



TECHNISCHE
UNIVERSITÄT
WIEN



Invitation
to the
**International Day
&
Staff Training**

01.-04.12.2025

organized by the
International Office
Technische Universität Wien
&
Department of International relations
Slovak Technical University Bratislava

Dear colleagues,

The team of TU Wien International Office is pleased to invite you to our International Day on the 2nd of December 2025. During this event, you will have an opportunity to take part in our fair dedicated to promote study abroad possibilities to TU Wien students. You are very welcome to join the fair and promote your institution to our students directly.

In addition, you can take part in the 2 days-Staff Training for International Officers which will be organized in collaboration with the Slovak Technical University Bratislava on the 3rd of December 2025 on-site at TU Wien in Vienna and on the 4th of December 2025 on-site at the Slovak Technical University in Bratislava.

Preliminary program:

Monday, 1st of December 2025, 04:00 pm: Giant Wheel Tour & Get-Together-Dinner at Prater

Tuesday, 2nd of December 2025: 10:00 am – 03:00 pm: International Day. Fair with personal student counseling from partner universities and other institutions

Wednesday, 3rd of December 2025: 10:00 am – 04:00 pm Staff Training Day in Vienna at TU Wien (*lunch provided by TU Wien*) for officers (administrative staff) from partner universities working in international relations management. Exchanging experiences regarding the following aspects:

- Organization and Management of International Relations at TU Wien
- Student Counselling and Student Exchange Services, Incoming & Outgoing
- The procedure of exchange programs (ERASMUS+, Joint Study etc.)

Change of location to Bratislava: You can choose on your own if you want to spend the night in Vienna and travel to Bratislava in the morning (one hour by train) or if you want to spend the night already in Bratislava.

Thursday, 4th of December 2025: 10:00 am – 04:00 pm (*12pm – 1.30pm lunch provided by STU*) Staff Training Day in Bratislava at the Slovak Technical University. Exchanging experiences regarding the following aspects:

- Structure of International Office at STU
- KA171 mobilities
- Blended Intensive Programme
- Erasmus Student Network
- Round table - Digitalization at IROs

The Staff Training will end on Thursday 4th of December at around 4 pm. Vienna International Airport (VIE) is in the middle between Vienna and Bratislava and can be reached from both destinations easily and within ~1h by public transport.

Application:

If you would like to take part in our International Day(s), please register here <https://www.tuwien.at/en/studies/international/international-days-2025>.

Application deadline: 30th of September 2025

Please note that there has to be a minimum number of five participants in order that the Staff Training will actually take place. We are able to accept a maximum of 15 participants.

We are looking forward to exchanging experiences with our international colleagues!

The team of the TU Wien International Office

Contact: Julia Kohl Julia.kohl@tuwien.ac.at