

Dear colleagues,

Following the success of the previous Staff Week, the University of Kragujevac is pleased to invite both academic and administrative staff to the 2<sup>nd</sup> International Staff Week, which will take place between May 20 and May 24, 2019.

This staff week will provide the participants with the unique opportunity to learn more about the University of Kragujevac, its status in Erasmus+ program, partner VS program country, share success stories and best practices with other colleagues. The programme will include a wide range of activities, the main topics are oriented towards successful realization of students and staff mobilities (student/staff support and administration, incoming/outgoing students, tools for better service, promotion, etc.). Participants will have opportunity to network with colleagues from partner institutions both from European and non- European countries.

The participation fee for the staff week is €80, paid on arrival, and includes conference materials, coffee breaks and lunches during 4 days, an excursion, and welcome and farewell dinner.

The provisional programme is attached.

<b>Hosting Higher Education Institution:</b>	<b>University of Kragujevac</b>
<b>Institution website:</b>	<a href="http://kg.ac.rs/eng/">http://kg.ac.rs/eng/</a>
<b>Country:</b>	Serbia
<b>Language:</b>	English
<b>Dates:</b>	Monday, 20 May, 2019 to Friday, 24 May, 2019
<b>Registration fee:</b>	80 euros
<b>Deadline for applying:</b>	Monday, 22 April, 2019
<b>Accommodation:</b>	IRO will provide support in finding accommodation
<b>Contact person details:</b>	Ms. Ivana Balsic, Administrative Erasmus+ Coordinator, Email: <a href="mailto:erasmus@kg.ac.rs">erasmus@kg.ac.rs</a> Tel. +381 34 300 425

For more questions, do not hesitate to contact us.

Best regards,

Ivana Balsic