

**APPLICATION**

Participant fee: 250 EUR  
*incl. lunch and dinner (see programme)*

<b>Ms/Mr</b>	
<b>Academic title(s)</b>	
<b>First name</b>	
<b>Name</b>	
<b>Home institution</b>	

_What is your current position at your institution?	
_How long have you been working in that position?	
_How long and in what capacities have you been working in the area of internationalisation before you moved into your current position?	

**YOUR EXPERTISE & CONTRIBUTION**

»Collaborating Across University Units«

We are looking for participants who will contribute to the discussion on Tuesday 24 May (see programme).

_In working for internationalisation at your institution, with whom do you collaborate? _Which challenges do you experience in managing the interface between your work and those of your collaborators? _What solutions have perhaps been found to enhance the work across different units of your institution? <b>400 – 1.000 words</b>

**STAFF EXCHANGE WEEK 2016**

»THE ART OF GOOD PRACTICE:

HOW TO SUSTAIN INTERNATIONALISATION WHEN THINGS GET ROUGH?«

\_Would you be willing to give a short presentation (10-15 min) on that topic as part of the Staff Exchange Week programme? **see programme, Tue 24 May, 2pm slot**

## STAFF EXCHANGE WEEK 2016

»THE ART OF GOOD PRACTICE:

HOW TO SUSTAIN INTERNATIONALISATION WHEN THINGS GET ROUGH?«

Bauhaus-Universität Weimar

Dezernat Internationale Beziehungen  
International Office

### PRESENTATION OF YOUR UNIVERSITY

_Would you be willing to present your institution as a destination for Bauhaus-Universität exchange students (10 min)? see programme, Wed 25 May, 4pm slot	
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### EXPECTATIONS

Please rank! 1 = substantial 2 = some 3 = no input

_On which of the topics of the Staff Exchange Week are you looking for input?	Managing interfaces of collaboration in the internationalisation process	
	Qualitative assessment in internationalisation	
	Internationalisation of administration	
_On which of the topics of the Staff Exchange Week are you able to contribute input?	Managing interfaces of collaboration in the internationalisation process	
	Qualitative assessment in internationalisation	
	Internationalisation of administration	

### MEETING WITH PARTNERS AT BAUHAUS-UNIVERSITÄT WEIMAR

_Who are you interested to meet during the <i>optional: meeting with partners</i> – slots? see schedule  Name of person, if known, or unit / function	
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### COMMENTS

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Please save the document as **name\_first name\_application\_SEW\_2016.pdf** first. Then please submit this file by **15 February 2016** to [staffexchangeweek@uni-weimar.de](mailto:staffexchangeweek@uni-weimar.de). We will notify the successful applicants by 1 March.