

EPLUS2020

Call: EACEA-03-2020
(Erasmus Charter for Higher Education 2021-2027)

Topic: ECHE-LP-2020

Type of action: EPLUS2020-ACR

Proposal number: 101013920

Proposal acronym: LTU

Deadline Id: EACEA-03-2020-1

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How to fill in the forms

The administrative forms must be filled in for each proposal using the templates available in the submission system. Some data fields in the administrative forms are pre-filled based on the previous steps in the submission wizard.

1 - General information

Topic ECHE-LP-2020

Type of Action EPLUS2020-ACR

Call Identifier EACEA-03-2020

Deadline Id EACEA-03-2020-1

Acronym Proposal title

Note that for technical reasons, the following characters are not accepted in the Proposal Title and will be removed: < > " &

Duration in
months

Fixed keyword 1

Free keywords

Application
language

Abstract*

Remaining characters

1970

Proposal Submission Forms

Proposal ID 101013920

Acronym LTU

Has this proposal (or a very similar one) been submitted in the past 2 years in response to a call for proposals under Horizon 2020 or any other EU programme(s)? Yes No

Please give the proposal reference or contract number.

XXXXXX-X

Declarations

1) We/I declare to have the explicit consent of all participants on their participation and on the content of this proposal.	<input checked="" type="checkbox"/>
2) We/I confirm that the information contained in this proposal is correct and complete and that none of the project activities have started before the proposal was submitted.	<input checked="" type="checkbox"/>
3) We/I declare: - to be fully compliant with the eligibility criteria set out in the call - not to be subject to any exclusion grounds under the EU Financial Regulation (Regulation No 2018/1046) - to have the financial and operational capacity to carry out the proposed project	<input checked="" type="checkbox"/>
4) We/acknowledge that all communication will be made through the Funding & Tenders Portal electronic exchange system and that access and use of this system is subject to the Funding & Tenders Portal Terms and Conditions .	<input checked="" type="checkbox"/>
5) We/I acknowledge and authorize the collection, use and processing of personal data for the purpose of the evaluation of the proposal and the subsequent management of the grant/prize (if any). We/I acknowledge and authorize that the data may also be used for the monitoring and evaluation of the EU funding programme, the design of future programmes and communication purposes.	<input checked="" type="checkbox"/>

The coordinator is only responsible for the correctness of the information relating to his/her own organisation. Each applicant remains responsible for the correctness of the information related to him/her and declared above. If the proposal to be retained for EU funding, the coordinator and each beneficiary will be required to present a formal declaration in this respect.

Note:

For **multi-beneficiary applications**, the coordinator vouches for its own organization and that all other participants confirmed their participation and compliance with conditions set out in the call. If the proposal is retained for funding, each participant will be required to submit a formal declaration of honour confirming this.

False statements or incorrect information may lead to administrative sanctions under the Financial Regulation 2018/1046.

Personal data will be collected, used and processed in accordance with Regulation 2018/1725 and the [Funding & Tenders Portal privacy statement](#).

Please be however aware that, to protect EU financial interests, your data may be transferred to other EU institutions and bodies and be registered in the EDES database. Data in the EDES database is also subject to Regulation 2018/1725 and the [EDES privacy statement](#).

2 - Participants & contacts

#	Participant Legal Name	Country	Action
1	LULEA TEKNISKA UNIVERSITET	Sweden	

Proposal ID **101013920** Acronym **LTU** Short name **LTU**

2 - Administrative data of participating organisations

PIC 999876874 **Legal name** LULEA TEKNISKA UNIVERSITET

ECHE Reference Code 29442-EPP-1-2014-1-SE-EPPKA3-ECHE **Institution Code** S LULEA01

Short name: LTU

Address

Street UNIVERSITETSOMRADET PORSON
 Town LULEA
 Postcode 971 87
 Country Sweden
 Webpage www.ltu.se

Specific Legal Statuses

Legal personyes
 Public bodyyes Industry (private for profit).....no
 Non-profityes
 International organisationno
 International organisation of European interestno
 Secondary or Higher education establishmentyes
 Research organisationyes

Enterprise Data

Based on the below details from the Beneficiary Registry the organisation is not an SME (small- and medium-sized enterprise) for the call.

SME self-declared status..... unknown
 SME self-assessment unknown
 SME validation sme..... unknown

Proposal Submission Forms

Proposal ID **101013920** Acronym **LTU** Short name **LTU**

Department(s) carrying out the proposed work

No department involved

Department name

Name of the department/institute carrying out the work.

not applicable

Same as proposing organisation's address

Street

Please enter street name and number.

Town

Please enter the name of the town.

Postcode

Area code.

Country

Please select a country

Proposal Submission Forms

Proposal ID **101013920** Acronym **LTU** Short name **LTU**

Person in charge of the proposal

The name and e-mail of contact persons are read-only in the administrative form, only additional details can be edited here. To give access rights and basic contact details of contact persons, please go back to Step 4 of the submission wizard and save the changes.

Title Sex Male Female

First name **Birgitta** Last name **Bergvall-Kareborn**

E-Mail **birgitta.bergvall-kareborn@ltu.se**

Position in org.

Department Same as organisation name

Same as proposing organisation's address

Street

Town Post code

Country

Website

Phone Phone 2 Fax

Other contact persons

First Name	Last Name	E-mail	Phone
AnnaCarin	LARSSON	anclar@ltu.se	+46920492224

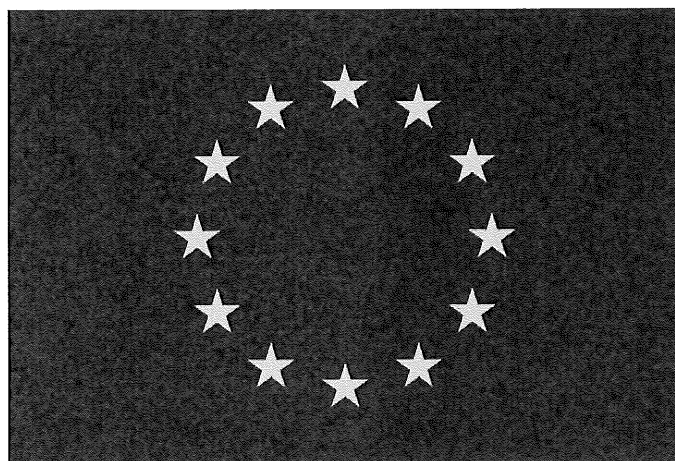
Type of organisation

- Higher education institution (tertiary level)
- School/Institute/Educational centre - General Education (secondary level)

Information related to eligibility criteria

	Yes	No
Applicant is an HEI established in a Programme Country.	<input checked="" type="radio"/>	<input type="radio"/>
The applicant institution is eligible by National Authorities of Programme Countries.	<input checked="" type="radio"/>	<input type="radio"/>
I confirm that I have received a notification from my Erasmus+ National Agency stating that I am allowed to apply for the light procedure.	<input checked="" type="radio"/>	<input type="radio"/>

Warning: You must comply with the content of all the checkboxes.



ERASMUS+

Proposal Template

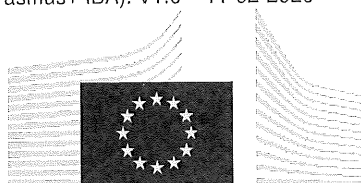
**Administrative Forms (Part A)
Project Technical Description (Part B)**

Erasmus: Key action 1: Erasmus Charter for Higher Education

EACEA-03-2020 ECHE-LP-2020

**Version 1.1
4 March 2020**





ERASMUS+

PROPOSAL (PART B)

Erasmus: Key action 1: Erasmus Charter for Higher Education

EACEA-03-2020 ECHE-LP-2020

IMPORTANT NOTICE


Applications must be submitted via the Funding & Tenders Portal Submission Service before the call deadline.

Applicants must use this template for their applications (designed to highlight important aspects and facilitate the assessment against the evaluation criteria).

Character and page limits:

- page limit **20** pages
- supporting documents can be provided as an annex and do not count towards the page limit
- minimum font size — Arial 8 points
- page size: A4
- margins (top, bottom, left and right): at least 15 mm (not including headers & footers).

Please abide by the formatting rules. They are not a target! Keep your text as concise as possible. Do not use hyperlinks to show information that is an essential part of your proposal.

 If you attempt to upload an application that exceeds the specified limit, you will receive an automatic warning asking you to shorten and re-upload your application. After you have submitted it, any excess pages will be made invisible and thus disregarded by the evaluators.

EU Grants: Proposal template (EACEA Erasmus+ IBA): V1.0 – 11-02-2020

HISTORY OF CHANGES		
VERSION	PUBLICATION DATE	CHANGE
1.0	11.02.2020	Initial version
1.1	04.03.2020	Changes in page 10, 1st box after the Erasmus Policy Declaration

COVER PAGE

Part B of the proposal must be filled out by the participants in WORD, assembled and uploaded as PDF in the Funding & Tenders Portal Submission System. The template to use is available there.

Note: *Please take due account of the objectives and Charter's principles to be awarded with the Charter under the call (see Call document). Pay particular attention to the award criteria; they explain how the proposal will be evaluated.*

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COMMITMENT TO THE ERASMUS CHARTER PRINCIPLES

Declaration

I, undersigned, declare that if my institution is awarded with an Erasmus Charter for Higher Education, my institution will undertake to:

- Respect in full the principles of non-discrimination, transparency and inclusion set out in the Programme.
- Ensure equal and equitable access and opportunities to current and prospective participants from all backgrounds, paying particular attention to the inclusion of those with fewer opportunities.
- Ensure full automatic recognition of all credits (based on the European Credit Transfer and Accumulation System – ECTS) gained for learning outcomes satisfactorily achieved during a period of study/training abroad, including during blended mobility.
- Charge no fees, in the case of credit mobility, to incoming mobile students for tuition, registration, examinations or access to laboratory and library facilities.
- Ensure the quality of the mobility activities and of the cooperation projects throughout the application and implementation phases.
- Implement the priorities of the Programme:
 - By undertaking the necessary steps to implement digital mobility management in line with the technical standards of the European Student Card Initiative.
 - By promoting environmentally friendly practices in all activities related to the Programme.
 - By encouraging the participation of individuals with fewer opportunities in the Programme.
 - By promoting civic engagement and encouraging students and staff to get involved as active citizens before, during and after their participation in a mobility or project.

WHEN PARTICIPATING IN MOBILITY ACTIVITIES

Before mobility

- Ensure that selection procedures for mobility activities are fair, transparent, coherent and documented.
- Publish and regularly update the course catalogue on the website of the Institution well in advance of the mobility periods, so as to be transparent to all parties and allow mobile students to make well-informed choices about the courses they will follow.
- Publish and regularly update information on the grading system used and grade distribution tables for all study programmes. Ensure that students receive clear and transparent information on recognition and grade conversion procedures.
- Carry out mobility for the purpose of studying and teaching only within the framework of prior agreements between institutions. These agreements establish the respective

roles and responsibilities of the different parties, as well as their commitment to shared quality criteria in the selection, preparation, reception, support and integration of mobile participants.

- Ensure that outgoing mobile participants are well prepared for their activities abroad, including blended mobility, by undertaking activities to achieve the necessary level of linguistic proficiency and develop their intercultural competences.
- Ensure that student and staff mobility is based on a learning agreement for students and a mobility agreement for staff validated in advance between the sending and receiving institutions or enterprises and the mobile participants.
- Provide active support to incoming mobile participants throughout the process of finding accommodation.
- Provide assistance related to obtaining visas, when required, for incoming and outgoing mobile participants.
- Provide assistance related to obtaining insurance, when required, for incoming and outgoing mobile participants.
- Ensure that students are aware of their rights and obligations as defined in the Erasmus Student Charter.

During mobility

- Ensure equal academic treatment and the quality of services for incoming students.
- Promote measures that ensure the safety of outgoing and incoming mobile participants.
- Integrate incoming mobile participants into the wider student community and in the Institution's everyday life. Encourage them to act as ambassadors of the programme and share their mobility experience.
- Provide appropriate mentoring and support arrangements for mobile participants, including for those pursuing blended mobility.
- Provide appropriate language support to incoming mobile participants.

After mobility

- Provide incoming mobile students and their sending institutions with transcripts of records containing a full, accurate and timely record of their achievements at the end of their mobility period.
- Ensure that all ECTS credits gained for learning outcomes satisfactorily achieved during a period of study/training abroad, including during blended mobility are fully and automatically recognised as agreed in the learning agreement and confirmed by the transcript of records/traineeship certificate. They shall be transferred without delay into the student's records, shall be counted towards the student's degree without any additional work or assessment of the student and shall be traceable in the student's transcript of records and the Diploma Supplement.
- Ensure the inclusion of satisfactorily completed study and/or traineeship mobility activities in the final record of student achievements (the Diploma Supplement).
- Encourage and support mobile participants upon return to act as ambassadors of the

programme, promote the benefits of mobility and actively engage in building alumni communities.

- Ensure that staff is given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement and in line with the institutional strategy.

WHEN PARTICIPATING IN EUROPEAN AND INTERNATIONAL COOPERATION PROJECTS

- Ensure that cooperation activities contribute towards the fulfilment of the institutional strategy.
- Promote the opportunities offered by the cooperation projects and provide relevant support to staff and students interested in participating in these activities throughout the application and implementation phase.
- Ensure that cooperation activities lead to sustainable outcomes and that their impact benefits all partners.
- Encourage peer-learning activities and exploit the results of the projects in a way that will maximise their impact on individuals, other participating institutions and the wider academic community.

FOR THE PURPOSES OF IMPLEMENTATION AND MONITORING

- Ensure that the long-term institutional strategy and its relevance to the objectives and priorities of the Programme are described in the Erasmus Policy Statement.
- Ensure that the principles of the Charter are well communicated and are applied by staff at all levels of the Institution.
- Make use of the “ECHE guidelines” and of the “ECHE self-assessment” to ensure the full implementation of the principles of this Charter.
- Regularly promote activities supported by the Programme, along with their results.
- Display this Charter and the related Erasmus Policy Statement prominently on the Institution's website and on all other relevant channels.

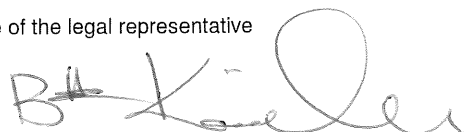
On behalf of the Institution, I acknowledge that the implementation of the Charter will be monitored by the Erasmus National Agencies and that a violation of the above principles and commitments may lead to its withdrawal by the European Commission.

On behalf of the institution, I commit to publishing the Erasmus Policy Statement on the institution website.

Legal representative of the institution

Birgitta Bergvall-Kåreborn, Vice-Chancellor Luleå University of Technology

Signature of the legal representative



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LULEÅ
UNIVERSITY
OF TECHNOLOGY
SE-971 87 LULEÅ

19/5-2020 LULEÅ

In the following sections of the application form, you will need to explain how your institution will fulfil the ECHE principles if the Charter is awarded. You are encouraged to consult the [ECHE Guidelines](#) for support in completing this application.

Please note that your Erasmus+ National Agency will monitor your Erasmus Policy Statement and your answers to the questions given in the application. The Erasmus+ National Agency reserves the right to request more information on your activities and propose supplementary measures, for the purposes of monitoring and implementing the Charter principles by your institution.

1. ERASMUS POLICY STATEMENT (EPS)

1.1 Erasmus activities included in your EPS

In this section, you need to tick the Erasmus activities covered by your Erasmus Policy Statement. Please select those activities that your HEI intends to implement during the entire duration of the Programme.

Erasmus Key Action 1 (KA1) - Learning mobility:

The mobility of higher education students and staff

Erasmus Key Action 2 (KA2) - Cooperation among organisations and institutions:

Partnerships for Cooperation and exchanges of practices

Partnerships for Excellence – European Universities

Partnerships for Excellence - Erasmus Mundus Joint Master Degrees

Partnerships for Innovation

Erasmus Key Action 3 (KA3):

Erasmus Key Action 3 (KA3) - Support to policy development and cooperation:

1.2 Erasmus Policy statement (EPS): your strategy

Your Erasmus Policy Statement should reflect how you intended to implement Erasmus after the award of the ECHE. Should you wish to add additional activities in the future, you will need to amend your Erasmus Policy Statement and inform your Erasmus National Agency.

What would you like to achieve by participating in the Erasmus Programme? How does your participation in the Erasmus Programme fit into your institutional internationalisation and modernisation strategy?

(Please reflect on the objectives of your participation. Please explain how you expect the participation in Erasmus to contribute towards modernising your institution, as well as on the

goal of building a European Education Area¹ and explain the policy objectives you intend to pursue).

Original language (and translation into EN, FR or DE if the EPS is not in one of these languages)

The Erasmus Charter for Higher Education is essential to Luleå University of Technology. The Erasmus programmes are vital as they in different ways assist the implementation of our new Vision 2030, its strategies and overall goals. Luleå University of Technology has always strived to shape and influence the future, in close cooperation with collaborative partners nationally and internationally.

Vision: We shape the future through innovative education and ground-breaking research results. Drawing on our location in the Arctic region, we create global societal benefit.

Overall goals:

- We are a challenge-driven university, acknowledged for its contributions to a competitive and sustainable society.
- We are characterised by interdisciplinary and top-quality education and research.

Main strategies:

- With solid and long-term collaborations, we ensure quality, relevance and visibility.
- Through strategic networks and alliances, we position ourselves and have an impact on societal development.
- With a high-quality infrastructure, we confirm our profile and strengthen collaboration.
- Through internationalisation, we strengthen and broaden our activities and contribute to global societal benefit.
- Through digitization and new technology, we promote innovative teaching and learning environments as well as efficient and accessible services.
- With an inclusive culture formed by courage, openness and trust, we create development and innovation.

Internationalisation is one of six main strategies in our Vision 2030. As a challenge-driven university internationalisation help us to strengthen the University's attractiveness and also broadens our collaborations with international partners. To be able to offer ground-breaking research results and to educate students attractive in a global perspective, the University want's to strengthen its international profile and play an active role in international forums. It will also contribute to the raise of quality in University activities and prepare the students and doctoral students for careers both in Sweden and abroad. Partnerships and collaborations with global universities, companies and organisations will improve the opportunities to be more visible and recognized. Alumni shall contribute to strengthening the University's profile outside Sweden. Collaborations with other countries is also important as to increase the opportunities to recruit the best staff and students.

The Erasmus programme is of utmost importance to achieve the goals formulated in our main strategy. Our goals for internationalisation are:

- We strengthen our position as a university that is attractive to international students and staff.
- We create good opportunities for international mobility for students and staff.

¹ For more information on the priorities of the European Education Area, such as recognition, digital skills, common values and inclusive education, please consult the following website:
https://ec.europa.eu/education/education-in-the-eu/european-education-area_en

- We offer an international teaching and learning environment that provides our students with potential and opportunities to contribute to the solutions of global societal challenges locally, nationally and internationally.
- We have a professional approach to international contacts and collaborations.

In the sparsely populated part of northern Sweden, the University is a hub for regional development linking education, research, innovation and business.

One overall goal for the University is to be characterised by interdisciplinary and top-quality education and research. The Erasmus programmes are vital as to assist educational renewal. The University wish to challenge structures, forms and limits through pedagogic development, and we do this by emphasising the concept "innovative education". The forthcoming years a large number of innovative projects are foreseen, that will inspire and lead to changes.

Collaborations with external partners will help us to promote relevant results that match the needs of the surrounding world. We want to build long-term relationships with international partner universities and through this create added value for all participating parties. The University want's to encourage interdisciplinary, intersectoral education and research as the complexity of the societal challenges often requires different perspectives and solutions, whether regional or global. Collaborations with external actors shall contribute to emphasizing and addressing different challenges and it will provide input to education aspects. Internationalisation will assist the University to create an attractive, modernised and visible portfolio of courses and study programmes that prepare the students for an international labour market.

Please reflect on the Erasmus actions you would like to take part in and explain how they will be implemented in practice at your institution. Please explain how your institution's participation in these actions will contribute to achieving the objectives of your institutional strategy.

Original language (and translation into EN, FR or DE if the EPS is not in one of these languages)

Luleå University of Technology will take part in all activities within the Erasmus+ programme. Participation in the Erasmus programmes is essential for the University when it comes to continue and develop our cooperation in projects that concern joint courses, joint curriculum development, multiple degree programs, strategic alliances and partnerships, exchange of students, administrative staff, teachers and researchers. LTU is also part of the transnational initiative "European Universities" promoting European values and identity, and through this initiative we anticipate vital contributions to the objectives of internationalisation at the University.

The University's participation in the Erasmus actions will assist and contribute to goals and milestones part of Vision 2030 and its main strategies.

Overall goal 1: We are a challenge-driven university acknowledged for its contributions to a competitive and sustainable society

Internationalisation supports the development of competitive staff and students. We believe that international experiences and intercultural perspectives, give the students better opportunities to contribute to the solutions of global societal challenges locally, nationally and internationally. A broader range of courses and study programmes offered in English will also allow more incoming students to participate in exchange programmes at the University and more outgoing students to complete part of their studies abroad. International perspectives and experience will give staff as well as students opportunities to shape a more sustainable future and to contribute to global societal benefits.

Overall goal 2: We are characterised by interdisciplinary and top-quality education and research.

The University has a new focus on innovative education as part of its institutional strategy. We believe that cooperation in international projects will enhance the understanding of different educational systems, assist educational renewal, initiate contacts and networks for further collaboration and create opportunities for teacher and staff exchanges.

By creating mobility windows in our educational programmes, students will be given the possibility to go on exchange for studies or training placements.

Through the development of new programs for an international market, where the education is held in English, we provide better possibilities for a higher rate of in-coming students.

What is the envisaged impact of your participation in the Erasmus+ Programme on your institution?

Please reflect on targets, as well as qualitative and quantitative indicators in monitoring this impact (such as mobility targets for student/staff mobility, quality of the implementation, support for participants on mobility, increased involvement in cooperation projects (under the KA2 action), sustainability/long-term impact of projects etc.) You are encouraged to offer an indicative timeline for achieving the targets related to the Erasmus+ actions.

Original language (and translation into EN, FR or DE if the EPS is not in one of these languages)

The Erasmus Charter for Higher Education is essential to implement our strategy and reach our goals.

The University has set up a number of objectives to achieve internationalisation at all levels:

- We strengthen our position as a university that is attractive to international students and staff.
- We create good opportunities for international mobility for students and staff.
- We offer an international teaching and learning environment that provides our students with potential and opportunities to contribute to the solutions of global societal challenges locally, nationally and internationally.

The objectives will be evaluated through a set of indicators:

- Number of incoming and outgoing students per year

Target 2025, outgoing: 400 students (studies and placements)

Target 2025, incoming: 500 students

- Number of incoming and outgoing teachers and administrative staff per year

Target 2025: 60 per year

- Possibilities for mobility in programme syllabus-studies or practical training

Syllabuses regularly evaluated.

- Participation in international networks

Annual evaluation.

- Quota of external funds from EU –programmes etc.

Target 2025: Increased external funds with 10 percent.

- Number of projects funded by the Erasmus+ programme

Target 2025: Ten projects within Strategic partnership funded by the Erasmus+ programme until year 2025

Result of international activities will be presented in a specific annual report.

Mobility support and quality assessments

The International Office has well established routines for supporting and monitoring in- and outgoing students and staff.

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Outgoing students are invited to pre-departure meetings, kick off seminars, and given the possibility to apply to a wide range of language courses. Incoming students are invited to, Orientation week, welcome meetings, and academic workshops.

The International Office is available for individual meetings for incoming students and students interested going on exchange. Incoming students have access to Academic advisors for course related issues at each department.

LURC (Luleå University Reception Committee) organizes a buddy programme and the Arrival week with activities and information meetings for international students. Throughout the year, activities and trips are arranged.

The International Office offer guidance to outgoing teachers and administrative staff. Incoming participants are taken care of either by the concerned department or by the International office.

Evaluations for in- and outgoing exchanges for students and teachers/staff are done regularly through surveys, reports and questionnaires.

Support and guidance to departments, applying for funding of international projects is offered by the International Office and the Grants Office. The support includes all steps in the application process.

2. IMPLEMENTATION OF THE FUNDAMENTAL PRINCIPLES

2.1 Implementation of the new principles

Please explain the measures taken in your institution to respect the principles of non-discrimination, transparency and inclusion of students and staff. Describe how your institution ensures full and equitable access to participants from all backgrounds, paying particular attention to the inclusion of those with fewer opportunities.

A key component in our strategy is the goal to have an inclusive culture formed by courage, openness and trust where we create development and innovation.

The University is ONE university with a great diversity among staff and students. The University's values and the active work for equal opportunities are the foundation for the creation of good conditions for achieving its goals. The University shall protect and contribute to a sustainable society that rests on democratic values and academic core values. It shall stand up for human dignity and welcomes students, researchers and staff from different countries and cultures. One of our objectives is to have a welcoming and inclusive approach that characterise every part of the University. We want to build and develop long-term and close relations between students, teachers and researchers.

A second objective focus on the maintenance of good study and work environments that welcome our students, staff and visitors regardless of background and nationality. We strive for a strong feeling of togetherness and a strong quality culture.

The Erasmus+ programme is open for all students and staff at the University.

All Swedish HEI are by law obliged to follow the Discrimination Act. The University has to work to prevent discrimination and promote equal rights and opportunities, regardless of gender, identity or expression, ethnic affiliation, religion or other beliefs, disability sexual orientation or age.

The University has got a policy and action plan for providing equal conditions for students and employees where organization and responsibility for issues concerning equal treatment are stated. At the University no student nor staff shall be discriminated against or otherwise mistreated because of: sex, gender identity or expression, religion or other belief, ethnicity, disabilities, sexual orientation, age, lack of availability.

Support for student with disabilities is a well-established at the University. Appointed staff is working to provide students with sufficient support and arrangements in order to compensate for functional limitations in the student's study situation

The Gender mainstreaming plan has to include development needs, goals and activities that the university intends to introduce and implement. In addition, the plan must describe how gender equality will be embedded in the university's mainstream activities. At the University there are regularly activities arranged for attracting women to technical education programmes. The University is part of Include, a national network with inclusion and diversity in higher education as their main goals.

Social diversity of the student body is important and the University have activities that support participation of disadvantaged groups. For many years the University has been involved in projects to present possibilities for higher education to immigrants. Projects in cooperation with adult education, upper secondary schools, authorities connected to the labour market and the industry are also carried out to ease the entrance to the labour market.

Distance learning technologies and distance courses/programmes are important to include a more diverse student group. Through digitization and new technology, we promote innovative teaching and learning environments as well as efficient and accessible services.

Blended mobility will make it possible to include a wider student group which will gain international experiences through the combination of physical academic mobility, virtual mobility and blended learning.

EU Grants: Proposal template (EACEA Erasmus+ IBA): V1.0 – 11-02-2020

Please explain what measures your institution will put in place to implement the European Student Card Initiative, and promote the use of the programme's Erasmus+ mobile App to students. Please refer to the timeline indicated on the European Student Card Initiative website².

Digitalisation, or the use of new technology, will pervade the entire university. In the field of education, sensors and computer-based services may provide a better understanding of the students' learning processes, of what characterizes a distinguished university teacher and of how to optimise time devoted to education.

In our strategy it is stated that the University through digitalisation and technological leaps, will create prerequisites to meet future needs in education, research and administrative processes.

The University has participated in workshops and meetings organised by our National Agency in order to prepare us for the digitalisation of the Erasmus programme. An internal plan for the implementation of the European Card Initiative to students and staff will be established.

The Erasmus+ app has already been introduced to our outgoing students.

The University will implement the European Card Initiative according to provided timeline:

Autumn 2020- the process to start register institutional agreements with our partner universities on-line

2021- manage On-line Learning agreements for students

2022- send and receive student nominations and acceptances.

2023- exchange transcripts of records related to student mobility

The University is using MoveOn to handle international exchanges and MoveOn will be connected to the European card initiative.

The University will follow the development of the European Student Card Initiative closely to make sure we are in phase with the implementation of available features.

Please explain how your institutions will implement and promote environmentally friendly practices in the context of the Erasmus+ programme.

According to the Higher Education Act, all HEI in Sweden must promote sustainable development. Higher education institutions have a central role in efforts to fight climate change. The University has an important task to contribute through teaching and research, but we also need to reduce the impact of our own operations.

The University is part of the Climate Framework, a national network where 37 Swedish universities and colleges have created a combined climate framework as the basis for individual climate strategies. The Framework has been initiated by the HEIs in Sweden with the ambition of clearly contributing to climate change adaption in line with society's national and international commitments. By 2030, all the HEI signatories of this Climate Framework will have implemented measures in order to be in line with the 1.5°C target. The Climate Framework also address that all partners contribute to achieving the 17 global sustainable development goals of Agenda 2030.

The HEIs that have signed this framework consider the climate to be a crucial and prioritised issue. As part of this Climate Framework our University has undertaken to do the following:

- We will through education, research and external engagement help society as a whole to achieve set targets.

² https://ec.europa.eu/education/education-in-the-eu/european-student-card-initiative_en

- We will work to reduce our own climate impact in line with society's commitment as expressed in national and international agreements.
- We will, based on our HEI-specific conditions, set up far-reaching targets for climate-related work and also allocate resources so that we can achieve these targets and conduct follow ups.
- We will clearly communicate our climate-related work in order to inspire and spread knowledge to other organisations and members of society.

The Framework includes guidelines for travelling, waste management, food and food services etc.

During 2020 the University is going to put forward a revised Policy for sustainable development. This policy will be decided by the Vice-Chancellor in the autumn.

Our environmental approach includes:

- The University develops the attractive sustainable society through research and education. Many of our research subjects relate to different aspects of sustainability, like natural resources management, sustainable urban development, waste management and recycling. Sustainability is also a key issue in our work to develop our learning environment.
- Sustainability and environmental issues are components in course and programme syllabus to provide knowledge and ability to our students reaching the 2030 Agenda and the global sustainable development goals.
- In the Travel Policy it is stated that all business travel should be made as safe and cost-efficient and environmental friendly as possible.
- Seminars, workshops, meetings will by using digital technique will be in line with our main vision. Through digitization and new technology, we promote innovative teaching and learning environments as well as efficient and accessible services.

To encourage environmental friendly exchanges, the University will introduce a top up grant for students and staff choosing the most environmental transportation for the travel.

Student organisations at the university are working in various projects, related to environment and sustainability.

Luleå Reception Committee (LURC) part of the ESN network, organizes several different types of activities and events for international students at LTU. LURC always introduces recycling possibilities for new students.

Please explain how you will promote civic engagement and active citizenship amongst your outgoing and incoming students before, after and during mobility.

With an inclusive culture formed by courage, openness and trust, we create development and innovation.

In the region, LTU has a key role for regional development that links the local community with education, research and business. Cooperation locally, regional and international is essential to meet challenges related to education, labour market, research as well as social and cultural differences.

A welcoming and inclusive approach shall characterise each and every part of the University. This includes building strong and long-term relationships between students, staff and stakeholders in society, nationally and internationally. Long-term relationships are built between students in different disciplinary domains, between students and teachers, and between students and researchers.

The Student Unions aim to create an inclusive and friendly environment for all students. They encourage all student groups to participate in their work, project and activities.

Our Career Service cooperate with the industry in different projects, preparing the students for the labour market. International students have the possibility to join and participate in projects getting acquainted with the industry and community in the region.

At the University there are many different student organisations within many fields of interest, open for all students to join.

LURC (Luleå University Reception Committee) is part of the ESN-network. LURC is a student organisation with the aim to greet and host our international students. Both Swedish and international students are working for LURC, arranging activities and trips throughout the year.

Among many things, LURC organises buddy programmes for our incoming students. LTU-students have the possibility to join an international environment at home, and the activities give our international student an introduction to Sweden and our culture. Language cafes open to all students and staff are held once a week. LURC also arranges study visits to companies, and cultural heritage in the region.

HR arranges "Meet and Greet" regularly. A possibility for our international staff and PhD students together with their families, to take part of Swedish culture and learn about our society.

2.2 When participating in Mobility Activities - After mobility

Please demonstrate your commitment to implement full automatic recognition in your Higher Education Institution.

Please describe the concrete steps you will take to ensure the full automatic recognition of all credits gained for learning outcomes achieved during a mobility period abroad/ a blended mobility, according to the Council Recommendation on Automatic Mutual Recognition³.

In the Higher Education Ordinance (1993:100) possibility of obtaining transfer of credits for previous studies and equivalent knowledge and skills acquired in professional context is regulated.

At the University there is a local Policy document which is well established, clear, transparent and with efficient routines.

At all HEIs in Sweden, the student always has to apply for recognition of studies which enables students to choose which courses they want to recognize in their degree.

On the web site, information and the process on how to apply for transfer of credits is well described. We support the students in finding courses at the receiving university. To secure the possibility to get recognition of the courses into their programmes, students get their Learning agreements approved by their programme coordinators. When the students return from their exchange, they receive information on how to apply for transferring the credits.

Academic recognition for blended mobility will be handled the same way and follow the same rules as a traditional physical mobility abroad.

Students preferably choose their free elective courses during their exchange period which enhances the chances of recognition at the home institution.

Learning agreements for traineeships, also have to be approved by the departments before departure. A routine to include the Erasmus training placement in the Degree Certificate is established.

Incoming students have access to our course catalogue well in advance before their arrival. The Learning agreements are handled and signed by staff at the International office. The incoming students apply for their Transcript of Records on-line.

³ The text of the Council Recommendation on Automatic Mutual Recognition may be found at: [https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1568891859235&uri=CELEX:32018H1210\(01\)](https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1568891859235&uri=CELEX:32018H1210(01))

Please describe your institution's measures to support, promote and recognise staff mobility:

One of the objectives that is part of the main strategy "Internationalisation" is to create good opportunities for international mobility for students and staff. Teacher/Staff mobility is the basis of sustainable student mobility, it is a key to encourage and perform successful student exchanges.

Another aspect of an increase of teachers/staff with international experiences, is "Internationalisation at home" in terms of international learning environments for students and staff not participating in physical exchanges.

International experiences is also essential for pedagogical and scientific progress as well as professional and personal development.

How do we support, promote and recognise mobility?

The most important tool is our website and social media. On the web site and in social media we have platforms for communication with staff and teachers. We use them to publish information about open calls, about different mobility programs and we also highlight stories from students, staff and teachers that have taking part of an exchange program.

The possibilities for mobility is also communicated to our departments by other communication channels, through information meetings and seminars. Previous experiences from teachers and staff are used as an inspiration for marketing exchange possibilities within Erasmus. Teachers are encouraged to inspire their colleagues and to give a talk about their experiences when they return.

Experience from staff exchange can be included in the teaching/work portfolio and recognised as professional development for the individual.

2.3 For the Purposes of Visibility

Please provide the web link where you will host the Erasmus Policy statement in the future. Please reflect on how you plan to regularly promote the activities supported by the Programme.

The Charter text must be made visible and easily accessible for consultation by students and staff. It should be displayed on the institutional webpage in the home language(s) and in English

<https://www.ltu.se/edu/Exchange-Studies/Erasmus-University-Charter-1.48789?l=en>

The possibilities within the Programme will regularly be promoted through information meetings, our internal web site, seminars, in direct communication between our International Office and teachers, researchers and students at the university.

Activities and results supported by the programme will be presented and discussed at meetings, seminars, conferences, both at the University as well as when attending national and international network meetings and conferences.

Student ambassadors, promoting studies and training abroad have been recruited. Student fairs and activities related to the Erasmus programme are regularly performed.

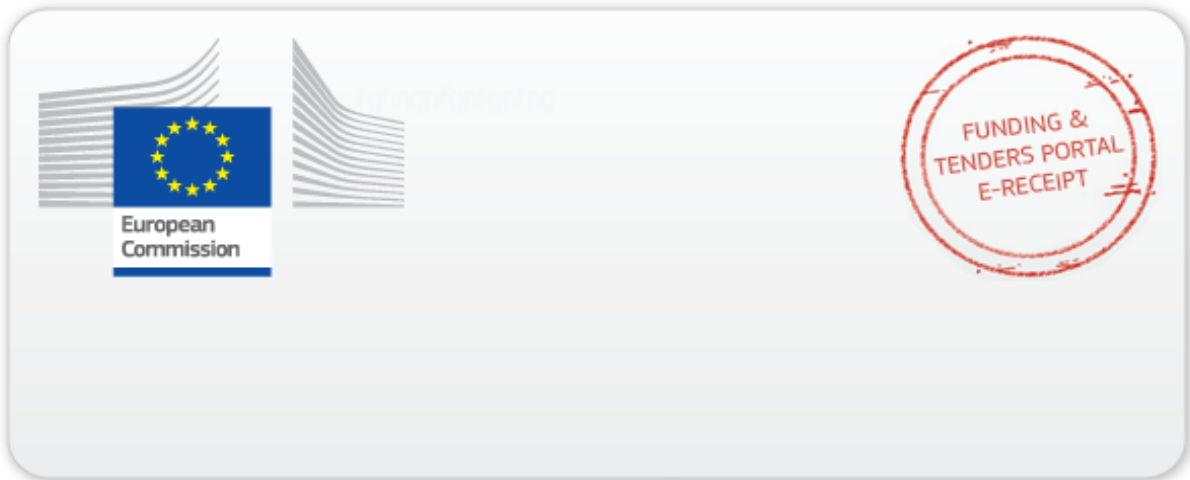
Please describe how you will ensure that the principles of this Charter will be well communicated and applied by staff at all levels of the institution.

We will communicate the principles through our web site, and the platform for internationalisation that we have on the internal web. It will also be part of the information when we visit departments and have seminars that concern different actions of Erasmus.

Activities and results supported by the programme will be presented and discussed at meetings, seminars, conferences, both at the University as well as when attending national and international network meetings and conferences.

Evaluations for in- and outgoing exchanges for students and teachers/staff are done regularly through surveys, reports and questionnaires.

Throughout the programme, projects will also be evaluated by reports and questionnaires.



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