**7th INTERNATIONAL STAFF TRAINING WEEK**

**Preliminary Program
28 May – 1 June 2018**

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| **Monday, 28 May** |
| 9.30 – 10.00 | Registration |
| 10.00 – 12.00 | Welcome session:* Welcome address
* Presentation about RTU
* Practical information
* Networking
* Group photo
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| 12.00 – 13.30 | Networking lunch |
| 13.30 – 17.00 | * Presentation of Latvia
* Short Latvian language course
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| 19.30 | Welcome dinner |
| **Tuesday, 29 May** |
| 10.00 – 12.00 | Parallel workshops:**Workshop 1:** Intercultural communication**Workshop 2:** Presentation of the Office of the Vice-Rector for Finance, short presentations from participating universities about financial identificators |
| 12.00 – 13.30 | Lunch break |
| 13.30 – 15.30 | Parallel workshops:**Workshop 1:** Intercultural communication**Workshop 2:** Financial management of HEI |
| 18.00 | Sightseeing tour in Riga  |
| **Wednesday, 30 May** |
| 10.00 – 12.00 | Parallel workshops:**Workshop 1:** Session hosted by RTU International Cooperation and Foreign Students Department **Workshop 2:** Financial management of HEI |
| 12.00  | Lunch break |
| 13.30 –…  | Campus tour / faculty visits / individual meetings |
| **Thursday, 31 May** |
| 10.00 All day event | Tour to Jūrmala – the biggest resort city in the Baltic States |
| **Friday, 1 June** |
| 10.00 – 12.00 | Feedback and evaluationCertificates |