

*Incontri internazionali senza competizione,
nel rispetto delle singole identità culturali -
Un passato da conoscere assieme,
un futuro comune da costruire*



*International meetings without competition
in the respect of each own identity -
A past to know together,
a common future to share*

INTERNATIONAL STUDENTS' WORKSHOPS

PROGRAM OF INTERNATIONAL INTEGRATION IN FLORENCE

HANDBOOK FOR THE 2010-2011

Dear Professor, Dear Participant

By filling out this form, your proposal of **International University Students' Workshop** will be included in the official program of the Romualdo Del Bianco Foundation® for 2010-2011.

In order to assure an effective and successful organization of your workshops in terms of quantity, quality and internationality the Foundation entrusted the professional agency **Promo Florence Events** to bring forward all the organizational and logistic aspects of the workshop, in the frame of the Foundation ethos "Life Beyond Tourism®" (www.lifebeyondtourism.org).

In attachment to the present Call for proposal to be filled out, you are kindly requested to read carefully the Guidelines for the workshop organization prepared by the Promo Florence Events.

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Guidelines by Promo Florence Events	Attachment 2 (4 pages)



Attachment 1:

**CALL FOR PROPOSALS FOR
“INTERNATIONAL STUDENTS’ WORKSHOPS”**
to participate within the Program of Romualdo Del Bianco Foundation® – Florence
to be filled up and sent to secretarygeneral@fondazione-delbianco.org.

This form is to be completed by anyone who wants to propose a project of “INTERNATIONAL STUDENTS’ WORKSHOP” to the Foundation.

This project should:

- Involve different groups of university students, including one leading professor for each group, coming from different countries
- Present stimulating subjects that propose mutual cooperation and exchange among the students

The proposal will be included to the “Proposals List”, which contains all proposals received by the Foundation up to the present moment. Project Leaders are required to carefully read the GUIDELINES given by the Foundation (see attached document “Guidelines”) and the ORGANIZATIONAL RULES given by the organizing Secretariat of Promo Florence Events Soc. Fly Events Srl (see attached document “Rules”). The Foundation doesn’t accept any proposal made without filling in and signing the following form. Please read and fill up with care following pages.



_____		_____	
Surname		First Name	
_____		_____	_____
Home address		Town & Post Code	Country

University/Faculty/Institute of provenance			
_____		_____	_____
Address		Town & Post Code	Country
_____		_____	
Telephone		Fax	
_____		_____	
E-mail		Web Site	

1) **BRIEF CURRICULUM OF THE PROJECT LEADER (WHO PRESENTS THE PROPOSALS OF WORKSHOP - MAX 2.000 CHARACTERS)**

2) **BRIEF DESCRIPTION OF THE PROJECT – Information that will be inserted on the webpage of the workshop** (the more specific your explanation are the better for the promotion of the workshop to the network of the Foundation)

a) **Title** of the international students workshop

b) **Preferred period**, in which the project should be carried out (*if a wider period is proposed more opportunity of organisation are possible*)

c) **Detailed description** of the project and its **goals**, with the specification of the kind of work students/participants will be requested to present at their arrival to Florence and in the other phases



d) **Specification on the participants** (undergraduate/postgraduate students, needed years of study, fields of study, knowledge, skills and previous experiences required, etc.)

e) **Description of works carried out and the materials used in the workshop / description of the performance during the workshop:**

3) **ORGANIZATIONAL INFORMATION** – Information needed to assure the best organization of the workshop

a) **Participating universities/faculties/institutes (others than the proposing one):** (due to the high number of proposals received, preference will be given to those projects which involve universities from different countries. Specify name and address of each faculty and the contact professor.)

b) **Particular requests concerning the organisation of the project (rooms, extra visits, ...):**

c) **Particular requests concerning the organisation of the lectures by Florentine experts (specifying the field and topic of the lecture):**

Thank you.

The undersigned, Prof. _____, declares to have read and accepted general rules and that he will organise and carry out the students' workshop proposed according to these rules.

Place and data

Signature

**After the subscription of the present form, please send it to:
secretarygeneral@fondazione-delbianco.org**

Thank you!