

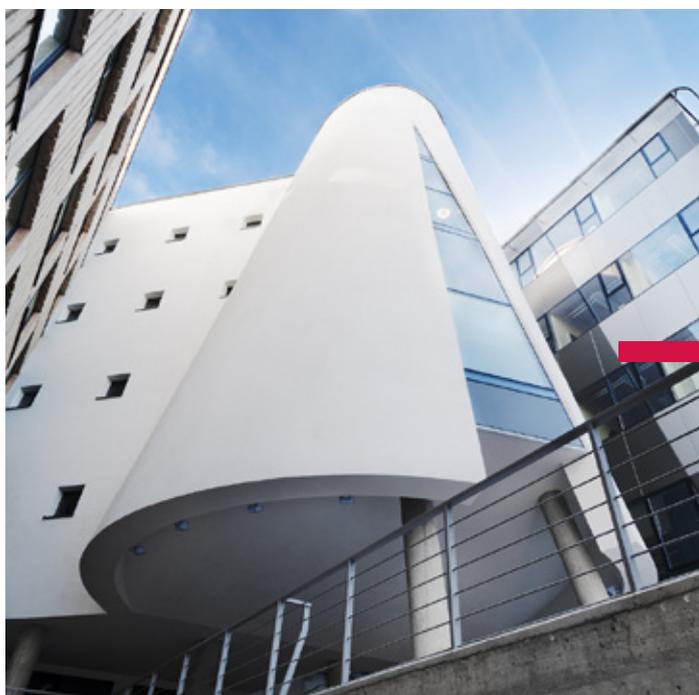
# DEAR PARTNERS AND COLLEAGUES,

Tallinn University is pleased to invite you to join our seventh Erasmus+ Staff Training Week with the focus on student support services, taking place on **April 20-24, 2015**.

The Staff Training Week gives you the opportunity to get to know Tallinn University and our services offered to the students participating in the mobility programmes. The seminars will concentrate on how to support the students in using their international learning and working experience as a competitive advantage in their career, and the future perspectives of the higher education field. You will also have a possibility to learn some Estonian language, hear about our culture, visit the medieval Old Town of Tallinn and see the Estonian countryside.

The target group of the Staff Training Week is university staff working with student mobility and international cooperation. All participants are expected to give a 5-10 minute presentation about their university and a best practice of a service, which has been developed for their students participating in mobility programmes.

Applicants are asked to submit an online registration form on our website ([www.tlu.ee/iw](http://www.tlu.ee/iw)). As our partner universities have different deadlines for applying for the Erasmus+ staff mobility grant then we have set two deadlines – candidates who submit their application by December 1 will receive feedback by December 10 and candidates applying by February 20 will receive feedback by March 2.



## Preliminary Programme

**Monday, 20 April** – Welcome, Introduction to Tallinn University, Estonian Language Workshop, Observations about Estonian Culture, Guided Tour in the Old Town, Welcome Dinner

**Tuesday, 21 April** – Presentations by Participants, Introduction of the Student Support Services at Tallinn University, “Taste the Culture”, Movie Evening

**Wednesday, 22 April** – Workshop on “International Learning and Internship Experience as a Career Advantage”, Visit to the National Opera (optional)

**Thursday, 23 April** – Trip to the Estonian Nature together with a Seminar on “Future of Education”

**Friday, 24 April** – Visit to the TV Tower, Conclusions and Closing of the Staff Training Week

The agenda is subject to change! Detailed programme and practical information (accommodation, transportation, etc.) will be sent to the selected participants.

We foresee a maximum of two people per participating institution, but thrive for diversity among the participants and in case of excessive number of applications can limit the number to one per institution. The working language of the International Week is English and a good command of the language is required.

Participants pay for their travel, accommodation, meals and optional visit to the National Opera. Welcome dinner, coffee breaks and the rest of the programme is provided by Tallinn University.

## Further Information

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