

ERASMUS POLICY STATEMENT



We are Institut Santa Eugènia, a large secondary and vocational public school located in the city of Girona, approximately 100 km from Barcelona. Our school serves around 1,300 pupils and employs 145 teachers, offering compulsory secondary education, vocational training, and Batxillerat (GCE) programs. After obtaining the Secondary Education Certificate, students have the opportunity to continue their studies with us. We offer diverse Batxillerat tracks, including Science and Technology, as well as Humanities and Social Sciences, alongside seven vocational training programs and six higher education specialities.

Our involvement in Erasmus+ has developed gradually, initially focusing on two key areas: traineeships (both incoming and outgoing) and cooperation projects with VET schools across Europe, as well as staff mobility in both directions. Currently, we participate in KA122, KA131, and KA2 projects at VET and higher education levels, and we plan to expand our collaboration into additional KA2 projects.

We are motivated to embark on this initiative for several reasons. Firstly, many students have expressed interest in participating, and we recognize the value of providing such opportunities. Secondly, we are fortunate to have teachers with prior mobility experience who are eager to engage again in these projects and activities. Moreover, we have strong connections with numerous companies and enterprises that acknowledge the positive outcomes of international cooperation. Finally, we are committed to promoting the use of foreign languages and fostering the internationalization of both our staff and students.

Our primary focus will be on our upper VET students. Our institution combines high school education with vocational training and serves a diverse urban area of Girona, which includes a significant immigrant population. While many students come from various cities, some reside in this neighborhood, and we believe all students deserve equal access to opportunities that enhance their employability, digital competencies, language skills, and the chance to experience potentially life-changing international mobility. Such experiences prepare them for careers beyond national borders and serve as powerful motivational tools.

We are confident that the positive impact of this project will extend beyond students to benefit the local community, partnering companies, teaching staff, and, ultimately, our entire school.

To ensure the successful progress of the project, we will establish annual objectives and hold end-of-year evaluations to review outcomes and implement necessary adjustments.

Commitment to Erasmus+ Objectives

At Institut Santa Eugènia, we are fully committed to fulfilling the objectives of the Erasmus+ program by promoting high-quality education, fostering intercultural understanding, and enhancing the personal and professional development of our students and staff. Through our participation, we aim to contribute to building a more inclusive, innovative, and internationally connected educational environment. By encouraging mobility and cooperation, we seek to empower learners and educators alike to develop skills essential for their active participation in European society and the global labor market.

Methodology

We will guarantee equal access and opportunities for all participants through a transparent selection process. Our mobility team will carefully evaluate each student's project proposal to ensure fairness and suitability.

Requirements to apply

1. *The student must be enrolled in the school*
2. *We will consider as a merit the possession of an official certificate level (B1 or superior) in the language of the country*
3. *The student mustn't have any pending subjects/modules from previous years and he/she must have completed 70% of the credits/modules of the course.*
4. *The student must have the nationality of any country member of the EU. Otherwise it will be required the resident documentation.*

How to apply

Anyone can apply sending an email to mobilitat@isantaeugenia.cat specifying name, ID, course and hours of job training remaining

Selection process

The mobility team will be responsible of checking all the student's requests

1. The process criteria will be published on the website
 - 25% Team's opinion on the students interest, capacity, effort, social skills..
 - 25% Knowledge of languages or interest in learning them
 - 25% courses grades
 - 25% mobility team interview with the student and with his/her teachers
2. The coordinator publishes the list with the results on the website
3. The selected students fill the forms of participation commitment.

Reconition

Students undertaking job training abroad will receive full recognition for their work. Each hour completed abroad will be considered equivalent to an hour of work here. To guarantee this full recognition, we will manage all documentation and tracking through the Qbid platform. On this platform, students will record their daily working hours along with a description of the activities performed. Their tutor will review and approve all logged hours and maintain ongoing

communication with the company mentor to ensure proper supervision.

For example, if the required duration of training in Catalonia is 513 hours, students must complete the same number of hours abroad to fulfill the requirement. If they do not, they will need to complete the remaining hours upon their return.

Regarding students studying abroad, one hour of training there will also be equivalent to one hour of training here. To validate these hours, we will require confirmation of the enrolled subject/module, the curriculum content of that subject, and the final grade achieved by the student.

Girona, September 15th 2025,

Institut Santa Eugenia's Mobility Commission