UNIVERSITY OF BRIGHTON

ACADEMIC BOARD

ACADEMIC STANDARDS COMMITTEE

Erasmus+ staff and student mobility: language preparation policy

1. Introduction

The University of Brighton has been awarded an Erasmus+ charter for staff and student mobility, and other cross-EU activities, for 2014-2020. The new charter brings with it new requirements in respect of the recognition of mobility activities and language preparation. Under Erasmus + it is the sending institution’s responsibility to ensure that outbound participants (both staff and students) have attained the necessary level of proficiency of departure, which should be measurable against the Common European Framework of Reference for Languages ¹ The required level of proficiency is specified in the Erasmus+ agreement by the receiving partner; these agreements are held in the Partnership Office.

This document sets out the University’s policy on language preparation for Erasmus+ mobility from 2014-15 onwards, as approved by Academic Standards Committee at its meeting on 27 February 2014. This policy will be reviewed no later than the academic year 2019-2020, and may be reviewed earlier if changes are made to Erasmus+ policy and guidance which require this.

This policy has been informed by the ECTS User Guide 2009² and Chapter B10 of the UK Quality Code for HE 2012.³

2. Language preparation for students

The approved policy for language preparation for students is as follows:

i) The Erasmus co-ordinators within each School will be responsible for ensuring students are aware of the Erasmus exchange opportunities and the associated language preparation and qualification requirements.

ii) Student selection criteria for participating in Erasmus exchange should take into account both the relevant language skills at the selection stage and the capacity of the students to improve their language skills.

iii) Language modules and resources will be introduced earlier to those students who wish to participate in Erasmus, ideally in their first year.

iv) The University will ensure that outgoing mobile participants have attained the level of linguistic proficiency specified by the host institution in the Erasmus agreement. Where a suitable language module or course is available within the University, students must attend and pass this module before departure.

v) If no suitable language provision is available within the University, the University will advise participants of available language training and assessment options. Erasmus+ funding is available to support language training if required.

¹ Erasmus Charter for Higher Education 2014 – 2020 Annotated Guidelines, p7 - 8
² Education tools - ECTS guide
³ QAA Information and Guidance
vi) The Erasmus+ Programme Guide (1 January 2014)\textsuperscript{4} indicates that online training and language testing resources will be available to Erasmus+ mobility participants.

It should be noted that a minority of Erasmus partners require students to achieve a recognised standard in the language of the host country before departure, given the prevalence of English as a language of instruction.

3. Language preparation for staff

i) Staff seeking to participate in Erasmus+ mobility are responsible for ascertaining the required language level, and making arrangements to achieve this if required, before committing to any mobility activities. Erasmus+ funding is available to support language training if required.

ii) The University will ensure that outgoing mobile participants have attained the level of linguistic proficiency specified by the host institution in the Erasmus agreement. Where a suitable language module or course is available within the University, students must attend and pass this module, and be assessed internally before departure.

iii) If no suitable language provision is available within the University, the University will advise participants of available language training and assessment options. Erasmus+ funding is available to support language training if required.

iv) The Erasmus+ Programme Guide (1 January 2014)\textsuperscript{5} indicates that online training and language testing resources will be available to Erasmus+ mobility participants.

4. Cultural preparation

ASC approved a proposal to develop a cultural preparation module for use by students and staff participating in Erasmus+ mobility, to include, cultural orientation, pre-departure support and pastoral care. For those host institutions that do not require a minimum language qualification, the module might also include basic language preparation. This proposal will be taken forward during 2014-15

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11 March 2014

\textsuperscript{4} Erasmus plus programme guide p13
\textsuperscript{5} Erasmus plus programme guide p13