

EPS part1

The Warsaw Infrastruktura and Management College (Wyższa Szkoła Infrastruktury i Zarządzania w Warszawie) is a non-state higher vocational school operating on the market since 2003 and educating nearly 600 students on bachelor and engineering studies.

The mission of the Warsaw Infrastruktura and Management College is to educate professionally highly qualified personnel in accordance with the Needs of the developing economy of Poland and the united Europe.

We wish to create a College, which will fully satisfy our students and staff through the high quality of our activities:

- Students have the material and intellectual conditions to develop and to obtain professional education in accordance with the market needs,
- Graduates obtain preparation for and support in finding suitable employment, Potential employers have a guarantee of acquiring valuable employees,
- College staff have satisfying conditions of work and development as well as support in realisation of scientific research,
- The community of the region is served by our active participation in the development of the region, science and culture.

Quality concerns in equal measure the educational results and development of each student, the raising of the quality of the work and education process of the College and meeting national and international standards of education.

In the recent years, the College has actively participated in international cooperation and student exchange. In the area of didactics, we have cooperated with the Socrates Erasmus programs.

In implementation of the adopted policy of the College, we are planning to participate in Jean Monnet program, as well as to continue the process of exchanges and apprenticeships under the Erasmus and Leonardo da Vinci programs. We are also considering the College's participation in a Virtual Campus project.

This is an essential element of the activities of the College, and its execution requires conclusion of bilateral agreements with foreign partners. Having that in consideration, the College is aiming at enhancing its educational offer by means of opening new faculties and supplementing the syllabus with classes conducted in the English language.

In the context of development of international cooperation, the College is aware of the necessity to initiate mechanisms that will support activities in view of increasing the attractiveness of its studies for foreign students and facilitating international student and staff exchange. The program of such activities is constantly modified. At present, we are planning to accede to the Erasmus Student Network - a student organization, which supports exchange processes.

Students can learn about the activities of the College in the area of organization of student exchange and foreign apprenticeships at the seminar organised at the College as well as from the leaflet, the notice board or the website of the Office for International Co-operation of the Warsaw Infrastruktura and Management College

Referring to the EU policy concerning the battle against any forms of prejudice, the Warsaw Infrastruktura and Management College organizes integration groups, to which students are assigned irrespective of their nationality, race, views, gender or medical condition.

EPS part 2

In order to guarantee high quality of international exchange processes, the Warsaw Infrastruktura and Management College has implemented activities aimed at streamlining of the exchange-related procedures. The European Credit Transfer System (ECTS) is now available on all faculties. A partner institution is selected on the basis of an analysis of the accepting school's syllabus, the aim of which is to determine the possibility of getting credits for the time of studies. Before signing a bilateral agreement, the parties determine the number of leaves/arrivals of students and/or college staff and the length of their stay.

Students are recruited on the basis of a submitted application, their results in studies and their language skills. A syllabus for the selected candidates is prepared in cooperation with the partner institution. A week before the departure at latest, an agreement is signed between the college and the students, which stipulates the conditions of getting credits for the semester and the amount of a grant.

The amount of a grant depends on the scale of leaves, but it always falls within the limits recommended by the National Agency. We are planning to organise specialised language courses for students going on an exchange and intensive Polish and English language courses for incoming students.

The Warsaw Infrastruktura and Management College does not have its own dormitory, but it undertakes to make every effort to guarantee the visiting students the stay and education in good conditions and friendly environment. Each student visiting the College can count on a warm welcome from our students. In this, the college will be supported by the ESN organisation.

International exchange also refers to academic teachers. Considering the qualifications of a candidate, a program of at least 8 lecture hours is determined before they leave, which must be completed in no more than two weeks. The amount of a grant is awarded in accordance with the recommendations of the National Agency.

EPS part 3

The Warsaw Infrastruktura and Management College has its Apprenticeship and Personnel Consultation Department, which in cooperation with the Office for International Co-operation deals with organization of foreign apprenticeship for its students. The choice of an institution, in which a student could take their apprenticeship is analysed on the basis of the scope of obligations of a potential apprentice, which should be correlated with the field of studies. For this reason, before signing an agreement between the college and the institution accepting apprentices, negotiations are held, which are aimed at defining the syllabus of apprenticeship. Recruitment of students for apprenticeship is carried out on the basis of an analysis of their results and language skills as well as additional criteria dictated by the accepting institution and specified in the agreement between the parties. Students are awarded a grant in the amount depending on the number of qualified people, but within the limits determined by the National Agency. The duration of apprenticeship is 15 weeks minimum. The agreement between the institutions suggests an appointment of a person – the student's tutor, who would monitor the course of execution of the apprenticeship syllabus for the purpose of issuing by the company a document certifying execution of the syllabus.

An annotation on execution of the apprenticeship syllabus is enclosed in the supplement to the Warsaw Infrastruktura and Management College graduation diploma.

It is permissible to combine apprenticeship with a leave for studies at a partner institution under a student exchange program.