



Erasmus+ project: “Towards a European Framework for Community Engagement in Higher Education” (TEFCE)

Practical information

Thursday 27th – Friday 28th June 2019

CHEPS, University of Twente, Drienerlolaan 5, 7522 NB Enschede, the Netherlands,
Building Ravelijn (no 10 at the campus map)



PROJECT FUNDING



PROJECT CO-FINANCING





I. Formal Registration

Following participants are invited and welcome to take part in the TEFCE Piloting Visit in Enschede:

- IDE: Ninoslav Scukanec-Schmidt (nscukanec@iro.hr), Thomas Farnell (tfarnell@iro.hr)
- Uni Twente: Prof. Paul Benneworth, Dr. Don Westerheijden, Anete Veidemane
- Regio Twente: Drs. Edwin van de Wiel (E.vandeWiel@regiotwente.nl)
- TU Dublin: Emma O'Brien (emma.obrien@dit.ie)
- Dublin City Council: Bruce Phillips (bruce.phillips@dublincity.ie)
- Uni Rijeka: Dr. Bojana Culum (bculum@ffri.hr)
- ACUP: Victoria Gomez (victoria@acup.cat)
- PPMI: Irma Budginaite-Mackine, (irma@ppmi.lt)
- TU Dresden: Ines Schmidt (ines.schmidt@tu-dresden.de)

In order to arrange the pilot visit to your convenience each participant should send an email to cheps@utwente.nl to register until **June 1** with following information:

Subject: Registration TEFCE Piloting VISIT

Name, Surname:

Institution:

Date/time of arrival:

Date/time of departure:

Participation in Joint Dinner 27 June 2019: YES/NO – with dietary preferences/requirements

Participation in Joint Dinner 28 June 2019: YES/NO– with dietary preferences/requirements

Contact data: (email, phone)

Thank you.



II. ELIGIBLE COSTS COVERED BY THE TEFCE PROJECT

Your expenses for travel costs and costs of stay will be covered by the planned project costs of your institution. Due to the regularly reporting procedure the costs of travel and stay will be reimbursed together with other expenses of your institution as foreseen under Erasmus+ KA3. For reporting process it is necessary to keep all original documents since TUD can only accept expenses as eligible if it is incurred, paid, reasonable and directly project related, and if it is matched by adequate supporting documents. Please keep all original hotel invoices, invoices for other relevant costs, boarding passes, tickets, fees etc. in the files of your institution's travel claim form.

Expenses limitation: Please note that we had to plan all project related meetings in advance and prices are changing. The Pilot Visit was planned with 400 EUR travel costs and 120 EUR costs per day/per person daily allowance. As you have to report actual costs the total expenses per person and institution may change. As our budget is limited please keep the limits of planned costs into account.

III. ACCOMMODATION ARRANGEMENTS

You are generally free to select a hotel of your own choice and make the reservation through the CHEPS secretariat. For your convenience, we have arranged a pre-reservation at the Intercity hotel in the City Centre of Enschede.

Intercity hotel (city centre of Enschede) – Standard room € 96,00 incl breakfast.

We recommend this option due to the close proximity of this hotel both to the train station (which has direct train transfers to the airport) and to the meeting location (bus transfer 21 minutes, 45 minutes walking distance, respectively).

The contingent arrangement is open until the 1st of June 2019. Please contact the CHEPS secretariat via email (cheps@utwente.nl) or phone (+31-53-489 3263/3267) under the KEYWORD: TEFCE.

Further hotel information:

Intercityhotel Enschede | Willem Wilminkplein 5 | 7511 PG Enschede | the Netherlands | enschede@intercityhotel.com



IV. TRAVEL AND LOCAL TRANSFER INFORMATION

The University of Twente is located in the east of the Netherlands between the cities of Enschede and Hengelo.



[Download our Campus app to navigate around campus Our Campus app guides you to your meeting, the parking spot nearby or any other outdoors point of interest/event.](#)

Campus map

Please download the campusmap [here](#) for detailed information about building locations.

By car

From the A1 motorway, take the A35 motorway towards Enschede. Then take exit no.26 Enschede-West/Universiteit. Follow the signs *Universiteit*. If you use a navigation system, navigate to Drienerlolaan 5 in Enschede, Netherlands.

From Germany

If you are travelling from Germany by car:

- Option 1: From the German A30, cross the border and follow the motorway (Dutch A1). Take the A35 motorway towards Enschede.
- Option 2: From the German A31, follow the signs to Enschede. After crossing the border, stay on N35/A35.

Then on A35, take exit no.26(a) *Enschede-West/Universiteit*. Follow the signs *Universiteit*. If you use a navigation system, navigate to Drienerlolaan 5 in Enschede, Netherlands.

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Office for Cooperation with NGOs



By plane to Schiphol (AMS)

If you come by plane, usually you fly into Schiphol, the largest airport in the Netherlands, close to Amsterdam. There is an intercity train from Schiphol that goes straight to Enschede Central Station. The trip from Schiphol to Enschede takes about two hours. When you arrive at the train station in Enschede, take bus line 1 to 'Universiteit Twente'. There are several bus stops on the campus. Second option: Switch trains in Hengelo and travel further with a regional train to station Enschede Kennispark. This station is located in walking distance of the University of Twente main entrance (about 1 km).

By train

Take a train to Hengelo, Enschede or Enschede Kennispark. After that, follow the bus instructions below.

[NS train journey planner](#).

From Germany

Enschede has a German station connecting Enschede with Coesfeld, Münster and Dortmund. If you take one of these trains, follow the bus instructions below from Enschede to the UT.

If you take the InterCity from Berlin to Amsterdam, your train will stop in Hengelo. From Hengelo, follow the bus instructions below.

By bus

From Hengelo railway station take either bus 15 to Universiteit or bus 9 to Enschede (buses 17, 18, and 19 also pass the University).

From Enschede railway station take either **bus 1 to Universiteit or bus 9 to Hengelo**

From Enschede Kennispark railway station take bus 1 to Universiteit.

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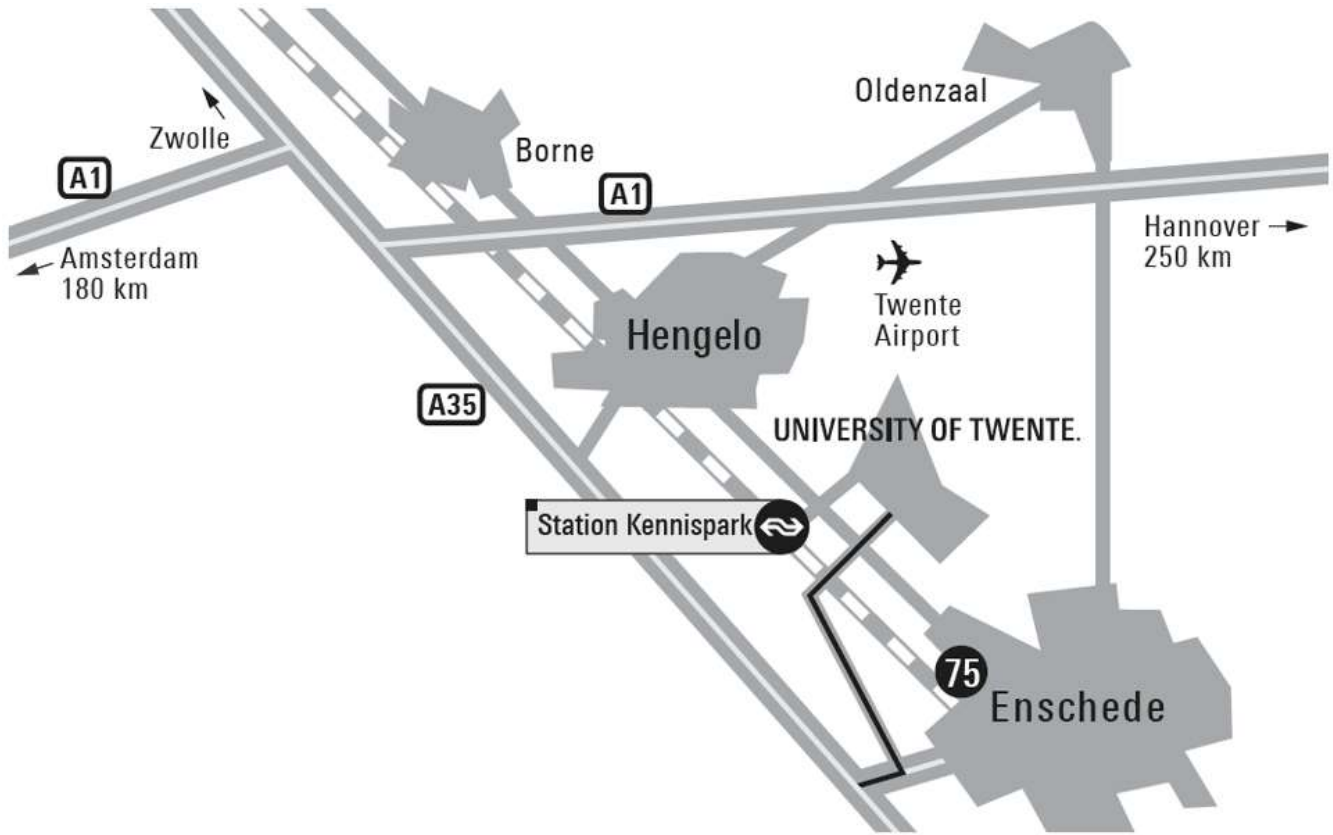
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TEFCE

Towards a European Framework for
Community Engagement in Higher Education



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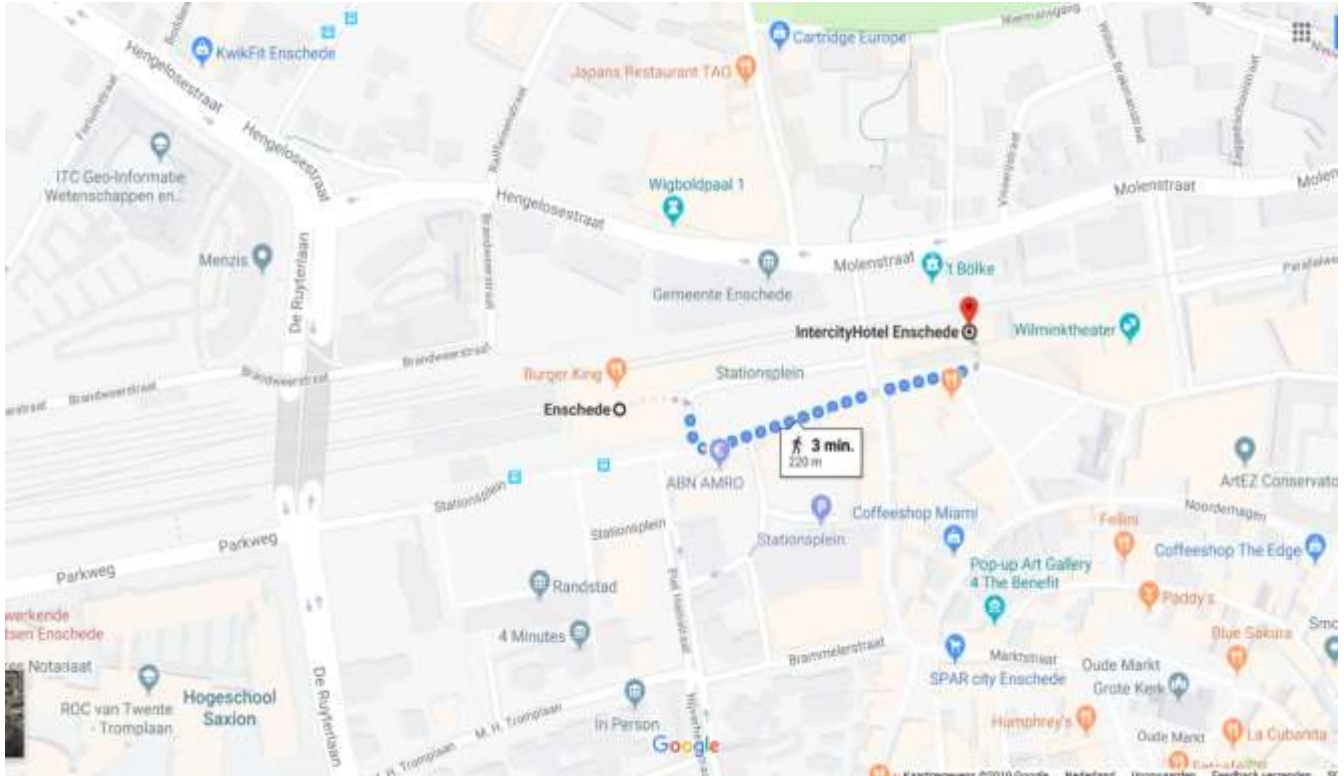


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V. MAPS

Railway Station Enschede → Intercityhotel Enschede



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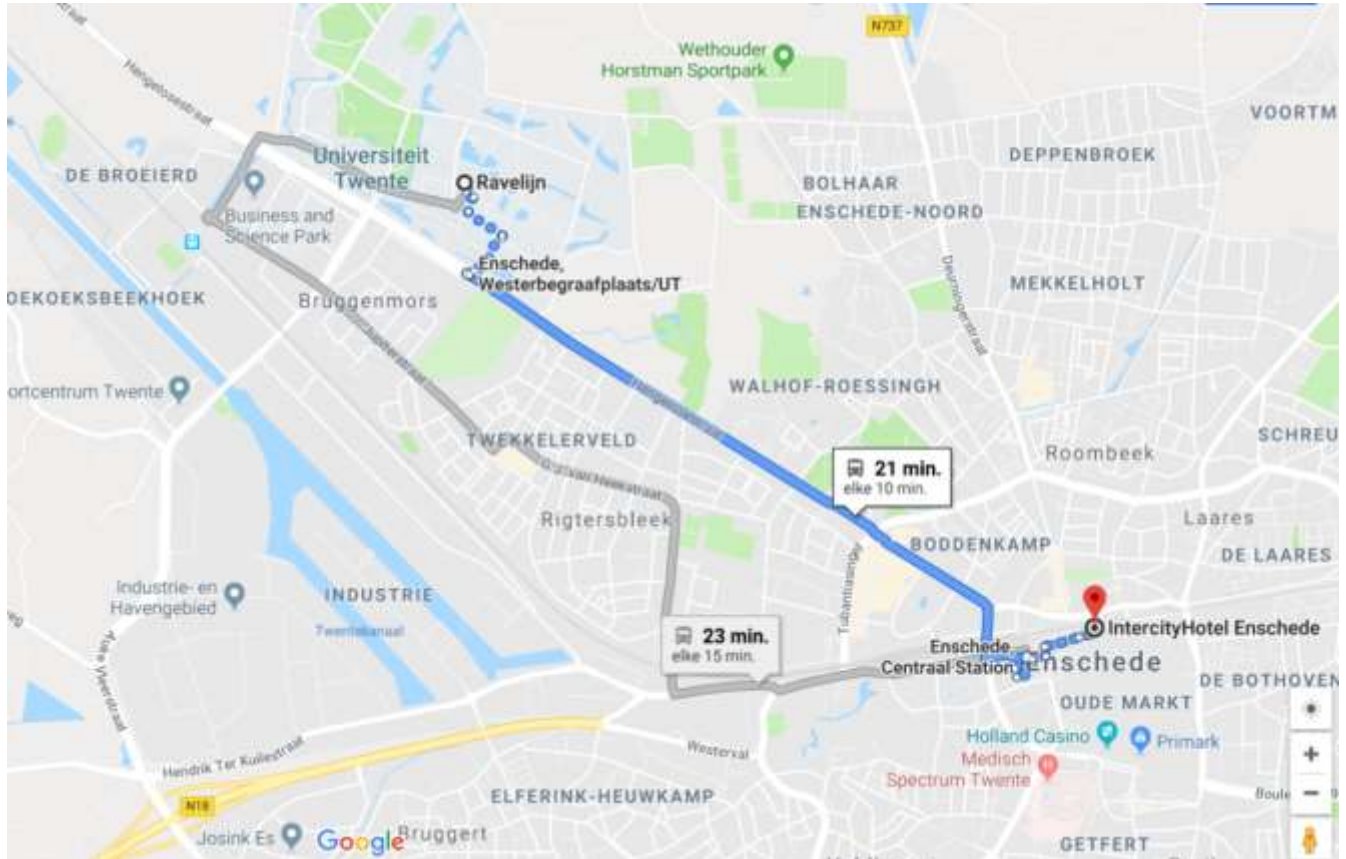


TEFCE

Towards a European Framework for
Community Engagement in Higher Education



Intercity Hotel Enschede → Building Ravelijn at the campus of the University of Twente



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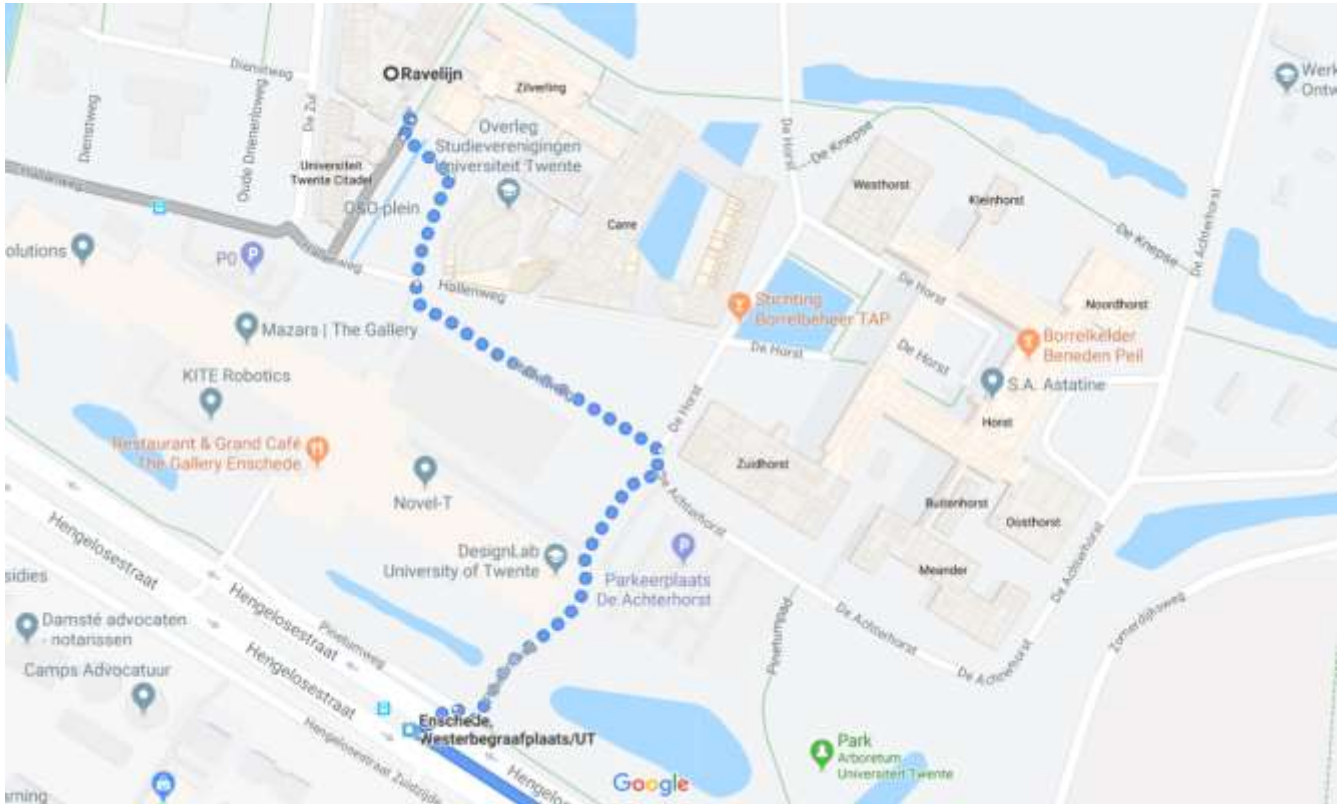


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VI. LUNCH AND DINNER ARRANGEMENTS

We have planned to enjoy a common lunchtime at the university mensa in building De Waaijer quite close to the meeting venue (on participants' own costs).

In the evening we would like to use the time and have a joint dinner at a local restaurant (each participant covering his/her own costs). Please send with your registration also the information if your want to take part in or not in order to arrange a reservation. Thank you.

VII. USEFUL WEBSITES

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Amsterdam Schiphol Airport:: <https://www.schiphol.nl/en/>

Intercityhotel Enschede: <https://www.intercityhotel.com/nl/hotels/alle-hotels/nederland/enschede/intercityhotel-enschede>

Enschede for tourists: <https://visitenschede.nl/>

For all Public Transport Schedule: <https://9292.nl/en>

NS train planner: <https://www.ns.nl/en>

Taxi service in Enschede: Tel.: +31534500500 (taxi Max)

Contact for further information:

Karin van der Tuin / Mirjam Vaanholt

Phone – will be connected with my mobile during the meeting: +31 6 45352224 (Karin)

Email: cheps@utwente.nl

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