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| Kurt Lewin InstituteProposal course or workshop, 2024-2025 |

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| Title: |  |
| Teaching staff: |  |
| Type of course: | Practical course / Methodology course / Workshop / Joint Seminar |
| Date(s): |  |
| Duration:  | 1 day / X days  |
| EC (1 credit = 28 hours)\*:  |  |
| Most relevant for: | Junior (1st&2nd) PhDs / senior (3rd&4th) PhDs\*\* |
| Language:  | English |
| Location: | In person / online (platform) \*\*\* |
| Max. nr. of participants:  | X participants |

\**Including preparation and the workshop itself. If some but not all participants will give a presentation, please use an estimated mean for the preparation time. In general, 0,5EC is given per day.*

*\*\* If there are more interested participants than places, we make a distribution based on either juniority or seniority, meaning that we look at either how short or how long someone is a KLI member.*

*\*\*\* KLI can create an online Microsoft Teams environment for you. If you prefer to use another platform it is advised that you will set it up yourself.*

*The information below will be shown on the KLI course website. Please highlight the text that is written for the teaching committee and should not be shown on the website.*

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| **Content****Time schedule** (KLI courses start at 10am earliest)**Learning goals****Preparation** (e.g. installing certain software) |
| **Literature**: (please state if this is compulsory or not) |

**Budgetary Estimations**

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| *Travel expenses international guest – flight/train\*\*\*:* | €  |
| *Travel expenses international guest – to/from airport and within the Netherlands:* | €  |
| *Hotel international guest (3 nights max.):* | €  |
| Travel expenses teaching staff to/from workshop: | €  |
| Dinner with teaching staff\*\*\*\*: | €  |
| Lunch during workshop\*\*\*\*\*: | €  |
| Coffee/tea during workshop\*\*\*\*\*\*:Location costs:Any other expenses:  | € € € |
| **Total:** | **€**  |
| ***Of which, in the case of a Joint Seminar*** |  |
| Costs inviting university: | €  |
| Costs KLI: | €  |

\*\*\* The italic costs are shared in case of a Joint Seminar.

\*\*\*\* KLI will reimburse a maximum of 1 dinner p/p for the teaching staff. Please keep in mind a guideline of approximately 60,- euro p/p per dinner.

\*\*\*\*\* When the course includes lunch time, please include lunch and estimate the budget. Lunch at the university is usually around 12 euro p/p.

\*\*\*\*\*\* Coffee/tea are usually provided during the morning and afternoon.