ERASMUS STAFF TRAINING WEEK
WHO WANTS TO BE INTERNATIONAL?
13 – 16.05.2019
WELCOME GUIDE
Walking through Verona is an endless voyage of discovery and a pleasant and attractive place to study in. Verona is a city where you can get from place to place on foot. Here you will feel surrounded by more than 2000 years of history. One of the best known monuments is the Arena, the ancient Roman amphitheatre where opera, music and ballet performances take place in the summer.

Verona has a wealth of exceptional monuments, as the exclusive Piazza dei Signori, the characteristic Piazza delle Erbe, the ancient Teatro Romano (an open-air theatre, today seat of ballets and plays), the Torre dei Lamberti (from which you can enjoy a beautiful view of the town), the Romanesque church of San Zeno, the medieval Castelvecchio, the suggestive Giardino Giusti.

Not far from the Lake Garda (Lago di Garda), Verona is situated in magnificent surroundings which make it an important destination for international tourism.
How to reach Verona and getting around

**By plane**
- Aeroporto Valerio Catullo is in Villafranca, 10 km far from the centre of Verona.
  - 7:00 a.m. / 12.00 p.m.
  - +39 045 8095666
  
  A special bus-shuttle connects the airport to Verona Porta Nuova railway station / price 6 Euro
  - 5.35 a.m. - 11.10 p.m.

Other International airports not far from Verona are:
- Orio al Serio International Airport, Bergamo
- Marco Polo International Airport, Venezia
- SEA Milano Linate, Milano Malpensa
- Aeroporto di Treviso

**By train**
The central railway station is stazione di Verona Porta Nuova
  - 7:00 a.m. / 9:00 p.m.
  - 892021 call Center

**By car**
Verona is easily reachable by fee-paying motorways:
- A4 Milano-Venezia, exit Verona SUD
- A22 Brennero-Modena, exit Verona NORD

In various streets in the city centre cars are forbidden, as there are many pedestrian areas. In order to park in the centre you need to pay an hourly rate or to get an authorisation (Verona Pass) issued by Ufficio Permessi at the Town Hall.

**By bus**
How to get to University seats from the railway station Verona Porta Nuova:
- International Office and Veronetta area (Students Offices, Economia, Lingue e Letterature Straniere, Scienze Umanistiche) and Scienze Motorie (Via Casorati): bus n. 11-12-13
- Giurisprudenza (Via Montanari): bus n. 51
- Scienze e Ingegneria and Scuola di Medicina (Borgo Roma): bus n. 21-22

For further information (Azienda Trasporti Verona)
  - +39 045 8057811
  - Monday - Friday 8.00 a.m. / 18.00 p.m.
  - Saturday 8.00 a.m. / 14.00 p.m.
  - info@atv.verona.it
  - atv@atv.verona.it

Tourist information

Università degli Studi di Verona
Follow the University of Verona on Facebook:
  - www.facebook.com/internationalunivr

Comune di Verona
- Piazza Bra, 1

APT - Azienda Promozione Turistica

Lago di Garda / Lake Garda

Spettacoli Arena
Arena Call Center
  - +39 045 8005151

Centro prenotazioni alberghiere
  - +39 045 8009844

Shopping

Usually shops open:
- On Monday from 3.30 p.m. to 7.30 p.m. and from Tuesday to Saturday 9.00 a.m. - 12.30 a.m. and 3.30 p.m. - 7.30 p.m.
- Many central shops are open all day from 9.00 a.m. to 7.30 p.m. and even on Sundays.

How to get to the International Office

International Office is situated at Chiostro S. Francesco next to the library Frinzi (Veronetta).
Access to the Office is from the courtyard:
  - Via S.Francesco 22 - Verona
  - First floor - Stairs “A”

Please see the maps below.
The seats of University of Verona can be easily reached by public means of transport from the railways and bus station.
PARTICIPATION TO THE STAFF TRAINING WEEK

Duration
The training week will take place from **Monday 13.05.2019** to **Thursday 16.05.2019**. Participants are requested to attend the events from Monday to Wednesday. On Thursday, optional activities are proposed (see provisional programme).

Language
Main working language will be English.

Application
Please fill in the online application form. **Deadline: 15.03.2019**

Mobility Agreement
When completing the application form please upload your mobility agreement by using the standard form available online.

Participants’ contributions
During the staff training week there will be some workshops in which participants will be actively involved. Please upload your ABSTRACT for one of the suggested topics by using the form available online.

Selection
The number of participants is limited to 30, with a maximum of 2 attendees per Institution. Up to 6 abstracts will be chosen for the presentation of the topics during the workshops. Evaluation of the participants’ abstracts will be carried out by a Committee composed of the Vice-Rector for internationalization and of International office members. **Selection results will be announced by 01.04.2019.**

Funding
Participants are responsible for covering their own accommodation, travel, meals and other expenses. We suggest to seek for Erasmus staff training funding at your Home Institution, where possible.

Accommodation
If you need help in finding a hotel or temporary accommodation for the week, please contact the International Students Union at: accommodation@isu-services.it

Arrival in Verona
Once in Verona, in case you should need help, you can contact the following numbers:

- **International Office**
  +39 045 8028358
- **Mr. Andres Maldonado** (International Students Union)
  +39 393 9722386
## Erasmus Staff training week 2019
### WHO WANTS TO BE INTERNATIONAL?

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<th>Monday 13.05</th>
<th>Welcome and Registration</th>
<th>Presentation of the University of Verona</th>
<th>Campus Tour</th>
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<tr>
<td>Light lunch offered by the University of Verona</td>
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<td>Italian Language Training session at the University Languages Centre</td>
<td>Walking Guided Tour in Verona</td>
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<td>Optional Social Dinner</td>
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<tr>
<td>Monday 14.05</td>
<td>Workshops and round table</td>
<td>Lunch break</td>
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<tr>
<td>Tuesday 15.05</td>
<td>Workshops and round table</td>
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<td>Wednesday 16.05</td>
<td>Masterclass</td>
<td>Closing session and feedback on training activities</td>
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<td>Thursday 16.05</td>
<td>Optional Visit to University campus Villa Lebrecht and fee-paying wine tour in Valpolicella</td>
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