



Staff Training Week @ Ghent University

Taking care of international students at Ghent University:

What is our duty of care? New challenges? The role of the International Office?

(February 1-3, 2016)

(Optional February 4, 2016)

Programme





1. General Information

Ghent University is glad to invite you in Ghent to take part in the Staff Training of Ghent University (**February 1 - February 3, 2016**, possibility to extend to February 4).

The aim of this Staff Training is to welcome both teaching and non-teaching staff from our partner institutions and share experiences with regard to the following theme: **Taking care of international students at Ghent University: What is our duty of care? New challenges? The role of the International Office?**

We offer the participants:

- 2 lunches
- 2 dinners
- 1 dinner at 'Eetavontuur', a Belgian cooking workshop! All participants will cook and eat a fully typical Ghent dinner, guided by professional cooks.
- Information kit
- Certificate of Participation
- Coffee breaks
- Guided tour to the student facilities and to the city of Ghent

Please notice that:

- The main communication language will be **English**
- Ghent University doesn't book the flight, hotel and transport. For the accommodation we can recommend you some hotels in different price categories (see annex).
- We also offer you the possibility to join our **Welcome Days for international students on 4 February 2016**.



2. Programme

Monday February 1, 2016: UFO building, room 'Raadzaal'

14h00 – 14h30: Welcome at Ghent University! Introduction to the topic of the Staff Training.

Mr. Frederik De Decker – Head of the International Relations Office

14h30 – 15h00: International Student Support @ Ghent University

Mrs. Carole Picavet – Coordinator International Student Support (Events, Print, Online)

15h00 – 16h00: Presentation of the participants

16h00 – 16h30: Coffee Break

16h30 – 17h00: Activities student organization ESN (Erasmus Student Network)

Mr. Alexander Thoen (President ESN) – Mrs. Mara Bauwens (Board member ESN)

17h00 – 17h30: Best practices - Buddy program - Language Tandem in the faculty of Arts & Philosophy

Mrs. An Desmet – International Relations Office Faculty of Arts & Philosophy

18h00: Dinner



Tuesday February 2, 2016: UFO building, room 'Raadzaal'

9h00 – 10h30: Interactive session, presentations and case studies International Student Support, part 1:

- Homesickness, underestimated problem?
- How to deal with an accurate crisis?
- Living costs are too high, scholarship is not sufficient?
- Housing on the private market, role of Ghent University?
- Disappointing study results?
- Cultural differences?
- Facilities student and disability
- Taking care of refugees

Mrs. Annemieke Taildeman – Student Psychologist Counselling Office

Mrs. Geneviève Cochez – Institutional Erasmus Coordinator

Mrs. Elisabeth Velle – International Relations Office

Mrs. Nathalie Depoorter – Institutional Advisor

Mrs. Carole Picavet – Coordinator International Student Support

Mrs. Katrien De Bruyn – Policy Unit of Diversity and Gender

Mr. Frederik De Decker – Head of the International Relations Office

Mrs. Charlotte De Lange – Contact person student and disability

10h30 – 11h00: Coffee Break

11h00 – 13h00: Interactive session, presentations and case studies International Student Support, part 2:

13h00 – 14h30: Lunch in student restaurant 'De Brug'

14h30 – 15h00: Visit to the student housing facilities

Guided tour by the Head of the Housing Department Mr. Francis Ascoop

15h00 – 15h15: Coffee break

15h15 – 17h00: Possibility to meet other colleagues from the IRO to discuss special topics - 18h00: Dinner

Wednesday February 3, 2016: UFO building, room 'Raadzaal'

9h00 – 10h30: Debate – Differences in taking care of European student versus non-European student

- Visa and solvency procedure
- Residence permit
- Students from developing countries

Mrs. Anneleen Vanlaere – International officer development cooperation

Mrs. Charlotte Moulin – International student advisor

Mrs. Stephanie Vancoillie – International student advisor

Mrs. Carole Picavet – Coordinator International student support

10h30 – 10h45: Testimonial International student

Mrs. Elbie Lombard South Africa

10h45 – 11h00: Coffee Break

11h00 – 11h30: Acculturation program 'Low Countries Studies'

Mr. Valère Meus - International Relations Expert

11h30 – 12h00: The importance of offering language courses

Mrs. Marijke Lenaerts – Coordinator University Language Center

12h00 – 13h00: Sandwich Lunch

14h00 – 16h00: City Walk through Ghent

Guided tour with special attention to the university buildings and facilities

Mr. Nick Provoost – International office Faculty of Economics and Business Administration

16h00 – 16h45: Coffee Break

16h45: Taxi Departure for 'Eetavontuur' : Belgian cooking workshop!

All participants will cook and eat a fully Belgian dinner, guided by professional cooks!
We will leave as a group by taxi to the Eetavontuur.

Closing of the staff week: distribution of the certificates

21:00: Taxi back to the Rectorate



Thursday February 4, 2016 (optional, detailed programme will follow later)

9h30 – 13h00 : **WELCOME DAYS**

For new international students @ Ghent University