



ERASMUS UNIVERSITY CHARTER

Application form

Final date for submission: 28/02/2007

New

Renewal

If renewal please give your EUC number:

49104-IC-1-2002-1-RO-ERASMUS-EUC-1

Correspondence language: EN

Erasmus Policy Statement original language: EN

If the original language is not English, French or German, the Erasmus Policy Statement should also be provided in one of those three languages

Erasmus Policy Statement translation language: not applicable

Acknowledgement of receipt

Applicants are invited to consult the website of the Education, Audiovisual & Culture Executive Agency - EACEA to confirm the receipt of their Erasmus University Charter (EUC) application. If by **14.03.2007** the application has not been registered on the website, the applicant should contact the EACEA EACEA-EUC@ec.europa.eu.

A.1. Identification of the applicant institution

Full legal name of the institution in the national language	UNIVERSITATEA "POLITEHNICA" DIN TIMISOARA		
Translation of this name in English	"POLITEHNICA" UNIVERSITY OF TIMISOARA		
Erasmus ID code of the institution	RO TIMISOA04		
Internet address	http://www.upt.ro		

A.2. Identification of the legal representative

First name and surname of the legal representative of the institution	NICOLAE ROBU		
Title (optional) (e.g. Prof., Dr, etc.)	Prof. Dr. engineer	Gender	Male
Department/Unit	Rectorat		
Official function within the institution	Faculty of Automation and Computers		
Phone (including country and area codes)	+ 40/ 256/403001		
Fax (including country and area codes)	+ 40/ 256/403021		
E-mail address (only one address)	nicolae.robust@rectorat.upt.ro		
Legal address of the institution Street/Nr. Post code & Town Country Code, Country	Piata Victoriei Nr. 2 300006 Timisoara RO, Romania		

A.3. Erasmus institutional co-ordinator - contact person

First name and surname	ROBU Nicolae		
Title (optional) (e.g. Prof., Dr, etc.)	Prof. Dr. engineer	Gender	Male
Department/Unit	Faculty of Automation and Computers		
Official function within the institution	Rector		
Phone (including country and area codes)	+ 40/256/403001		
Fax (including country and area codes)	+ 40/256 /403021		
E-mail address (only one address)	nicolae.robust@rectorat.upt.ro		
Correspondence Street/Nr. Post code & Town Country Code, Country	Piata Victoriei Nr. 2 300006 Timisoara RO, Romania		

A.4. Statistical data on the applicant institution

<i>The data required relate solely to higher education.</i>					
Foundation year of your institution				1920	
Level of degrees awarded					
First cycle degrees				Yes	
Second cycle degrees				Yes	
One-tier degrees				Yes	
Third Cycle(without PhD)				Yes	
<u>Doctoral degrees</u>				Yes	
Number of students enrolled in 2005/2006 on <u>higher education</u> courses		Part-time	190	Full-time	13756
Number of students graduated in 2005/2006		First Cycle			0
		Second Cycle			747
		One-tier degrees			698
		Third Cycle(without PhD)			190
		Doctoral degrees			89
Number of teaching staff (total) in 2005/2006					870
Number of teaching staff (full-time equivalent) in 2005/2006					1023
Number of administrative staff (full-time equivalent) in 2005/2006					851
Number of these administrative staff members directly working in European/international relations in 2005/2006 (full-time equivalent)					3
First year of participation in Erasmus Programme with funding from the European Community					1999

B**Fundamental principles**

The institution agrees to comply with the following:

YES

01 Inter-institutional agreements have been signed with all the institutions for the mobility purposes	<input checked="" type="checkbox"/>
02 No university fees for tuition, registration, examinations, access to laboratory and library facilities are to be charged to in-coming Erasmus students	<input checked="" type="checkbox"/>
03 Full recognition is given to students for satisfactorily completed activities during their mobility period	<input checked="" type="checkbox"/>
04a Highest quality is ensured for: the organization of student and staff mobility	<input checked="" type="checkbox"/>
04b Highest quality is ensured for: the organization of student placements (optional, ref. EPS - D4)	<input checked="" type="checkbox"/>
05a Curriculum information is up to date, easily accessible, transparent	<input checked="" type="checkbox"/>
05b An academic credit transfer system is applied	<input checked="" type="checkbox"/>
06 Equal academic treatment and services are ensured for home and Erasmus students	<input checked="" type="checkbox"/>
07 The integration of visiting Erasmus students in the activities of the institution is supported	<input checked="" type="checkbox"/>
08 Transcripts and information are provided in a timely manner to incoming Erasmus students and their institutions	<input checked="" type="checkbox"/>
09 Erasmus teaching activities are facilitated and acknowledged	<input checked="" type="checkbox"/>
10 The institution promotes and gives visibility to the Erasmus activities	<input checked="" type="checkbox"/>
11 The Erasmus Charter and the EPS are publicized in the institution and are easily accessible to the students	<input checked="" type="checkbox"/>
12 The institution complies with the non-discrimination objectives set out in the Lifelong Learning Programme	<input checked="" type="checkbox"/>

C**Information on the organisation of mobility**

1.a Recognition matters: Is your institution using ECTS (ECTS credits, learning agreement, transcript of records) to facilitate academic recognition of Erasmus study periods abroad?

- in all faculties/departments Yes
- in some faculties/departments No

1.b Recognition matters: Will your institution use ECTS as an internal credit accumulation system?

- in all faculties/departments Yes
- in some faculties/departments No

2. Diploma Supplement

Does your institution award a Diploma Supplement to students? Yes

3. Support for teaching staff mobility: What provision will be made to facilitate and support ERASMUS teaching staff mobility?

- a) Additional financial support from your institution Yes
- b) Acknowledgement of teaching activity abroad as an important part of academic career Yes
- c) Help with practical arrangements (travel, accomodation etc.) Yes
- d) Other (please specify) No

4. Support for disabled students/teachers: Will your institution provide special facilities for:

- a) Erasmus students/teachers with visual disability? No
- b) Erasmus students/teachers with hearing disability? No
- c) Erasmus students/teachers with other physical disability? Yes

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).

a) Please describe briefly your institution's strategy, objectives and priorities for its Erasmus activities (mobility, multilateral projects and thematic networks, 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)?

The Erasmus and LLP strategy aims to the development of international cooperation in view of the integration into the European Higher Education Area.

The university uses Erasmus and LLP as an instrument to improve academic performance and quality, focused on the students, to facilitate their integration in the economical, social and cultural European environment. LLP actions are focused on the university modernisation, according to the socio-economical challenges of the future knowledge-based European society. The university will participate in all types of Erasmus and LLP activities.

Objectives: to enlarge the university' Erasmus activities and their geographical distribution, to strengthen the European dimension, to facilitate intercultural communication

Priorities: to widen the university's participation in projects focused on developing double diploma, to encourage young teaching staff to become more active internationally, to encourage development of joint European courses and master programmes, to encourage development of co-supervised PhD programmes, to encourage cooperation between the university and industrial companies in order to ensure practical placements for the students, to increase the number of students involved in study periods abroad or practical placements abroad to at least 10% from the total number of students, to increase the number of incoming students, to ensure flexibility and adaptability in the curricula, according to the market developments, to increase the number of continuing education courses offered at the request of the industry, to develop and generalise computer based teaching methods, including online learning

EUC&EPS will be published on the web site and on paper for potential Erasmus applicants and seminars organized to explain the significance and content of those documents.

All info on Erasmus -type, calendar, funds, selection criteria are presented on the university web site and on those of the student leagues, centre for professional orientation, faculties. CD and video support will sustain actions and deadlines, to emphasize benefits of Erasmus participation and disseminate results and good practices. Flyers, booklets, posters promote Erasmus actions. Important Erasmus events will be presented by local media. The university own TVstudio helps in producing and distributing video presentations. The experience of former Erasmus participants is valorised-fellow discussions, online Erasmus community.

Selection is transparent and based on non-discriminatory criteria. Previous academic results, language competence, candidate's non-curricular activities, motivation and expectations are the only criteria taken into consideration.

The university educates the students against racism and xenophobia.

Disabled participants will be helped to apply for mobilities. For incoming disabled students/teachers, the university provides appropriate assistance-accommodation, help to access the area, personal assistant.

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.

A quality strategy will be implemented according to the European Mobilities Quality Charter, highlighting the key questions to better assess the Erasmus experience.
Flexibility and personalization governs Erasmus mobilities.
Students' mobilities are based on ECTS. The university provides the Mobility pass for each Erasmus student. The pre-signed Learning agreement stipulates the study plan (courses and credits), and the Transcript of records certifies the results (grades, credits, relative scale of equivalence).
The university guarantees full recognition of the satisfactory results for outgoing students.
The university provides the students with information on: advantages and benefits of Erasmus placements, increased learning value, social and intercultural experience.
A short term language course is yearly organised for all outgoing students for free.
The university doesn't ask tuition fees for incoming Erasmus students and guarantees free access to all academic areas.
The university publishes on the web site the course curricula and provides assistance to the potential incoming students in establishing the content of the Learning agreement and in finding accommodation in the students' hostels. A tutor is designated for each incoming student. The Erasmus office and the student leagues are introducing the incoming student in the students' professional, social and cultural activities. The university offers in due time the Transcript of records.
The development of the incoming and outgoing teaching staff mobilities are based on:
- added value of the Erasmus experience
- development of new courses, jointly with the partners,
- implementation of new teaching methods,
- dissemination.
The university assists teaching staff members in preparing the stage (accommodation, teaching plan, participation to other activities within the academic community).
The Erasmus mobility will be recognized in the academic activity of the staff member.

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 agreement are prepared and implemented. Please describe the practical arrangements agreed between the parties. Please specify also the monitoring and evaluation of the placement period as well as its recognition in the curriculum.

Student placement activities are developed using specific documents to plan and manage them, both for outgoing and incoming students. A working plan establishes individually, the location, duration, conditions and requirements of the placement. It emphasizes the practical skills and competences that the student is expected to acquire, and underline the connection with the academic instruction. The working plan takes into consideration the personality, the student's abilities and level of skills.
A personal tutor is designated for each student.
The university assists the students to find accommodation, to arrange the travel and to integrate in the local environment. The university provides the student with information about the geographical, economical, social and cultural particularities of the place where he travels. A short term language course is offered to future Erasmus outgoing students for free.
The Erasmus placement abroad is fully recognized within the study plan. ECTS credit points are granted to the activity during the placement.

ERASMUS

University Charter

2007/2008 - 2013/2014

The European Commission hereby awards this Charter to:

UNIVERSITY of EUROPE

(hereinafter "the Institution")

The Institution agrees to comply with the following fundamental principles of Erasmus mobility:

- Mobility shall be carried out only within prior inter-institutional agreements;
- No university fees for tuition, registration, examinations, access to laboratory and library facilities are to be charged to in-coming Erasmus students
- Full recognition must be given to students for satisfactorily completed activities specified in the compulsory *Learning Agreement*.

The Institution also agrees:

- to ensure the highest quality in the organisation of student and staff mobility
- to ensure that curriculum information is up to date, easily accessible and transparent and that an academic credit transfer system (ECTS or similar) gives transparency to the procedures
- to ensure equal academic treatment and services to home and Erasmus students
- to support the integration of visiting Erasmus students in the Institution's activities
- to provide incoming Erasmus students and their home institutions with transcripts containing full, and accurate and timely information at the end of their mobility period abroad
- to facilitate and acknowledge Erasmus teaching activities
- to promote and give visibility to the activities supported by the Erasmus programme
- to publicise this Charter and the related Erasmus Policy Statement of the Institution
- to comply with the objectives on non discrimination set out in the Lifelong Learning Programme.

This Charter entitles the Institution to apply to its National Agency and to the European Commission for grant support for Erasmus activities.

Violation of this Charter may lead to its withdrawal by the Commission.

ERASMUS

Extended University Charter
2007/2008 - 2013/2014

The European Commission hereby awards this Charter to:

UNIVERSITY of EUROPE

(hereinafter "the Institution")

The Institution agrees to comply with the following fundamental principles of Erasmus mobility:

- Mobility shall be carried out only within prior inter-institutional agreements;
- No university fees for tuition, registration, examinations, access to laboratory and library facilities are to be charged to in-coming Erasmus students
- Full recognition must be given to students for satisfactorily completed activities specified in the compulsory *Learning Agreement*.

The Institution also agrees:

- to ensure the highest quality in the organisation of student and staff mobility
- to ensure that curriculum information is up to date, easily accessible and transparent and that an academic credit transfer system (ECTS or similar) gives transparency to the procedures
- to ensure equal academic treatment and services to home and Erasmus students
- to support the integration of visiting Erasmus students in the Institution's activities
- to provide incoming Erasmus students and their home institutions with transcripts containing full, and accurate and timely information at the end of their mobility period abroad
- to facilitate and acknowledge Erasmus teaching activities
- to promote and give visibility to the activities supported by the Erasmus programme
- to publicise this Charter and the related Erasmus Policy Statement of the Institution
- to comply with the objectives on non discrimination set out in the Lifelong Learning Programme.
- to ensure the highest quality in the organisation of student placements.

This Charter entitles the Institution to apply to its National Agency and to the European Commission for grant support for Erasmus activities.

Violation of this Charter may lead to its withdrawal by the Commission.

Endorsement of the application

"I, the undersigned, Head and legal representative of the applicant institution,

- *certify that the information contained in this application is complete and correct to the best of my knowledge. All Erasmus activities will be implemented on the basis of written agreements with the relevant authorities of the partner institutions;*
- *agree to the content of the Erasmus University Charter outlined above and commit my institution to respect and observe these obligations;*
- *confirm that the information given in the application submitted online and in this paper version is identical;*
- *agree to the publication of the Erasmus Policy Statement by the European Commission.*

Place:

Name:

Date (dd/mm/yy):

Original *signature of the legal representative of the Institution (as identified in section A.2 above)*

Original *stamp or seal of the Institution*