



Erasmus Charter for Higher Education 2014-2020

Application Form Call: 2014

Note: The data of this application form will be used by the European Commission/ Executive Agency EACEA and National Agencies for evaluation and monitoring

Program	The 2014-2020 EU programme for education, training, youth and sport proposed by the European Commission on 23 November 2011 (hereafter the Programme)*
Action	Erasmus Charter for Higher Education
Call	2014
Deadline for Submission (dd-mm-yyyy)	15/05/2013 12:00 midday Brussels time.
Application language	EN
Correspondence Language	EN

217234-LA-1-2014-1-IT-E4AKA1-ECHE-1

Applicant's previous EUC number (if applicable):

217234-IC-1-2002-1-IT-ERASMUS-EUC-1

Erasmus Policy Statement (Overall Strategy) section D of this application form - original language (official EU languages): EN

If the original language is not English, French or German, the Erasmus Policy Statement (EPS) should also be provided in one of those three languages.

Erasmus Policy Statement translation language (if applicable): -

Acknowledgement of receipt

After submission, applicants are invited to consult the website of the Education, Audiovisual & Culture Executive Agency - EACEA to check successful receipt of their Erasmus Charter for Higher Education (ECHE) application. If by the second week after the deadline, the application has not been listed on the website, the applicant should contact the EACEA (e-mail: EACEA-ECHE@ec.europa.eu).

* COM(2011) 788 (<http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=COM:2011:0788:FIN:EN:PDF>)

Applicant Organisation

A.1. Applicant Organisation

PIC, if available. Cf. Application manual	0
Full legal name (official name in latin characters)	CONSERVATORIO DI MUSICA "SAN PIETRO A MAJELLA" NAPOLI ITALIA
Full legal name (English name)	MUSIC CONSERVATORY SAN PIETRO A MAJELLA
Acronym	
Erasmus code (e.g. F PARIS33) - if available	I NAPOLI07
Address (N°, street, avenue, etc.)	VIA SAN PIETRO A MAJELLA 35
Country	Italia
Region	Campania
Post code	80138
City	NAPOLI
Website	http://www.sanpietroamajella.it

A.2. Legal Representative

Title	Director
Gender	Female
First Name	ELSA
Family Name	EVANGELISTA
Position	DIRECTOR
E-mail	ufficiopersonale@sanpietroamajella.it
Telephone (including country / area codes)	+390815644411
Address (n°, street, avenue, etc)	VIA SAN PIETRO A MAJELLA 35
Country	IT, Italia
Post code	80138
City	NAPOLI

A.3. Coordinator

Title	professor
Gender	Male
First Name	MICHELANGELO

Family Name	GALEATI
Department	CHAMBER MUSIC
Position	PROFESSOR
E-mail	MICHELANGELOGALEATI@GMAIL.COM
Telephone (including country / area codes)	+393472449386
Address (n°, street, avenue, etc)	VIA SAN PIETRO A MAJELLA 35
Country	IT, Italia
Post code	80138
City	NAPOLI

The purpose of these statistics is to put into context the actions and strategies the institution is asked to present in the following sections.

For the academic year 2012-2013:

Total number of students enrolled in all degree programmes offered by your institution (data from official HEI register)

Short cycle:	0.0
1st Cycle:	458.0
2nd Cycle:	192.0
3rd Cycle:	11.0

Number of staff (Equivalent full-time)

Teaching:	109.0
Administrative:	27.0

Number of degree courses on offer

Short cycle:	0.0
1st Cycle:	59.0
2nd Cycle:	32.0
3rd Cycle:	2.0

STUDENTS (academic year 2011-2012)

1. Credit Mobility for Students (all types of mobility programmes for periods between 2 and 12 months)

Number of outgoing study mobility students (Erasmus and/or others): to participating countries	2.0
Number of outgoing study mobility students (Erasmus and/or others): to non-participating countries	0.0
Number of traineeship (work placement) mobility students (Erasmus and/or others): to participating countries	0.0
Number of traineeship (work placement) mobility students (Erasmus and/or others): to non-participating countries	1.0
Number of study mobility students (Erasmus and/or others): from participating countries	1.0
Number of study mobility students (Erasmus and/or others): from non-participating countries	0.0

2. International Degree Students (students enrolled for a full degree programme with foreign nationality or having completed a foreign previous degree)

Number of foreign students, if applicable: from Participating countries	0.0
Number of foreign students, if applicable: non-participating countries	0.0

3. If applicable, number of local (having the nationality of the country) and international students (of foreign nationality / with foreign previous degree) involved in double/multiple/joint degrees:

Number of Local students, involved in Double/multiple/joint degrees	0.0
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Number of international students, involved in double/multiple/joint degrees

0.0

ACADEMIC STAFF (academic year 2011-2012)

All types of Erasmus staff mobility (for periods between 2 days and 2 months) for teaching and training purposes

Number of outgoing academic staff to participating countries

2.0

Number of incoming academic staff from participating countries

2.0

COOPERATION (academic year 2012-2013)

HEI AGREEMENTS IN EDUCATION AND RESEARCH valid in 2012/2013: European and International HEI Agreements / Consortia / Networks

Number of Erasmus interinstitutional agreements:

22.0

Number of other cooperation agreements (e.g. Memorandum of Understanding) with HEIs from participating countries

0.0

Number of other cooperation agreements (e.g. Memorandum of Understanding) with HEIs from non-participating countries

0.0

Total number of consortium agreements for double/multiple/joint degrees:

0.0

Of these, percentage of the consortium involving non-participating countries

0.0

European and International Education and Training Projects with contracts running in 2012-2013 (e.g.: Lifelong Learning Programme, Erasmus Mundus or Tempus)

Number of projects as coordinator:

0.0

Number of projects as partner:

2.0

Equivalent full-time administrative staff engaged in the HEI's European and International Offices working for the Programme (2012-2013)

Number of staff at the central level:

0.0

Number of staff at the Faculty/School/Department Level:

0.0

General Organisation of Programme activities

C1. General Organisation

Please describe the structure at your institution for the implementation and organisation of European and international mobility (division of tasks, operational and communication methods). (max. 1000 characters)

Please provide the direct web link with the contact details of the international office (or equivalent) in your institution dealing with the implementation and organisation of European and international mobility:

The Napoli Conservatory of music has only recently joined the LLP programs. The international coordinator is appointed by the Director and his mandate lasts 1 year. Actually only 1 professor and 1 administrative staff employee are engaged in the Office of international mobility. Besides, the Administrative director, Teaching staff office and Student Office are constantly cooperating with the Erasmus office and ensure: logistic capability, mobility arrangements, monitoring, internal and external dissemination of the results. Actually the Conservatory is under compulsory administration and all economic issues are held by a commissioner, who is working with the LLP office.
<http://www.sanpietroamajella.it/index.php?it/158/progetto-erasmus>

C2. Fundamental Principles

By applying for the Erasmus Charter for Higher Education my institution will:

Respect in full the principles of non-discrimination set out in the Programme and ensure equal access and opportunities to mobile participants from all backgrounds.

Ensure full recognition for satisfactorily completed activities of study mobility and, where possible, traineeships in terms of credits awarded (ECTS or compatible system.). Ensure the inclusion of satisfactorily completed study and/or traineeship mobility activities in the final record of student achievements (Diploma Supplement or equivalent).

Please explain the academic credit system and the methodology used to allocate credits to the different course units followed by your students abroad. (max. 1000 characters)

In addition, please provide the direct web link where the methodology is explained:

San Pietro a Majella music Conservatory conventionally recognizes 1 credit for 25 hours of student workload. This hours amount includes lessons and home training and study. The average workload for one academic year is set at 60 credits. Lessons can be divided in: individual lessons; group I., collective I., workshops, laboratories. Specific guidelines to allocate credits, according to AFAM indications, can be found on the Conservatory's site. Our institutional ECTS board for credit recognition takes in account the following criteria: 1) correspondence of subjects between the Institutions involved in the mobility; 2) recognition of ECTS linked to passed exams, with reference to grade conversion table; 3) recognition of the student period spent abroad based on this average set: 5 ECTS each month up to an overall amount of 60 ECTS per year. For students placements we fully recognize ECTS awarded by the coordinating Institution.
www.sanpietroamajella.it/index.php?it/151/i-corsi

Charge no fees, in the case of credit mobility, to incoming mobile students for tuition, registration, examinations or access to laboratory and library facilities.

C3. When Participating in Mobility Activities - Before mobility

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.

Provide guidance to incoming mobile participants in finding accommodation.



Please explain if all courses taught at your institution are described in the Course Catalogue and in which languages. (max. 500 characters)

In addition, please provide the direct web link to your Course Catalogue:

Our Course Cat. includes descriptions based on: 1) Bachelor C.(1st cycle) degree, under denomination I Livello and Ordinamentale; 2) Master C. (2nd cycle) degree, under denomin. Biennio sperimentale. Many c. were recently activated but are not mentioned in the site 3) Master for teaching qualification. 4) We provide also 3rd cycle c. also, but it's not actually mentioned in our site. All c. info on sanpietroamajella.it/index.php?it/151/i-corsi The lang. of the descriptions is Italian.

Carry out mobility 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 and integration of mobile participants.



Please describe the institutional procedure for the approval and monitoring of inter-institutional agreements for study and teaching mobility and/or learning agreements in case of traineeships (work placements). (max. 1000 characters)

Inter-Institutional Agreements. Although San Pietro a Majella is relatively new to LLP actions, the number of international agreements has recently increased. International meetings provide the occasion for direct relations that are generally followed by: a) emailing between International Relations Offices b) Submission of the IIA by International Coordinator c) signature of the IIA by the Director or by the International coordinator. All IIA are monitored and are generally renewed. Traineeships procedures: a) formal assessment of papers by IR Office; b) quality assessment and definition of placement terms such as period, stay, objectives, tasks, expected outcomes, obligations, rights, insurance and financial issues, facilities and services provided c) signature of the contract between the trainers and the Conservatoire; d) submission of the paper to the coordinating Institution e) periodically and final monitoring of contents of the work placement.

Ensure that outgoing mobile participants are well prepared for the mobility, including having attained the necessary level of linguistic proficiency.



Please describe your institution's language policy for preparing participants for mobility, e.g.: course providers within or outside the HEI. (max. 750 characters)

If possible, please provide the direct web link for your language policy:

The Courses Catalogue of San Pietro a Majella Conservatory includes compulsory 1 foreign language, (mainly English) for all students. German language is also provided. This obligations for student have been improving their aptitude to mobility. English courses are provided by a mother-tongue professor.

Ensure that student and staff mobility for education or training purposes is based on a learning agreement for students and a mobility agreement for staff validated in advance between the home and host institutions or enterprises and the mobile participants.



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.



C4. When Participating in Mobility Activities - During Mobility

Ensure equal academic treatment and services for home students and staff and incoming mobile participants.



Integrate incoming mobile participants into the Institution's everyday life.

Have in place appropriate mentoring and support arrangements for mobile participants.

Please describe mentoring and support arrangements for incoming mobile participants and outgoing students for study and traineeships. (max. 750 characters)

Outgoing. Train about culture of the Country of destination, specific characteristics of the hosting Institution, rights and obligations. Practical support for accommodation and travel conditions. Insurance coverage by C. San P. a Majella, that extends guaranties also during mobility. Mentoring actions: contribute to the identification of the host institution/company. Regular contacts with st. (email and main social networks), implementing emergency measures and strategies. Incoming: 1) assistance for visa and medical cares, 2) assistance in lessons' organization. 3) accommodation assistance. Although Italian lessons for foreign are not provided, incoming st. are included Italian Literature and History of music courses.

Provide appropriate linguistic support to incoming mobile participants.

Please describe your institution's language support for incoming students and staff with a minimum of 2-month mobility period. (max. 500 characters)

If possible, please provide the direct web link for your language policy:

Although specific Italian language courses are not provided, we assist incoming students organizing regular meetings on Italian culture, possible socioeconomic benefits and procedures for residency permit acquisition. Students are also encouraged to enroll in specific Italian Literature Courses such as "Letteratura poetica e drammatica" and/or Storia della Musica, that generally foster knowledge of the language and italian culture.

C5. When Participating in Mobility Activities - After Mobility

Accept all activities indicated in the learning agreement as counting towards the degree, provided these have been satisfactorily completed by the mobile students.

Provide incoming mobile participants and their home institutions with transcripts containing a full, accurate and timely record of their achievements at the end of their mobility period.

Regarding the above two Charter principles, please describe the mechanisms your institution has in place to recognise mobility achievements for study and traineeships in enterprises. (max. 750 characters)

In addition, please provide the direct web link for this recognition procedure:

Placement and study mobility are recognized through the ECTS and mentioned in DS. In order to ensure impartial criteria our Conservatory takes in account: a) Transcript of Records from the partner Institution b) duration of the stay c) correspondence of subjects between sending (our) and hosting institution d) recognition of ECTS linked to passed exams; e) recognition of the student period spent abroad based on this average set described in point C2. Similar criteria are also used in Placement activities. <http://www.sanpietroamajella.it/index.php?it/158/progetto-erasmus>

Support the reintegration of mobile participants and give them the opportunity, upon return, to build on their experiences for the benefit of the Institution and their peers.

Ensure that staff are given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement.

Please describe your institution's measures to support, to promote and to recognise staff mobility. (max. 750 characters)

Our Conservatory has a limited number of professors on mobility and, until now, no administrative staff personnel has been abroad. Institutional measures supporting staff mobility are: a) linguistic preparation (English); b) financial support through the co-financing found Italian Ministero AFAM c) knowledge of the culture of the destination country with particular attention to practical information; d) obligations and rights; e) joint choice of the best travel and stay arrangements. Promoting with periodical meeting and focus on the crucial role of internationalization prospect and vision. Our Institution doesn't make recognition of teaching mobility periods abroad.

C6. When Participating in European and International Cooperation Projects

Ensure that cooperation leads to sustainable and balanced outcomes for all partners.

Provide relevant support to staff and students participating in these activities.

Please describe your institutional measures to support, promote and recognise the participation of your own institution's staff and students in European and international cooperation projects under the Programme. (max. 750 characters)

Our Music Conservatory has been joining several projects in the field of European cooperation: 2 IPs with 5 edition, Leonardo da Vinci action and the Erasmus Consortium Placement "ARTS (point D). The Conservatory publishes regular tenders for all activities, prints info material and organises regular meetings and works for the wider possible involvement of our students and staff, taking in account different Departments. Our Conservatory doesn't support financially students and staff mobility, due to institutional budget difficulties. Our C. provides support and assistance in terms of services (accommodation, travel, meals, insurance issues) and cultural and linguistic preparation. Recognition for students are in term of ECTS.

Exploit the results of the projects in a way that will maximise their impact on individuals and participating institutions and encourage peer learning with the wider academic community.

C7. For the Purposes of Visibility

Display the Charter and the related Erasmus Policy Statement prominently on the Institution's website.

Promote consistently activities supported by the Programme, along with their results.

Erasmus Policy Statement (Overall Strategy)

D. Erasmus Policy Statement (Overall Strategy)

The Institution agrees to publish this overall strategy (all three parts) on its website within one month after the signature of the Erasmus Charter for Higher Education by the European Commission.

Please describe your institution's international (EU and non-EU) strategy. In your description please explain a) how you choose your partners, b) in which geographical area(s) and c) the most important objectives and target groups of your mobility activities (with regard to staff and students in first, second and third cycles, including study and training, and short cycles). If applicable, also explain how your institution participates in the development of double/multiple/joint degrees. (max. 5000 characters)

Original language [EN]

San Pietro Majella, has only recently joined the LLP activities but has built during the last 4 years an important network of HEI. More than 20 partners are now in connection with our music Conservatory and Departments and single Professors interact frequently towards a common education perspective. Classes as violin, composition, electronic music, voice, clarinet, organ, piano and conducting have frequent and strong relationships with EU Institutions and this allows others Partners to join the net and establish new relationships with our Institution. At the same time, our Conservatory sat up cooperation projects in a) Erasmus Consortium Placement in music, named ARTS-Art's Role in Training for Students'. The Consortium has been an important tool in broadening our international partnership. Being the only thematic European Consortium in the field of placements lead by a music HEI, ARTS has become very important for an international visibility of our Institution. b) Participation in 2 Intensive Programmes (contemporary music, opera) with globally 5 editions up to now far. These IP involved 18 of 11 Countries and allowed us increasing our international attractiveness and then our international partners, both HEIs and enterprises. c) Participation for the second year in "Leonardo da Vinci" action within the Venice University IUAV leading partnership. This program enabled our Institution to select EU enterprises at the highest professional level in Germany.

We are now orienting our international activity in encouraging more students and staff to take part to mobility activities. Our international vision is oriented in looking for new ways of cooperation and projects. Countries involved in our cooperation projects have been: UK, France, Germany, Portugal, Balcan area, Turkey and Malta. Partner selection has been made taking into account several issues such as cultural affinities, high profile of the partner, intercultural dialogue in the Mediterranean area, research possibilities, new models in organization and education.

Main objectives of our mobility activities are: a) improving the international dimension of our Conservatoire; b) increasing the volume of student and teaching staff mobility throughout Europe c) bringing knowledge of best practices in order to strength innovation in our Institution d) enhancing competences, knowledge, abilities and skills in students, professors and administrative staff e) promoting the employability and personal development of our students f) promote the added value of EU activities and in the view of a common cultural identity g) increase cooperation process with music enterprises and companies h) develop new praxis in education and training; k) introduce more and more new technologies in learning and performing activities.

Target groups.

Teachers: they are the main factor in innovation of the learning process and in supporting multilateral co-operations and academic relations;

Administration Staff: they control the activities in order to ensure and implement the quality of the mobility actions. At the same time they get acquainted with best practices established by the partners.

Students enrolled in Bachelor and Master Degree: their mobility (both study and placement actions) is oriented to better learning, guaranteeing their quality mobility and their employability, and enhancing their competences, knowledge, abilities and skills.

International coordinator of San Pietro a Majella acts also as mediator with companies, theatres, orchestras and other specific music enterprises broadening mobility possibilities and improving the quality of learning and widening employability opportunities.

If applicable, please describe your institution's strategy for the organisation and implementation of international (EU and non-EU) cooperation projects in teaching and training in relation to projects implemented under the Programme. (max. 2000 characters)

Original language [EN]

Conservatorio San Pietro a Majella is participating in several cooperation projects. The Consortium Placement ARTS, 2 Intensive Programmes and Leonardo da Vinci. ARTS includes 11 Italian Music HEIs and 3 organisations, and connects student to several music and education enterprises. The value of the Consortium has been important in building expertise and professional links, providing placement opportunities of the highest quality. ARTS has also offered our students specific training and broaden employment possibilities promoting cultural exchanges and mutual understanding of foreign cultures and different organizational systems. Organisation: defining contents, objectives, strategies, placement types; host institutions; duration and work programmes; selection, evaluation, monitoring actions; services and facilities support; contractual and financial management; ECTS recognition; linguistic preparation; application of the ISO to the project management in order to certify the Quality of the initiative. IP participation is also carried on. The first with Boulogne-Billancour Conservatoire (just concluded the 3rd. edition) and the second with Cosenza Conservatory of Music, currently at it's 2nd year of activity. Leonardo da Vinci program was also carried out in cooperation with IUAV University in Venice, bring former student in contact with the highest level enterprises in Germany (Berliner Symphonikern Orchestra) providing an unique opportunity of insertion in the labour music market. Non-EU actions: San Pietro a Majella is taking part to "Progetto Turandot" of the Italian Ministry AFAM involving Chinese music high education students. In the last 2 years 6 bachelor students (voice, violin, music education) and 8 students of master level (piano and voice) were hosted by our Conservatory. All accommodation facilities and visa procedures were followed by our Institution.

Please explain the expected impact of your participation in the Programme on the modernisation of your institution (for each of the 5 priorities of the Modernisation Agenda*) in terms of the policy objectives you intend to achieve. (max. 3000 characters)

Original language [EN]

San Pietro a Majella Conservatory provides logistic support for enhance and broaden access to mobility and participation in international projects. C. thinks this is an unique opportunity to reduce education's gap and promote a learning system focused on the student. San Pietro a Majella is participating for the third year to the Consortium Placement ARTS putting students in contact with companies and professional activities thus improving quality and work oriented apprentice. C has developed partnerships with enterprises of the specific music market including outstanding Theatres and orchestras. In this way, innovation, the use of new technologies and cultural heritage stands as objectives of the Conservatory and the Consortium. Main activities include: 1) boost quality and quantity of student mobility 2) establish new sets of procedures for ensure the best possible practices 3) introduce innovation in education and learning. C.' activity has been oriented towards France and Germany as leading Countries in the quality of musical education and towards the Mediterranean area with the purpose to encourage students in a global prospect of education that includes cultural diversity, new skills, entrepreneurship and business innovation. We concern in removing obstacles in cross-border relationships ensuring full recognition of students mobility, activities and credits. Conservatorio San Pietro a Majella sets quality scale measures, stating internal procedures for evaluation.

* COM (2011) 567 (<http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=COM:2011:0567:FIN:EN:PDF>)

Endorsement of the application

I, the undersigned, legal representative of the applicant institution,

certify that the information contained in this application is complete and correct to the best of my knowledge. All Programme activities will be implemented on the basis of written agreements with the relevant authorities of the partner institutions;

agree to the content of the Erasmus Charter for Higher Education (ECHE) application outlined above and commit my institution to respect and observe these obligations;

agree to the publication of the Erasmus Policy Statement by the European Commission

Place: Napoli

Name: Elsa Evangelista

Date (dd/mm/yyyy): 13/05/2013

I have read and accept the Privacy statement

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

Original stamp or seal of the Institution