

Dear partners and colleagues,

We are thrilled to announce that the Universitat de Girona (UdG) will host **its 1st International Staff Week**, taking place from **June 2nd to June 6th, 2025**, in the beautiful city of Girona, Catalonia.

The Staff Week will be conducted fully in English and is aimed at International Officers or staff members involved in international affairs.

Main topics:

- Internationalization at home practices
- European Universities Alliances
- Erasmus+ KA171 regions
- Cross-border cooperation

Participants are expected to cover their own travel and accommodation expenses, ideally through Erasmus+ STT funds available at their home institutions.

The **registration fee** is 100€, which includes a guided tour, a cultural outing, coffee breaks, lunches, and one formal dinner.

For further details, please see the **program attached** or visit the registration link.

Registration link: <https://esdeveniments.udg.edu/127318/detail/gironas-international-staff-week-2025.html>

**Applications for the Staff Week must be submitted by March 24th, 2025**, and participants will be notified of their acceptance by **March 31st, 2025**. Once acceptances are communicated, we will provide payment instructions and share additional details about the program and practical information.

To ensure a balanced and diverse group, a maximum of two participants per institution will be accepted. If the number of applications exceeds capacity, preference will be given to achieving broad institutional representation.

We kindly ask you to forward this invitation and share it with colleagues at your institution who may be interested in participating.

For any inquiries, feel free to contact us at [staffweek@udg.edu](mailto:staffweek@udg.edu).

*Please note that our office will be closed from December 24th until January 7th for the Christmas holidays. We will respond to any inquiries upon our return.*

We take this opportunity to wish you a **Merry Christmas** and a **Happy New Year!**

We look forward to welcoming you to Girona!

Warm regards,

**The Universitat de Girona International Office Team**

Mòdul 20

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<https://www.udg.edu/ca/internacional/>

Universitat de Girona  
**Oficina Internacional**



Co-funded by  
the European Union

**across**  
EUROPEAN  
CROSS-BORDER  
UNIVERSITY

# Girona's International Staff Week

June 02nd - 06th

## KEY INFORMATION

**Location:** Girona, Catalonia, Spain

**Target group:** International Officers, university staff involved in international activities, and other staff members interested in learning more about international affairs.

**Language:** English

**Registration fee:** 100€

**Other expenses:** Participants are expected to cover accommodation and travel expenses through the Erasmus+ fund for staff training mobility (STT) available in their home institutions.

Coffee breaks, lunches and a formal dinner will be covered by the UdG.

**MONDAY**

**Registration and  
Welcome**

Bilateral meetings  
Girona Old Town city tour

**TUESDAY**

**Networking and partners  
showcase**

Introduction to Catalan  
Language and Culture

**WEDNESDAY**

**Internationalization at  
home practices**

European Alliances  
discussion

**THURSDAY**

**KA171 regions  
and Cross Border  
Cooperation**

Visit to the UdG library

**FRIDAY**

**Cultural trip**