

- 1. a) Please describe briefly your institution's strategy, objectives and priorities for its Erasmus activities (mobility, multilateral projects, etc.) and any other actions in the context of the Lifelong Learning Programme (2007 - 2013).**

b) Please also provide information on the following points:

What specific actions are planned to give visibility to Erasmus activities and what type of publicity will be given to the Erasmus University Charter and the EPS?

What kind of arrangements, if any, does the Institution ensure to comply with non-discrimination objectives (e.g. actions related to gender equality, integration of disabled students and staff, enhancement of social and economic cohesion and combating of xenophobia and racism)?

University of Primorska (UP) has been actively participating in Erasmus programme since its establishment in 2003. From the first year's 6 outgoing and 2 incoming students, the number of exchange students has been constantly growing to reach 50 outgoing and 60 incoming students in the academic year 2006/07. During past years we have dedicated particular concern to the enhancement of student and teaching staff mobility and the involvement of all university members in international bilateral and multilateral projects. Within Erasmus exchange programme and different multilateral projects we have established partnerships with over 90 European universities.

Although we are very satisfied with the results obtained in the first four years, many possibilities for further development are still open. In the upcoming period of Erasmus programme we expect to increase the number of exchange students and teachers. Our goal is to reach at least 5% of mobile students per academic year by 2013 and to establish a constant flow of teaching and administrative staff exchange. We also plan to raise the number of curriculum development projects with the aim of offering joint degree programmes in different fields of study. In the academic year 2007/08 we will enrol the first generation of students in our first joint degree programme developed with the neighbouring University of Trieste, Italy. We will strive to implement the ICT contents in all our services and encourage our teachers to a wider use of ICT materials in their pedagogical work.

We will continue to participate in other LLP programmes, such as Comenius networks and Leonardo da Vinci projects, and lay particular emphasis on the development of projects dedicated to language learning and the use of ICT. We will foster the involvement of our university in Grundtvig programme as well.

To enhance and support all planned activities we will have to increase the number of staff involved in international relations. In spite of the low number of international staff at the present time we do provide good service for students and teachers involved in exchange programmes and international projects. It will be our concern to improve our services and the necessary support for all the planned activities.

The geographical position of UP and its historically multicultural environment assure that we adapt to the principles of EU policies and respect equal opportunities for all, regardless of their gender, nationality or race.

Although the Erasmus programme is already well known and accepted among our students and staff, we will continue with the promotional activities to achieve the goals settled by the EC and our university for the period 2007-2013.

We will assure full respect of the Erasmus University Charter which will be presented to all university members through the Senate of UP and will also be accessible at the university's International Relations Office. The EPS will be published on the university's web pages.

2. Quality of academic mobility activities:

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

Details should be provided on: recognition and credit systems, the provision of information on curricula, information and counselling of outgoing students, tutoring and integration of incoming students, provision of student services (in particular accommodation), preparatory and refresher language courses, support and acknowledgement of staff mobility.

To ensure the quality of international mobility and cooperation in the Erasmus projects, the leadership of the University motivates its teaching and administrative staff to focus on their professional and personal development. It also encourages them to participate at different conferences, workshops and seminars on both national and international levels.

The changes brought by the Bologna Process had been introduced by the UP members even prior to the university's establishment. The Faculty of Management was the first to introduce a Diploma Supplement in Slovenia, the Faculty of Humanities introduced student tutorship and from the very establishment of the university itself, all its members have embarked on the introduction of the ECTS, internal evaluation of study implementation, and modular conception of study programmes. By 2008 the UP will have concluded the adaptation of its study programmes to Bologna guidance. In the academic year 2007/08 it will be offering 28 Bologna-compliant study programmes in all three study cycles.

By complete adaptation to Bologna guidance, including the use of ECTS credits and Diploma Supplement, the UP will guarantee full recognition of exchange periods of its students.

In order to ensure high quality in student and teaching staff mobility, the following activities will be carried out:

- promotion of the Erasmus programme by involvement of former Erasmus students and teachers,
- organisation of language courses for both incoming and outgoing students and teachers,
- academic and organisational arrangements with partner institutions,
- academic recognition of study periods abroad on the basis of confirmed learning agreements,
- full support to incoming students: administrative help, accommodation advice, introduction to the institution and study programme, academic advice,
- evaluation of mobility activities and services based on the feedback from the outgoing and incoming students and teachers.

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.

Since the establishment of EU, we have enabled our students to acquire practical skills through work-placements in various European companies and institutions by participating in Leonardo da Vinci (LdV) programme. We will continue with this activity in the new scheme of LLP, since we believe that student placements are one of the strongest vehicles to achieve one of EU' s most important goals – the development of the common European market.

Through the years of cooperation in LdV programme we have established good relations with a vast number of partners in different EU countries. We will continue our cooperation with them and remain open for new partnerships. With the help of our partners we will assure the most suitable practical training to our students. Placements will be organised in accordance with students' needs and their study orientation. The partner institutions will provide for organisation of placements in their country, the accommodation, language and cultural preparation and mentoring of the students during the placements.

On our side we will provide for all pre-departure arrangements and offer all the necessary support to students in order to prepare them for the placement. At the conclusion of the placement we will guarantee the full recognition on the academic level.

Monitoring and evaluation will be carried out through all the period of the placements with the help of partner institutions and by personal visits of our staff to hosting institutions.