academic year 2011-2012)

All types of Erasmus staff mobility (for periods between 2 days and 2 months) for teaching and training purposes

Number of outgoing academic staff to participating countries

7.0

Number of incoming academic staff from participating countries

11.0

COOPERATION (academic year 2012-2013)

HEI AGREEMENTS IN EDUCATION AND RESEARCH valid in 2012/2013: European and International HEI Agreements / Consortia / Networks

Number of Erasmus interinstitutional agreements:

159.0

Number of other cooperation agreements (e.g. Memorandum of Understanding) with HEIs from participating countries

26.0

Number of other cooperation agreements (e.g. Memorandum of Understanding) with HEIs from non-participating countries

56.0

Total number of consortium agreements for double/multiple/joint degrees:

8.0

Of these, percentage of the consortium involving non-participating countries

25.0

European and International Education and Training Projects with contracts running in 2012-2013 (e.g.: Lifelong Learning Programme, Erasmus Mundus or Tempus)

Number of projects as coordinator:

2.0

Number of projects as partner:

2.0

Equivalent full-time administrative staff engaged in the HEI's European and International Offices working for the Programme (2012-2013)

Number of staff at the central level:

3.0

Number of staff at the Faculty/School/Department Level:

1.0

General Organisation of Programme activities

C1. General Organisation

Please describe the structure at your institution for the implementation and organisation of European and international mobility (division of tasks, operational and communication methods). (max. 1000 characters)

Please provide the direct web link with the contact details of the international office (or equivalent) in your institution dealing with the implementation and organisation of European and international mobility:

The University of Camerino has underwritten agreements with universities and institutions world wide making possible for staff, researchers and students to participate in current exchange and research programs. The office of mobility and International relations offers support and information to students on international mobility, on international cooperation and on the availability of European funds for research and education. The Mobility sector deals also with the management of the Italian Ministry of Education fundings, taking responsibility for general organization, monitoring and practical arrangements for exchange students. In addition, the Mobility sector provides a welcome to foreign students, both for those enrolled in regular courses as well as those in exchange programs with partners abroad. It also collaborates with the Liaison Office and the School of Advanced Studies to organize Summer schools and international events.
<http://international.unicam.it>

C2. Fundamental Principles

By applying for the Erasmus Charter for Higher Education my institution will:

Respect in full the principles of non-discrimination set out in the Programme and ensure equal access and opportunities to mobile participants from all backgrounds.

Ensure full recognition for satisfactorily completed activities of study mobility and, where possible, traineeships in terms of credits awarded (ECTS or compatible system.). Ensure the inclusion of satisfactorily completed study and/or traineeship mobility activities in the final record of student achievements (Diploma Supplement or equivalent).

Please explain the academic credit system and the methodology used to allocate credits to the different course units followed by your students abroad. (max. 1000 characters)

In addition, please provide the direct web link where the methodology is explained:

Mobility is encouraged using the ECTS system which facilitates the recognition of learning outcomes achieved during the study abroad. Unicam adopted the ECTS system and elaborated the following local grading table :

18-19 Sufficient	E
20-24 Satisfactory	D
25-27 Good	C
28-29 Very Good	B
30-30 cum Laude	A

When defining learning agreements for outgoing students the Coordinators take into account the duration of the study period and the suitability of courses attended abroad. In addition, to learning agreements students must also complete a proposal for recognition that describes a correspondence between courses abroad and Unicam courses. In this way exchange students are clearly informed about recognition that he/she will obtain once back at the home university. In drawing up L. Agreements coordinators will ensure a certain flexibility/personalization as regards to syllabuses and optional courses available.
<https://didattica.unicam.it>

Charge no fees, in the case of credit mobility, to incoming mobile students for tuition, registration, examinations or access to laboratory and library facilities.

C3. When Participating in Mobility Activities - Before mobility

Publish and regularly update the course catalogue on the website of the Institution well in advance of the mobility periods, so as to be transparent to all parties and allow mobile students to make well-informed choices about the courses they will follow.

Provide guidance to incoming mobile participants in finding accommodation.

Please explain if all courses taught at your institution are described in the Course Catalogue and in which languages. (max. 500 characters)

In addition, please provide the direct web link to your Course Catalogue:

In line with the policy to increase international cooperation, UNICAM offers a comprehensive range of programs, from undergraduate courses to doctoral studies, specially designed for international students. Most of master courses are taught in English, above all those offered by the School of Science and Technology and School of Bioscience and Biotechnology. Students are also awarded double degrees in collaboration with partner universities.
<https://didattica.unicam.it>

Carry out mobility only within the framework of prior agreements between institutions. These agreements establish the respective roles and responsibilities of the different parties, as well as their commitment to shared quality criteria in the selection, preparation, reception and integration of mobile participants.

Please describe the institutional procedure for the approval and monitoring of inter-institutional agreements for study and teaching mobility and/or learning agreements in case of traineeships (work placements). (max. 1000 characters)

Inter-institutional agreements are usually proposed by the Coordinator of each School or Degree course and formally approved by the School Boards. Contacts are generated from research collaborations between partners. Monitoring is made each year before publishing new calls. Priority is being given to teaching staff mobility towards institutions which are partners in double degree courses or towards new agreements. Specific actions will be directed to increase teaching mobility since Unicam considers it a remarkable tool to strengthen partnership. As far as traineeships are concerned, our Stage and Placement office provides students with a database of 1200 firms to host placement. Degree course Coordinators select suitable host organizations to guarantee that placements will conclude with fully recognized credits in accordance with the placement plan. Unicam promotes post degree placement in order to foster work experience and the transfer of innovation and research

Ensure that outgoing mobile participants are well prepared for the mobility, including having attained the necessary level of linguistic proficiency.

Please describe your institution's language policy for preparing participants for mobility, e.g.: course providers within or outside the HEI. (max. 750 characters)

If possible, please provide the direct web link for your language policy:

As part of its language policy, in order to support students and particularly those wanting to spend a period of study/research abroad, UNICAM offers counselling activities that promote improved language levels and international language certifications.

The Language Development Office, a sector of Student Services and International Mobility, offers twice yearly courses of English from level B1 to level C1.

For this purpose UNICAM is a CAMBRIDGE ESOL CENTRE.

The Language Development Office is also the contact point for students interested in international language certification in French, German and Spanish.

Courses of French, German and Spanish are available

There are also opportunities to attend Italian language courses organized

Ensure that student and staff mobility for education or training purposes is based on a learning agreement for students and a mobility agreement for staff validated in advance between the home and host institutions or enterprises and the mobile participants.

Provide assistance related to obtaining visas, when required, for incoming and outgoing mobile participants.

Provide assistance related to obtaining insurance, when required, for incoming and outgoing mobile participants.

C4. When Participating in Mobility Activities - During Mobility

Ensure equal academic treatment and services for home students and staff and incoming mobile participants.

Integrate incoming mobile participants into the Institution's everyday life.

Have in place appropriate mentoring and support arrangements for mobile participants.

Please describe mentoring and support arrangements for incoming mobile participants and outgoing students for study and traineeships. (max. 750 characters)

Particular attention has been given to all phases of mobility. The preparation phase provides participants with linguistic, practical, cultural and financial aspects. Incoming students are supported by tutors who offer them welcoming and counselling. They are informed about available accommodation and lodging at our university dorms. Teaching and counselling advisors for incoming and outgoing students will provide information about courses/activity to be carried out and the procedure for their recognition. Students abroad are monitored and supported by the office staff. This mobility process is already certified and is annually subjected to evaluation to confirm certification by an international external auditing agency (AFAQ)

Provide appropriate linguistic support to incoming mobile participants.

Please describe your institution's language support for incoming students and staff with a minimum of 2-month mobility period. (max. 500 characters)

If possible, please provide the direct web link for your language policy:

Incoming students and staff can attend Italian language courses organized by local Language Schools with which UNICAM has signed agreements. Courses are offered at special rates and run throughout the year. Lessons are given by teachers experienced in teaching Italian as foreign language.

It is also offered the opportunity to take the exams to get the international language certification in Italian Language (CELI examinations)

http://www.unicam.it/international/scl_eng.asp

C5. When Participating in Mobility Activities - After Mobility

Accept all activities indicated in the learning agreement as counting towards the degree, provided these have been satisfactorily completed by the mobile students.

Provide incoming mobile participants and their home institutions with transcripts containing a full, accurate and timely record of their achievements at the end of their mobility period.

Regarding the above two Charter principles, please describe the mechanisms your institution has in place to recognise mobility achievements for study and traineeships in enterprises. (max. 750 characters)

In addition, please provide the direct web link for this recognition procedure:

On return to their home country, learning outcomes are evaluated to assess whether the aims of the learning plan have been met. This is to assure that participants have carried out an adequate programs as an integral part of a formal study or training program. For outgoing students, after receiving the official transcripts by host universities, a copy has sent to the course coordinator and to the didactic manager. Thus, an official report is issued, approved by the School Board and finally sent to the student Registry for recording in the academic carrier.

For each incoming student a transcript and an attendance certificate is issued and sent to his/her home university at the end of mobility within a month from departure.

Support the reintegration of mobile participants and give them the opportunity, upon return, to build on their experiences for the benefit of the Institution and their peers.

Ensure that staff are given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement.

Please describe your institution's measures to support, to promote and to recognise staff mobility. (max. 750 characters)

An evaluation process has been recently introduced at Unicam to control production efficiency in public authorities. Therefore, teaching staff appointed to develop international mobility and cooperation strategies will be positively assessed as well as administrative staff supporting these tasks. This is to encourage staff to be involved in actions directed to develop international study, teaching and scientific research. The main objective is to create a close relationship with Eu and no Eu partners so that cooperation can be developed at various levels of education.

C6. When Participating in European and International Cooperation Projects

Ensure that cooperation leads to sustainable and balanced outcomes for all partners.

Provide relevant support to staff and students participating in these activities.

Please describe your institutional measures to support, promote and recognise the participation of your own institution's staff and students in European and international cooperation projects under the Programme. (max. 750 characters)

The University of Camerino is committed to cooperate closely with its international partners to eliminating obstacles which directly or indirectly impede the mobility of EU citizens. Specific actions will be taken to increase the number of students and staff involved, encourage socially disadvantaged and disabled students/staff, guarantee equal opportunity between sexes and for those with different social background. Since 2009, Unicam has been the coordinator of Intensive Programmes who gather together several universities partners from Europe. The international atmosphere in IP is generally appreciated either by foreign students or by local students who experience different teaching methods and approaches and can achieve credits for attendance

Exploit the results of the projects in a way that will maximise their impact on individuals and participating institutions and encourage peer learning with the wider academic community.

C7. For the Purposes of Visibility

Display the Charter and the related Erasmus Policy Statement prominently on the Institution's website.

Promote consistently activities supported by the Programme, along with their results.

Erasmus Policy Statement (Overall Strategy)

D. Erasmus Policy Statement (Overall Strategy)

The Institution agrees to publish this overall strategy (all three parts) on its website within one month after the signature of the Erasmus Charter for Higher Education by the European Commission.

Please describe your institution's international (EU and non-EU) strategy. In your description please explain a) how you choose your partners, b) in which geographical area(s) and c) the most important objectives and target groups of your mobility activities (with regard to staff and students in first, second and third cycles, including study and training, and short cycles). If applicable, also explain how your institution participates in the development of double/multiple/joint degrees. (max. 5000 characters)

Original language [EN]

The University of Camerino is committed to advance its internationalization strategy through student and staff mobility, research collaboration and co-operation in organizational management and development.

The current three-year program plan, enhancing the importance of internationalization with particular focus on creating solid partnerships with EU and non EU Countries, has been a starting point to achieve this target.

Partners are chosen both considering affinity of curricula offered and complementary of training so to offer students better opportunities to deepen and widen their knowledge, granting them full recognition of credits attained outside.

Geographical areas includes all EU Countries included the Eastern side of the geographical Europe, specially Russia, where cooperation is already set up with some prestigious institutions to share innovative teaching methods and transfer of knowledge in specific sector such as Environment, International Cooperation and Veterinary Sciences. Our cooperation will be also play a role in improving doctoral students and young researcher communicative skills, offering them specific multidiscipline training courses.

Moreover, we aim to strengthen collaborations with Argentina, Brazil and Peru, where we intend to offer joint programmes and degrees (Computer Sciences, Chemistry, Veterinary Medicine, Earth Science, Law) in collaboration with middle-sized local universities. Partnerships can be supported by European and Argentinian programmes such as Horizon 2020 and FUNDAR. We are also committed to design a sustainable learning pathway for joint doctoral courses in these countries, considering that the education and training of doctoral candidates has a particular role in bridging the European Education Higher Area (EHEA) and the European Research Area. Our participation as a partner in the programme EUREKA will give us the chance to develop future steady collaborations with local stakeholders who are interested in broaden their business in the international market and can contribute to international openness of EHA. This will also help us to award several doctoral scholarships to contribute innovatively to regional development.

As far as Eastern Asian Countries are concerned, Unicam will pursue the goal of providing specific study programmes in New Materials, Renewable Sources, ICT and Biotechnology to increase innovation, entrepreneurial and research potential of graduates in Shandong area, which is an official business partner of our Marche Region.

Unicam is also entering into connections with other systems of higher education, in fact cultivating cooperation with several African universities. Therefore, the School of Pharmacy in collaboration with the University of Dschang (Cameroon) is currently offering a one-tier master double degree (5 years) in pharmaceutical products. Teaching staff and students mobility are our main actions to the programme implementation. Introduction of ECTS system and quality policy will guarantee local institutions improvements and modernization processes.

A student-centred learning is our goal and we reiterate our commitment to promote formal and non formal learning because our graduates need to combine transversal multidisciplinary and innovation skills to contribute to the needs of society and the labour market.

Another sector we aim to develop in this geographical area is providing ICT tools to start a digitalization process in Public Authorities.

In collaboration with the Italian Foreign Affairs Ministry Unicam will encourage cooperation with institutions and public authorities in the Putland Region (Somalia) offering its expertise in ICT tool development and designing joint programmes and doctoral degrees (Pharmacy, Biology).

If applicable, please describe your institution's strategy for the organisation and implementation of international (EU and non-EU) cooperation projects in teaching and training in relation to projects implemented under the Programme. (max. 2000 characters)

Original language [EN]

Erasmus activities will be given wider visibility through these actions: integrated International office with Erasmus and Leonardo experience; new web programme for on-line registration and management of Erasmus students; wider involvement of local authorities and entrepreneurs in the EUC fundamental principles.

Thanks to the integrated work with the placement office, the University of Camerino has already implemented agreements with national firms and companies for all the internship activities required to fulfil the plan of study Program experience as well as on new prospective ones like the EURES of Marche Region.

Our Institution has always paid great attention to social cohesion among the academic actors. This non-discrimination is also guaranteed by the Commission for Equal Opportunities. Integration is also assured by the Orientation Office, supported by specialists, technological equipment, and special accommodation especially in case of disabled students or students of different religions.

The Institution's strategy is based on two pillars:

- Quality of teaching: all master courses and Doctoral courses are thought in English and the didactic contents are agreed between the partners Universities so to assure "innovation", full recognition and complementarity
- Quality of services: individual tutorship and counselling is guaranteed by the delegate to internationalization established for each course and coordinated by the Delegate of each School. The "Welcome Office" covers the needs for the "non academic" side of the students life: registration procedures, permits of stay, accommodation, sport facilities, wifi connection, access to libraries, social activities in general, grants and funding opportunities at home and abroad.

Please explain the expected impact of your participation in the Programme on the modernisation of your institution (for each of the 5 priorities of the Modernisation Agenda*) in terms of the policy objectives you intend to achieve. (max. 3000 characters)

Original language [EN]

The University of Camerino expects to achieve all the five priorities of the Modernization Agenda, namely:

- to increase the number of higher education graduates;
- to improve the quality and relevance of teaching and researcher training, to equip graduates with the knowledge and core transferable competences they need to succeed in high-skill occupations;
- to provide more opportunities for students to gain additional skills through study or training abroad, and to encourage cross-border co-operation to boost higher education performance;
- to strengthen the "knowledge triangle", linking education, research and business and
- to create effective governance and funding mechanisms in support of excellence.

The impact in terms of policy objectives are:

exchange of students and teaching staff;

double or joint degrees;

international placements;

international joint research especially for third cycle students and young researchers;

exchange of best practice at administrative level.

To achieve these objectives our Institution is funding – outside the LLP frame - doctoral grants to implement mobility and joint doctoral training, placement grants for non EU Countries, grants to students and researcher for cooperation mobility to third Countries and special grants for double degree students.

To incoming students and staff Unicam offers English and Italian language courses and a "welcome office" devoted to assure the incoming procedures are accomplished quickly and regularly, accommodation and tutorship.

* COM (2011) 567 (<http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=COM:2011:0567:FIN:EN:PDF>)

E

Endorsement of the application

I, the undersigned, 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 Programme 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 Charter for Higher Education (ECHE) application outlined above and commit my institution to respect and observe these obligations;

agree to the publication of the Erasmus Policy Statement by the European Commission

Place: Camerino

Name: Prof. Flavio Corradini Date (dd/mm/yyyy): 14/05/2013

I have read and accept the Privacy statement

Original signature of the legal representative of the Institution (as identified in section A.2 above)

Original stamp or seal of the Institution

E

Endorsement of the application

I, the undersigned, 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 Programme activities will be implemented on the basis of written agreements with the relevant authorities of the partner institutions;

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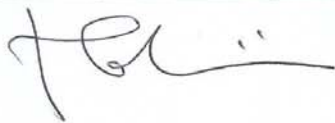
agree to the publication of the Erasmus Policy Statement by the European Commission

Place: Camerino

Name: Prof. Flavio Corradini Date (dd/mm/yyyy): 14/05/2013

I have read and accept the Privacy statement

Original signature of the legal representative of the Institution (as identified in section A.2 above)



Original stamp or seal of the Institution

