



EXTENDED ERASMUS UNIVERSITY CHARTER (STANDARD CHARTER AND STUDENT PLACEMENTS) Application form

Final date for submission: 30/06/2010

238947-IC-1-2011-1-ES-ERASMUS-EUCX-1

Type of Erasmus University Charter applied for

Standard

Extended (Student placements only)

Extended (Standard Charter and student placements)

Applicant's previous EUC number (if applicable):

238947-IC-1-2007-1-ES-ERASMUS-EUCX-1

Correspondence language EN

Erasmus Policy Statement original language: ES

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 EN

A.1. Identification of the applicant institution

Full legal name of the institution in the national language	INSTITUTO DE EDUCACION SECUNDARIA "JULIAN MARIAS"
Translation of this name in English	JULIAN MARIAS SECONDARY SCHOOL
Erasmus ID code of the institution (e.g. F PARIS333 - if available)	E VALLADO04
Internet address	http://www.iesjulianmarias.es

A.2. Identification of the legal representative

Surname of the legal representative of the institution	MARTÍNEZ RODRÍGUEZ	Name	GERVASIO
Title (optional) (e.g. Prof., Dr, etc.)	D°.	Gender	Male
Department/Unit	DIRECCIÓN		
Official function within the institution	PRINCIPAL (DIRECTOR)		
Phone (including country and area codes)	+34/983/354733		
Fax (including country and area codes)	+34/983/360386		
E-mail address (only one address)	ies-julian.marias@jcy.l.es		
Legal address of the institution Street/Nr. Post code & Town Country Code, Country	C/ EUSEBIO GONZÁLEZ SUÁREZ S/N E 47014 VALLADOLID ES, Spain		

A.3. Erasmus co-ordinator

Surname of the Erasmus Coordinator of the institution	GILSANZ MARTÍN	Name	RAÚL
Title (optional) (e.g. Prof., Dr, etc.)	D°.	Gender	Male
Department/Unit	STUDIES HEADQUARTERS (JEFATURA DE ESTUDIOS)		
Official function within the institution	HEAD OF RESEARCH (JEFE DE ESTUDIOS)		
Phone (including country and area codes)	+34/983/354733		
Fax (including country and area codes)	+34/983/360386		
E-mail address (only one address)	raulgilsanz@abaco-cei.com		
Correspondence address Street/Nr. Post code & Town Country Code, Country	C/ EUSEBIO GONZÁLEZ SUÁREZ S/N E 47014 VALLADOLID ES, Spain		

A.4. Statistical data on the applicant institution

<i>The data required relate solely to higher education.</i>			
Foundation year of your institution			1998
Level of degrees awarded			
First cycle degrees			Yes
Second cycle degrees			No
One-tier degrees			No
Third Cycle(without PhD)			No
<u>Doctoral degrees</u>			No
Number of students enrolled in 2009/2010 on <u>higher education</u> courses		Part-time	Full-time
			250
Number of students graduated in 2008/2009		First Cycle	105
		Second Cycle	
		One-tier degrees	
		Third Cycle(without PhD)	
		Doctoral degrees	
Number of teaching staff (total) in 2009/2010			104
Number of teaching staff (full-time equivalent) in 2009/2010			97
Number of administrative staff (full-time equivalent) in 2009/2010			3
Number of these administrative staff members directly working in European/international relations in 2009/2010 (full-time equivalent)			0
First year of participation in Erasmus Programme with funding from the European Community			2006

B**Respect of fundamental principles**

The institution agrees to comply with the following:

YES

01 Mobility shall be carried out only within prior inter-institutional agreements (in the case of student placements: within prior agreements between the Institution and the organizations where the placements are carried out);	<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 shall be given to students for satisfactorily completed activities specified in the compulsory Learning Agreements and Placement Agreements.	<input checked="" type="checkbox"/>
04 Highest quality is ensured for the organisation of student and staff mobility;	<input checked="" type="checkbox"/>
05 Highest quality is ensured for the organisation of student placements;	<input checked="" type="checkbox"/>
06 Curriculum information is up to date, easily accessible and transparent;	<input checked="" type="checkbox"/>
07 An academic credit transfer system (ECTS or similar) gives transparency to the recognition procedures;	<input checked="" type="checkbox"/>
08 Equal academic treatment and services are ensured to home and Erasmus students;	<input checked="" type="checkbox"/>
09 The integration of visiting Erasmus students in the activities of the institution is supported;	<input checked="" type="checkbox"/>
10 Transcripts containing full, accurate and timely information are provided to incoming Erasmus students and their home institutions;	<input checked="" type="checkbox"/>
11 Erasmus teaching activities are facilitated and acknowledged;	<input checked="" type="checkbox"/>
12 The institution promotes and gives visibility to the activities supported by the Erasmus programme;	<input checked="" type="checkbox"/>
13 The Erasmus University Charter and the related Erasmus Policy Statement are publicized in the institution;	<input checked="" type="checkbox"/>
14 The institution complies with the objectives on non-discrimination set out in the Lifelong Learning Programme.	<input checked="" type="checkbox"/>

C**Information on the organisation of mobility**

1. Recognition matters:
a) 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 Yes

b) Is your institution using ECTS as an internal credit accumulation system?

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

2. Diploma Supplement

Does your institution award a Diploma Supplement to students? Yes

3. Support for teaching staff mobility
What provisions are made to facilitate and support Erasmus teaching staff mobility?

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

4. Support for disabled students/teachers
Is your institution providing/ Does your institution provide special facilities for:

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

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.

- 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)?

El I.E.S. JULIÁN MARÍAS es un Centro Educativo con un marcado interés por las acciones internacionales. En este contexto y en los últimos tres años se han enviado alumnos para hacer intercambios con centros de Francia y Canadá y hemos disfrutado de la Carta ERASMUS y de la movilidad de nuestros alumnos durante 2 años, durante los cursos 2007/08 y 2008/09. Nuestros alumnos han realizado prácticas en Italia, Portugal, Alemania, Inglaterra. El Sistema Educativo español contempla en el plan de estudios de Formación Profesional, la obligatoriedad de realizar un periodo mínimo de prácticas en empresas antes de obtener la graduación. En este sentido los estudiantes de Castilla y León tienen la oportunidad de realizar dichas prácticas en el extranjero para completar su formación académica.

El IES JULIAN MARIAS solicita la Carta Universitaria Erasmus Ampliada como instrumento indispensable para dar respuesta a la necesidad de nuestro alumnado de formarse en Europa, siendo esta una de las prioridades de su estrategia global en los próximos años.

Uno de los objetivos educativos del IES JULIAN MARIAS es precisamente, brindar a nuestros estudiantes oportunidades de reforzar sus conocimientos teóricos con la realización de prácticas en un entorno real de trabajo en otro país. Trabajar y vivir en el extranjero por un periodo de tres meses constituye una experiencia enriquecedora a nivel personal, profesional y académico que no sólo mejora las habilidades comunicativas en otra lengua sino que estimula la capacidad de adaptación a ambientes de trabajo diferentes y contribuye a establecer lazos interculturales entre los países miembros de la Unión Europea.

Uno de los intereses globales del I.E.S. JULIÁN MARÍAS es el de formar parte del PROGRAMA ERASMUS como uno de los ejes vertebradores del sistema educativo Europeo y nos brindamos para colaborar en actividades específicas como el intercambio de estudiantes.

El centro garantizará la máxima calidad de la experiencia desde la selección del alumnado atendiendo no sólo al expediente académico de los beneficiarios y a sus destrezas lingüísticas sino que tendrá en cuenta su madurez para adaptarse a entornos culturales diferentes que contribuyan a su desarrollo personal.

Desde la puesta en marcha del proyecto, el centro proporcionará a los beneficiarios información puntual sobre destinos, periodos de realización de las prácticas, organización de la experiencia, alojamiento, desplazamiento, manutención, contactos con los responsables de la organización de acogida, curso de idiomas, entrevista laboral, personas de contacto, etc.

Cada beneficiario tendrá que aceptar unas condiciones de participación previamente a la salida. Si el período de prácticas se completa con éxito, recibirá el documento de movilidad Europass que acredita la realización de un período de prácticas en otros países de la Unión Europea. A su vuelta al centro su equipo docente evaluará positiva o negativamente las prácticas realizadas.

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?

Publicaremos, si conseguimos disfrutar de una CARTA ERASMUS, la concesión de la carta como las actividades ERASMUS específicas, en la entrada del Complejo, los tabloneros de anuncios del centro, la página Web del centro como a través del pertinente enlace en la Web de la Dirección Provincial de Educación de Valladolid. a toda la comunidad educativa de nuestro centro, Consejo Escolar, Claustro de Profesores, Comisión de Coordinación Pedagógica y a las más de 300 empresas con las que colaboramos.

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)?

El IES J.M. realiza acciones encaminadas a la igualdad de género a través de la figura de la Coordinadora de Convivencia en el C.Escolar de Centro. que vela por erradicar las posibles situaciones de desigualdad de género y falta de integración. El centro no realiza ningún tipo de selección del alumnado basado en circunstancias sociales o económicas, en su PEC contempla la igualdad de las razas y la no discriminación de extranjeros y discapacitados. Contamos con estudiantes de 12 nacionalidades.

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.

El IES Julián Marías tiene como pauta de actuación el Catálogo de Servicios propio de nuestro centro, y que se puede consultar en el propio centro, en la Dirección General de Formación Profesional y próximamente en nuestra Web, por lo que sus procesos básicos tienen como meta la máxima calidad. Realizamos encuestas de satisfacción para detectar puntos fuertes y débiles y establecer las propuestas de mejora. El reconocimiento del sistema de créditos se garantiza desde la Consejera de Educación, Dirección General de Formación Profesional de la Junta de Castilla y León pues es esta quien establece las medidas y autoriza a los centros para el reconocimiento académico de los estudios realizados.

En la Web del IES está publicada on-line la información completa sobre las titulaciones que se imparten en nuestro centro y sus currículos. La Jefatura de Estudios se encargará de coordinar el intercambio tanto para los aspectos académicos como culturales o logísticos y facilitará los criterios de selección y los de reconocimiento. Se establecerá un sistema de tutorías para la atención y el seguimiento de los estudiantes de forma permanente, tanto del alumnado entrante como del saliente, con un amplio programa de trabajo personalizado así como de presentaciones culturales, clases en nuestro I.E.S. y visitas de carácter técnico. El centro no cuenta con alojamientos propios pero sí con los medios suficientes para gestionar y garantizar la estancia y la integración de los estudiantes tanto de los que se van como de los que vienen. También cuenta con la asociación de madres y padres de alumnos para la recepción e integración cultural. Se recibirá a los estudiantes entrantes el primer día de su llegada y se les informará de todos los aspectos académicos, curriculares, de alojamiento, posibilidad de cursos de perfeccionamiento del idioma español, culturales, de movilidad y se les facilitará un e-mail y un número de teléfono para que estén en todo momento asistidos por un tutor.

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.

En las prácticas de estudiantes pretendemos la máxima calidad, aprovechando la experiencia previa de prácticas para los estudiantes y nuestra relación con más de 300 Empresas de diferentes sectores productivos. Desarrollaremos con el Programa Erasmus el Programa Formativo de estancia de Estudiantes de Formación Profesional en países de la UE, para el desarrollo de Prácticas en Empresas, con el fin de demostrar en el ámbito Laboral los resultados de aprendizaje y capacidades adquiridas en el centro educativo. El Programa Formativo consistirá en una orientación profesional individualizada, el desarrollo de capacidades terminales y la adquisición de otras nuevas, la formación cultural y lingüística con incidencia en las diferencias culturales del País y en la mejora de las habilidades lingüística, el asesoramiento e información sobre las condiciones y el modo de vida, temas administrativos, seguridad para la estancia, etc y por supuesto, información sobre el puesto de trabajo, tareas y desarrollar y la realización de supuestos prácticos en un entorno real de producción. La supervisión y tutorización se llevará a cabo por ambas entidades, de acogida y envío, de forma permanente. Los Tutores serán responsables de la formación, inserción personal / grupal y en la organización de la empresa y de cumplir con la evaluación de calidad del programa y la emisión de informes del alumnado. Se realizará evaluación continua del participante, con visitas del Tutor al centro de Trabajo, orientación y asesoramiento de la actividad antes y durante su estancia, plan de trabajo, redacción de la documentación administrativa pertinente, control de su desarrollo, evaluación de la actividad y la calificación. Los alumnos realizarán una autoevaluación que recoja: competencias lingüísticas, competencias instrumentales, nivel de ejecución ni de tareas y necesidades de formación adicional. A la Finalización se obtendrá un certificado académico con mención expresa de las capacidades adquiridas

Erasmus Policy Statement (EPS)

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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.

- 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 JULIAN Marías Secondary School is an Educational Center with a strong interest in international relation. In this context and in the last three years have sent students to do exchanges with schools in France and Canada and we have enjoyed the Erasmus Charter and the mobility of our students for two years, the courses during 2007/08 and 2008/09. Our students have done internships in Italy, Portugal, Germany, England.

The Spanish education system envisaged in the curriculum of vocational training, the obligation to make a minimum period of training in companies before obtaining graduation. In this sense the students of Castile and Leon have the opportunity to carry out such training abroad to complete their education.

The JULIAN Marías Secondary School, is applying for the Extended Erasmus University Charter as an indispensable tool to meet the needs of our students to train in Europe, being one of the priorities of its global strategy in the coming years.

One of the educational objectives of The JULIAN Marías Secondary School is precisely to give our students opportunities to enhance their theoretical knowledge with practical work in a real working environment in another country. Working and living abroad for a period of three months is a personally enriching experience, professional and academic which not only improves communication skills in another language but also stimulates the ability to adapt to different working environments and helps to establish ties intercultural among the member countries of the European Union.

One of the overall interests of I.E.S. The JULIAN Marías Secondary School is to form part of the ERASMUS PROGRAM one of the core European education system and we offer to collaborate in specific activities such as student exchanges.

The center will ensure the highest quality of experience from the selection of students attending not only to academic records of beneficiaries and their language skills but will also take into account maturity to adapt to different cultural environments that contribute to personal development.

From the beginning of the project, the center will provide timely information to beneficiaries about destinations, periods in which the practices, organization of experience, accommodation, travel, support, contacts with the host organization, language courses, job interview contact persons, etc.

Each beneficiary will have to accept conditions for participation prior to departure. If the period of practice is successful, student may receive the Europass Mobility document proving the completion of a training period in other European Union countries. On his return to school teaching staff will assess the practices positive or negatively.

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?

We will Publish, if we achieve Erasmus charter, this concession and the specific Erasmus activities at the school entrance on bulletin boards of the Center, the website of the center and the link on the Website of the Provincial Directorate of Education Valladolid, The entire educational community of our Centre, School Board, Teachers', Committee on Educational Coordination and the more than 300 companies with which we collaborate.

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)?

The "Julián Marías Secondary School carries out actions aimed at gender equality through of the Coordinator of School Community Life in the School Council o prevents possible situations of gender inequality and lack of integration. The center does not make any selection of students based on social or economic circumstances, the Educationd School Project provides for equality of races and non-discrimination of foreigners and the disabled. We have students from 12 nationalities.

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.

The Julián Marías Secondary School the pattern of performance is the catalog as a service of our center, which is available at the Centre at the Directorate General of Vocational Training and soon on our site, so their basic processes aim to the highest quality. We carry out satisfaction surveys to identify strengths and weaknesses and setting out the proposed improvement. The recognition of the credit system is guaranteed from the Minister of Education, Directorate General of Vocational Training of the Castilla y León it is this who lays down the action and authorizes the Centers for academic recognition of studies. In the Julián Marías Secondary School Web is published online the complete information about degrees offered at our center and its curricula. The Head of Studies will coordinate the exchange for both academic and cultural aspects and provide logistical criteria for selection and recognition. A system of mentoring for the care and monitoring of students on a permanent basis, both the outgoing and the incoming students with a comprehensive range of custom work as well as cultural presentations, classes in our IES and technical visits. The center does not have own accommodation but with the means to manage and ensure the stay and the integration of students from both those who leave and those who come. There is also the association of parents of pupils to the reception and cultural integration. Be greeted incoming students the first day of their arrival and inform them of all academics, curriculum, accommodation, possibility of training courses of the Spanish language, cultural, mobility and provide them an e-mail and phone number so that they are at all times assisted by a tutor.

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.

During work practice we intend to achieve the highest quality, drawing on previous experience of practice for students and our relationship with over 300 companies from different sectors of production. Develop with the Erasmus programme I we will Educational Program Training students in EU countries for the development of business practices in order to demonstrate in the workplace the results of learning and skills acquired at school. The training programme will consist of individualized career guidance, building terminals capacity and acquisition of new skills, the cultural and linguistic adaptation the country's cultural differences and improving language skills, advice and information on conditions and way to life, administrative matters, security for the stay, insurance, etc. and of course, information on jobs and tasks to carry out, and working on case studies in a real production environment. Supervision and tutoring will be shared complins by both entities, seading and receiving students, permanently. Tutors will be responsible for training, personal group insertion and the organization of the company, and forcomplins with the of program quality assessment and the issue of reports of students. There will be continuous assessment of the participant, with visits to the work center, guidance and advice on the activity before and during your stay, work plan, drafting of the relevant administrative documentation, control of development, activity evaluation and grading. The participants will perform a self assessment to evaluate: language skills, instrumental skills, level of implementation of tasks and needs for additional training. At the end they will get a transcript with a mention of the skills acquired.

ERASMUS

Extended University Charter
(Standard Charter and Student Placements)
2011/2012 - 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 (in the case of student placements: within prior agreements between the Institution and the organisations where the placements are carried out);
- No university fees for tuition, registration, examinations, access to laboratory and library facilities are to be charged to in-coming Erasmus students
- Full recognition shall be given to students for satisfactorily completed activities specified in the compulsory Learning Agreements and Placement Agreements.

The Institution also agrees:

- to ensure the highest quality in the organisation of student and staff mobility
- to ensure the highest quality in the organisation of student placements;
- to ensure that curriculum information is up to date, easily accessible and transparent;
- to ensure that an academic credit transfer system (ECTS or similar) gives transparency to the recognition 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, 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 publicize 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.

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):

I have read and accept the Privacy statement

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

Original *stamp or seal of the Institution*

Acknowledgement of receipt

After submission, Applicants are invited to consult the website of the Education, Audiovisual & Culture Executive Agency - EACEA to check successful receipt of their Erasmus University Charter (EUC) application. If by **15.07.2010** the application has not been listed on the website, the applicant should contact the EACEA (e-mail: EACEA-EUC@ec.europa.eu).