

Dear Partner,

Obuda University invites academic and administrative staff from higher education institutions to participate in the International Staff Week organized by Obuda University Mobility Office to be held between 12-16 May physically at Obuda University, Budapest:

How to run the International Office - Challenges and solutions

Venue: Obuda University, main building (1034 Budapest, Bécsi út 96/b) with a one-day excursion to Alba Regia Technical Faculty (8000 Székesfehérvár, Budai út 45.)

Registration/participation fee: EUR 300.

- The registration fee is a contribution to the costs of the coffee breaks and lunches between Monday and Thursday, sightseeing tours and Museum fee, and the closing dinner on Thursday indicated in the Program. Registration/participation fee is not refundable even if you do not participate in all programs.
- Accepted participants will be informed about bank details and deadline for payment later.
- Accommodation and travel expenses to and in Budapest must be covered by participants.

Language: English

Maximum number of participants: 20 people. Participants who offer to share their best practice in one of the planned topics are given priority during the selection process.

Preliminary programme: see enclosed.

Application form:

<https://mobility.uni-obuda.hu/en/proposals/erasmus-mobility-for-incoming-staff-20242025>

- Please register at this website first
- Fill in the Application form
- Host department: Mobility Office

Application deadline: 13 April 2025. Selected participants will be informed until 18 April.

We will fully support you in applying for funding under the Erasmus+ programme at your home university. Therefore, please let us know if you need any documents or confirmation from our side.

For our non-EU partners: please contact us before application to check the remaining places for our Erasmus+ KA171 programme!

Please note that all programs are mandatory. OU can only sign the Confirmation form or Certificate of Attendance for full participation.

Contact: Obuda University Mobility Office, mobility@uni-obuda.hu

We are looking forward to seeing you in Budapest!



OBUDA UNIVERSITY STAFF WEEK

HOW TO RUN THE INTERNATIONAL OFFICE - CHALLENGES AND SOLUTIONS BUDAPEST, 12-16 MAY 2025

	Monday, 12 May	Tuesday, 13 May	Wednesday, 14 May	Thursday, 15 May	Friday, 16 May
9:00-9:45	Registration	Pannonia Programme: Bridging Regions and Opportunities	Travel to Székesfehérvár Alba Regia Campus		
9:45-13:00	Welcome speach Group photo International coffee break Introduction of Obuda University Campus Tour IT Evolution exhibition	Maximizing HEI's Global Reach: Innovative International Marketing How to Attract Top International Talent by Leveraging Rankings and Strategic Visibility BARK Laboratory	Introduction of the Alba Regia Technical Faculty Short-Term Mobility's: Empowering Students with Micro-Credentials Tips and tricks: How to use AI in our everyday work Campus tour	Summer Universities: Where Cultures Meet and Knowledge Flourishes Intercultural Training: Preparing for a Diverse and Inclusive Future	Faculty visits
13:00-14:00	Sandwich lunch	Lunch break	Sandwich lunch	Lunch break	
14:00-17:00	Introduction of participants (short presentations)	Cultural programme: House of Music	Visit Bory Castle Sightseeing in downtown Székesfehérvár	Sightseeing tour / cultural programme:- Visit the Library of Parliament- Sightseeing tour in Pest- Visit the Saint Stephen's Basilica	
17:00-19:00	Sightseeing tour, Buda Castle district		Travel back to Budapest		
19:00 - 21:00				Gala dinner	