



## Erasmus Without Paper (EWP) Champions

This paper describes the concept for establishing Erasmus Without Paper (EWP) Champions which will play a prominent role in promoting EWP, and when applicable the European Student Card Initiative, towards all stakeholders and help to showcase the inherent benefits to Students, Higher Education Institutions (HEIs) and the overall European Education Area.

### EWP Champions roles:

1. Contribute with real case studies to help illustrate the wider benefits from investing in the EWP approach in accordance with a defined set of impact metrics.
2. Participate as Beta testers of major new features and workflows to help finalise and stabilise new software features, before they are introduced in the EWP production Network
3. Help further optimise Erasmus+ student mobility workflows based on EWP
4. Provide positive examples from real EWP users to help others accelerate their adoption, both at HEI and student level.
5. Contribute to wider dissemination and communication efforts to represent the positive impact of EWP e.g. through participation in conferences like the EAIE and providing content for a communication campaign.

### Selection Criteria:

#### Individual candidate eligibility criteria

- ECHE holders with active KA131 projects with student mobilities for studies (excluding HEIs involved in the EWP+ consortium)
- Has implemented EWP for student mobility processes (IIAs and LAs) with demonstrated activity in the EWP Network
- Capacity and management commitment to act, meaning ability to:
  - Contribute at least 3-5 days in total per year to achieve the aims of the initiative. This work (attending meetings, participate in testing, recording a video to illustrate real case studies) can involve different people from the institutions depending on the context.
  - Participate in the action for at least a year, starting early 2023
  - Contribute at least one user-testimonial, especially success stories in terms of problems that have been overcome
  - Take part in beta-testing with adequate resources allocated i.e. support of IT or IRO staff in the HEI
  - Identify a main representative with official nomination on behalf of organisation
- Furthermore, willingness to make the following additional contributions is appreciated:
  - Stimulate discussions in the EWP User Groups by either actively participating in discussions or launching new topics
  - Participate in conferences to share their experiences with the community e.g. at the EAIE conference and to be contacted by peers geographical coverage and balance

**Overall criteria for selection:**

- Candidate eligibility
- Quality of examples provided in the application that can contribute to the overall objective, considering the following:
  - concrete action taken to improve understanding and facilitate EWP implementation
  - adoption rate among staff and students
  - changes in internal administrative processes
  - ESI implementation
  - Measures taken to promote and support students in using learning agreements via EWP and/or the Erasmus+ App
- Coverage of types of access method (Dashboard, Third party or own software – or combination)
- Coverage by size of institution (large, medium, small) and mobility volumes
- Geographical balance

**Assessing selection criteria:**

Criteria	What to check?	How to assess?
<b>A. Candidate eligibility</b>		
EWP Implementation	<ol style="list-style-type: none"> <li>1. Is the HEI connected to both the IIA and LA APIs?</li> <li>2. Has the HEI started to exchange IIAs and LAs through EWP?</li> <li>3. Is the level of activity significant compared to the size and type of HEI?</li> </ol>	<ol style="list-style-type: none"> <li>1. Go to the EWP stats portal. Select “filters” and look up the HEI. Select next “EWP details” and confirm that the institution is connected to all the IIA and LA the APIs.</li> <li>2. In this same section, select “statistics” in the upper left corner and check that the HEI has recorded data exchanges for both IIAs and LAs – both incoming and outgoing</li> <li>3. Compare the volume of data exchanges to the size and number of mobilities the HEI normally has in the BM.</li> </ol>

B. Contribution to the overall objectives supported by quality of examples		
Concrete actions	<ol style="list-style-type: none"> <li>1. Has the HEI provided an example of actions taken to support the implementation of EWP?</li> </ol>	<ol style="list-style-type: none"> <li>1. Are the examples concrete and beyond standard efforts such as circulating information? Do the examples entail a dedication of resources and/or linked to institutional strategies? Are the examples innovative and potentially useful for other HEIs across Europe? Do the examples demonstrate a good level of understanding of the overall policies and objectives linked to EWP e.g. the European Education Area? Do the examples demonstrate institutional commitment e.g. EWP being embedded in new or updated institutional strategies?</li> </ol>
Adoption rates	<ol style="list-style-type: none"> <li>1. Has the use of EWP been implemented among all relevant staff in faculties and administrative units?</li> <li>2. Do all outgoing students use a Learning agreement connected to EWP (provided not prevented by the partner HEI?)</li> </ol>	<ol style="list-style-type: none"> <li>1. Does the HEI confirm that EWP implementation has been systemic across the entire institution?</li> <li>2. Does the HEI confirm that digital learning agreements are the default for all outgoing students?</li> </ol>
Institutional changes	<ol style="list-style-type: none"> <li>1. Has the HEI reviewed and/or revised any internal processes to adapt to EWP and further streamline or optimise them?</li> </ol>	<ol style="list-style-type: none"> <li>1. How well does the example show how the HEI has adapted to EWP and identified opportunities to use it as a catalyst for improvements in internal processes? How relevant are the examples for further dissemination at EU level to inspire other HEIs?</li> </ol>

ESI implementation	<ol style="list-style-type: none"> <li>1. Is the HEI releasing the ESI through eduGAIN or the ECHE whitelist?</li> <li>2. How did the HEI go about implementing the ESI?</li> </ol>	<ol style="list-style-type: none"> <li>1. Go to the IdP status report page and look up the URL of the HEI (e.g. using Ctrl+F). Check whether the attribute “ESI” is “OK” or “MISSING”.</li> <li>2. Does the implementation description demonstrate good practices e.g. involving relevant administrative units in the process?</li> </ol>
Student support and benefits	<ol style="list-style-type: none"> <li>1. Has the HEI demonstrated how they encourage and support students to use Learning agreements via EWP?</li> <li>2. Has the HEI provided examples of benefits and/or satisfaction rates?</li> </ol>	<ol style="list-style-type: none"> <li>1. How well does the HEI support its students in using digital learning agreements?</li> <li>2. How is the institution assessing feedback and can it provide examples of how EWP can improve the overall experience of mobile students?</li> </ol>

### General guidance for NAs in selecting nominees

When determining which HEIs to nominate as EWP Champions it is important to view the applicants holistically with the overall objective of the action in mind. The purpose is to find HEIs that have a demonstrated strong commitment to digitalisation of Erasmus+ through EWP, the ESI and, to the extent possible, Erasmus+ App and good practices that can inspire and support other HEIs in overcoming the challenges in the institutional context. It is also important to find HEIs that have reflected on the opportunities digitalisation through EWP can bring in terms of improving administrative processes and the implementation of the programme, both internally and between all participating HEIs. Ideally, the HEIs should also have managed to conclude a significant amount of IIAs and LAs through EWP. These HEIs can play a strong role in helping to test and further improve EWP and help facilitate discussions among HEIs on how to work collectively to achieve the overall aims of the initiative.

To achieve diversity in the final group of EWP Champions NAs should strive to nominate different types of HEIs e.g. one using an in-house system and one using a third party, or one large HEI and one small HEI.

Champions should be visibly recognised by the European Commission and Member States following their selection and through participation in an EU level communication campaign.

Candidates should be motivated by getting high visibility as well as being first in line for bringing new features on board in their institutions.