**Kick-off meeting** **of the Erasmus+ PROGRAMME**

**Sunday October 13**

Arrival of the Participants to Beirut

**Monday October 14**

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| Time | Event | Presenter/By |
| 8.00 – 8.30 | Registration | BAU |
| 8.30 – 9.00 | Opening Speeches |  |
|  | BAU speech | President of BAU  Prof. Amr Galal El Adawi |
|  | Erasmus + Office- Lebanon | Prof. Aref Soufi |
|  | Directorate General of Higher Education -Lebanon | Director General of Higher Education by interim  Mr Fadi Yarak |
| 9.00 – 10.00 | Project overview, aims, scope and schedule, NGO needs | Dean of student affairs - BAU  Prof. Sobhi Abou Chahine |
| **10.00 – 10.30Coffee Break (hosted by BAU)** | | |
| Time | Event | Presenter/By |
| 10.30 – 11.00 | WP description  Task distribution among Partners | Dean of student affairs - BAU  Prof. Sobhi Abou Chahine |
| 11.00 – 11.15 | P1 BAU Presentation | Beirut Arab University- Lebanon |
| 11.15 – 11.30 | P2 MUBS presentation | Modern University of Business and science – Lebanon |
| 11.30 – 11.45 | P3 LU Presentation | Lebanese University – Lebanon |
| 11.45– 12.00 | P5 IUST Presentation | International University of Science and Technology - Syria |
| 12.00–12.15 | P6 AIU Presentation | Arab International University |
| 12.15– 12.30 | P7 DU Presentation | Damascus University - Syria |
| 12.30– 12.45 | P8 SHIIARS Presentation | Sham Higher Institute for Islamic Sciences, Arabic Language, Islamic Studies and Researches - Syria |
| 12.45– 13.00 | P9 ARA Presentation | Alrashied Association - Syria |
| **13.00 – 14.30 Lunch (hosted by BAU)** | | |
| 14.30 – 14.45 | P10 UA Presentation | University of Alicante - Spain |
| 14.45– 15.00 | P11 UOL Presentation | Oldenburg University - Germany |
| 15.00–15.15 | P12 UNIBO Presentation | Alma Mater Studiorum Università di Bologna - Italy |
| 15.15– 15.30 | P13 Four Elements Presentation | Four Elements - Greece |

**Tuesday October 15**

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| Time | Event | Leader, Coleader |
| 9.30– 11:00 | Administrative management and work package committees  WP1: WP1 MANAGEMENT  Objectives, Activities, plan, deliverables | BAU + IUST |
| **11.00 – 11.30Coffee Break (hosted by BAU)** | | |
| 11.30 –12.30 | WP2: IN-DEPTH NEEDS ANALYSIS  Objectives, Activities, plan, deliverables | UO + LU |
| 12.30–13.00 | WP6: DISSEMINATION & NETWORKING  Objectives, activities, plan, deliverables | UNIBO + AIU |
| 13.00–13.30 | WP7: PROJECT QUALITY ASSURANCE  Objectives, activities, plan, deliverables | UA + 4ELEMENTS |
| **13.30 – 3:00 Lunch** | | |

**Wednesday October 16**

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| Time | Event | Presenter/By |
| 9.30 – 10.30 | Partnership Agreement and Financial Management | Dean of student affairs - BAU  Prof. Sobhi Abou Chahine |
| **10.30 – 11.00Coffee Break (hosted by BAU)** | | |
| 11.00 – 12..00 | Closing, Q &A | All Participants |
| 12.00 – 2..00 | Individual consultations | Dean of student affairs - BAU  Prof. Sobhi Abou Chahine |
| **13.00 – 14.30 Lunch (hosted by BAU)** | | |

**Thursday October 17**

Departure of the Participants from Beirut