



JKU Staff Training Week, 21 – 23 April 2015

Programme (tentative)

Track 2: Student Administration

University Campus, Uni-Center, 2nd Floor

Monday, 20 April	
Arrival to Linz	
as of 19:00	Informal get-together (Hotel Sommerhaus)
Tuesday, 21 April	
8:30	Meeting point at the entrance hall of Hotel Sommerhaus
9:00-10:00	Welcome session: Presentation of the JKU
<i>Coffee break</i>	
10:15-11:30	Introduction of the Teaching and Studies Services Department Introduction of the participants
11:30-12:00	Guided campus tour
<i>Lunch break</i>	
13:00-15:00	Crash Course German
16:30	Guided City Tour
19.00	Welcome dinner Restaurant Pöstlingbergschlössl

Wednesday, 22 April	
9:00-12.15 <i>(Coffee break included)</i>	Presentation of the JKU faculties, academic degree programs and academic degree programs with a registration procedure Admission requirements for Austrian applicants to a Bachelor's or Diploma Degree Program Admission to a Master's and Doctorate Degree Program Tuition fees
<i>Lunch break</i>	
13:30-15:00	Workshop: Academic and Student Advising Services First contact support

Thursday, 23 April	
9:00-10:30	Workshop: Examination Procedures Examination Credit Transfer/Recognition Academic Advises Services
<i>Coffee break</i>	
10:45-12:15	Presentation of the Kepler University Study Support System (KUSSS) Onlineplatform for teachers and students to manage the ongoing processess
<i>Lunch break</i>	
13.45 – 14.15	Final discussion and evaluation of the staff training week
16:30	Visit to the Ars Electronica Center – Museum of the Future
19:00	Farewell dinner Restaurant Cubus

General Information:

Participants will be charged a fee of € 295 to be paid prior to arrival. The fee includes:

- Accommodation at Hotel Sommerhaus from Monday, April 20 to Friday, April 24 (4 nights) in a single room incl. breakfast <http://www.sommerhaus-hotel.at/>
The hotel is situated next to the university campus (about 10 minutes walking distance). Additional nights can be arranged (€ 44 per night).
- Welcome dinner
- Farewell dinner
- Snacks and drinks for the coffee breaks
- City tour
- Visit to the AEC
- Public transportation in Linz as of Tuesday

The fee does not include: lunch, food and drinks for the get-together

Application:

Please fill in the application form and send it back to petra.lehner-mittermaier@jku.at by March 10.

The number of participants is restricted to 15 per track. Therefore, we will primarily not accept more than two participants per partner institution and may not be able to accept all applicants.

Arrival to Linz:

Linz is situated 180 km from Vienna and 140 km from Salzburg and can be reached easily by train or plane.

Via Vienna

The ÖBB (Austrian National Railways) offers a direct connection between Vienna Airport and the main train station in Linz which takes only 1 hour and 47 minutes. The daily train departures are as follows: 6.25am 8.25am 10.25am 12.25pm 2.25pm 4.25pm 8.25pm 10pm

Via Salzburg

Bus Nr. 77, departing from the Salzburg Airport every fifteen minutes, takes you directly to the main train station in Salzburg. Trains to Linz depart hourly and the estimated travel time is approximately 1 1/2 hours.

Contact:

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