

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 CIFP Maintenance and Production Services La Felguera (CIFP MSP) is a public institution, dependent on the Education Council of the Asturian Autonomous Government (Spain), which offers Vocational Education and Training (VET) in Initial, Distance and for Employment modalities which includes Higher Education Degrees and Technician Degrees. It also offers Certificates of Professionalism I, II and III, within the professional Family of Installation and Maintenance.

The management team is made up of 4 people who occupy the following positions: Director, Head of studies, assistant's Head of studies and Secretary.

In the development, management and coordination of the mobility projects of our center (the team responsible for Internationalization will be formed by the staff detailed below) as staff, a Coordination Unit for European Projects has been created in which the Director will participate as a Legal Representative of the institution, the Secretary as economic manager, the Head of the Department of Labor Orientation as well as a teacher from the FOL Department, as coordinating collaborators and a teacher as Coordinator of European Programs. In addition, the coordination has the direct support of the Head of Studies to carry out the execution of the project activities and the foreign language teacher for language matters in documentation or intermediation, as well as support for students.

The most outstanding tasks carried out by this team are:

- Supervising the development of all international projects in which CIFP MSP participates, assuming responsibilities and taking the decisions related to it.
- Scheduling the reception, orientation, calendar of activities, accommodation, transportation,... of incoming students or teachers, if any.
- Establishing contacts with institutions, educational entities and companies abroad.
- Participating in national and/or international meetings in behalf of our center, participating actively and taking relevant decisions that compete and benefit of our projects.
- Represent the CIFP MSP before foreign visitors and at international events.
- As a sending institution, among the tasks that the center performs in each mobility project are:
 - Selection of participating students
 - Selection of host companies
 - Draw up the contract and the training program for each participant

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

- Linguistic and cultural preparation of the participants
- Monitoring of the suitability of the training program
- Management of travel and accommodation for students
- Accompaniment of the students in the first steps of the mobility
- Register in the OLS platform and monitoring the execution of the tests and the course
- Elaboration of the Europass Mobility document.
- Monitoring and evaluation of the achievement and execution of the project.

The main needs detected in our organization, which are intended to be satisfied through the participation in the Erasmus+ program, are included in our Internationalization Policy and are directly related to the important characteristics of the Erasmus + Program in the field of education and training. They are as follows:

- Promotion among the students of the professional possibilities that the EU offers. A really important one will be the "Recognition and validation of competences and qualifications", which as the same time will generate "Protection and safety for the participants",
- Improvement of the linguistic competence of the participants. The aim is to achieve "Multilingualism"
- Learning and improvement of new methodological approaches among teachers in order to offer a higher educational quality. "Erasmus + open access requirement to teaching materials" "Erasmus + open access to researches and data"
- Recognition and experience of other lifestyles and work systems and other cultures different from ours and equally enriching. It is intended to achieve "Equity and inclusion" both in the mobilities abroad for students and teachers and on their return as an enriching experience to apply with incoming mobilities.
- Raise awareness of a European feeling that contributes to the modernization and internationalization of the educational system. It is intended to achieve by "Dissemination and use of project results"
- Establish links and associations with other European VET Centers or companies. It is a need to be satisfied directly related to the "Diffusion and use of the project results" and thus obtain an "International dimension", which is the target of the project.

Therefore, within our internationalization strategy, we intend to formalize, develop and consolidate the international dimension of our CIFP through international cooperation and to achieve the following goals or results:

1. Achieve students to benefit educationally, linguistically and culturally from the learning experience in other European countries.
2. Promote labor mobility in the current working market tending to globalization.
3. Promote the use of new technologies (ICT) as a regular work tool in the educational and business scope.
4. Promote cooperation between institutions, both educational and business, and enrich the educational environment of the sending and receiving institutions.
5. Contribute to the creation of a community of young and future well-qualified professionals with open minds and international experience.
6. Facilitate the credits transfer and the recognition of the mobilities abroad, through the ECTS system or a compatible credit system.
7. Promote the interchange of competences and experience about pedagogical methods.
8. Implement the personal individual development by promoting autonomy and creativity.

With all the aforementioned, we show the main targets that we pursue, included in

our Internationalization Policy and in our Erasmus + Policy Statement. Both are in full accordance with the spirit of the Erasmus + Program in the field of education and training, and are listed below:

1. Commitment to internationalization of our educational center: It is our first objective, the establishment of a culture of internationalization of our center. This is the foundation to achieve the other targets. Within our quality policy, measurable objectives are created and previously reflected in our Annual Center Projects, thus unequivocally reflecting a present and future commitment to the international programs that we follow. The aim is to obtain an international dimension as a result of the project, which in turn is a need.

2. Enhance the international profile of our students and teachers: With this project we intend to improve the level of main skills and competences, taking especially into account their relevance in the working market and their contribution to the cohesion of our society, in particular by increasing learning mobility opportunities and strengthening cooperation between the world of education and training and the labor market. The other main section of this point is to improve the teaching and learning of languages, and to promote the wide linguistic diversity of the EU. These two aspects are essential in our Erasmus project.

3. Establish communication and dissemination systems. This is to promote the emergence and awareness of a European area of lifelong learning, designed to complete national policy reforms and to support the modernization of education and training systems, in particular by promoting political cooperation and through the better use of EU transparency and recognition tools and the dissemination of good practices as well. We will focus on driving quality improvements, excellence in innovation and internationalization in education and training institutions, in particular by enhancing transnational cooperation between education and training providers and other stakeholders.

4. Promote the dissemination and exploitation of results: Through various measures we will be able to enhance the international dimension of education and training, in particular through cooperation between the program and the institutions of the associated countries in the field of VET and Higher Education. It will increase the attractiveness of European higher education institutions and support the EU's external action, including its development objectives, by promoting mobility and cooperation between the program and higher education institutions in partner countries and capacity building envisaged in partner countries as well. All these aspects are also relevant in objective number 1, the Commitment to internationalization.

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)

The CIFP MSP establishes each year within its European policy some targets to be achieved throughout the corresponding academic year, targets focused, primarily, on the management of student and teachers mobility belonging to the center itself, as well as reception of students and teachers from foreign partner centers. In other words, we would move in Erasmus Key Action 1 (KA1) - Learning mobility: -Mobility of higher education for students and staff.

At the same time, the center wants to promote the participation in collaboration projects with other entities, projects that favor the international revitalization of the center and, therefore, its members, and the transfer of knowledge, interchange of good practices, research and development as well as. It would therefore be a second aspect and participate in the future of Erasmus Key Action 2 (KA2) - Cooperation among organizations and institutions: -Partnerships for Cooperation and exchanges of practices.

The targets set for internationalization are included within the targets included in the

center's quality program:

- As an Integrated Center for Public Professional Training from the CIFP MSP we have the purpose of managing international cooperation projects.
- Encourage and promote student participation in mobility programs, such as work practices in the European Union.
- Promote mobility in VET Studies and training workers.
- Know the different European mobility programs

For this, a strategy is defined with the implementation of the following measures:

- Consolidation of a stable network formed by partner institutions with a profile and interests similar to ours, using the mobility of students and teachers between both countries as a mean to achieve it.
- Improve the language skills of the members of our educational community.
- Contribute to the growth and formation as members of the educational community, taking into account the experiences and cultural exchanges fostered within the framework of these programs.
- Choice, in the first instance, job topics that are transversal to all the training degrees to avoid the exclusion of potential participants based on their professional profile.
- Teachers mobilities to partner institutions in order, among others, to prepare the ground for trying to initiate in programs never before did, by the CIFP MSP

The planned mobility activities will contribute to achieve the needs and objectives of the institution. A professional experience in a European environment will positively contribute to establish as part of the training we offer both the culture of mobility and integration in the European area, and the mobilities would be of 2 types:

- Learning mobility for students: Students will carry out internships in companies in the professional sector in which they have been trained, for a total or partial period that will coincide with the period of completion of the "On the job training" professional module that forms part of their Curriculum, and it will be an extra option for recent graduates. Undoubtedly, a professional experience in a European environment will contribute positively to achieve the objectives and cover the needs detailed for this group of participants. Their CV will have European added value, increasing their chances of success in the job search. On a personal level, the experience will have made them grow in responsibility, autonomy, maturity, civility, tolerance, communication, sociability,... and in factors that will make them feel part of a European globality that is, otherwise, always on the margins.
- Learning mobility for staff: To carry out Training through observation practices (Job-shadowing), work practices in a company or in a VET Center or teaching periods in a VET Center. The teaching staff will receive direct training or through observation in some technical or methodological area different that is used in our center. At the same time they will search for companies for internships and training in their professional sector for a maximum of 5 days. Taking advantage of this opportunity to establish future links with these Centers and/or European companies we could collaborate as partners in future mobility projects.

During the course prior to mobility, the program will be revitalized, by registering potential participants in a register prepared for this purpose. They will be summoned to carry out courses both on their own (such as courses from the Official School of Languages, which can report recognized degrees in the MERC space) and/or activities scheduled by the center itself, of all kinds, both adaptation cultural through contacts with the host partner organization or through the Official School of Languages with native teachers if its possible.

During the second course (in the first part of the season) the final selection of the students will be carried out and therefore the process of organizing the trip and more precise definition of the companies and the environment where they will carry out their internships will begin as soon as possible. They will be advised in some aspects such as; management of travel tickets, accommodation, cancellation insurance as well as instructions on how to proceed in case of any problem with any of these aspects. They will be instructed in the use of the OLS online platform for those languages that appear there. Similarly, the signing of a code of conduct that includes the rights and obligations of the candidates already selected will be required. They will also be asked to use images, videos ... in order to promote the dissemination of the project.

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.

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In the case of the CIFP MSP, given the provisions of this declaration, it is evident that a significant impact is expected directly derived from collaboration with VET Centers located abroad. The flow of students and teachers between the partner centers favors the interchanges of good practices, increases awareness of the need to have a minimum linguistic competence in the working language used and gives a projection to the partner centers as well.

Given the large offer of Vocational Training Centers interested in participate in these programs, a challenge for each of its members is to create a stable network of collaborating partners, as it implies the need to meet the expectations placed by their recipients and forces them not to stop, to continue progressing, improving and adapting to the changing circumstances of their environment, both locally and internationally.

The CIFP MSP is really interested in promote studies mobility, both in sending its own students and in welcoming foreign students. This type of mobility stimulates the educational community more directly and effectively and it could serve as a catalyst for other projects.

As tangible results expected of the modernization of the CIFP Maintenance and Production Services are the improvement of number of students and teachers who have a basic linguistic competence in a foreign language and the number of participants in these programs.

For this reason we set ourselves the following STRATEGIC OBJECTIVES with their indicators (six- years project):

1. Commitment to internationalization of our educational center

1. Include internationalization in the strategic lines of our CIFP

1.1 Reflect the internationalization commitment in the Mission, Vision and Values of our CIFP (indicator: YES / NO has been reflected) (In the Beginning)

1.2 Inclusion in the Annual Center Plan of our CIFP (Indicator: YES / NO has been included) (In the Beginning)

2. Enhance the international profile of our students and teachers

2.1 Promote the participation of students and teachers in mobility actions

2.1.1 Participate in the Erasmus + calls to be able to offer mobility (Indicator: Presentation of the Application: yes / no) (During the whole project, annually)

2.1.2 Dissemination of Collaboration Programs and exchanges through brochures, web page ... and information sessions for teachers and for students (Indicator: sessions held, leaflets distributed, minutes where it is reflected ...) (During the whole project, annually)

2.2 Promote the implementation of the “On the job training” in foreign companies

2.2.1 Collaborate with European VET Centers to carry out student and teacher mobilities in order to organize company stays for our students in other European countries (Indicators: visits made; number of our students who carry out the FCT abroad) (During the whole project)

2.2.2 Training of students in the preparation of their own Europass CV (Indicator: number of Europass CVs Accepted or Rejected) (During the whole project)

2.2.3 Cover the posts available by the CIFP for “On the job training” students abroad (Indicator: YES / NO have been filled: percentage of number of places

covered / number of available places) (At the end, annually)

2.3 Improve the language skills of teachers and students, especially in English

2.3.1 Promote and facilitate the participation in language training activities through CPRs so that more and more teachers are qualified to teach in English and trained in this language (Indicator: at least 2 qualified teachers) (At the end, 6 years deadline)

2.3.2 Organization of extra classes to improve the level of student's competence (Indicator: no. Participating students and no. Of students improving their reference level in the CEFR) (During, start at 2022)

3. Establish communication and dissemination systems

3.1 Create effective communication channels

3.1.1 Appointment of a person responsible for internationalization at the CIFP (Indicator: yes / no) (In the beginning)

3.1.2 Organization of the documentation related to mobility activities shared by the internationalization team in OneDrive or other digital media (Indicator: there are organized folders yes / no) (In the beginning)

3.1.3 Dissemination of documentation about mobility and Erasmus + in brochures, website.. (Indicator: yes/no. Brochures distributed; yes/no. Brochures/posters hanging on planks; website yes / no) (Whole process, annually)

3.1.4 Announcement of the call and application processes on bulletin boards and / or the Web (Indicator: yes / no) (During the whole project, annually)

3.2 Use tools that facilitate communication

3.2.1 Use of online tools: Dropbox, Google Drive, Teams, One Drive, instant messaging like Whatsapp ... (Indicator: yes / no) (During the whole project, annually)

4. Promote the dissemination and exploitation of results

4.1 Visibility of the centre's international activities

4.1.1 Creation of a physical point of diffusion of European Programs in the center: panel, cork, classroom, office ... (Indicator: visibility of the point; yes / no is disclosed) (In the beginning)

4.1.2 Publication in the press, website, social networks ... of the collaborations and stays carried out (Indicator:% of activities published over those carried out) (During the whole project, annually , start 2022)

4.1.3 Participation in electronic platforms eTwinning, SchoolGateway, ... (Indicator: yes / no) (During 6 years deadline)

4.1.4 Facilitate the approach of other VET Centers and European companies to our CIFP by opening spaces in English and other languages on our website and Blogs (Indicator: Content of the website and/or translated Blog) (During 6 years deadline)

4.2 Record data on international activities

4.2.1 Collection of outgoing mobility data (Indicator: Yes / No; Data Collection Table) (At the end, annually)

4.2.2 Collection of data on participation in international seminars, workshops, ... (Indicator: Yes / No; Data Collection Table) (At the end, annually, start 2022)

The indicators of each item will be evaluate through the different surveys and questionnaires of the educational community and with the collaboration of the participants in stays.