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Dear Partners,

Novia University of Applied Sciences is pleased to announce its fourth International Week, taking place in Turku from **31 October to 2 November 2017**.

The theme of the week is Learning regardless of time and place, flexible study opportunities.

In addition to presentations and workshops held by Novia staff we hope that you will share your, or your university's, experience in the field with the rest of the group, but you are equally welcome even if you don't have any previous experience and just want to learn. As an international week is a brilliant opportunity to share work related experiences and best practices and create a personal network, the programme will offer many gets-together and common programme apart from the sessions. Our wish is also to give the participants an insight into Finnish higher education, a taste of Finnish culture and a chance to get to know Finland's oldest city.

Thanks to alternative sessions in the afternoons the International Week suits teaching as well as non-teaching staff interested in the topic. Teachers who would like to teach will have the possibility to give lectures on Monday 30 October or Friday 3 November. The subjects taught at the campus in Turku are Business Administration, Tourism Management, Nursing, Social Services and Maritime Management. For non-teaching staff discussions or work shadowing with staff

working in the student administration, library, IT, finance department, international relations etc. is possible on Tuesday, Wednesday or Thursday afternoon.

Attached you will find the Preliminary Programme and an application form. If you are interested in taking part please send a filled application form to Isabelle.bonnet@novia.fi by **1 October 2017**. The number of participants will be limited to 20 altogether, and preferably no more than two participants from each university.

Participation in the International Week is free of charge but participants are expected to cover costs for travel, accommodation and meals themselves (except for dinner 1 November and lunch 2 November). Please note that staff at institutions taking part in the Erasmus+ programme can apply for a grant for staff training or teacher exchange from the home institution.

Please don't hesitate to get in touch if you have any queries. We look forward to welcoming you to Turku.

Kind regards,

Camilla Pundars-Mitts, Isabelle Bonnet and Camilla Moliis
International Office