

Monday 23 to Friday 27 November 2026

INTERNATIONAL STAFF WEEK CSBMI KORTRIJK

INTERNATIONAL STAFF WEEK AT COMMERCIAL SCIENCES, BUSINESS MANAGEMENT AND APPLIED INFORMATICS (CSBMI)

The International Staff Week 2025 will be held from Monday 23 to Friday 27 November 2026, in Kortrijk, Belgium. You can find the preliminary programme [below the registration form.](#)

Your network

We annually have close to 40 people from at least 15 different countries taking part in our International Staff Week. Needless to say that this event gives you the opportunity to extend your personal international network.

In the course of the week, visits and meetings will take place with foreign and local colleagues, local government and business people. By tradition, on Thursday we organize an excursion and a farewell dinner, both an excellent opportunity to meet with all the other guests.



Funding

To cover accommodation and travel expenses, you can request funding from your home university. This teaching mobility can be financed by ERASMUS+ provided there is an Erasmus+ agreement between your institution and VIVES (B KORTRIJ 01). Please contact your institution's International Office to find out what you can apply for. Any queries concerning an agreement between our universities can be sent to Karolien Plancke, International Coordinator for the Global Engagement Office at VIVES-Commercial Sciences, Business Management and Applied Informatics.

Please note that no staff mobility agreement will be signed before the selection of the candidates has been made, or before your proposal has been accepted. Therefore, please refrain from sending documents for signing until you have received confirmation.





Your workshop

As a guest lecturer, you are free to present a business-related topic of your choice to our second year undergraduate students (EQF level 6 and 5). Your 3-hour practical and interactive workshop should include:

- an introductory seminar in which you present yourself and introduce your topic
- a teamwork assignment (a relevant business case or task related to your topic)
- presentations of the teamwork results
- your feedback on the presentations by the students



A limited number of workshops are in French, Spanish and German (by native speakers), but the majority is in English (language requirement for guest lecturers: B2).

International Fair

Your presence is also required at the International Fair held on Wednesday afternoon. This annual event is an opportunity to meet staff and students interested in academic exchange in an informal setting.



Students are free to register for a workshop of their choice. They are professional bachelor students (EQF level 6) in Business Management, Organisation & Management, Wellbeing and Vitality Management or in Applied Informatics. Separate workshops are organised for our students in our associate degrees (EQF level 5).

Your 3-hour workshop will be scheduled twice to two different groups of about 20 students, which you can divide into 4 or 5 teams for the case study/assignment.

You are likely to have students from different programmes, which will result in mixed teams and allow different perspectives and skills. Should you have questions about the feasibility of or time needed for the task, don't hesitate to contact [Lynn Tanghe](#).



CONTACT

Lynn Tanghe

Coordinator International Staff Week

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Karolien Plancke

Coordinator Global Engagement Office – Business Studies

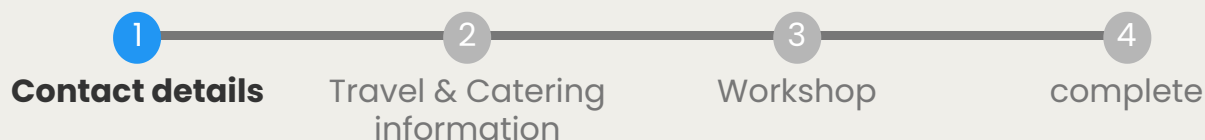
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APPLY FOR WORKSHOP INTERNATIONAL STAFF WEEK

Online registration is possible until Sunday 13 September 2026. Approval of your proposal will be confirmed no later than Wednesday, 23 September. Submitted proposals may be approved or rejected at an earlier stage, depending on their suitability for our students. Please do not send any documents for signature until you have received confirmation, as no staff mobility agreement will be signed until the candidates have been selected or your proposal has been approved.

Please note that, in order to give as many partner universities as possible the opportunity to participate, we generally allow only two delegates per university, or three in exceptional cases.



Courtesy title

- ☐ Dr.
- ☐ Prof.
- ☐ Other...

First name *

Surname *

Email *

Confirm email *

Mobile phone *

University *

Faculty *

Country *

City *

University website *

FIELD OF WORK



Position *

The type of work you do at your university

- ☐ Teaching
- ☐ Research
- ☐ International Office
- ☐ Other...

The subject(s) you teach at your university *

The training programmes you are involved in

- ☐ Accountancy
- ☐ Marketing
- ☐ Logistics
- ☐ Finance
- ☐ Event Management
- ☐ Office Management
- ☐ Applied Informatics
- ☐ Entrepreneurship
- ☐ Other...

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Preliminary programme at VIVES – CSBMI Kortrijk

Monday 23 November 2026

- 11.30–14.30 Welcome session, campus tour and lunch
- 14.30–17.00 Visit (TBD)
- 17.30–19.00 Reception at Kortrijk City Hall



Tuesday 24 November 2026

- 8.45–17.15 Workshops by guest lecturers (level 6)

Wednesday 25 November 2026

- 8.45–12.00 Workshops by guest lecturers (level 6 and 5)
- 13.00–15.00 Going International & International fair
- 13.00–15.00 Workshops by guest lecturers (level 5)

Thursday 26 November 2026

- 8.45–12.00 Workshops by guest lecturers (level 6)
- 12.00–13.30 Lunch at guest lounge
- 13.30–22.00 Trip to Ghent and farewell dinner

Friday 27 November 2026

Return trip home or extra time to meet local staff for guests still staying.

**Subject to change*



 Contact us



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