



**Šolski center Novo mesto**  
**Višja strokovna šola**  
Šegova ulica 112, 8000 Novo mesto

☎ 07/393-21-82

🌐 <http://www.ecnm.si>

e-pošta: [vss@sc-nm.si](mailto:vss@sc-nm.si)

## ERASMUS+ PROGRAMME

### ERASMUS POLICY STATEMENT

**ORGANISATION NAME:** ŠOLSKI CENTER NOVO MESTO – VIŠJA STROKOVNA ŠOLA

**ERASMUS ID:** SI NOVO-ME03

**237009-EPP-1-2014-1-SI-EPPKA3-ECHE**

#### 1. GENERAL OVERVIEW

In the Dolenjska region Higher Vocational School (short cycle courses) is recognized as a leading educational institution in the field of technical disciplines. By joining the programs, students gain theoretical and practical knowledge. Moreover, graduates obtain the necessary skills and competencies required by companies in industry and other economic fields. It is also important to emphasize that some lecturers of HVS work in enterprises or are in some way linked to them.

Višja strokovna šola Novo mesto has been internationally oriented since the very beginning: it is one of the schools founded by the EU programme Phare in 1998. Since then, we have always strongly believed in the international mobility of students and staff as a way of improving our educational programmes and making them more attractive.

#### 2. INTERNATIONAL OFFICE

Our institution has an Erasmus coordinator and an office for international relations. It provides services that range from simple administrative tasks to a professional project management and what is more, it is a centre of synergy where both students and lecturers can talk and propose new ideas and research projects.

The main activities in the field of international cooperation are:

1. to apply and implement EU projects as a pilot school,
2. to implement EU projects as a partner school,
3. to encourage the exchange of students to undergo work placements abroad – in our institution we have decided to give a name to this experience: EUROPRAKSA,

4. to organise work placements in Slovenian companies or at our school for students from other EU countries participating in the Erasmus + programme,
5. to promote EU projects and internationalisation,
6. to organize and participate in conferences at international level,
7. to receive teachers and representatives from enterprises from abroad,
8. to implement projects for the exchange of lecturers (job-shadowing, lecturing or visiting companies and schools).

The international office activities comply with the Erasmus University Charter. Since we started, we have undertaken all the necessary activities for implementing the mobility projects in three phases: before/during/after the mobility. The Erasmus coordination is »individually« and »tailored« oriented, both for students and lecturers, which is possible because the number of people involved in mobility is not so big.

### 3. SELECTION OF PARTNERS

Our school cooperates with 64 institutions and enterprises from EU and non-EU countries, which have been active in the Erasmus+ programme since its very beginning. This network allows us to always find a suitable and reliable partner who enables us to implement our ideas into a project. In addition, this network offers a steady pedagogical and research connection that is used by our lecturers and students when looking for a work placement, when organising field trips and visits of enterprises for both lecturers and students, when organising lectures in a foreign language, when presenting new technologically improved products, etc. Our partners are selected on the basis of their proposition of a »tailored programme« both for our staff mobility and for our students. What we find utterly important is to maintain excellent relationships with our partners at all times. Furthermore, we are always prepared to meet new partners and enlarge this network, which makes it possible for us to offer a large array of mobility opportunities for teachers, lecturers and students. From our experience, we know that many students taking work placement abroad improve their employability either in the host country or at home due to their experience gained abroad and by having access to the broader European Union labour market rather than to the limited national market.

Our partners, coming from France, Germany, Ireland, UK, Malta, Moldavia, Bulgaria, Croatia, etc., are of high quality, reliable and prompt, which we believe are the most important elements of an efficient partnership. This year we have started a good cooperation with Portugal. Since one of the main barriers is the spoken language (mainly English) and students attending technical programmes/courses are not so good at it, we are encouraging them as well as the teaching staff to get a better command of technical English, which is necessary if they want to participate successfully in any mobility abroad.



#### 4. MAIN OBJECTIVES OF MOBILITY ACTIVITIES

The main aim is to encourage students and staff to try new and challenging experiences encountering other cultures.

Our target groups are both students and staff.

##### - WORK PLACEMENT FOR STUDENTS

Thanks to the EU programme Erasmus + and its slogan we have improved the annually estimated number of student mobilities. Students accomplish their three months' work placement in one of our partner's institutions. To facilitate student mobility and the recognition of studies abroad, (the three-months work placement is part of the study programme) we have adopted the European Credit Transfer System (ECTS). Students get the specific number of ECTS according to the programme they pursue. At the end of their studies our students get a Diploma Supplement where the work placement is also mentioned. This certificate describes the nature, the level, the context, the content and the status of the individual student's syllabus, following the EU guidelines and the one of the Slovene Ministry of education. Thanks to these work placements we can reach a consolidation of our partner's network of relationships with other leading universities, institutions and companies involved in offering work experience in Europe.

##### - STAFF MOBILITY

We encourage the staff placement of lecturers for one week. The main aim is to visit enterprises and schools first to get a view of the European technological development and then to compare, discuss new ideas and methodologies used in the validation of results. One of the main outcomes is also to get new partners for increasing the mobility in our institution. We host researchers and lecturers from different institutions and companies, who are very "useful" because they allow our students and lecturers (who cannot go abroad for economical or personal reasons) to benefit from an international experience at our school.

#### 5. STRATEGY

Our institution's strategy is written in the year plan of the school and it involves the organisation and the implementation of international cooperation. Within the strategy period, our institution aims to:

1. enhance the quality and visibility of our international activities.
2. motivate students to experience a work placement abroad (using the Erasmus+ slogan and leaflets and using our »brand« Europraksa – the name we decided to give to this work experience abroad). We want to encourage students to try new and challenging experiences making them understand the invaluable benefits they can get from encountering other cultures.
3. motivate teachers to experience a placement abroad (using the outcomes that we got before as the main reasons for going on with these experiences)
4. increase the number of students who apply for this experience.

5. increase the number of lecturers who apply for one week experience abroad.
6. ensure all study programmes are endowed with an international dimension.
7. increase the number of students from other countries as well as teachers and organise activities under the European Community projects Erasmus+ as a partner.
8. maintain a steady cooperation with some specific partners, which are reliable and qualitative and offer tailored programme for both our students and teachers.
9. increase the number of new partners – also schools and universities, enterprises and research institutions to develop educational and research-oriented projects.
10. reinforce students' relationship with external parties, for example when they are writing thesis (diplomas).
11. update web-page for our students and international students on our Slovene-English web-site.
12. propose our institution as a steady and reliable partner for organising the exchange of students and staff.

In conclusion, we believe that direct contacts between our staff and colleagues in the local, national and international industry are vital. Our strategy is to enhance this kind of cooperation also abroad. We are well aware that students are faced with problems and needs concerning their future working place as enterprises are satisfied only when employing staff with good qualification and experience. The steady cooperation between our school and the enterprises in our region allows the development of new programmes and the adaptation of study contents according to the trends and the market needs.

Our teaching staff consists mainly of lecturers coming from enterprises, having a practical-oriented experience which they apply when teaching technical subjects.

Our institution will continue to ensure consistency with the rest of the education system – secondary schools – in order to make the best use of society's total educational resources. The Erasmus coordinator also works for the secondary schools, which are part of Šolski center. In this way we can already prepare students at secondary level and make them feel internationalisation is one of the most important aspects of our lives to become European citizens.