



**POLICE ACADEMY IN SZCZYTNO  
ERASMUS+ POLICY STATEMENT**

**SZCZYTNO 2021**

Cooperation with European universities, staff and students exchange and the implementation of joint undertakings and research projects are an integral part of the Police Academy in Szczytno activity. Therefore, the Academy wishes to continue the mobility of the students and employees and to develop strategic partnership projects aimed at the exchange of good practices under the Erasmus+ programme in 2021 - 2027.

All activities undertaken by the representatives of the Academy in Szczytno are to contribute to the development of research and the creation of innovative educational programmes tailored to the requirements and needs of contemporary European social, economic or technological reality. The school puts emphasis on continuous improvement of qualifications of the academic staff. Relying on good practices and mutual exchange of experience, as one of the objectives of the mobility, will positively influence the improvement of the quality of education. The strategic objectives of the school include among others:

- the extension of students and staff exchange under bilateral agreements and international programmes;
- the improvement of the Academy's education system through the growing quality of education, development of new specialisations focused on the needs of public services and the expectations of the social and economic environment;
- the increase of international activity in the field of research through participation in European research projects;
- the support of international scientific activity of the school employees, popularization of their achievements in European academic circles;
- the extension of the scope and quality of the Academy's publishing activity;
- the identification and update of priority research areas.

The Police Academy in Szczytno aims at developing and maintaining a permanent cooperation with both national and European higher education institutions of comparable educational profile. This cooperation involves not only staff and student mobility, but also collaborative research, publications, scientific meetings, workshops, etc. devoted to the issues of broadly understood security and crime prevention. Thus, the Police Academy contributes to the development of the European educational area and consequently to the safety and security of European citizens. The experience gained from contacts with foreign universities inspires the introduction of digital work and documentation tools, improvement of educational programmes, introduction of new teaching methods and techniques, and the initiation of innovative research methods.

The activities carried out under the Erasmus+ programme also affect the work of academic teachers. It is an excellent promotion of the Academy's achievements. While on

mobility, Erasmus+ grant holders gain knowledge and skills which they use to improve their teaching and research skills. They also share the acquired information with the academic community. The projects conducted in cooperation with European and non-European universities will be used to develop solutions aimed at upgrading training processes or improving the work of agencies responsible for safety issues. The Police Academy employees and students develop their skills and knowledge through supplementing their own potential with the achievements of foreign institutions. Therefore, the Police Academy in Szczytno invites not only universities of a similar educational profile to cooperate, but also research centres and public institutions which it can share professional experience with and take good practices from. The collaboration focuses on the issues of integration of the European Union with regard to police cooperation, common security policy, sealing of borders, combating organised crime, prevention of cybercrime etc.

The Police Academy in Szczytno has developed procedures which relate to planning, implementation, documentation, financial settlement and promotion of Erasmus+ mobility. They are available on the Intranet and the Academy's website. Depending on the changes in the scope of the programme regulations, the organisational structure of the school, the pragmatics of the functioning of the public service universities subordinate to the Ministry of Interior and Administration, the level of beneficiaries' satisfaction, these procedures are constantly monitored and adjusted to new realities. The Academy has got experience in international research and development projects. It has developed verified internal regulations concerning this area of activity. It is planned to participate in the strategic partnerships aimed at the exchange of good practices in the future.

Student and staff exchanges are based on Erasmus+ inter-university cooperation agreements. The senate of the Police Academy must give its consent to conclude such a cooperation agreement with a foreign institution. The main decisions related to establishing contacts with universities and partner institutions are taken by the Commandant-Rector of the Police Academy in Szczytno. The school prepares an offer of courses for foreign mobility students. The incoming students are provided with accommodation and meals in the canteen. They do not pay any tuition or examination fees. At the end of the mobility, and within the time limit indicated in the agreement, a foreign mobility participant receives a list of achievements, a certificate of the length of stay and a certificate of fulfilment of the mobility goals.

The Police Academy in Szczytno guarantees automatic completion of the school term to the departing students, provided that they obtain positive marks in the subjects included in the Learning Agreement for Studies or get a confirmation that the objectives of the internship have been achieved.

However, a graduate of such a specific institution as the Police Academy in Szczytno must achieve all learning outcomes included in the curriculum. Therefore, after returning from the Erasmus+ mobility, students must obtain credits and take examinations in some subjects provided for in the curriculum at the Police Academy in Szczytno in a given semester at a later date. They receive ECTS points due for them. If, during the stay abroad, the student attends courses not included in the curriculum at the Police Academy in Szczytno, information about this is included in the diploma supplement. The document also contains a note about the student completing an Erasmus+ placement abroad.

After obtaining the consent of the authorities, the Academy will be able to register on the European Student Card platform in order to enable students to use this tool. The European Student Card will encourage virtual mobility and mixed learning (i.e. traditional and remote learning), as well as give Erasmus+ students more opportunities to choose the courses they can attend while staying at the receiving institution.

Staff mobility of the Academy's employees is treated as a foreign business trip. They stay in the host institutions but the expenses are covered by the insurance provided for the stay on an official trip. Considering the teaching mobility as a form of promoting the School's potential, the Academy encourages academics to participate in this form of mobility. The Police Academy in Szczytno pays special attention to the quality of staff training programme agreements, emphasising the benefits for not only the beneficiary alone, but also for the sending and receiving institutions. Participation in Erasmus+ mobility is treated as a foreign in-service training course and taken into account in the promotion procedure. Mobility for teaching purposes, for research purposes and for attending scientific meetings is particularly appreciated in evaluations and performance reviews.

The Police Academy in Szczytno ensures equal treatment of students, both local and incoming under the Erasmus+ programme, in terms of learning conditions and administrative service. The Academy is committed to the integration of both groups. Incoming Erasmus+ students are invited to participate in all aspects of the academic life.

Study programmes are designed to educate all students, whether native or incoming, in the spirit of respect for human rights and democratic principles. The principles of equal treatment of incoming mobile participants with the Academy's students or staff are strictly observed. Classes are conducted according to the same curriculum and syllabuses. The grading system is identical. An updated course catalogue is published in advance on the School's website. Specific information about travel, accommodation, visas, etc. is described in the so-called *Fact sheet*, also placed in the "Erasmus+" tab on the Academy's website.

The Academy has established a team for European Integration and International Relations, which is responsible for the implementation of Erasmus+ activities. The team

includes the Academy's Erasmus+ coordinator. Such a solution ensures a comprehensive and coherent approach to handling academic mobility, aimed at expanding foreign contacts, offering candidates a wide range of mobility opportunities, as well as increasing the beneficiaries' satisfaction.

The Police Academy in Szczytno applies anti-discrimination and anti-mobbing procedures. The Academy has a Human Rights Officer, who is on regular duty. Erasmus+ students may talk to him at any time.

The infrastructure of the Police Academy in Szczytno has been adapted to the needs of people with various degrees of physical disabilities. The information on the website is adapted to the needs of the deaf and visually impaired people. While implementing the activities of the Erasmus+ programme, the Police Academy in Szczytno also takes care of the environment.

In order to ensure equal access to the Programme for all members of the academic community, the coordinator shall inform in advance about the possibility of applying for the grant of the Programme. The rules of participation for students and staff members of the School in Erasmus+ mobility are specified by the Order of the Commandant-Rector. Annexes to this document include the Academy's rules on recruitment and qualification, the Academy's rules on financing, the procedure of the student and staff mobility. They include provisions concerning the participation of the disabled and those with fewer opportunities to participate in mobility. Recruitment procedure is based on the assessment of linguistic competence, academic achievements and involvement in the academic life of the Police Academy in Szczytno.

Both the staff and the students are encouraged to share their experiences during information meetings, seminars and conferences, as well as to submit materials to magazines published by the Academy. The employees of foreign institutions staying at the Police Academy in Szczytno receive information about the opportunity to publish articles in the Academy's periodicals, especially in the *Internal Security* published in English.

The Police Academy in Szczytno promotes international mobility of both the students and the staff. The contributing factors are:

- regular update on Erasmus+ projects on the website, also in a form adapted to the needs of the deaf and visually impaired;
- equal access to information and guidance on opportunities to participate in the projects;
- developing and implementing procedures for selecting and recruiting candidates to participate in Erasmus+ actions;
- developing and providing outgoing students with necessary documents, such as a mobility agreement drawn up in cooperation with the foreign partner;

- preparing information concerning the educational offer for incoming students;
- recognition of results, experiences and qualifications gained abroad;
- use of ECTS system in order to facilitate conversion and comparison of students' achievements;
- supporting language development of students and academics;
- providing incoming grantees with an assistant student during the exchange to help their adjustment.