

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.

Juan María Juaristi Lizarralde. Managing Director

Legal representative of the institution

Signature of the legal representative



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)

El desarrollo del programa Erasmus + en Musikene tendrá lugar principalmente a través de acciones de KA1 y KA2. En torno a esto, dentro de las movilidades a desarrollar en KA1 y siendo Musikene un centro de educación superior musical nos planteamos la continuación de movilidades de estudiantes y personal en sus diferentes modalidades con países del programa. También prevemos la apertura a proyectos de movilidad con países asociados al programa, con el fin de ampliar las redes de cooperación de nuestra institución y del Programa Erasmus + en las enseñanzas superiores de música.

Como eje principal de desarrollo del programa en KA2 participaremos activamente en el diseño y desarrollo diferentes Asociaciones Estratégicas que facilitarán la cooperación y la transferencia de prácticas educativas entre instituciones.

Además de continuar desarrollando estas implementaciones en las que ya venimos trabajando, también estamos abiertos a valorar la ampliación de nuestra participación en el programa Erasmus + en otro tipo de asociaciones para la excelencia.

De esta manera, el programa Erasmus + continuará siendo una herramienta que facilita la internacionalización y la modernización de nuestro centro y con él de las enseñanzas superiores de música. Así, nos gustaría lograr que no solo los participantes directos del programa se beneficiaran de sus principios y acciones, sino que a través de la "internacionalización en casa" podamos ampliar el impacto del concepto tradicional de internacionalización.

El programa Erasmus + forma parte de la estrategia de internacionalización e innovación nuestro centro. Esto se refleja en diversos ámbitos entre los que cabe destacar: los proyectos de asociación (cooperación o innovación) que permiten desarrollar la conciencia social y europea, así como contribuir en otros temas como el son el patrimonio musical-cultural o el compromiso con el entorno social y la inclusión, líneas de trabajo prioritarias en la estrategia de innovación del centro. Además, la diversa procedencia de nuestro personal docente, con un elevado número de profesorado internacional, nos permite profundizar aún más en esta premisa.

La garantía de calidad constituye otro de los ejes estratégicos de Musikene para los siguientes cursos y el programa Erasmus + se implementará en todo momento bajo sus principios, atendiendo a la transparencia, documentación y el seguimiento de las distintas fases de los proyectos a realizar, así como el reconocimiento completo de las actividades realizadas dentro del programa.

Además de la contribución que como institución realiza a las prioridades de Área Europea de Educación, Musikene forma parte de la AEC, Asociación Europea de Conservatorios, lo que realza mucho más aún la implicación de los principios del programa Erasmus +, ya que la misión de la AEC se centra en el desarrollo de temas como la responsabilidad social, diversidad e inclusión en el ámbito internacional de las enseñanzas superiores de música.

Con todo esto, la participación en proyectos y asociaciones dentro del programa Erasmus + nos permite mostrar la visión, experiencia y realidad de la educación superior musical.

Los objetivos específicos que se plantean en Musikene son:

- Promover la apertura de nuevas redes de contactos que nos permitan la realización de movilidades Erasmus + con países del programa y asociados.
- Dar a conocer entre el personal de Musikene las opciones que ofrece el programa Erasmus + para continuar promoviendo la participación y creación de nuevos proyectos.
- Aumentar el alumnado que participa activamente en las movilidades Erasmus + en sus diferentes modalidades, bien siendo beneficiario directo de ayudas de movilidad o participando en actividades relacionadas con la internacionalización en casa.
- Aumentar el número de profesorado que participa en acciones del programa Erasmus +, bien sea a través de la movilidad como de su participación en el diseño o implementación de proyectos.
- Crear dinámicas que permitan que la movilidad de personal se establezca como una de las vías para la formación continua y el desarrollo profesional.
- Participar en proyectos de asociación KA2 relacionados de los intereses y prioridades principales de Musikene.
- Introducir los principios del *Erasmus Without Paper* en las gestiones del programa
- Asegurar procedimientos de calidad en la gestión del Programa Erasmus +
- Desarrollar estrategias de integración para los estudiantes extranjeros atendiendo a la diversidad de los mismos.

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

- Orientar a la comunidad educativa en las posibilidades que les ofrece la Unión Europea en formación y desarrollo profesional.
- Abrir la participación como oyentes a las actividades del programa, en especial a las Masterclasses, a exalumnos/as, profesionales del ámbito musical y profesorado de centros de grado profesional o escuelas de música del País Vasco

[EN Version]

The carrying out of the Erasmus+ programme in Musikene will take place mainly through KA1 and KA2 actions. Around this, within the mobilities to be carried out in KA1 and with Musikene being a higher musical education centre, we propose the continuation of student and staff mobilities in their different modalities with countries belonging to the programme. We also foresee the opening up of mobility projects with countries associated with the programme, with the aim of extending the cooperation networks of our institution and of the Erasmus+ programme in the higher teaching of music.

As the main axis of development of the programme in KA2, we will actively participate in the design and development of different Strategic Associations which will facilitate cooperation and the transfer of educational practices across institutions.

In addition to continuing developing these implementations on which we have already been working, we are also open to evaluating the extension of our participation in the Erasmus+ programme and in other types of associations for excellence.

In this way, the Erasmus+ programme will continue to be a tool facilitating internationalisation and modernisation of our centre and, with it, of the higher teaching of music. Thus, we would like to achieve that not only the direct participants of the programme benefit from its principles and actions, but that through "internationalisation at home" we can extend the impact of the traditional concept of internationalisation.

The Erasmus+ programme is part of the internationalisation and innovation strategy of our centre. This is reflected in diverse fields among which we can highlight: association projects (cooperation or innovation) allowing the development of social and European awareness, as well as contributions in other areas such as musical and cultural heritage and commitment to the social environment and inclusion, priority lines of work in the centre's innovation strategy. In addition, the diverse backgrounds of our teaching staff, with a high number of international teachers, allows us to delve even deeper into this premise.

The guarantee of quality is another of the strategic axes of Musikene for the forthcoming courses and the Erasmus+ programme will be implemented at all times under its principles, paying attention to transparency, documentation and the monitoring of the different phases of the projects to be carried out, as well as the complete recognition of the activities carried out within the programme.

In addition to contributing as an institution to the priorities of the European Area of Education, Musikene is part of the AEC, the Association Européenne des Conservatoires, which underlines all the more the involvement of the principles of the Erasmus+ programme, given that the mission of the AEC is focussed on the development of issues such as social responsibility, diversity and inclusion in the international field of higher teaching of music.

With all this, participation in projects and associations within the Erasmus+ programme allows us to show the vision, experience and reality of higher musical education.

The specific objectives proposed in Musikene are:

- To promote the opening up of new contact networks allowing us to carry out Erasmus+ mobilities with countries inside the programme and partners.
- To inform Musikene staff of the options offered by the Erasmus+ programme and to continue promoting the participation in, and creation of, new projects.
- To increase the number of students actively participating in Erasmus+ mobilities and in its different modalities, whether as direct beneficiary of mobility grants or participating in activities related to internationalisation at home.
- To increase the number of teaching staff who participate in actions of the Erasmus+ programme, whether through mobility or through their participation in the design and implementation of projects.
- To create dynamics allowing the mobility of staff to be established as one of the means of continuous training and professional development.
- To participate in KA2 related association projects regarding the main interests and priorities of Musikene.
- To introduce the principles of *Erasmus Without Paper* in the programme management.
- To ensure quality procedures in the management of the Erasmus+ Programme.
- To develop integration strategies for foreign students, paying attention to their diversity.
- To guide the educational community in the possibilities offered by the European Union in training and professional development.
- To open participation as listeners to the activities of the programme, especially the Masterclasses, to ex-students, professionals from the music world and the teaching staff of professional level centres and music schools in the Basque Country.

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)

Durante el periodo 2021-2027 las acciones en las que Musikene participará se centrarán principalmente en:

- Movilidad de alumnado. Se continuará con la movilidad para estudios y estaremos abiertos a las posibilidades que nos ofrece la movilidad para prácticas.
- Movilidad personal para docencia. Dentro de esta acción continuaremos fomentando el intercambio de personal dónde se compartan buenas prácticas educativas o de diseño curricular, de manera que los beneficios del programa no redunden únicamente en los individuos, sino que la comunidad educativa y en definitiva la estructura organizativa de Musikene se vea mejorada.
- Movilidad de personal para formación. Se profundizará en la difusión de esta acción para lograr que se integre de manera orgánica como mecanismo de formación de los diferentes departamentos y se perciba como una vía de desarrollo profesional del personal.
- Asociaciones estratégicas. Musikene muestra apertura en todo momento a participar en nuevos proyectos como socios o como coordinadores que nos permitan ampliar nuestra visión sobre las enseñanzas musicales. Así mismo desde la institución se contribuirá a que cristalicen los proyectos de AAEE en lo que ya se está participando.

La participación en estas acciones contribuirá al logro de los objetivos de nuestra estrategia institucional permitiendo tanto directa como indirectamente el desarrollo de la internacionalización y la innovación de nuestra institución y con ella de las personas que la forman. Por lo que, siendo la formación de futuros profesionales de la música nuestra misión principal, se podrá visualizar la expansión de estos principios también a través de las conexiones entre nuestra comunidad educativa y el mundo profesional.

También podemos reseñar que una mayor visibilidad del programa Erasmus + en nuestro centro nos permite implementar nuevas redes de contactos y por lo tanto enriquecer las acciones a realizar.

[EN Version]

During the period 2021-2027, the actions that Musikene will participate in will be focussed mainly on:

- Student mobility. There will be a continuance of mobility for students and we will be open to the possibilities offered to us by mobility for work experience.
- Teaching staff mobility. Within this action, we will continue to promote staff exchanges where educational or curriculum design good practices are shared, so that the benefits of the programme do not fall only on individuals, but on the educational community and, in particular, the organisational structure of Musikene can undergo improvements.
- Teaching staff mobility for training. There will be a greater emphasis on the dissemination of this action to achieve its organic integration as a training mechanism for the different departments and for it to be perceived as a means of professional development of the staff.
- Strategic associations. Musikene displays an openness at all times to participating in new projects as partners or as coordinators where this allows us to widen our vision of musical teaching. Also, we will make an institutional contribution to the crystallisation of performing arts projects in which we are participating.

Participation in these actions will contribute to the achievement of the objectives of our institutional strategy, thus allowing both direct and indirect development of the internationalisation and innovation of our institution, and with it, of the people who comprise it. Therefore, our main mission being the training of future professional musicians, the expansion of these visions will also be visible through the connections between our educational community and the professional world.

We can also highlight that a greater visibility of the Erasmus+ programme at our centre allows us to implement new contact networks and therefore enrich the actions to be carried out.

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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El impacto del programa Erasmus + se medirá a través del seguimiento y evaluación de las diferentes acciones; conforme a los siguientes indicadores, que serán revisados de forma continua en pro de la mejora.

Convenios: Nº de centros con convenio, tipología y perfil de los centros, países con centros con convenio.

Movilidad de estudiantes Incoming: Alumnos interesados, candidatos solicitantes, solicitudes con visto bueno de los profesores, solicitudes admitidas, conocimiento idioma, satisfacción de alumnado Incoming (Información, comunicación, estancia, desarrollo de la enseñanza, gestión de la movilidad ...)

Movilidad de estudiantes Outgoing: Nº y tipología de asistentes a las reuniones informativas, consultas realizadas, solicitudes realizadas, admisión en los centros de destino, tipología de los centros de destino, evolución en el conocimiento del idioma del centro de destino, satisfacción del alumnado Outgoing (Información, comunicación, estancia, integración en el centro de destino, desarrollo de la enseñanza, gestión de la movilidad), implicación en futuras acciones del programa Erasmus + (Mentoría, proyectos, reuniones, etc.)

Movilidad de personal: Personal interesado, candidatos solicitantes, movilizaciones realizadas, nº de beneficiarios indirectos (alumnado u otros compañeros), tipología de los beneficiarios, tipología de la movilidad, idioma/s de la movilidad, acciones de difusión de las actividades realizadas. satisfacción (Información, gestión, actividades realizadas, valor añadido)

Asociaciones estratégicas: Nº de proyectos, líneas de trabajo, nº y tipología de países y centros implicados, nº y tipología del personal o alumnado implicado, resultados esperados, producción de publicaciones o recursos, gestión, satisfacción general con el proyecto.

Nuevas acciones y proyectos: Análisis y valoración de los nuevos proyectos y acciones que partan del Programa Erasmus + o que puedan ser desarrollados a través de él para su posible implementación.

Para garantizar una implementación que cumpla con los principios de calidad se elaborará una guía con procesos y procedimientos clave, así como los procesos de monitorización y evaluación asociados a los mismos.

La obtención y el análisis de esta información se realizará a través del estudio de los datos y la documentación habitual de trabajo, así como a través de los cuestionarios que facilita el programa Erasmus + o de elaboración propia. Finalmente, la evaluación quedará plasmada, además de en los informes solicitados por la Agencia Nacional, en un informe anual (a final de cada curso académico) que a modo de compilación recogerá los datos, resultados e indicadores de cada curso académico, así como propuestas de mejora que se concretarán en los objetivos, estrategias y acciones a realizar el curso siguiente.

[EN Version]

The impact of the Erasmus+ programme will be measured via the monitoring and assessment of the different actions, in accordance with the following indicators, which will be revised continually in favour of improvement.

Agreements: No. of centres with agreement, typology and profile of centres, countries with centres with agreement.

Mobility of Incoming students: Interested students, applicants, applications with approval of teachers, admitted applications, language knowledge, satisfaction of Incoming students (information, communication, stay, carrying out of teaching, management of mobility, etc.)

Mobility of Outgoing students: No. and typology of attendees at informative meetings, consultations made, applications made, admission in destination centres, typology of destination centres, evolution of knowledge of the language of the destination centre, satisfaction of the Outgoing students (information, communication, stay, integration in the destination centre, carrying out of teaching, management of mobility) involvement in future actions of the Erasmus+ programme (mentoring, projects, meetings, etc.).

Staff mobility: Interested staff, applicants, mobilities carried out, no. of indirect beneficiaries (students or other colleagues), typology of the beneficiaries, typology of the mobility, language/s of the mobility, dissemination actions of the activities carried out, satisfaction (information, management, activities carried out, added value).

Strategic associations: Number of projects, lines of work, number and typology of countries and centres involved, number and typology of staff or students involved, expected results, production of publications or resources, management, general satisfaction with the project.

New actions and projects: Analysis and assessment of new projects and actions starting from the Erasmus+ programme or that can be carried out by means of said programme for their possible implementation.

To guarantee an implementation compliant with all the principles of quality, a guide will be prepared with key processes and procedures, as well as monitoring and assessment processes associated with the same.

Obtaining and analysing this information will be carried out through the studying of the usual work data and documentation, as well as through questionnaires given by the Erasmus+ programme or self-provided. Finally, the assessment will be embodied, as well as in the reports requested by the National Agency, in an annual report (at the end of each academic year) which will compile data, results and indicators of each academic year, as well as proposals for improvements specified in objectives, strategies and actions to be carried out the following academic year.