



Student Conference 2024 Information & Registration

The Student Conference on "Diversity & Inclusion" is organised by the network partners HUMINT (Human Resources International). HUMINT was created in March 2010 with the aim to facilitate European teaching and learning experience for university staff and students. It takes place annually in November and is hosted by another partner university every year.

- [University of Applied Sciences BFI Vienna](#) (AT)
- [University College Leuven Limburg](#) (BE)
- [Saxion University of Applied Sciences](#) (NL)
- [Université de Bretagne Occidentale/IUT Quimper](#) (FR)
- [Alexandru Ioan Cuza University of Iasi](#) (RO)
- [Metropolia University of Applied Sciences Helsinki](#) (FI)
- [University American College Skopje](#) (MK)

Organising Institution 2024 and Topic

The University "Alexandru Ioan Cuza" in Iasi, Romania organises the Student Conference 2024 around the topic *Diversity & Inclusion in the Workplace*. Students from 7 different countries will work on a case study in the field of either gender, sexual orientation, age, disability, religion, or ethnicity.

Dates

1. **Mandatory** virtual session in October 2024 - the date will be announced later

The online session will focus on the theme 'working on diverse teams' and will include ice breaking activities, a lecture as well as group assignments. In addition to getting to know each other you will already hear a bit about the case studies.

2. Presence phase at the University "Alexandru Ioan Cuza" in Iasi: **18-22 November 2024**

Arrival: Monday in the early afternoon at the latest

Departure: no earlier than Friday late afternoon

All programme parts from Monday to Friday are mandatory, no exceptions possible.



Payment and Funding Information

Total Fee: EUR 175 to 200¹ (tbc)
Deposit: EUR 70, --²

Please indicate the purpose for the transfer: surname, first name + Student Conference 2024

Bank Transfer Details: Fachhochschule des BFI Wien
Erste Bank der österreichischen Sparkassen AG
BLZ: 20111
BAN: AT262011128859316700
BIC/SWIFT: GIBAATWWXXX

You have to pay a deposit of EUR 70,- to the UAS BFI's bank account to make your application valid. If you have been allocated to this event you have to transfer the fee for the student conference (less the deposit) to the UAS BFI's bank account within one week to secure your place. Cancellations may cause cancellation fees which have to be covered by the student. Travel costs are not included in the fee.

This event can be funded by Erasmus+ Blended Mobility. Students can receive [funding](#) for a maximum of 12 months of physical mobility per study cycle (Bachelor, Master).

Students who wish to benefit from an Erasmus grant are required to sign a *Learning Agreement* and a *Grant Agreement* before departure and to obtain a *confirmation of stay* from the organising university on the last day of the stay and submit it to the International Office of the FH BFI Vienna. *A transcript of records must be issued by the host university.*

In addition, funding can be applied for if the journey is made using sustainable means of transport: [Green Mobility](#)

Travel

You must make your travel arrangements by yourself; however, we would advise you to get in contact with the other participating FH-students.

Accommodation for the students will be booked by the university in Iasi. They will send you a form to indicate your arrival and departure dates.

¹ The fee for this event includes the academic programme, 6 nights in a hostel, breakfasts, coffee breaks, one dinner, and social activities. Students must organise their journey and pay for their travel expenses by themselves.

² If you will not receive a place, this deposit will be transferred back to your bank account. However, we will not do so, if you withdraw your application. As soon as we confirm your place, please pay the rest of the fee to the bank account of the UAS BFI Vienna.



Application Details

- There are only 10 places available.
- Registration is now open, and the first 5 places will be allocated in July already.
- 1st application deadline: 21 July 2024 12:00 (incl. the proof of the deposit transfer).
- 5 places will be guaranteed and announced in July.
- 2nd application deadline: 6 October 2024 12:00 (incl. the proof of the deposit transfer).
- The registration is only valid after receipt of the deposit.
- After being selected, the registration is binding.

Step-by-step Application Process

Registration at UAS BFI Vienna / First Step

1. [Online Application](#) via Mobility Online
2. Select: 1st preference: HUMINT SC/IASI/BIP Diversity and Inclusion., University: IASIO2
3. For organisational reasons, the second selection field is also a mandatory field, although it is not relevant in this case. Therefore, select something for the second preference so that you can finalise the registration.
4. You will receive an automatic e-mail from “mobility-online” immediately. If not, please check your spam folder. In this e-mail you will find the registration link.
5. Register and create your own password.
6. Log in to Mobility Online with your own password and fill in your personal data.

Print, Sign & Upload

7. Print your application form, sign it, and upload it to Mobility Online.

Deposit and Information about Participation

8. Pay the deposit of EUR 70, --.
9. Applications are only valid after the transfer of the deposit and
10. the completion of the first steps in Mobility Online as you can see in the screen shot below

Query application work-flow

Below is your workflow - this is a list of tasks which must be completed, before, during and by the end of your exchange period. All tasks are shown in the correct order and will be checked off, as and when they have been completed. Where you need to complete a task, this can be done by clicking the link on the right side of the screen.

Family Name	HUMINT	Programme of study	European Economy and Business Management (English Progra...	Enable tool
First Name	SC	1st preference - country:	ROMANIA	
Date of Birth (dd.mm.yyyy)	01.01.2000	1st preference - host institution:	IASIO2 - Universitatea Alexandru Ioan Cuza	
Country of home institution	AUSTRIA	Duration of stay from	18.11.2024	
Home institution	WIEN38 - University of Applied Sciences BFI Vienna	Duration of stay to	22.11.2024	

Necessary steps	Done	Done on	Done by	Direct access via following link
First Step / Registration at UAS BFI Vienna				
Online Application	<input checked="" type="checkbox"/>	19.06.2024		Show/change application
Mobility Coordinator's confirmation of application	<input checked="" type="checkbox"/>	19.06.2024	Automatically generated	
Online registration by student	<input checked="" type="checkbox"/>	19.06.2024		
BEFORE MOBILITY - print, sign & upload				
Personal information completed	<input checked="" type="checkbox"/>	19.06.2024	SC HUMINT	Complete personal information
Application form printed (Student)	<input checked="" type="checkbox"/>	19.06.2024	Claudia Redtenbacher	Print Application Form
Signed Application form uploaded	<input checked="" type="checkbox"/>	19.06.2024	Claudia Redtenbacher	Upload Application Form
Application completed	<input type="checkbox"/>			



11. We will inform you about your admission in a first phase in July and in the second phase by mid-October.
12. If a place could be assigned to you get again access to your [Mobility Online account](#) and start the process for the Erasmus+ documents. The timely submission of the complete Erasmus+ documents is a prerequisite for receiving the grant.
13. Read the [Manual "OUT_Mobility Online Manual Outgoings_short mobilities"](#) carefully and complete all the necessary steps in good time.
14. *The University in lasi* will inform you about further steps and your specific work group.

Due to limited places, students will be selected according to the following criteria:

<ul style="list-style-type: none"> ▪ complete application documents incl.deposit ▪ academic success ▪ occupation or care-giving duties 	<ul style="list-style-type: none"> ▪ volunteer engagement at the UAS BFI Vienna (buddy, ESN, ...) ▪ motivation letter (included in the application form)
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After your Return

1. The organising institution will give or send you a certificate of attendance and a transcript of records.
2. Write your report/essay with around 1,000 words in English.
3. Get access again to your Mobility Online account: [MO Login](#)
4. Upload your report and your certificate of attendance.
5. Apply for credit transfer at your degree programme (see below).



Credit Transfer

Submit the following information to your degree programme:

- The form “Application for Credit Transfer” (to find in moodle).
- The essay and its approval of the accompanying lecturer which conforms to the regulations.
- The certificate of attendance from the partner institution (only students who attend the whole programme will receive such a certificate).
- The approved course will be acknowledged with “credited”.

Credit transfer options:

AGHR:

4. Sem: Negotiations (3 ECTS): successful participation & essay (1000 words)
OR
5. Sem: Intercultural Management & Diversity (3 ECTS): successful participation & essay (1000 words)
OR
6. Sem: New World of Work (3 ECTS): successful participation & essay (1000 words)

If you have questions regarding the essay, please contact Ms Xenia Bossowa xenia.bossowa@fh-vie.ac.at. She will be part of the academic coaches at the Student Conference 2024 in Iasi.

Please also note that

- if the attendance in a course from your degree programme falls below 70% due to the attendance at the international week/Student Conference, this absence time will be deleted from your file.
- you still must catch up with what you have missed during your absence.
- your participation in your degree programme course which will be accredited is your sole discretion. Please be aware that in case of non-participation in the international week/Student Conference (even due to illness or cancellations) there will be no accreditation and when falling below the required 70% attendance rate in a course, students must forgo one opportunity to take the exam.

➤ [more information](#)