



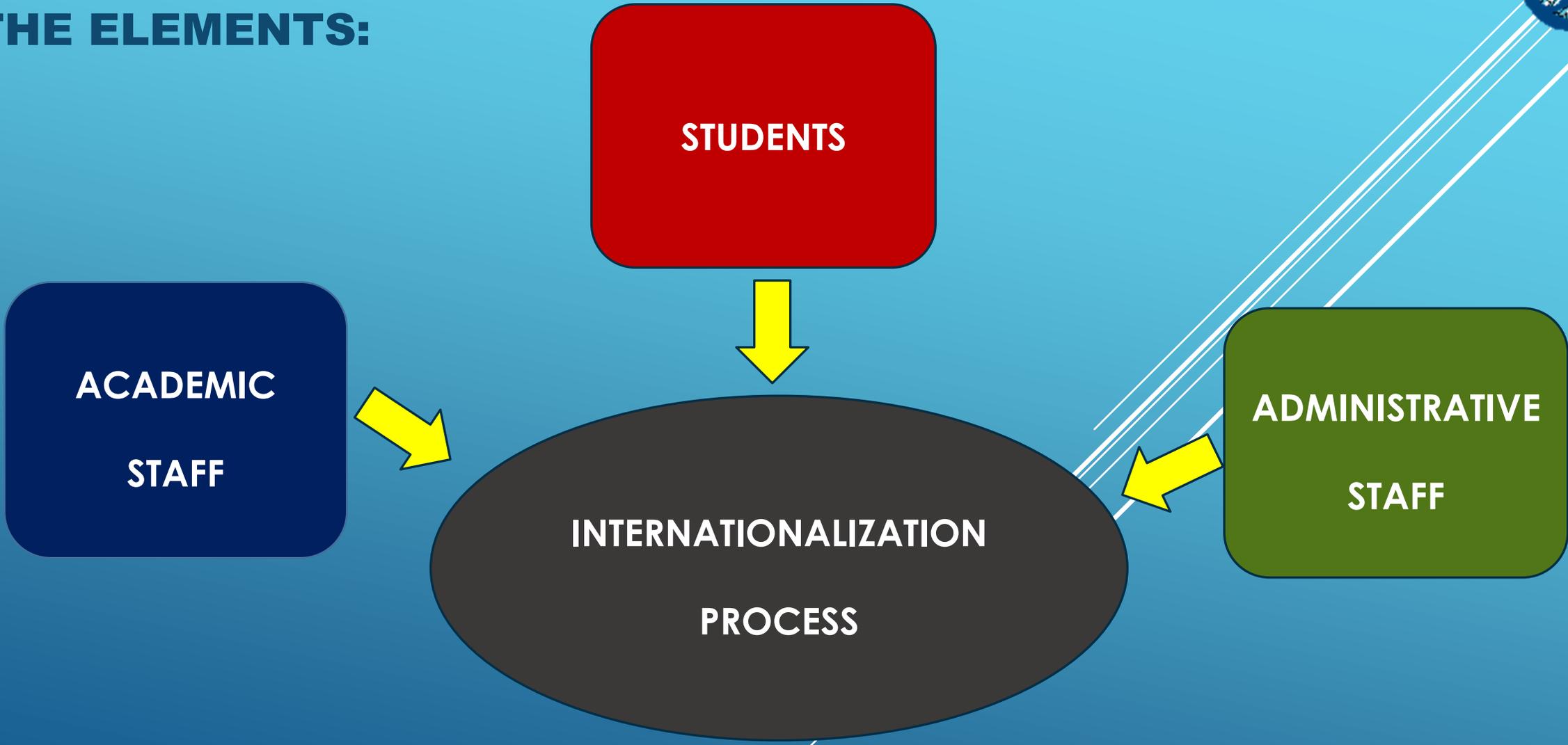
THE ADMINISTRATIVE STAFF

key factor of

the internationalization in HEIs



THE ELEMENTS:





THE MISSION:



INTERNATIONAL PARTNERS

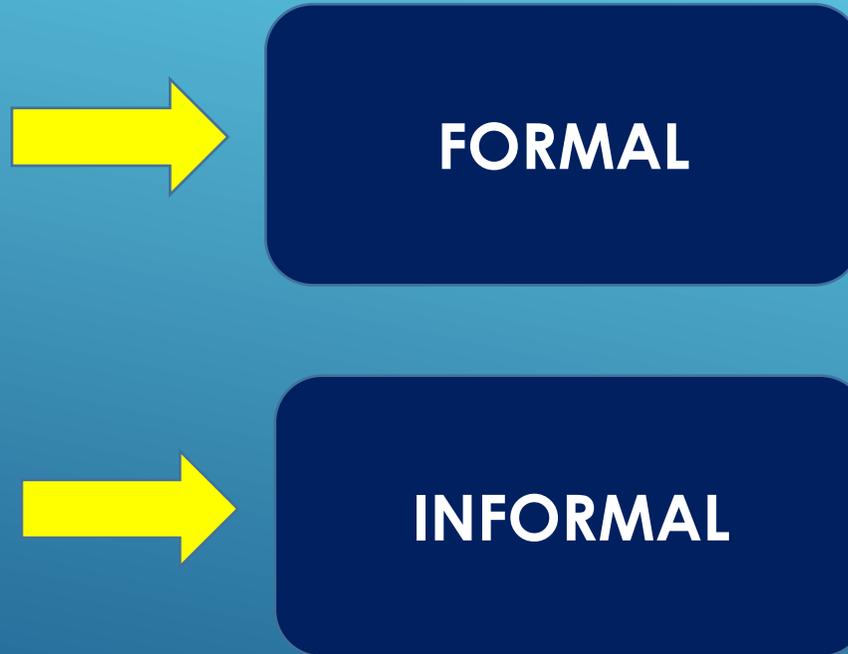


THE MISSION:

- To provide the correct documents and assist in their completion
- To provide the flow of documents
- To provide the logistic support
- To provide the financial services
- To provide the legal support
- To provide the link between departments involved
- To provide the link between the University and related authorities (ministries, embassies, diplomatic missions, immigrations services, banks, etc.)
- To provide the link between partners (universities and/ or participants)

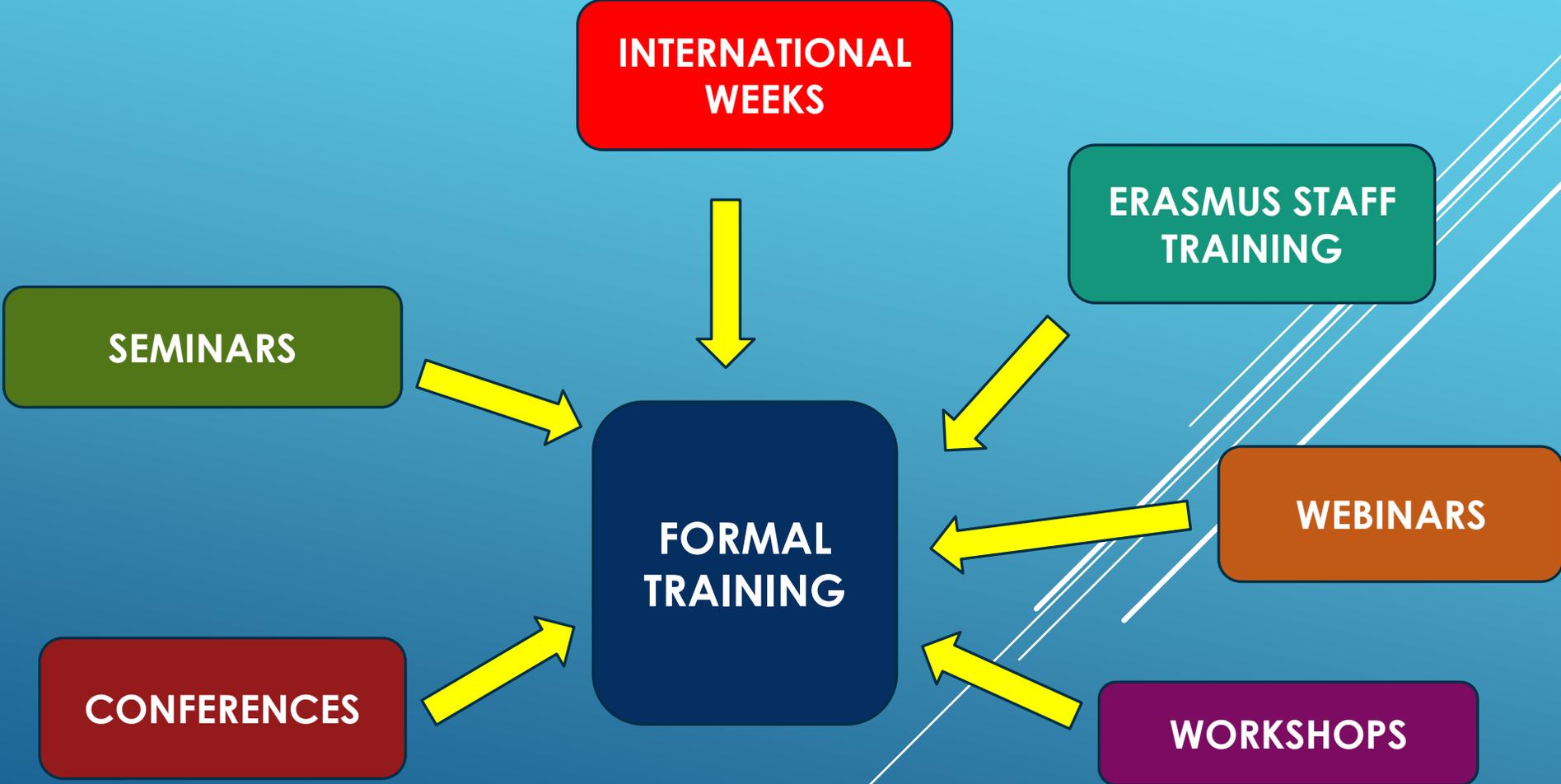


THE TRAINING:





THE TRAINING

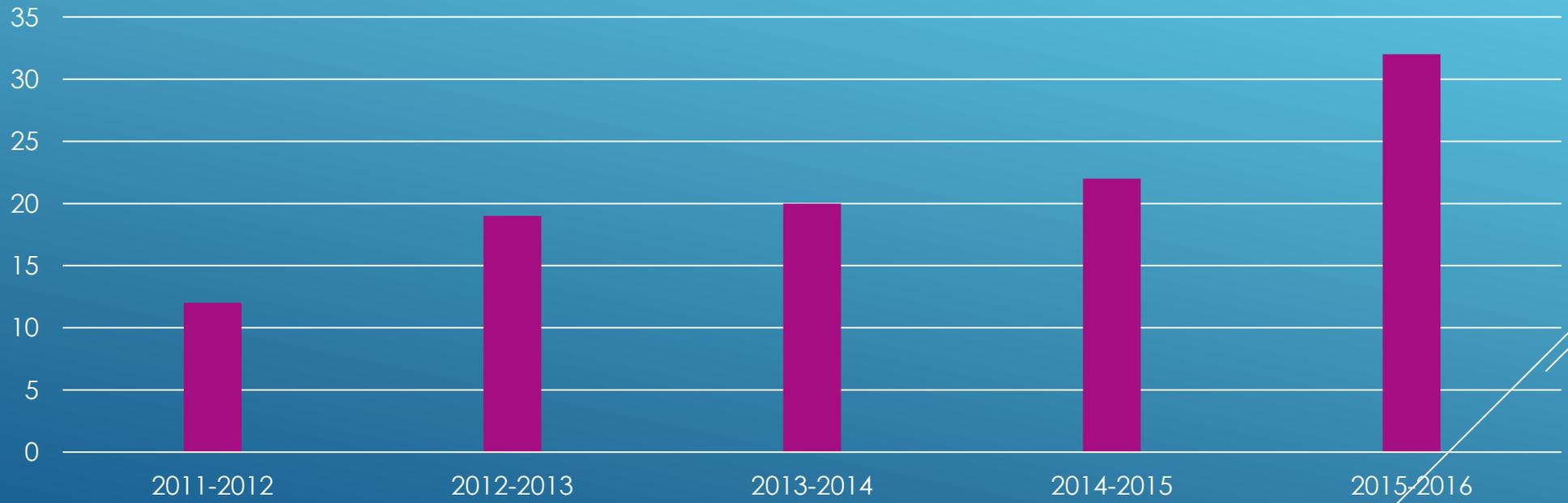




THE TRAINING

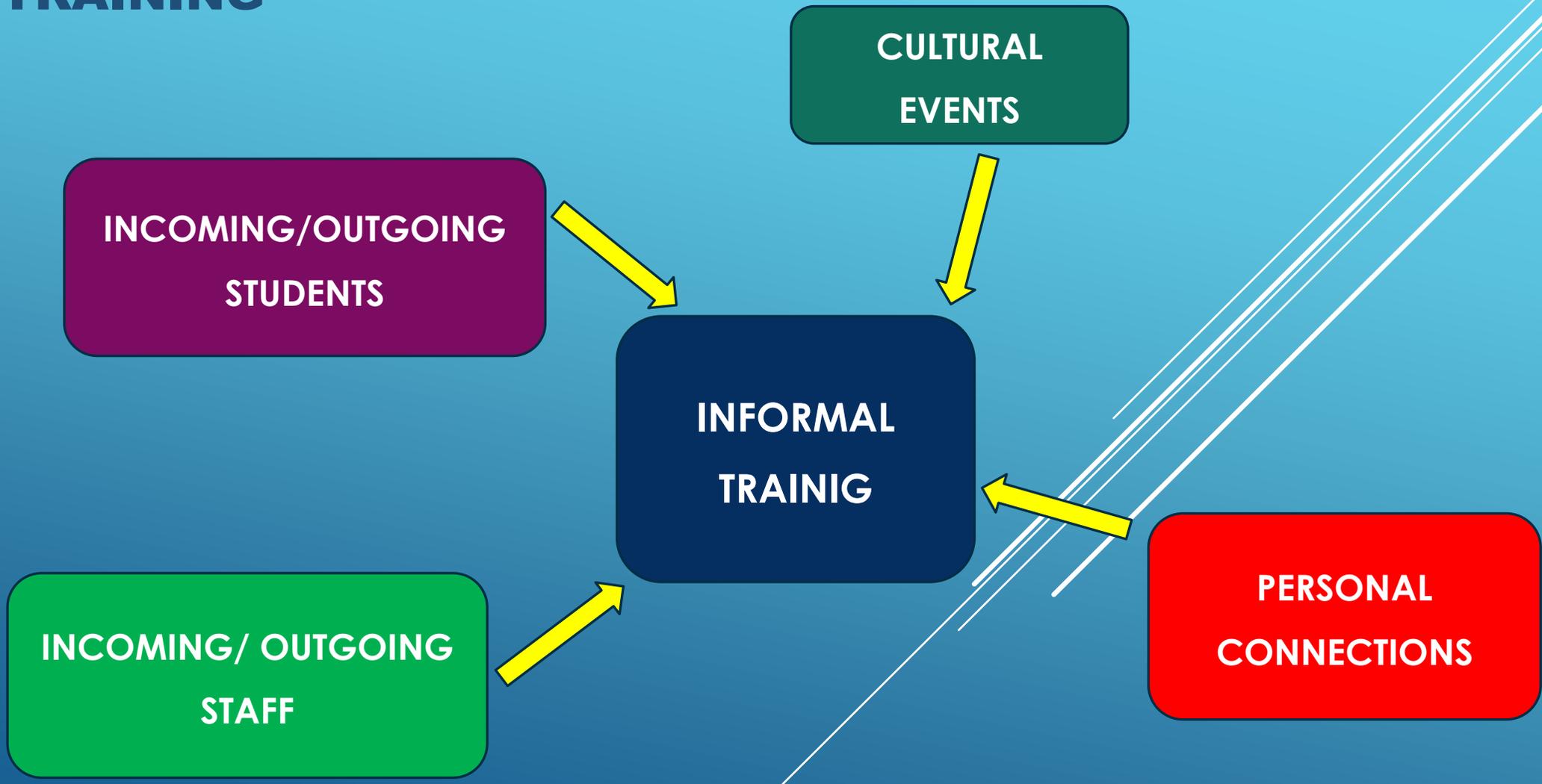
EXAMPLE:

The dynamics of outgoing ERASMUS staff training mobility in UTBv
2011-2016





THE TRAINING





CONCLUSION:



A WELL-TRAINED ADMINISTRATIVE STAFF = A SUCCESSFUL PROJECT

