

Dear partner,

We are pleased to inform you our International Office will be hosting a **Staff Training Week from 03 June 2019 until 07 June 2019.**

In attachment you can find the preliminary program and the registration form. If you and/or your colleagues would like to join us, please send the completed form to Ms Elke Timmermans ([elke.timmermans@kuleuven.be](mailto:elke.timmermans@kuleuven.be))

We are looking forward to seeing you!

Kind regards,

Heleen Hendrix and Kim Vanderwaeren

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# **ERASMUS+ STAFF TRAINING WEEK**

**KU LEUVEN – UNIVERSITY OF LEUVEN**

**B LEUVEN01**

**3-7 June 2019**

**Monday 3 June**

*Afternoon*

14.00 : Welcome and coffee

14.30 – 15:30 : Presentation KU Leuven

15.30 – 17.00 : Presentation of the participants' institutions

17.00 – 18.00 : City Tour

*Evening (18.30)* : Dinner hosted by the International Office

## **Tuesday 4 June**

### *Morning*

9.00 – 10.00 : Presentation of the participants' institutions

10.00 – 11.00 : Erasmus+ International credit mobility : sharing experiences

11.00 – 12.00 : Visit to ILT language centre

12.00 – 14.00 : lunch at the International Office

### *Afternoon*

14.00 – 15.00 : Visit to the university library

15.00 – 16.00 : Presentation Orientation Days and student welcome activities; Presentation student support services

16.00 – 17.00 : Visit to Pangaea

## **Wednesday 5 June**

### *Morning*

9.00 – 10.00 : Blended learning and virtual mobility

10.00 – 11.00 : Student exchanges at KU Leuven : who does what?

11.00– 12.00 : Visit Agora learning centre

### *Afternoon*

Free time

## **Thursday 6 June**

Individual visits will be arranged for each participant, with the option to visit faculties, central services, student support services, campus outside Leuven etc.

## **Friday 7 June**

*Morning*

09.00 – 11.00 : Student exchanges and intercultural competences

11.00 – 12.00 : Presentation of the Advisory Committee on higher risk destinations

12.00 – 12.30 : Presentation of certificates of attendance + group photo

Lunch hosted by the International Office