

# Erasmus Policy Statement (EPS)

In order to complete this section, please refer to the instructions given below. Please note that your EPS shall be given wide visibility in your institution and must be published on the web page of your institution. The EPS should set out the overall Erasmus co-operation strategy of your institution in relation with its mission statement, underlying its Erasmus cooperation plan as well as any other activities to be proposed in the framework of the Lifelong Learning Programme (LLP).

1.a) Please describe clearly your institution's strategy, objectives and priorities for its Erasmus activities (mobility, multilateral projects and networks, etc.) and any other actions in the context of the Lifelong Learning Programme.

- What is the institution's previous experience in international exchange and cooperation programmes?
- How does the participation in the Erasmus programme relate to the overall international strategy of the institution?
- What are the institution's priorities/objectives to be reached by participating in the Erasmus programme?
- What are the specific activities to be implemented in the framework of the Erasmus programme (e.g. exchange of students and staff, development of cooperation with higher education institutions or other types of institutions, participation in Erasmus multilateral projects/ networks)?

Kirklareli University (KEU hereinafter) is a new state university founded in 2007 with the aim of spreading the knowledge and technology to the needs of the Kirklareli city community in Thrace region, Turkey as a whole, and mankind.

The establishment of all faculties and other educational units are expected to be completed within a few years period. For the time being, KEU's teaching and research is grouped into three faculties, one school of medical services and, six vocational schools.

KEU is committed to innovation and excellence in teaching and research, for the benefit of our students and the wider community. Our aim is to further increase the quality of our teaching and learning and our research strengths to become one of the wider region's top universities. KEU will provide education devoted to the national prosperity and oriented towards the European values. European academic integration is an important strategic target for the university to achieve our aims and objectives. Priorities are:

1. To design education and training programs that develops and enhances their learning and linguistic skills and experience
2. To provide a focus and organization to the various foreign language teaching activities and to carry into effect the University's policy embodied in the strategic plan that all students and staff of the University should have the opportunity to study a modern foreign language. This will lead to promote the Erasmus mobility scheme to staff and students in the near future
3. To establish partnerships with European Union universities with the view to support the development of high quality education and research programs
4. To provide students and staff with an environment that facilitates academic cooperation, collaboration, the promotion and dissemination of best practice in delivering quality teaching and learning within Europe
5. To struggle with the involvement in European Curriculum Development and Thematic networks to strengthen further its co-operation with its partners.

1.b) 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?

In order to give full visibility to Erasmus activities, KEU will strengthen and extend the undertaken actions by: harmonizing KFU's curricula with those implemented in EU universities, initiating the cooperation and collaboration with EU institutions and enterprises, promoting the mobility eligible of students and staff to take advantage of scientific exchanges cooperation and dissemination of best practice, implementing new tools and methods for high quality teaching and learning environment.

1.c) 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)?

Our vision of equality and diversity is to create an environment that provides everyone with feeling to participate, contribute and enjoy their experience. We seek to identify and eradicate any practices which promote racism, sexism, gender or which discriminate against disabled people, or those from particular socio-economic backgrounds, or because of their age or sexual orientation. KEU will support students with a range of learning and additional needs arising from physical or sensory impairments.

## 2. Quality of academic mobility activities:

What kind of specific measures are implemented in the institution to ensure highest quality in academic mobility activities?

Details should be provided in particular 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, facilitation and acknowledgement of staff mobility.

KEU agrees to extend the application of the ECTS system for both incoming and outgoing students. KEU will make every effort to ensure high quality in promoting the mobility of Erasmus student by providing tutoring and guidance to outgoing and incoming students. Outgoing students will be fully briefed prior to departure and provided with Placement Handbooks; incoming students will have a full orientation program. Outgoing students will receive a Diploma Supplement and incoming students a full transcript of records. Students will be informed of Erasmus opportunities through face to face environment or available communication tools. Detailed information on the Erasmus study programs, learning objectives, admission criteria and assessment procedures will be available on the University web site. Students will be requested to sign a learning agreement that will detail the planning of studies performed abroad. Courses succeeded will be recognized. An institution wide language program will be available offering language support to both staff and students. KEU will also provide assistance for housing services and administrative procedures. Staff mobility is seen as an important opportunity to develop international expertise and Erasmus curricula. KEU will provide financial support for staff mobility and acknowledge teaching activities abroad as performance criterion.

## 3. 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 the parties. Please specify also the monitoring and evaluation of the placement(s) period as well as its recognition in the curriculum.

KEU will ensure the high quality of student placement by selecting European public and private institutions that will be affiliated to the Erasmus study programs on the basis of their expertise in the field, commitment to training and available facilities. Strict procedures will be in place for the quality, approval and allocation of placements. Departments will provide thorough guidance on opportunities and conditions for mobility thorough pre-placement induction programs, placement handbooks, and ensure appropriate linguistic preparation is provided. Students will be informed of their responsibilities to both the University and the placement provider, including responsibility for alerting all parties of any problems which might prevent satisfactory completion. A training agreement and placement plan will be prepared and endorsed by all parties stipulating intended learning outcomes. We will ensure that placement providers offer appropriate and effective learning opportunities, and provide an introduction to the placement environment, cultural orientation, work expectations, assistance with accommodation, health and safety information. A formal agreement or contract must be drawn up between the student, institution and provider to enable the placement to continue. There will be frequent contact between all parties during the placement, and an agreed plan of monitoring visits. Full recognition of the placement through ECTS and the Diploma Supplement will be given by the KEU. Students and provider will be obliged to submit a final report to ensure the mobility period has met all defined objectives, enabling an institutional retrospective evaluation of all placement outcomes and aims.