



Warsaw School of Social Psychology

Erasmus Policy Statement

I. Strategy, objectives and priorities

Warsaw School of Social Psychology (SWPS) as a non-profit and non-state higher education institution, always aspired to be a modern and widely recognized academic center. The School is willing to develop cooperation between all nations and strives to become a center of knowledge, research and culture.

The SWPS Senate has adopted a resolution declaring the School's respect for and attachment to European values and university traditions. Joining *Magna Charta Universitatum* SWPS emphasizes strong bonds among European Universities.

SWPS aims to spread knowledge among society; meet the needs of people, according to their gender, age, race, ethnic background, social and economic status, health, mental and physical conditions.

By signing Erasmus University Charter SWPS states its positive approach to internationalization of the institution and stimulation of its mobility. It focuses on agreements with other national, European or international organizations pursuing similar aims.

The following SWPS objectives express the institution's priorities:

- developing educational system, research in various fields in order to reinforce competitiveness in regional, national and international area;
- strengthening management skills of administrative staff to guarantee professional service available for everybody according to their needs;
- providing an attractive academic offer based on joint research projects, international staff and student exchange.
- promoting among staff and students intercultural mobility in order to gain academic, vocational, communicative and linguistic skills and competences.

There are new possibilities of developing Lifelong Learning Program considered at SWPS. Double increase of the number of agreements has been observed in the past two years, however, its further increase is required. Finding common areas of

interests (research, activities such as workshops) between SWPS and partner institutions is a key issue.

There are specific actions planned in order to assure the visibility of Erasmus activities, such as publication of Erasmus Policy Statement and Erasmus University Charter on the Bureau of International Affairs website. Information about workshops organized by SWPS for Erasmus students is acknowledged by Polish National Agency.

Recently a special desk in European Cooperation and Exchange Programs has been set up. Departmental Coordinators of International Affairs have been nominated. Their aim is to promote Erasmus activities. There are annual information campaigns developed to facilitate Lifelong Learning Program actions. The guidebook for students will include Erasmus Policy Statement and Erasmus University Charter.

Antidiscrimination workshops dealing with stereotypes, prejudice and promoting antidiscrimination practices will be systematically conducted. The SWPS campus is adjusted to the needs of disabled students and teachers. Appropriate equipment is arranged and help of the staff is provided. Scholarships support students in order to enhance social and economic cohesion. International students and teachers deal with employees in Bureau of International Affairs who are trained in cross-cultural issues: communication, service delivery, management and conflict resolution. Their aim is to guarantee service that is adequate to the ethnic, cultural, linguistic and gender specific needs. Gender and ethnic diversity mainstreaming practices are disseminated.

II. Quality of academic mobility activities

The authorities find all the rules of the Bologna Process very important and fundamental for functioning of SWPS.

European Credit Transfer System has been fully implemented at SWPS. The process of recognition for all Erasmus students is organized according to ECTS rules.

Information on curricula is available in Polish and in English on the website of the Bureau of International Affairs. Outgoing and incoming students can find either there or at the BIA office all required information.

The Bureau of International Affairs is open for students almost every weekday. Information meetings are held for students. In the academic year 2006/2007 the Erasmus Day will be organized at least once a year.

SWPS pays attention to the recruitment process and qualifies only the best students. Grades, academic activities, dedication to the local community, academic motivation and language skills are examined.

“Pre-adaptation Workshop” provided by the Bureau of International Affairs is organized for selected Erasmus students before departure.

Erasmus Student Network and Student's Helpdesk function successfully at SWPS.

Competent and culturally aware staff in the Bureau of International Affairs takes care of incoming students. Erasmus Coordinator advises in course choice and helps to build a network between incoming students and ESN members.

In the current semester ESN members and mentors will participate in "Workshop on Cultural Differences and Antidiscrimination" and in integration meetings. ESN is supervised by Erasmus Coordinator in finding accommodation and in other important issues.

A Polish language course and a *Workshop on Cultural Adaptation for Erasmus Students* are organized by the Bureau of International Affairs. This one-semester workshop dedicated originally to incoming students is also open for other universities in Warsaw. Course continuation is planned for the coming academic years.

The Bureau of International Affairs gives full administrative support for outgoing and incoming staff members. All required information is available in the Bureau or on the website. The Bureau of International Affairs provides contacts to all partner universities. Only cultural competent teachers with broad exchange experience and language skills are accepted.

SWPS welcomes incoming staff every academic year. Assistance is offered in accommodation and organizational issues. Guest lectures for students are organized. Courses conducted by Erasmus Teachers are a part of the study program at SWPS.

III. Quality of student placement activities

Students' future on the modern international labor market is a key issue for SWPS. Students' placements are an integral part of a study program. They play a very important role in the process of professional education. They give the possibility to realize the new idea of education, where binding the educational sphere with practical issues is extremely important. In the study program teaching hours were selected to give students the possibility to carry out internships.

High quality of organization of students' placement plays a great role at SWPS. An institutional coordinator is employed and is responsible for organizing internships, course thereof and contacts with Directors of the Institutes who are responsible for the content-related aspect of placements. Institutional Coordinator is also responsible for reporting financial issues connected with placements, establishing cooperation and preparing agreements with new enterprises. At the moment SWPS cooperates with more than thirty institutions offering placements for students. Our goal is to expand internship possibilities within the European Union.

As stated before Directors of the Institutes are responsible for educational supervision of placements, which includes: recommending institutions appropriate for receiving students, preparing internship programs together with students, monitoring and evaluation of the placement period, and finally placement recognition.

Students' placements are organized according to the agreements signed by SWPS with particular partners.

During the placement period students are obliged to keep an internship diary or to prepare a final report on the basis on which the recognition is made.