



ECHE Selection 2020
Erasmus Charter for Higher Education
Application eForm
Call for proposals EACEA/02/2019

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

Program	The EU programme Erasmus + adopted by the European Parliament and the Council on 11 December 2013* (hereafter the Programme)
Action	Erasmus Charter for Higher Education
Call	2020
Deadline for Submission (dd-mm-yyyy)	29/03/2019 midday Brussels time (Central Europe Time - CET).
Application language	EN
Correspondence Language	EN

* Official Journal of the European Union L347/50 of 20th December 2013.

273131-EPP-1-2020-1-IT-EPPKA1-ECHE

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

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): EN

Acknowledgement of receipt

After the submission of this application form, you should be receiving an Acknowledgement of receipt, proving that the submission has been successful. If this is not the case, please contact the Education, Audiovisual & Culture Executive Agency (EACEA) immediately (e-mail: EACEA-ECHE@ec.europa.eu).

Further to this, and shortly after the deadline for submission, EACEA will publish the list of applications successfully received on its website. If within 15 days after the deadline for submission the application has not been listed on the website, the applicant should contact the EACEA immediately (e-mail: EACEA-ECHE@ec.europa.eu).



Applicant Organisation

A.1. Applicant Organisation

PIC	900071149
Full legal name (official name in latin characters)	FLORES SRL
Full legal name (English name)	IBC Flores
Acronym	IBCF
Erasmus code (e.g. F PARIS33) - if available	NEW 2020
Address (N°, street, avenue, etc.)	Via Maggio 13
Country	Italy
Region	Toscana
Post code	50125
City	Firenze
Website	www.floresfirenze.it

A.2. Legal Representative

Title	MR
Gender	Male
First Name	EMANUELE
Family Name	AMODEI
Position	LEGAL REPRESENTATIVE
E-mail	PRESIDENT@FLORESFIRENZE.IT
Telephone (including country / area codes)	055213086
Address (n°, street, avenue, etc)	Via Maggio 13
Country	IT, Italy
Region	Toscana
Post code	50125
City	Firenze

A.3. Coordinator

Title	MRS
Gender	Female

First Name	CATHERINE
Family Name	BURNETT
Department	INTERNATIONAL RELATIONS
Position	DIRECTOR
E-mail	INFO@FLORESFIRENZE.IT
Website	WWW.FLORESFIRENZE.IT
Telephone (including country / area codes)	055213086
Address (n°, street, avenue, etc)	Via Maggio 13
Country	IT, Italy
Region	Toscana
Post code	50125
City	Firenze

B.1. Erasmus+ activities included in your EPS

In order to facilitate the evaluation of your current application form, please tick those Erasmus+ activities that are part of your current Erasmus Policy Statement

Erasmus + Key Action 1 (KA1):

Study between Programme Countries:

Programme Countries - Incoming student mobility



Programme Countries - Incoming staff mobility



Programme Countries - Outbound student mobility



Programme Countries - Outbound staff mobility



Partner countries - Study between Partner Countries:

Partner countries - Incoming student mobility



Partner countries - Incoming staff mobility



Partner countries - Outbound student mobility



Partner countries - Outbound staff mobility



Traineeships:

Traineeships - Incoming student mobility



Traineeships - Incoming staff mobility



Traineeships - Outbound student mobility



Traineeships - Outbound staff mobility



Erasmus Mundus Joint Master Degrees

**Erasmus + Key Action 2 (KA2):**

Strategic Partnerships



Knowledge Alliances



Capacity Building Projects

**Erasmus + Key Action 3 (KA3):**

KA3 Projects

**Jean Monnet Activities**

Jean Monnet projects

**B.2. Erasmus Policy Statement: your strategy**

Please be aware that your Erasmus Policy Statement should reflect your intended involvement in Erasmus+. Should you wish to add additional activities in the future you will have to amend your Erasmus Policy Statement and inform your respective National Agency accordingly.

The Institution agrees to publish this overall strategy (all three parts of the Part B) on its website within one month after reception of the Erasmus Charter for Higher Education from the EACEA.

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:

Translation language [EN]

The Flores Institute for Cultural Heritage operates actively in all sectors related to cultural heritage, landscape, environment, art and design which constitute the cultural heritage of each country and which represent a fundamental opportunity for growth and development of young people from all nations. IBC Flores has the objective of increasing collaborative partnerships at international level to give the possibility of integrations to the students of the institute and to those from extra-national countries who intend to invest in their academic career. The combined first and second cycle degree program offered by IBC Flores specifically concerns the restoration of wall decorations and the restoration of frescoes (PFP1 - Restauro lapidei/affreschi). The Institute welcomes students from abroad, who are required to have knowledge of the Italian language (B2 CEF). Partner universities are chosen on the basis of joint academic courses to facilitate a more lasting partnership. This includes related courses, related projects, double degrees, exchange of professors and researchers. The priority in the choice of partners does not depend on the geographical position, but more on the basis of the common political lines and the international reputation of the university. In addition, some partners will be chosen based on the relationships already in place for the institution.

Students from foreign countries will have suggestions regarding accommodation and they will have also facilitation for local businesses (restaurants, cafes, copy shops, art shops etc.). All students will have the opportunity to participate in the activities of the program. In addition, the research staff would also be encouraged to participate in international research activities. With a greater number of foreign students there are more opportunities to meet different nationalities, traditions and cultures. Moreover, the international environment, created thanks to the integration in the welcoming countries, will give the students a greater opportunity to work in an international and multicultural environment.

Original language [IT]

L'Istituto Beni Culturali Flores opera attivamente in tutti i settori legati ai beni culturali, al paesaggio, all'ambiente, all'arte e al design che costituiscono il patrimonio culturale di ogni paese e che rappresentano una fondamentale opportunità di crescita e di sviluppo dei giovani di tutte le nazioni. Flores ha l'obiettivo di incrementare i partenariati collaborativi a livello internazionale per dare la possibilità di integrazioni agli studenti dell'istituto e a coloro provenienti da paesi extranazionali che hanno l'intenzione di investire nel proprio percorso accademico. La laurea magistrale offerta da Flores riguarda specificatamente il restauro di affreschi e lapidei (PFP1 - Restauro lapidei/affreschi). L'Istituto accoglie studenti provenienti dall'estero, ai quali è richiesta la conoscenza della lingua italiana (B2 CEF). Le università partner dovranno essere scelte sulla base di corsi accademici in comune per facilitare una partnership più duratura. Esso includerebbe corsi collegati, progetti collegati, doppie lauree, scambio di professori e ricercatori. La priorità nella scelta dei partner non va in base alla posizione geografica, ma maggiormente in base alle linee politiche in comune e alla reputazione internazionale dell'ateneo. Inoltre, alcuni partner vengono scelti sulla base di partenariati già esistenti con l'Istituto.

Gli studenti provenienti da paesi esteri avranno suggerimenti per quanto riguarda l'alloggio e facilitazioni con attività locali (ristoranti, bar, copisterie, ecc.). Tutti gli studenti avranno la possibilità di partecipare alle attività del programma. In aggiunta, anche lo staff di ricerca verrebbe incoraggiato a partecipare nelle attività internazionali di ricerca. Con un numero maggiore di studenti stranieri ci sarebbero più opportunità di incontrare nazionalità, tradizioni e culture diverse. Inoltre, l'ambiente internazionale, creato grazie all'integrazione nei paesi accoglienti, darebbe agli studenti una maggiore opportunità di lavorare in un ambiente internazionale e multiculturale.

Please describe your institution's strategy for the organisation and implementation of international (EU and non-EU) cooperation projects within the framework of the Erasmus+ Programme. If not applicable, please explain:

Translation language [EN]

IBC Flores will participate both as a coordinator and as a partner in European projects in order to implement its own international network of collaborations. It will enter into collaboration with both program and partner countries who follow a mission similar to that of the Institute in order to carry out projects related to the school's aims. The purpose of the IBC Flores is to integrate and train students in a European and multicultural environment. Thus, participating in different projects regarding the training and mobility of students put in practice the main objective of the Institute. Scientific research and staff initiatives regarding conservation, restoration and the safeguarding of cultural heritage will also be supported by the Institute to create new proposals and continuations of previous projects.

Original language [IT]

IBC Flores parteciperà sia come coordinatore che come partner a progetti europei per implementare la propria rete internazionale di collaborazioni. Entrerà in collaborazione sia con programmi che paesi partner che seguono una mission simile a quella dell'Istituto per portare avanti progetti legati all'obiettivo della scuola. Lo scopo di IBC Flores è di integrare e formare studenti in un ambiente europeo e multiculturale. Quindi, partecipare a diversi progetti riguardo la formazione e la mobilità di studenti mette in pratica l'obiettivo principale dell'Istituto. La ricerca scientifica e le iniziative dello staff riguardo la conservazione, il restauro e la protezione del patrimonio culturale sarà anche supportata dall'Istituto per creare nuove proposte e continuare progetti già esistenti.

Please explain the expected impact of your participation in the Erasmus+ Programme on the modernisation of your institution.

Please refer to each of the priorities of the renewed EU Agenda for higher education as well as the goals towards a European Education Area* and explain the policy objectives you intend to pursue:

Original language [IT]

IBC Flores opera maggiormente per raggiungere le priorità stabilite nell'agenda dell'UE. La partecipazione di IBC Flores nelle attività del programma Europeo favorisce numerose iscrizioni di studenti per incrementare il numero di laureati presso istituti HE in tutta Europa. Sia gli studenti nazionali che internazionali sono ben accolti a partecipare a programmi e corsi di IBC Flores dando così la possibilità di ampliare la prospettiva di studenti provenienti da una fascia sociale che include gruppi sotto rappresentati e una sfera economica inferiore. Per migliorare la qualità e importanza dell'insegnamento e delle ricerche e per formare laureandi con conoscenze e competenze trasferibili, gli studenti hanno bisogno di realizzarsi in occupazioni con competenze elevate, IBC Flores è in contatto con aziende e industrie in tutta l'UE. La partecipazione al programma assicura che gli studenti avranno un accesso a posti di lavori di alta qualità e a tirocini in area rilevanti non necessariamente nella propria nazione. Per garantire più opportunità gli studenti di guadagnare maggiori competenze attraverso lo studio e la formazione all'estero, e per incoraggiare cooperazioni transnazionali, IBC Flores lavora continuamente per armonizzare le regole intorno alle qualificazioni accademiche per incrementare la mobilità degli studenti. La partecipazione al programma e lo scambio di tirocinanti e staff incrementerà le possibilità di avere fondi disponibili attraverso l'UE.

Translation language [EN]

IBC Flores works mainly in order to achieve the priorities set-up in the EU modernization agenda. The participation of IBC Flores in the EU Program activities foster a broader recruitment base for students in order to increase the number of HE graduates across the EU. Both national and international students are welcomed to the program and courses at IBC Flores giving the possibility to reach prospective students from a wider section of society that include under-represented groups and a broader socio-economic sphere. In order to improve the quality and relevance of teaching and researcher training and to equip graduates with the knowledge and core transferable competences they need to succeed in high-skill occupations, IBC Flores is in close contact with business and industry across EU. Participation in the Program ensure that students will have access to high-quality placements and internships at relevant business in areas not necessary domestically situated. In order to provide more opportunities for students to gain additional skills through study or training abroad and to encourage cross-nation co-operation to boost higher education performance, IBC Flores continuously works for harmonisation of rules surrounding academic qualifications in order to increase vertical mobility amongst students. Participation in the Program and through internships and staff exchange will increase the possibilities for reaching funding available throughout the EU.

* COM (2017) 247 (<http://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:52017DC0247&from=EN>)
and COM (2017) 673 (<http://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:52017DC0673&qid=1516270826179&from=EN>)

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 2018-2019:

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

Short cycle:	0.0
1st Cycle: (e.g. Bachelor)	0.0
2nd Cycle: (e.g. Master)	0.0
3rd Cycle: (e.g. Doctoral)	0.0

Number of staff (Equivalent full-time) involved in Higher Education

Teaching:	10.0
Administrative:	3.0

Number of degree courses (study programmes in Higher Education) on offer

Short cycle:	0.0
1st Cycle: (e.g. Bachelor)	1.0
2nd Cycle: (e.g. Master)	1.0
3rd Cycle: (e.g. Doctoral)	0.0

STUDENTS (academic year 2018-2019)

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

Number of outbound students for study mobility (Erasmus+ and/or other programmes): to programme countries	0.0
Number of outbound students for study mobility (Erasmus+ and/or other programmes): to partner countries	0.0
Number of outbound students for traineeships (work placement Erasmus+ and/or other programmes): to programme countries	0.0
Number of outbound students for traineeships (work placement - other programmes): to partner countries	0.0
Number of incoming students for study mobility (Erasmus+ and/or other programmes): from programme countries	0.0
Number of incoming students for study mobility (Erasmus+ and/or other programmes): from partner countries	0.0

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

Number of foreign degree students, if applicable: from programme countries	0.0
Number of foreign degree students, if applicable: from partner countries	0.0

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

Number of local students enrolled in double/multiple/joint degrees	0.0
Number of international students enrolled in double/multiple/joint degrees	0.0

ACADEMIC STAFF (academic year 2018-2019)

All types of higher education staff mobility within the framework of the Erasmus+ Programme (for periods between 2 days and 2 months) for teaching and training purposes

Number of outbound staff to programme countries	0.0
Number of outbound staff to partner countries:	0.0
Number of incoming staff from programme countries	0.0
Number of incoming staff from partner countries:	0.0

COOPERATION

HEI AGREEMENTS IN EDUCATION AND RESEARCH valid in 2018/2019: European and International HEI Agreements / Consortia / Networks

Number of Erasmus+ interinstitutional agreements:	0.0
Number of other cooperation agreements (e.g. Memorandum of Understanding) with HEIs from programme countries	0.0
Number of other cooperation agreements (e.g. Memorandum of Understanding) with HEIs from partner countries	0.0
Total number of consortium agreements for double/multiple/joint degrees:	0.0
Of these, number of the consortia involving partner countries	0.0

European and International Education and Training Projects with contracts running in 2018-2019 (e.g.: Erasmus+, Erasmus Mundus, Knowledge Alliances, Capacity Building, etc)

Number of projects as coordinator:	0.0
Number of projects as partner:	0.0

Equivalent full-time administrative staff engaged in the HEI's European and International Offices working for the Programme (2018-2019)

Number of staff at the central level:	1.0
Number of staff at the Faculty/School/Department Level:	1.0

D

General Organisation of Programme activities

D1. General Organisation

Please describe the administrative and academic structure put in place at your institution for the organisation and implementation of European and international mobility.

Please provide a detailed description of the division of tasks and responsibilities among the staff in charge, with regards to both the administrative and academic decision-making processes.

Describe also the operational and communication methods.

The Director of IBC Flores decides which goals and strategic initiatives should be applied for the academic internationalisation. The International Office has the task to coordinate strategic issues and to provide guidance in questions relating to governing process, including also internationalization issues. In addition, the International Office has the responsibility to provide information and services to students. The Teaching Management Office has the task to coordinate subjects and services about accommodation. The Director, moreover, is responsible for the division of tasks among the staff for administrative and academic processes.

IBC Flores enhances and broadens the educational opportunities offered to students in order to respond to international standards. Moreover, it aims to promote innovation in research in the restoration and cultural heritage sector, and to increase the number of international students to widen horizons across the school.

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

<http://www.floresfirenze.it/it/erasmus/>

D.1.1. (Optional) Additional Information for HEIs belonging to an Umbrella Organisation

Please fill in this section only if you are applying for an HEI which does not have its own legal entity. For example, if your HEI is part of a foundation or another similar umbrella organisation which is the legal entity: This includes the COMUE in France, which are composed of several institutions or bodies. Please specify the exact role of the umbrella organisation with regard to the other education institutions that are part of the consortium.

Please give information of the composition of your umbrella organisation and explain in particular if there are other education institutions attached to the same legal entity. If yes, please indicate if those institutions already hold the Erasmus Charter:

N/A

D2. Fundamental Principles

While we are conscious that your institution might not get involved in all the different types of Erasmus+ activities from the beginning, we ask you to comply with all the principles and to tick them accordingly as the Erasmus Charter for Higher Education offers you the entire portfolio from the very start.

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

Respect in full the principles of non-discrimination set out in the Erasmus+ 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 (e.g.: average number of credits per semester provided by your degree programmes) and the methodology used at your institution to allocate credits to the different course units.

Students shall follow the Learning Agreements (LA) established prior to the exchange. LA is drawn up for a year of study and must be signed by IBC Flores, the student and the host institution. This is to grant recognition of the credits gained at the host institution. The LA is, together with the Transcript of Records, designed to guarantee full recognition of the program of the study undertaken in the host institution. Courses taken abroad are then described and included in the Diploma Supplement (DS) attached to the degree certificate issued by IBC Flores. 60 credits are attached to the workload of a full-time year of formal learning and the associated learning outcomes. Credits are allocated to entire qualifications or study programs well as to their educational components. Credit transfer and accumulation are facilitated by the use of Course Catalogue, LA, Transcript of Records as well as DS.

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

<http://www.floresfirenze.it/it/pfp1-piano-studi/>

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

D3. 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.

Please explain if all courses taught at your institution are described in your public course catalogue and in which languages they are taught.

All courses are described in both Italian and English in the Course Catalogue, regardless if the course is solely offered in Italian. The catalogue specifies which language is used in each and every course. The Course Catalogue is updated periodically and published on the website.

In addition, please provide the direct web link to the course catalogue of your institution.

<http://www.floresfirenze.it/it/pfp1-descrizione/>

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.

In addition, explain how and by whom the learning agreements for the mobile students will be managed:

The procedure for the establishment of general collaborations as well as for long-term collaborations rests on a number of criteria. The most important criteria include meeting the IBC Flores long-term strategy and quality goals. In detail, the establishing procedures for education collaborations between IBC Flores and a partner university can be divided into two stages. The first stage deals with a decision from the Director to sign a declaration of intent to initiate the collaboration development. The second stage is concluded with a decision from the Director to approve the start of the collaboration project and with the signing of the final agreement. The Erasmus agreements are evaluated every year for the first 3 years of operations then every three years subsequently.

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.

In line with the Institute policy, students are encouraged to attend language courses early on in the programs in order to be prepared for studies abroad. For outgoing students, the selection criteria differs from country to country and is in general based on that the students shall verify that they have sufficient knowledge of the study language offered in the destination country. For incoming students, the Institute offers also Italian language course.

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

<http://www.floresfirenze.it/it/erasmus/>

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.

Provide guidance to incoming mobile participants in finding accommodation.

D4. 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 (e.g. peer mentoring, social integration of mobile participants within the institution and its local students and staff, information on accommodation, insurance, etc.) for incoming mobile participants and outgoing students for study and traineeships:

All incoming exchange students are helped with the search for accommodations that have agreements with the institute. Students are assigned an advisor by the time they receive The Letter of Acceptance. Outgoing students get support from the International Office in practical matters and, prior to departure, academic support from the department. Regular peer group sessions are organised throughout the course to create a more informal interaction atmosphere. Tutors will have the responsibility of monitoring the students' progress through weekly meetings. Outgoing students are prepared by the Int. Rel, Dept. with the materials, consultation, and mentoring. Students will have to present their experience through a written report.

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.

Incoming exchange students and staff can choose to attend an Italian language course. Incoming exchange students and staff are also offered English language courses if needed. All information is published both in Italian and English on the staff and student website. Information signs on campus are written both in Italian and English. Staff and tutors provide weekly open sessions where international students have the chance to ask questions and express doubts about their understanding of the course modules. In this way no students get left behind. The erasmus coordinator is informed immediately if comprehension problems are flagged up. When concerns arise, students are offered further language lessons and a series of one-to-one meetings with professors.

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

<http://www.floresfirenze.it/it/erasmus/>

D5. 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.
Please describe the internal administrative steps and procedures established to recognise the mobility achievements.

After the student return all credits gained abroad in the approved program will be transferred into the students official transcript. An academic staff has the authority to approve students' program of study abroad and guarantee full recognition if the students follow the Learning Agreement set up prior to the exchange period. After the student return all credits gained abroad in the approved program will be transferred into the students official transcript and the credits will be included in the Diploma Supplement with a note specifying the institution where they have been gained. Throughout the exchange the students may contact their academic advisor for counseling in academic matters. The academic staff appointed also has the authority to approve traineeships in enterprises and guarantee full recognition.

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

<http://www.floresfirenze.it/it/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, promote and recognise staff mobility:

Staff mobility opportunities shall be clearly visualised and promoted through the university internal website. Every year, IBC Flores arranges Erasmus Staff Week and administrators participate in exchange opportunities. IBC Flores strives for recognising teacher mobility as one parameter in formal evaluation of pedagogical merits. Outgoing staff are encouraged to inform colleagues through websites and information meetings.

D6. 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 Erasmus+ Programme:

IBC Flores regularly holds internal meetings every three months in order to update the staff on possible European projects and their possible participation in them. The collaborators are invited to propose ideas and suggestions regarding the eventual project. The possible participation or coordination of a project unites all the staff for the development of it. In addition to the staff, students are welcomed to take part, if interested, in the study and planning of the project in order to put in practice what they learn during the studies. The cooperation among international partners facilitates the relationships both for the Institute itself that for the possibility of the students to gain an experience abroad.

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.

D7. For the Purposes of Visibility

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

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

In addition, please provide the web link where you will host the Erasmus Policy statement in the future:

<http://www.floresfirenze.it/it/erasmus/>

E

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: Florence

Name: Emanuele Amodei

Date (dd/mm/yyyy): 28/03/2019

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 (if applicable)