

Expand your comfort zone – be our GUEST!

Graz University Erasmus Staff Week NOV 27 – DEC 01, 2023 GRAZ | AUSTRIA

TARGET GROUP

Administrative units at the University of Graz open their doors to host colleagues, network, and exchange good practices.

The different program tracks are:

- Office of International Relations (IRO)
- Department of Academic Services and the Competence Center for University Teaching
- Doctoral Academy and PostDoc Office
- Research Management Service
- Human Resources
- treffpunkt sprachen - Centre for Language, Plurilingualism and Didactics
- University of Graz Library

For details and updates see:



<https://orientation.uni-graz.at/de/guest-week/>

HOW TO APPLY

Complete the [online application](#) by **September 01, 2023**.

We will be able to confirm your participation by mid-September 2023.

The number of participants is limited.

ACCOMMODATION

We will provide you with a list of hotel recommendations after your successful application.

FUNDING

Please note that participants are responsible for covering their own accommodation, travel and most meals during this week. We kindly suggest that you seek for Erasmus+ STT funding at your home institution.

IRO track: This year's GUEST Week will tackle topical issues and the latest trends in the internationalization of higher education, which have been introduced with the new Erasmus+ program period, such as green mobility, digitalization, inclusion support and Blended Intensive Programmes. Another focus lies on welcome initiatives and services as well as European University Alliances such as Arqus.

General information: Our staff week provides a platform for exchanging experience, sharing good practices and creating new ideas. The program offers different formats, including information sessions, workshops and round table discussions. The staff training week will not only support the transfer of knowledge but also the strengthening of existing and creation of new cooperation links. The participants are invited to contribute their own good practice examples related to the topics of the program.

PRELIMINARY PROGRAM

MONDAY, NOVEMBER 27

10:30 – 17:00 Welcome and introduction
Presentation of the University of Graz
Group activities and group photo
University of Graz Campus and Library Tour
Poster sessions / Good practice presentations

19:30 Joint Welcome Dinner (optional)

TUESDAY, NOVEMBER 28

09:30 – 15:30 **Focus group IRO:**
Green Initiatives
Inclusion Initiatives
Digitalization, EWP
Good practice examples by participants

09:30 – 13:00 **Other focus groups:** individual program at units

15:30 – 17:00 Guided City Tour (optional)

WEDNESDAY, NOVEMBER 29

09:30 – 14:00 Blended Intensive Programmes, Short Term Mobilities
KA 131 and KA 171
Good practice examples by participants

Afternoon **Other focus groups:** individual program at the different units
Social program (optional)

THURSDAY, NOVEMBER 30

09:30 – 14:00 Welcome initiatives and services for students and staff
Arqus and other European University Alliances: round table
Wrap-up & feedback session

Evening Let's enjoy the cozy Christmas Markets together! (optional)

FRIDAY, DECEMBER 01

09:30 – 13:00 **Attention:** for participants funded through Erasmus+ International Credit Mobility (not necessary for others)
Get a glimpse: individual meetings at IRO
Erasmus+ International Credit Mobility: scholarship payments

We work for
tomorrow

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