

ERASMUS POLICY STATEMENT

Singidunum University

1. Participation in Erasmus+

International cooperation is one of the strategic areas of development of Singidunum University. The University's participation in the Erasmus+ Programme forms part of the wider institutional approach defined in the *Development Strategy of Singidunum University 2023–2028*, particularly in relation to student and staff mobility, international cooperation, internationalisation of teaching, academic recognition and digitalisation of university processes.

The University considers Erasmus+ an established instrument for implementing these objectives. Participation in the Programme is directed towards the gradual development of mobility opportunities for students and staff, the creation and maintenance of academically relevant international partnerships, cooperation in international educational and research projects, and the integration of international experience into regular teaching, research and institutional processes.

Singidunum University participates in mobility activities within Key Action 1, including student mobility for studies and traineeships and staff mobility for teaching and training. The University also participates in mobility activities with third countries not associated to the Programme and seeks to maintain and expand such cooperation where there is a clear academic and institutional basis.

Short-term and blended mobility have become part of the University's mobility portfolio. The University has introduced Blended Intensive Programmes as a regular form of Erasmus+ activity and intends to continue their implementation where the academic content, partner structure and available funding support such cooperation.

The University will also seek opportunities for participation in Key Action 2 and other Erasmus+ cooperation activities that correspond to its academic, research and institutional development priorities. Existing mobility partnerships may serve as a basis for broader cooperation in teaching, curriculum development, research, innovation and exchange of institutional practices.

Where there is clear academic compatibility and sufficient institutional capacity, the University will remain open to the development of joint, double or multiple degree arrangements with international partner institutions.

2. Internationalisation Strategy and Partnerships

The University develops international partnerships on the basis of academic compatibility, mutual benefit, opportunities for student and staff mobility, knowledge exchange, common academic and ethical principles, and the potential for broader educational, research and project cooperation.

Previous successful cooperation is also taken into account, with the aim of maintaining and further developing sustainable institutional partnerships. The University considers the quality and continuity of cooperation more important than the formal expansion of the partnership network alone.

Singidunum University develops cooperation with higher education institutions in Europe and with relevant institutions in third countries not associated with the Programme according to the academic relevance, mutual aims, quality and feasibility of proposed cooperation. Particular attention is given to the compatibility of study programmes, opportunities for reciprocal mobility and the potential for cooperation to develop beyond individual mobility exchanges.

Existing successful partnerships will be maintained and further developed, while new partnerships will be established where they provide additional academic opportunities for students and staff or contribute to the University's broader international activities. This approach is consistent with the *Development Strategy of Singidunum University 2023–2028*, which envisages the further diversification and development of international cooperation.

International cooperation will also be used to support the exchange of teaching and research practices, development of international project initiatives and closer cooperation between academic and administrative staff of partner institutions.

3. Mobility and Academic Recognition

Student mobility is available to students at different levels of study in accordance with the conditions of individual Erasmus+ actions and institutional selection procedures. The University will continue to support mobility for studies and traineeships, as well as short-term and blended mobility formats available under the Programme.

Particular attention will be given to providing mobility opportunities across different study fields and to enabling students to select host institutions and mobility periods that are academically compatible with their study programmes at Singidunum University.

Academic recognition is an integral part of the mobility process. Academic components to be completed during mobility are agreed in advance through the Learning Agreement. Successfully completed components agreed in the Learning Agreement are recognised in accordance with the principles of the Erasmus Charter for Higher Education, ECTS principles and the relevant University regulations.

The University will continue to improve the availability and transparency of information concerning courses, credit transfer and recognition in order to facilitate mobility planning and implementation.

Staff mobility will continue to include both teaching and training activities. Particular attention will be given to the academic and professional relevance of mobility and to the transfer of knowledge and experience gained through international activities into teaching, research and institutional practice. The University will encourage participation by staff from different academic and administrative areas and, where appropriate, by staff who have not previously participated in Erasmus+ mobility.

Incoming students and staff will be provided with the academic and practical information required to prepare and successfully complete their mobility. The University will continue to develop the availability of courses and other academic activities in English and to improve the accessibility of information intended for incoming participants.

The University expects mobility to have an impact beyond the individual participant. Knowledge, teaching practices, professional experience and institutional approaches acquired through outgoing and incoming mobility should, where relevant, be transferred into teaching, research, administrative processes and further international cooperation.

4. Inclusion and Equal Access

Singidunum University applies the principles of equal treatment, transparency and non-discrimination in access to Erasmus+ opportunities. Information about available mobility opportunities, selection criteria and relevant support mechanisms is made publicly available through institutional communication channels.

Students and staff with fewer opportunities will be informed about the additional support available within the Erasmus+ Programme and encouraged to participate in international mobility. Where applicable, the University will provide appropriate academic and administrative support before, during and after mobility.

The University will monitor participation in mobility activities in order to identify groups that may be underrepresented and, where necessary, adapt information, support and communication measures accordingly.

Selection procedures will remain transparent and based on publicly available criteria, while participants will have access to relevant information concerning mobility conditions, available financial support and institutional procedures.

5. Digitalisation and Access to Information

The University will continue the digitalisation of Erasmus+ administration in accordance with the initiatives European Student Card and Erasmus Without Paper.

Singidunum University uses Erasmus Without Paper and the available digital Erasmus+ tools for mobility administration.

Digital inter-institutional agreements, learning agreements and other available tools will be used in accordance with Erasmus+ requirements and the technical development of the relevant systems. The University will continue to adapt its internal procedures to the further development of digital Erasmus+ infrastructure.

As part of improving access to information and support for mobility participants, the University has developed a dedicated Erasmus+ website serving as a central information point for outgoing and incoming students and staff.

The website provides information on mobility opportunities, application procedures, required documentation, course offer, accommodation, visa and residence procedures, practical

arrangements and relevant institutional contacts. Its content will be regularly updated in accordance with programme developments and the needs of participants.

Digitalisation is intended to simplify administrative procedures, improve the accessibility and transparency of information, facilitate communication with partner institutions and participants, and enable more systematic monitoring of mobility activities.

The University will also continue to use digital and blended learning formats where they provide clear academic value and facilitate international cooperation between students, teaching staff and partner institutions.

6. Environmental Responsibility and Civic Engagement

Singidunum University will promote environmentally responsible approaches to mobility and international cooperation in accordance with Erasmus+ principles.

Participants will be informed about available support for green travel and encouraged to consider more sustainable travel options where these are feasible. The University will also continue to reduce the use of paper documentation through digital mobility management and electronic communication.

Environmental considerations will be incorporated into the planning and organisation of international activities where practical and relevant.

International mobility and cooperation will also be used to encourage interaction between incoming and local students and staff and to support intercultural learning, dialogue and participation within the University community.

Incoming participants will be encouraged to take part in academic and other appropriate institutional activities, while returning students and staff will be encouraged to share their experience with other members of the University community.

Dissemination may include presentations, information sessions, institutional communication channels and other activities appropriate to the type of mobility or project concerned. Experiences and feedback from mobility participants will also be used to improve future Erasmus+ activities and institutional procedures.

7. Expected Impact and Institutional Objectives

Participation in Erasmus+ is expected to contribute to the internationalisation objectives contained in the *Development Strategy of Singidunum University 2023–2028*.

The University will focus on maintaining the gradual growth of student mobility, ensuring a stable level of teaching staff participation and developing additional forms of international mobility and cooperation where these are academically justified and financially sustainable.

The current level of student mobility is approximately 37 mobilities per Erasmus+ project cycle, following a gradual increase over previous periods. The University aims to continue this

trend and reach an indicative level of approximately 40 student mobilities per project cycle by the end of the current Charter period.

Teaching staff mobility currently stands at approximately 11 mobilities per project cycle. As this level has remained relatively stable, the University's objective is to maintain at least the current level of participation and, where funding, institutional priorities and eligible demand permit, gradually increase it.

Blended Intensive Programmes have become part of the University's Erasmus+ activities, with a current reference level of one BIP per year. The University intends to maintain at least this level, while further development will depend on academic relevance, cooperation with suitable partner institutions, participant interest and available funding.

The University will seek to improve the balance between incoming and outgoing mobility and further develop the number and diversity of active international partnerships. Expansion of the partnership network will focus on cooperation that provides relevant opportunities across the University's academic fields and has the potential to develop into broader educational, research or project cooperation.

Participation in Erasmus+ cooperation projects will be pursued where project objectives correspond to the University's academic, research and institutional priorities. The University will monitor project participation and the extent to which project results are incorporated into teaching, research or institutional processes.

8. Monitoring and Indicators

Implementation of this Erasmus Policy Statement will be monitored by the units responsible for international cooperation in coordination with the relevant academic and administrative units.

The University will use the following indicators during the remaining period of the current Erasmus Charter:

Area	Current reference point	Objective/indicator
Student mobility	Approximately 37 mobilities per Erasmus+ project cycle	Gradual increase, with an indicative level of approximately 40 mobilities per project cycle by the end of the current Charter period
Teaching staff mobility	Approximately 11 mobilities per Erasmus+ project cycle	Maintain at least the current level and increase participation where funding and eligible demand permit
Blended Intensive Programmes	1 BIP annually	Maintain at least one BIP annually, subject to academic relevance, appropriate partnerships and available funding
Academic recognition	Full recognition in accordance with ECHE principles	Full recognition of successfully completed academic components agreed in the Learning Agreement
Incoming mobility	Monitored annually	Gradual increase and improvement of the balance between incoming and outgoing mobility
International partnerships	Monitored annually	Continued development of active and academically relevant partnerships across different fields and regions
Inclusion	Monitored annually	Monitor participation of persons with fewer opportunities and the use of available inclusion support
Digitalisation and access to information	Erasmus Without Paper and digital Erasmus+ procedures in use; dedicated Erasmus+ website established	Continued digitalisation of mobility management and regular updating and development of online information and support for outgoing and incoming participants



Cooperation projects	Monitored by project cycle	Increase participation in relevant Erasmus+ cooperation projects where they correspond to institutional academic, research and development priorities
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Quantitative results will be interpreted in relation to the level of funding awarded under individual Erasmus+ projects, the number of eligible applicants, academic requirements and the opportunities available through partner institutions.

In addition to quantitative indicators, the University will consider participant feedback, academic recognition outcomes, the quality and continuity of international partnerships, and the extent to which knowledge and experience gained through mobility and international projects are used within the institution.

The implementation of the Erasmus Policy Statement will be reviewed periodically in relation to the University's strategic documents, achieved results and further development of the Erasmus+ Programme. Where substantial institutional or programme-related changes occur, the Statement will be updated accordingly and made publicly available in accordance with the requirements of the Erasmus Charter for Higher Education.