**Report on participation in international mobility by an employee of the WSB University**

*Ladies and Gentlemen,*

*In order to improve activities in the field of organizing foreign trips of our employees, as part of international exchange programs and their impact on the development of the didactic and organizational potential of the WSB University in Dąbrowa Górnicza, please complete a short report on the trip in which you participated.   
Thank you.*

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| **Name and Surname of the employee:** |  |
| **Department / Faculty:** |  |
| **Date of departure:** |  |
| **Where to: name of the host institution and country.** |  |
| **Name of the program under which the trip was carried out:**  **(Please underline as appropriate)** | □ Erasmus + program  *1.* *STA mobility (conducting classes)*  *2. STT (training)*  □ EDUKACJA program  □ NAWA project  □ Inter-university exchange  □ Other (which one?) ……………………………………………………………………….. |
| **People who were contacted / talked to about cooperation: please provide their name and surname, position, e-mail address, telephone number:** |  |
| **Can the visited institution accept students of the WSB University for internships? In which sectors, for which positions, etc. Please provide the contact details of the responsible person:** |  |
| **Does the visited institution have foreign accreditation, ie EFMD Accredited, EQUIS, AACSB, AMBA, BSIS, ACEEU or others? Please provide the contact details of the responsible person:** |  |
| **Is the visited institution a member of the European University Alliance? If so, what is the name of the alliance? Please provide the contact details of the responsible person:** |  |
| **Is the university interested in implementing a joint education program (double diploma)? Please provide the possible field of study and contact to the responsible person:** |  |
| **Is the university interested in implementing a joint strategic project, e.g. under the Erasmus +, NAWA, DAAD programs, etc.? Please provide the contact details of the responsible person:** |  |
| **Please share the good practices used at the host university / institution that you have had the opportunity to familiarize yourself with in the scope of activities:** | 1. Organizational, e.g. sustainable campus, green office , etc. |
| 2. Teaching, e.g. didactic innovations, teaching methods, COIL virtual cooperation projects, etc. |
| 3. Scientific, e.g. joint conferences, publications, etc. |
| **In addition, an employee going for mobility under the Erasmus+ program can prepare a text in an editable format (2000-3000 characters) introducing other employees to a given university and encouraging students to go to study at this university: living conditions, studying in a given country / city / university ; valuable tips for future employees and students:** |  |

**Attachments:**

1. **The report should be accompanied by two / three photographs documenting the stay at the host institution. Photographs with the report should be sent to the following e-mail address:** [**jludzien@wsb.edu.pl**](mailto:jludzien@wsb.edu.pl)
2. **As part of the dissemination of the results from participation in foreign mobility, it is welcomed for the participant of the trip to publish short reports about the trip in their social media, i.e. Facebook, Instagram, Linkedin , etc., using the name of the sending university, i.e. WSB University and the name of the program, by marking them with the #AkademiaWSB sign and e.g. #Erasmus+.**