



Münster University of Applied Sciences • PO 3020 • D-48016 Münster

To our partner universities

Münster, 19<sup>th</sup> June 2015

**Invitation to International Staff Week at MUAS  
23<sup>rd</sup>-27<sup>th</sup> November 2015**

Dear Colleagues,

We are delighted to invite you to our first International Staff Week at Münster University of Applied Sciences. Both academic and non-academic staff from our international partner universities are welcome to attend this event.

The programme will enable participants to familiarise themselves with various institutions, structures and innovative concepts at MUAS. Participants will also be given the opportunity to present their own higher education institution, and to engage in exchange with colleagues and students.

There will be sufficient time to arrange individual appointments in the faculties or other university facilities. You are welcome to give a short presentation (max. 10 mins) about your home university.

Please note that there are limited places available. You can register between 1<sup>st</sup> July and 15<sup>th</sup> September. Please use the online form to apply for a place:

[https://en.fh-muenster.de/internationaloffice/int\\_gaeste/international-staff-training-week.php](https://en.fh-muenster.de/internationaloffice/int_gaeste/international-staff-training-week.php)

We will contact you shortly to inform you whether your application has been successful and send you additional information accordingly.

**Vice-President  
for Economic and  
Personnel Administration**



International Office

Contact:

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No participation fees will be charged. Participants are required to cover their own individual expenses (e.g. meals), and travel and accommodation costs. MUAS has reserved a certain number of hotel rooms that you will be able to book at a discount price.

Please contact the International Office at your home university in order to obtain funding from the Erasmus+ programme to attend the International Staff Week.

For more information about MUAS:

[https://en.fh-muenster.de/internationaloffice/int\\_gaeste/informationen-fuer-internationale-gaeste.php?p=7](https://en.fh-muenster.de/internationaloffice/int_gaeste/informationen-fuer-internationale-gaeste.php?p=7)

Please find enclosed the draft programme for the International Staff Week.

We look forward to your visit!

Sincerely,

Ines Roman  
Head of International Office