

Hradec Králové, 15 July 2024

Dear colleague,

The Faculty of Informatics and Management of the University of Hradec Králové has successfully acquired a minimum of **five one-week international training opportunities** for its employees (administrative and other staff) at partner institutions **for the academic year of 2024/2025**. The purpose of this training, supported by the Erasmus+ programme, is to acquire new knowledge and skills, shadow staff at the host institution, exchange experience, or take part in other forms of professional training.

An employee may be a citizen of any country but must have an employment relationship with FIM UHK.

The completed and signed application form must be delivered to the Dean's Office (attention: Mrs. Monika Hebková) no later than **11:00 a.m. on 9 September 2024**.

Wishing you much success,

prof. RNDr. Petra Poulová, Ph.D.

Vice-Dean for Development and International Relations

Explanations:

1. The training must take place during the academic year of 2024/2025 and be completed by **30 June 2025**.
2. The training duration is 5 working days + 1 day for travel to the destination and 1 day for the return journey.
3. Applications will be evaluated by the selection committee: (prof. Ing. Mgr. Petra Marešová, MBA, Ph.D., prof. PhDr. Blanka Klímová, M.A., Ph.D. a Ing. Hana Šrámková, Ph.D.)
4. The results of the selection process will be published by the end of September 2024.

ERASMUS+ AY 2024/2025 - TRAINING

Application Form

- Title, first name and surname:
- Department:
- Have you already participated in an Erasmus+ stay abroad?
YES ☐ NO ☐
- Language skills:
- Location of stay abroad (an overview of organized training events can be found at <http://staffmobility.eu/staff-week-search>):
- Brief description of the stay (purpose and objectives of the trip, expected outcomes):

Date.....

Signature