

EPLUS2020

Call: EACEA-03-2020
(Erasmus Charter for Higher Education 2021-2027)

Topic: ECHE-LP-2020

Type of action: EPLUS2020-ACR

Proposal number: 101013395

Proposal acronym: LU PSK

Deadline Id: EACEA-03-2020-1

Table of contents

<i>Section</i>	<i>Title</i>	<i>Action</i>
1	General information	
2	Participants & contacts	
3	Information related to eligibility criteria	

How to fill in the forms

The administrative forms must be filled in for each proposal using the templates available in the submission system. Some data fields in the administrative forms are pre-filled based on the previous steps in the submission wizard.

1 - General information

Topic ECHE-LP-2020

Type of Action EPLUS2020-ACR

Call Identifier EACEA-03-2020

Deadline Id EACEA-03-2020-1

Acronym **LU PSK**

Proposal title **Development of Internatinonal Cooperation at P. Stradins Medical College of the University of Latvia**

Note that for technical reasons, the following characters are not accepted in the Proposal Title and will be removed: < > " &

Duration in months

86

Fixed keyword 1

Learning mobility (including virtual and blended)

Fixed keyword 2

Mobility (virtual and blended)

Fixed keyword 3

International cooperation

Free keywords

Internationalization, mobility, innovations.

Application language

English

Abstract*

P. Stradins Medical College of the University of Latvia is one of the largest medical colleges in Latvia, which provides students with 1st level of professional higher education in the fields of "Health Care" and "Social welfare". The main objective is to provide students and staff with an opportunity to gain academic and professional growth by participating in international mobility.

Participation in international projects is the cornerstone of internationalization, which promotes interaction between educational institutions and businesses in multiple countries. For P. Stradins Medical College of the University of Latvia, operating in health and social care sectors, continuous growth and pursuit of innovation is paramount to prepare its students for professional activity of high-quality.

Remaining characters

1199

Proposal Submission Forms

Proposal ID 101013395

Acronym LU PSK

Has this proposal (or a very similar one) been submitted in the past 2 years in response to a call for proposals under Horizon 2020 or any other EU programme(s)? Yes No

Please give the proposal reference or contract number.

XXXXXX-X

Declarations

1) We/I declare to have the explicit consent of all participants on their participation and on the content of this proposal.	<input checked="" type="checkbox"/>
2) We/I confirm that the information contained in this proposal is correct and complete and that none of the project activities have started before the proposal was submitted.	<input checked="" type="checkbox"/>
3) We/I declare: - to be fully compliant with the eligibility criteria set out in the call - not to be subject to any exclusion grounds under the EU Financial Regulation (Regulation No 2018/1046) - to have the financial and operational capacity to carry out the proposed project	<input checked="" type="checkbox"/>
4) We/acknowledge that all communication will be made through the Funding & Tenders Portal electronic exchange system and that access and use of this system is subject to the Funding & Tenders Portal Terms and Conditions .	<input checked="" type="checkbox"/>
5) We/I acknowledge and authorize the collection, use and processing of personal data for the purpose of the evaluation of the proposal and the subsequent management of the grant/prize (if any). We/I acknowledge and authorize that the data may also be used for the monitoring and evaluation of the EU funding programme, the design of future programmes and communication purposes.	<input checked="" type="checkbox"/>

The coordinator is only responsible for the correctness of the information relating to his/her own organisation. Each applicant remains responsible for the correctness of the information related to him/her and declared above. If the proposal to be retained for EU funding, the coordinator and each beneficiary will be required to present a formal declaration in this respect.

Note:

For **multi-beneficiary applications**, the coordinator vouches for its own organization and that all other participants confirmed their participation and compliance with conditions set out in the call. If the proposal is retained for funding, each participant will be required to submit a formal declaration of honour confirming this.

False statements or incorrect information may lead to administrative sanctions under the Financial Regulation 2018/1046.

Personal data will be collected, used and processed in accordance with Regulation 2018/1725 and the [Funding & Tenders Portal privacy statement](#).

Please be however aware that, to protect EU financial interests, your data may be transferred to other EU institutions and bodies and be registered in the EDES database. Data in the EDES database is also subject to Regulation 2018/1725 and the [EDES privacy statement](#).

2 - Participants & contacts

#	Participant Legal Name	Country	Action
1	P.Stradins Medical College of the University of Latvia	Latvia	

Proposal ID **101013395** Acronym **LU PSK** Short name **LU PSK**

2 - Administrative data of participating organisations

PIC 949638634 **Legal name** P.Stradins Medical College of the University of Latvia

ECHE Reference Code 262472-EPP-1-2014-1-LV-EPPKA3-ECHE **Institution Code** LV JURMALA03

Short name: LU PSK

Address

Street Vidus prospekts 36/38
 Town Jūrmala
 Postcode LV - 2010
 Country Latvia
 Webpage www.psk.lu.lv

Specific Legal Statuses

Legal personyes
 Public bodyno Industry (private for profit).....yes
 Non-profitno
 International organisationno
 International organisation of European interestno
 Secondary or Higher education establishmentno
 Research organisationno

Enterprise Data

Based on the below details from the Beneficiary Registry the organisation is not an SME (small- and medium-sized enterprise) for the call.

SME self-declared status.....20/01/2010 - no
 SME self-assessment unknown
 SME validation sme..... unknown

Proposal Submission Forms

Proposal ID

101013395

Acronym

LU PSK

Short name LU PSK

Department(s) carrying out the proposed work

Department 1

Department name

Communcation Department

not applicable

Same as proposing organisation's address

Street

Vidus prospekts 36/38

Town

Jūrmala

Postcode

LV - 2010

Country

Latvia

Proposal Submission Forms

Proposal ID **101013395** Acronym **LU PSK** Short name **LU PSK**

Person in charge of the proposal

The name and e-mail of contact persons are read-only in the administrative form, only additional details can be edited here. To give access rights and basic contact details of contact persons, please go back to Step 4 of the submission wizard and save the changes.

Title

Sex Male Female

First name **Aiga**

Last name **GRAUDUMA**

E-Mail **sadarbiba@psk.lv**

Position in org.

Department

Same as organisation name

Same as proposing organisation's address

Street

Town

Post code

Country

Website

Phone

Phone 2

Fax

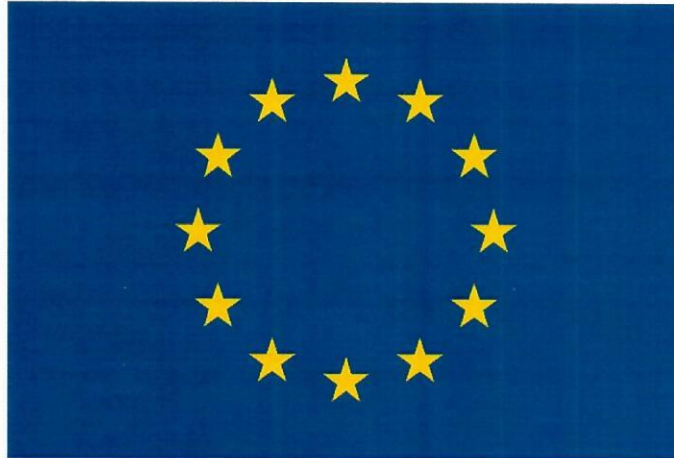
Type of organisation

- Higher education institution (tertiary level)
- School/Institute/Educational centre - General Education (secondary level)

Information related to eligibility criteria

	Yes	No
Applicant is an HEI established in a Programme Country.	<input checked="" type="radio"/>	<input type="radio"/>
The applicant institution is eligible by National Authorities of Programme Countries.	<input checked="" type="radio"/>	<input type="radio"/>
I confirm that I have received a notification from my Erasmus+ National Agency stating that I am allowed to apply for the light procedure.	<input checked="" type="radio"/>	<input type="radio"/>

Warning: You must comply with the content of all the checkboxes.



ERASMUS+

Proposal Template

**Administrative Forms (Part A)
Project Technical Description (Part B)**

Erasmus: Key action 1: Erasmus Charter for Higher Education

EACEA-03-2020 ECHE-LP-2020

Version 1.1
4 March 2020





ERASMUS+
PROPOSAL (PART B)

**Erasmus: Key action 1: Erasmus
Charter for Higher Education**

EACEA-03-2020 ECHE-LP-2020

IMPORTANT NOTICE


Applications must be submitted via the Funding & Tenders Portal Submission Service before the call deadline.

Applicants must use this template for their applications (designed to highlight important aspects and facilitate the assessment against the evaluation criteria).

Character and page limits:

- page limit **20** pages
- supporting documents can be provided as an annex and do not count towards the page limit
- minimum font size — Arial 8 points
- page size: A4
- margins (top, bottom, left and right): at least 15 mm (not including headers & footers).

Please abide by the formatting rules. They are not a target! Keep your text as concise as possible. Do not use hyperlinks to show information that is an essential part of your proposal.

 If you attempt to upload an application that exceeds the specified limit, you will receive an automatic warning asking you to shorten and re-upload your application. After you have submitted it, any excess pages will be made invisible and thus disregarded by the evaluators.

HISTORY OF CHANGES		
VERSION	PUBLICATION DATE	CHANGE
1.0	11.02.2020	Initial version
1.1	04.03.2020	Changes in page 10, 1st box after the Erasmus Policy Declaration

COVER PAGE

Part B of the proposal must be filled out by the participants in WORD, assembled and uploaded as PDF in the Funding & Tenders Portal Submission System. The template to use is available there.

Note: *Please take due account of the objectives and Charter's principles to be awarded with the Charter under the call (see Call document). Pay particular attention to the award criteria; they explain how the proposal will be evaluated.*

TABLE OF CONTENTS

PROPOSAL (PART B)	2
COVER PAGE	5
COMMITMENT TO THE ERASMUS CHARTER PRINCIPLES	7
1. Erasmus Policy Statement (EPS)	10
1.1 Erasmus activities included in your EPS.....	10
1.2 Erasmus Policy statement (EPS): your strategy	10
2. Implementation of the Fundamental Principles	14
2.1 Implementation of the new principles.....	14
2.2 When participating in Mobility Activities - After mobility	16
2.3 For the Purposes of Visibility	16

COMMITMENT TO THE ERASMUS CHARTER PRINCIPLES

Declaration

I, undersigned, declare that if my institution is awarded with an Erasmus Charter for Higher Education, my institution will undertake to:

- Respect in full the principles of non-discrimination, transparency and inclusion set out in the Programme.
- Ensure equal and equitable access and opportunities to current and prospective participants from all backgrounds, paying particular attention to the inclusion of those with fewer opportunities.
- Ensure full automatic recognition of all credits (based on the European Credit Transfer and Accumulation System – ECTS) gained for learning outcomes satisfactorily achieved during a period of study/training abroad, including during blended mobility.
- Charge no fees, in the case of credit mobility, to incoming mobile students for tuition, registration, examinations or access to laboratory and library facilities.
- Ensure the quality of the mobility activities and of the cooperation projects throughout the application and implementation phases.
- Implement the priorities of the Programme:
 - By undertaking the necessary steps to implement digital mobility management in line with the technical standards of the European Student Card Initiative.
 - By promoting environmentally friendly practices in all activities related to the Programme.
 - By encouraging the participation of individuals with fewer opportunities in the Programme.
 - By promoting civic engagement and encouraging students and staff to get involved as active citizens before, during and after their participation in a mobility or project.

WHEN PARTICIPATING IN MOBILITY ACTIVITIES

Before mobility

- Ensure that selection procedures for mobility activities are fair, transparent, coherent and documented.
- 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.
- Publish and regularly update information on the grading system used and grade distribution tables for all study programmes. Ensure that students receive clear and transparent information on recognition and grade conversion procedures.
- Carry out mobility for the purpose of studying and teaching 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, support and integration of mobile participants.

- Ensure that outgoing mobile participants are well prepared for their activities abroad, including blended mobility, by undertaking activities to achieve the necessary level of linguistic proficiency and develop their intercultural competences.
- Ensure that student and staff mobility is based on a learning agreement for students and a mobility agreement for staff validated in advance between the sending and receiving institutions or enterprises and the mobile participants.
- Provide active support to incoming mobile participants throughout the process of finding accommodation.
- 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.
- Ensure that students are aware of their rights and obligations as defined in the Erasmus Student Charter.

During mobility

- Ensure equal academic treatment and the quality of services for incoming students.
- Promote measures that ensure the safety of outgoing and incoming mobile participants.
- Integrate incoming mobile participants into the wider student community and in the Institution's everyday life. Encourage them to act as ambassadors of the programme and share their mobility experience.
- Provide appropriate mentoring and support arrangements for mobile participants, including for those pursuing blended mobility.
- Provide appropriate language support to incoming mobile participants.

After mobility

- Provide incoming mobile students and their sending institutions with transcripts of records containing a full, accurate and timely record of their achievements at the end of their mobility period.
- Ensure that all ECTS credits gained for learning outcomes satisfactorily achieved during a period of study/training abroad, including during blended mobility are fully and automatically recognised as agreed in the learning agreement and confirmed by the transcript of records/traineeship certificate. They shall be transferred without delay into the student's records, shall be counted towards the student's degree without any additional work or assessment of the student and shall be traceable in the student's transcript of records and the Diploma Supplement.
- Ensure the inclusion of satisfactorily completed study and/or traineeship mobility activities in the final record of student achievements (the Diploma Supplement).
- Encourage and support mobile participants upon return to act as ambassadors of the

programme, promote the benefits of mobility and actively engage in building alumni communities.

- Ensure that staff is given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement and in line with the institutional strategy.

WHEN PARTICIPATING IN EUROPEAN AND INTERNATIONAL COOPERATION PROJECTS

- Ensure that cooperation activities contribute towards the fulfilment of the institutional strategy.
- Promote the opportunities offered by the cooperation projects and provide relevant support to staff and students interested in participating in these activities throughout the application and implementation phase.
- Ensure that cooperation activities lead to sustainable outcomes and that their impact benefits all partners.
- Encourage peer-learning activities and exploit the results of the projects in a way that will maximise their impact on individuals, other participating institutions and the wider academic community.

FOR THE PURPOSES OF IMPLEMENTATION AND MONITORING

- Ensure that the long-term institutional strategy and its relevance to the objectives and priorities of the Programme are described in the Erasmus Policy Statement.
- Ensure that the principles of the Charter are well communicated and are applied by staff at all levels of the Institution.
- Make use of the “ECHE guidelines” and of the “ECHE self-assessment” to ensure the full implementation of the principles of this Charter.
- Regularly promote activities supported by the Programme, along with their results.
- Display this Charter and the related Erasmus Policy Statement prominently on the Institution's website and on all other relevant channels.

On behalf of the Institution, I acknowledge that the implementation of the Charter will be monitored by the Erasmus National Agencies and that a violation of the above principles and commitments may lead to its withdrawal by the European Commission.

On behalf of the institution, I commit to publishing the Erasmus Policy Statement on the institution website.

Legal representative of the institution

Signature of the legal representative



**I.Eriņa
Direktore**

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 Area¹ 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)

P. Stradins Medical College of the University of Latvia is one of the largest medical colleges in Latvia, which provides students with a level 1 professional higher education in the fields of "Health Care" and "Social Welfare". Participation in ERASMUS + programme is a fundamental point in college strategy, internationalization and growth, promoting worldwide recognition in health and social care sectors, which in its turn leads to the development, modernization and updating of quality study process.

The main objective is to provide students and staff with an opportunity to gain academic and professional growth by participating in international mobility. The college implements nine study programs, with a total of about 1,000 students. Three of said programs are unique to Latvia, these being "Radiographer", "Podology" and "Biomedical laboratory technician". The above mentioned programs cannot be acquired at any other medical college. In supporting the desire for growth of students and lecturers, it is of paramount importance to provide them with the experience of foreign counterparts in transferring new innovations and learning methods. The possibility to undergo practice in leading clinics of the European Union countries means that students ought to be competitive both in labour market in Latvia, as well as other countries.

Mobility provides lecturers with international experience, discussions with foreign audiences facilitate interaction and exchange of views in the cross-cultural environment. The college lecturer's experience abroad means professional development and communication in a foreign language with colleagues in his/her sector.

Participation of staff in ERASMUS + mobility provides a mutual exchange of views and experience with colleagues, which will further encourage the use of experience-based techniques in their capacity. Alongside visits to partner establishment of higher education, visits to other sector-related institutions are provided.

Main tasks of participating in the ERASMUS + programme are - to increase the number of mobilities (students, lecturers, staff) going abroad and arriving to the country to ensure a wider transfer of knowledge and competences within the profession.

Lectures of foreign lecturers at the college provide non-mobility students with an opportunity to hear and discuss novelties within the profession, as well as to learn about experiences in other regions. By increasing the number of guest lecturers (from universities and businesses) we increase the numbers in target audience that learns this knowledge.

One of the objectives of internationalization policy of P. Stradins Medical College of the University of Latvia is to provide at least 5% of the total number of students with an opportunity to travel in mobility, and to increase the number of travelling teachers/staff each year. Currently on average 10 personnel/teacher mobility activities are financed from the ERASMUS + programme funds. The goal would be to provide at least 20 mobilities annually.

As part of the strategy, creation and development of new study programs based on labour market demand is planned. With support of the ERASMUS + programme we would identify new cooperation partners or new study programs provided by existing partners, to gain informative support and initiative.

The ERASMUS + programme is not just mobility, but also includes KA2 projects, that promote college involvement and active participation in innovation, experience and strategic partnership projects. Currently P. Stradins Medical College of the University of Latvia is a partner in two KA2 projects.

Participation in international projects is the cornerstone of internationalization, which promotes interaction between educational institutions and businesses in multiple countries. For P. Stradins Medical College of the University of Latvia, operating in health and social care sectors, continuous growth and pursuit of innovation is paramount to prepare its students for professional activity of high-quality.

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 participation

¹ 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

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)

P. Stradins Medical College of the University of Latvia has been an active participant in the activities of the ERASMUS + programme already since year 2006 – in providing mobility and lately also in KA2 activities.

Participation IN KA1 projects has amassed experience and proved successful in cooperation with existing partners in Latvia and abroad. Engagement of new partners is carried out, assessing their compliance with professional standards. "Incoming" and "outgoing" mobility is the responsibility of the international coordinator, who organizes all activities related to the ERASMUS + programme (advertising of competition, announcing of decisions, arranging and managing of documentation). Participation in KA1 activities will ensure mobility for students, teachers and staff.

Projects carried out within the framework of KA2 activities are managed by the responsible departments and study programmes. Transfer of innovation, strategic partnerships and experience projects ensure the modernization and digitalization of the study process. For example, one of the existing projects (Emed-PASS) is linked to the creation of a new platform in the Baltic States, whose aim is to identify the skills and competencies in provision of medical treatment for patients of students in the "Nursing" study programme. Project managers or contacts shall be appointed by the departments responsible for quality implementation of all project activities. The international coordinator shall monitor these activities and follow the measures for the dissemination of results.

Participation in KA2 projects promotes recognition of P. Stradins Medical College of the University of Latvia among medical education establishments in the programme countries and partner countries. This is fully in line with the college strategy and promotion of quality: innovative ideas, an improved and modernized working environment, an improved study process and advancement of recognition.

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)

Participation in the ERASMUS + programme KA1 and KA2 activities will ensure recognition for P. Stradins Medical College of the University of Latvia amongst higher education establishments implementing study programmes in "Health Care" and "Social Welfare" sectors on an international level. During internationalization process, qualitative indicators will be evaluated – satisfaction of participants with the results achieved (surveys by questionnaire and success stories), reflections from persons involved (surveys and interviews), procedures for the circulation of documents (use of e-signature, speed of data circulation). These indicators will be applied to KA1 activity projects. Quantitative data: number of mobility participants (outgoing/incoming) is expected to increase by an average of 5% per annum. Risk factors include family status of students, knowledge of foreign tongue, motivation and lack of confidence.

During the mobility period, all participants receive support throughout the duration of said period, by submitting documents and drawing them up to the final stage. The international coordinator supports both outgoing and incoming mobility.

Engagement of new international partners is assessed on the basis of qualitative indicators: relevance of study programmes (studies/practices) to the ones realized at the college, motivation and interest in developing new partnerships; resources that provide the student with an environment to support him/her (student service, service hotel). Consequently, the potential participant is better informed about the expected results and the requirements and rules before the start of mobility. Active communication with the partner contributes to high-quality project management.

The new ERASMUS + programme stipulates strengthening and deepening of partnerships with existing partners through more KA2 activities. As part of the strategy, P. Stradins Medical College of the University of Latvia plans to head KA2 projects, instead of being just a partner. Potential sector: "Podology", which is currently in the process of development in the Baltic States. Participation in KA2 projects will contribute to the quality of college development -

improving the study process with innovative methods, digitalization, closer collaboration with representatives of the field in the labour market, as well as getting to know new partners within the programmes and partner countries.

Higher education institutions that provide the possibility of study within the medical sector are constantly developing, evolving and following innovation in order to provide the student with a high-quality, modern and growth-enhancing environment. In the next period, it is the introduction of innovation and new training methods that is the main objective of college development, taking into account the opportunities provided by the ERASMUS + programme.

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.

In order to ensure the principles of non-discrimination and equality are observed for students, staff and lecturers of the P. Stradins Medical College of the University of Latvia there is a "Procedure by which students apply for ERASMUS + mobility funding for studies/practice abroad, the selection arrangements and academic recognition of study/practice acquired", as well as "Procedure by which academic and general staff apply for Erasmus + programmes for mobility funding abroad, the selection arrangements and academic recognition". These documents provide for transparency in evaluating mobility for students and academic/general staff. When launching an ERASMUS + mobility competition, each study group individually is presented with rules, opportunities to apply for internships/studies abroad. During the evaluation process, the commission signs a document stating compliance with the rules of conflict of interest. Academic/general staff of the college is individually addressed and motivated to go for exchange of experience. Information regarding application period is stated publicly – on the college website www.psk.lu.lv as well as the college Facebook account.

P. Stradins Medical College of the University of Latvia is one of the higher education institutions implementing programmes in which studies can be acquired by people with disabilities, for example, in the field of social welfare studies. College educates students with both impaired vision and hearing. During the current period of the ERASMUS + programme, the student with disability realized a very successful practice mobility in Italy. Any and all students, in accordance to the criteria laid down, can apply as a candidate for the ERASMUS + programme to achieve the possibility of practice/studies abroad.

The college has a branch in Rēzekne, which implements 3 study programmes, covering Latgale region. Students are regularly informed and motivated to participate in mobility activities.

To reach a larger target audience, an ERASMUS + seminar is organized annually. During this, students returning from their mobility practice share their views and impressions on what they have experienced. This is an opportunity to reach out to the people in the audience who still think about applying.

Results of the approved mobility are sent to the participant electronically, according to contact details provided by the participant. From then on individual work with the international coordinator is ongoing.

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 website².

P. Stradins Medical College of the University of Latvia currently provides students with ISIC (International Student Identity Card), which includes international recognition. The next period will highlight the importance of the European Student Card, informing students about its possibilities and meaning. For participants of the ERASMUS + programme, the card will be stated as the preferred form of identification. Introduction of the card in college is linked and dependent on the approval and implementation of regulations in the Latvian higher education system.

By perfecting the digital process and already engaging in ERASMUS Without Papers, mobility participants in ERASMUS + mobile App will be one of the tools for the circulation of documents and communication throughout the mobility period. The map and app information will be distributed to all college students through course emails, college webpage, Facebook account, as well as flyers and posters. For ERASMUS + mobility participants, the exigency for use of said means will be included in the contract. Use of App will be taught in collaboration with the international coordinator.

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

² https://ec.europa.eu/education/education-in-the-eu/european-student-card-initiative_en

P. Stradins Medical College of the University of Latvia implements studies in two directions – “Health Care” and “Social Welfare”, where incoming and outgoing mobility is made up of future and existing health care and social care professionals. Practice is organized in health and social care institutions that highly value environment and its accessibility. The internal environment of the college is designed to make students feel comfortable moving around the area, to make it easily accessible. Support for people with disabilities: adapted spaces, taught communication techniques. For example, during study process people with impaired vision have the possibility to attend college in the company of a seeing-eye dog; people with hearing disabilities have access to a mobile acoustic loop. Support for students of the “Radiographer’s” study programme – provision of dosimeters during studies. Each study programme has the necessary support to make the student feel comfortable and safe in the college environment.

During the process of internationalization, mobility participants are advised to use mobile applications for completing different purchases, acquisition and presentation of tickets. For example, a college might be in a geographic location, where it is more convenient to travel by train, purchasing tickets electronically. Foreign students use bikes to move from their dwellings to the place of practice. In evaluating and organizing potential place of practice for foreign students, the closest and most suitable place is chosen.

If necessary, study process is organized remotely, using different platforms, such as “MS Team”, “Zoom”, as well as the Moodle system. The library provides for the EBSCO database, where all students and staff have free access to scientific publications.

Mutual agreements are gradually being transformed and signed using e-signature. Master documents are signed, scanned, sent, and stored in the database. It is stipulated that the Communications department of the P. Stradins Medical College of the University of Latvia will move to paperless document circulation within a one-year period.

Modernization, improvement and digitalization of the system for the circulation of documents within the college provides for an environmentally friendly and supportive attitude.

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

P. Stradins Medical College of the University of Latvia is actively following the well-being of its incoming and outgoing students both in Latvia and beyond.

Outgoing students are introduced to the social functioning of the hosting partner school and possibilities to take part in different activities PRIOR to the mobility practice. Exchange of information with students of previous periods of mobility provides an understanding and motivation for the future student to engage in non-practice/study activities in the mobility country. It is recommended to participate in activities organized by the Erasmus Student Network in order to get to know new people, culture, traditions and environment. We discuss accommodation possibilities (service hotel or student-held apartment) with our partners. It is possible for College graduates, after ERASMUS + mobility, to return to their respective country of practice, for example, Germany, Spain, Italy, to pursue possibilities of employment or return to their family they have created there. These contacts are maintained and students are happy to support each other. It has been a very successful practice, when foreign students arriving in Latvia are teamed with college students taking part in ERASMUS + mobility in the next semester. They share the information, become friends/acquaintances who maintain communication initially in person, and afterwards on social networks. Next semester, when students of the P. Stradins Medical College of the University of Latvia go abroad, they already have support persons. Prior to start of the mobility, traditions and rules of behaviour, as well as peculiarities of communication of each country are discussed. The student learns the language of the host country to better integrate into the new circumstances.

During the whole period of PRACTICE, there is ongoing communication with both students and the coordinator of the receiving party. If at all necessary, for objective reasons, and the practice place provided is not in accordance with the conditions, it is changed.

FOLLOWING mobility, students share their experience, feelings, personal and professional benefits in a seminar with college students, who are potentially planning to participate in mobility. College lecturers and staff participate in the information chain to gain insight into student experience abroad. Students write their own success stories, which are published in the college webpage. Part of the students share their experience in health and social care institutions, working with new methods or techniques.

Incoming students are provided with an appropriate place of practice for the selected profession, with a mentor and support person PRIOR to beginning of the practice. If at all possible, we provide a place of residence in a college service hotel. If a foreign student expresses a desire to live separately in an apartment, we extend our support by providing all necessary information. A stay at the service hotel promotes communication and integration of foreign students with locals. When communicating with students before the beginning of mobility, we agree on what is necessary to ensure the quality of practice on their part and on ours.

During PRACTICE, student self-government of P. Stradins Medical College of the University of Latvia along with international coordinator, organizes an International evening, during which participants get to know each other, present the country they represent and prepare traditional dishes. This promotes cross-cultural interaction. A joint trip to

different regions of Latvia is organized, so foreign students to get to experience not only the capital city, but also other cultural and beautiful places. Foreign students are enrolled in every activity organized by the college, as well as non-Erasmus Student Network, student groups with a united appeal, associations. In places of practice students participate in professional activities on a voluntary basis, for example, taking part in preparing materials and presentations on Gender Equality, the activities of Biomedical Laboratory technicians; training in the setting up and running of Cosmetology Offices; participating in surgical operations under the "Nursing" programme. To promote professional growth, students are included in the collective bodies of their respective places of practice. During practice, students, should they express such a wish at any given time, are offered Latvian language training. Students have the ability to communicate with international coordinator at any time, both on-site and through social networks. The main objective is to provide students with quality practices and an inclusive society.

AFTER mobility students receive certificates and an assessment of their activities. Currently there is a tendency for students to return as recent graduates and want to continue their professional activities in their former places of practice. Students choose Latvia as their future home country by finding job opportunities in the profession or in any other sector. Contacts are maintained to support and inform young ERASMUS + students if necessary.

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 Recognition³.

All departments included in the Erasmus + of the P. Stradins Medical College of the University of Latvia fully recognized the period of student mobility abroad. It is indicated in the Supplement to the Diploma, in accordance with the regulations implemented by the college. Arrangements governing operation of the ERASMUS + programme in college require full recognition of this period for both student practice/student mobility and academic/general staff mobility.

Prior to mobility students reach an agreement on the expected number of credit points, proficiency and skills to be acquired in the mobility of practice/studies. Upon returning from it, the student must submit a practice assessment or a evaluation sheet that is equated for the corresponding study period.

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

Mobility of college academic/general staff is regularly supported and promoted by motivating employees to engage in and participate in ERASMUS + activities. The number of mobility applications is increasing every year, with more and more first-time applicants taking part in the process.

In cases where an application is submitted by a person who has participated in one of the activities during a previous period, first-time mobility is preferred. Each case is examined individually, on the basis of the application submitted. Staff are interested in participating in International weeks of partner higher education establishments, as they provide for development on many levels – both in terms of professional development (teaching, providing a technical base for materials, visits to places of practice, communication with representatives of the field from different countries) and in personal (improvement of foreign language skills, personal contacts).

Experience and information acquired is regularly presented at employee meetings, professional societies and associations, conferences, seminars, as well as integrated into the study process. During annual evaluation period, mobility is identified as non-formal education, which enhances knowledge and skills.

Upon returning from mobility, participants assess the knowledge and experience acquired, as well as evaluate the possibility of integrating them into the college study process. For example, new technical equipment, training methods.

Information on ERASMUS + mobility is available in staff e-mails, college webpage, meetings, information slides in college rooms.

2.3 For the Purposes of Visibility

³ 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))

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.

ERASMUS Policy Statement will be published in <https://www.psk.lu.lv/starptautiska-sadarbiba/erasmus-plus-programma>

The person responsible for the activities of the ERASMUS + programme at the P. Stradins Medical College of the University of Latvia is international coordinator, working in the Communications department. Information on activities of the ERASMUS + programme is published on the college website, current events in the college's Facebook account in <https://www.facebook.com/lupsk.lv/>

The terms for new applications are sent to students via electronic medium. Individual meetings are organized with each group, to motivate and explain the importance and opportunities of mobility provided by implementation of ERASMUS + abroad.

Annual meetings with recent ERASMUS + students returning from internships/studies abroad to present their experiences to students and staff are very welcome.

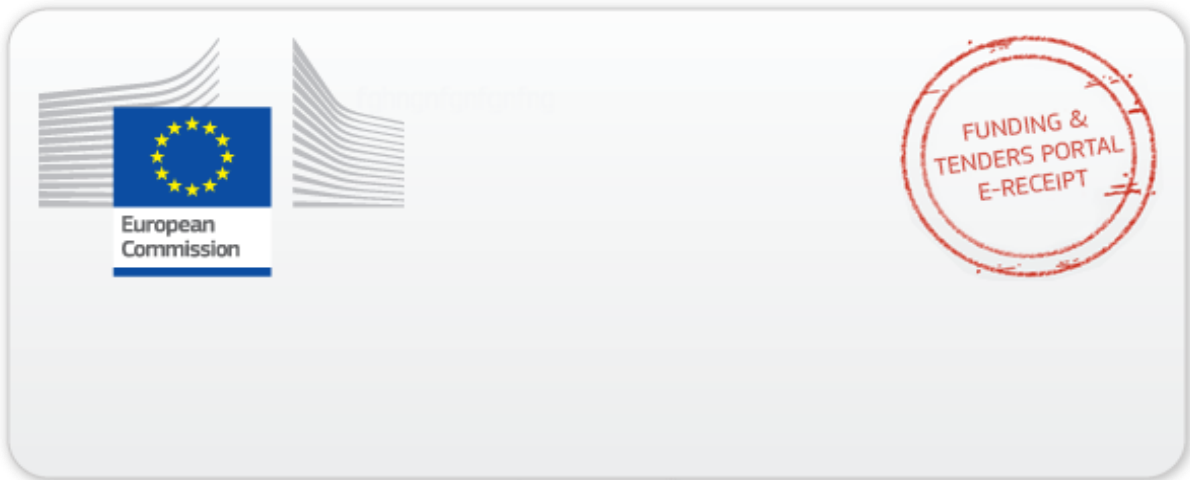
Posters and information reports on the newest activities of the ERASMUS + programme are placed in the premises of the college and its branch offices.

As for other activities related to KA2 projects, specific departments and heads of study programmes are addressed. When assessing the urgency, necessity and relevance of the project to the college, a supporting or dismissing response is decided upon. Circulation of information at the P. Stradins Medical College of the University of Latvia takes place both in person, as well as using online tools; sending the necessary documents via electronic medium.

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.

Principles of the Erasmus Charter will be published in the college website. The international coordinator will organize a workshop for employees to inform them about the principles of the Charter and their role in the day-to-day college activities. In the current period of the charter, employees of the P. Stradins Medical College of the University of Latvia have complied with the principles, being cooperative and forthcoming to all foreign guests of the college (both staff and students). Employees are creating an inclusive environment to ensure the member of the ERASMUS + programme feels positive.

If case any one of the principles of the Charter is not respected, leading to a conflict between a mobility member and our staff, the case shall be laid for consideration to the Ethics Commission, in accordance with the procedures specified.



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