

Erasmus Policy Statement

Soukromá vysoká škola ekonomická Znojmo s.r.o.

Czech Republic

1. Institution's strategy:

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.

The information under this section should cover the following points:

- 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)?

The Private College of Economic Studies (SVSE) manages to reach its internationalization objectives, which has become one of its strategic priorities. The International office has been established here. The achievements of the internationalization activities are described in the following levels:

Level 1: Development and intensification of cooperation with foreign universities in the field of science and research

In 2009/10 SVSE signed bilateral cooperation contracts with:

- Economic Faculty of Matej Bel University (UMB), Banska Bystrica, SK
- Slovak University of Agriculture (SUA), Nitra, SK
- Bratislava School of Law (BSL), SK
- Szechenyi Istvan University (SIU), Gyor, HU
- Academy of Humanities and Economics (AHE), Lodz, PL.

SVSE discussed cooperation with the management of University of Applied Studies (UAS), Eisenstadt, AT.

The central objectives of bilateral contracts focus on:

- a) Cooperation in science and research - As an example we can mention an active participation of our students at an international student science academy held by UMB, where our students won the first prize. The SVSE teachers were also involved in this project as student works judges.
- b) Teachers' mobility activities - SVSE invites and sends teachers to give guest lectures. For the present time we organize only short-term mobility activities. For example the head of Institute for Business Education of Vienna University of Economics and Business (WU Wien), Prof. Josef Aff not only gives lectures at SVSE, but also invites students to take part at lectures at WU Wien. The leading academic workers from the partner universities abroad are members of the SVSE Academic Council. In case of achieving EUC SVSE would like to extend the teachers' mobility activities to long-term stays and to establish cooperation with colleges and universities that are only interested in cooperation within the frame of Erasmus programme.

c) Participation of academic workers at scientific conferences - SVSE organizes two scientific conferences per year with active participation of colleagues from partner and other foreign colleges and universities.

Common Project with SIU in Gyor:

SVSE and SIU offer Master Degree Study Programme lectured in English language, opening in winter (or in summer at the latest) term of the academic year 2010/11.

Level 2: Internationalization of SVSE students' internships

It is specified in detail in part 3 of the EPS.

Level 3: Students' exchange stays at foreign universities

SVSE considers the students' exchange stays to be very important part of internationalization. To give a particular example: when negotiating with UAS, the Austrian representatives took interest in cooperation with SVSE but only within the frame of the Erasmus programme. The same situation has repeated in other foreign universities in EU (to be specific in Germany and Italy). Our aim to cooperate with these institutions is only possible if we are part of the Erasmus programme – by being granted EUC.

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?

There is already information on Erasmus and Intern. Office presented on SVSE web pages. The EPS is accessible on www.svse.cz. In case of acquiring EUC we intend to inform the general public via press and the internet (web pages of the town of Znojmo and regional weeklies). The regional weeklies will present the information on EUC in printed versions of the newspapers. Articles about Erasmus will regularly appear in the SVSE quarterly AKADEMICKÉ LISTY (distributed for free into 20000 households).

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)?

SVSE is a cosmopolitan school supporting the ideas of tolerance and sensibility to gender and diversity-questions and doesn't tolerate any ethnical minorities' discrimination or ethnic groups' discrimination or any manifestation of xenophobia, racism or non-democratic behaviour. SVSE is opened to all students regardless of their race, nationality, sex or religion. Students of Slovak and Vietnamese origin are studying here. The ratio of female and male workers among the SVSE management is 1,4:1.

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.

SVSE has implemented Bologna system of study. It provides bachelor and the following

master degree study programme, both of the programmes using the ECTS credit system. Within the bachelor study programme SVSE provides subjects lectured in English and German. The foreign language skills of academic staff are at high level, being a guarantee of high-quality study for the incoming students for the whole time of their stay at SVSE. There is information on study plans of the individual courses of studies in English and German on www.svse.cz. The International Office (IO) provides its services only to outgoing students (going abroad for their internships) so far, as SVSE, not being part of the Erasmus programme, doesn't have any incoming students (part 3 of the EPS).

On the basis of existing experience with outgoing students the IO is fully prepared and able to provide all necessary services also for incoming students. This means that there are IO workers available for students to provide them with accommodation in the dormitory and needed information about their study at SVSE and their stay in Znojmo. In case of need the IO workers are available to students during their stay and they can offer them excursions or social events and language courses in cooperation with teachers or partnership organizations workers. At the end of their stay the IO issues printouts about passed subjects and other documents. Not only the IO workers but also student volunteers are going to attend to the foreign students, as tutors during their stay at SVSE.

All paperwork connected with outgoing students and teachers lies within authority of the IO. The IO ensures negotiations regarding bilateral contracts and communicates with coordinators at partnership universities. It also controls the selection of SVSE students who want to go abroad and arranges informative meetings for them. Consequently, it arranges transport and eventually accommodation abroad for the selected 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.

SVSE sends its students to 3 weeks' internships and finances travel expenses, accommodation and travel insurance. SVSE set up internal regulations concerning choosing students for the internships in foreign companies. The deciding factors are school results, language knowledge, motivation and students' participation in college activities. For each internship a contract between SVSE, a partnership institution and a student is signed. This contract clarifies the content of the internship and the way it is organized. The International Office is permanently in touch with the student and the receiving organization during the internship. The students submit a final report on their stay after they return from abroad. The same is done by the receiving organization after the internship is finished. Internships form an integral part of educational programmes and that is why they are fully recognized within the SVSE curriculum.

In last 2 years SVSE has been systematically working on the offer of destinations for students' foreign internships using personal contacts and contacts gained from cooperation with partnership towns of the town of Znojmo. Within an encounter with representatives of partnership towns Torgau, Retz, Strzegom, Trento, Pontassieve and Harderwijk was negotiated that students have the possibility to spend their internships in companies and

institutions in these towns. Besides, students regularly undergo their internships in Ammann Comp. Shanghai and in the UNIQA concern in Vienna. SVSE encourages its students' own initiative to seek and choose foreign companies for their internships.

The length of the internship (3 weeks) is restricted by financial limits of SVSE. The main objective of SVSE is to send abroad up to a third of all students and to extend their stay for up to 3 months. This objective would be implementable after granting the EUC. In such case, organization of the internships will be adapted to conditions resulting from the Erasmus programme.