



**Unidad de Educación Escolar y de Personas Adultas**

TRANSNATIONAL COOPERATION ACTIVITY

**“Effective school management, e.g. cooperation with local and national authorities, inclusion practices for minorities etc. in school and VET education”**

9<sup>th</sup>-13<sup>th</sup> October, 2017 (to be confirmed) – Riga, Letonia

**Type of event:**

Study visit

**Working language:**

English

**Number of Spanish participants:**

Up to 2 participants from secondary education

**Profile of participants:**

Representatives from local and national authorities, school leaders, education managers, etc.

**Themes and goals of the event:**

Study visit aimed at awareness raising about the issue, sharing best practices and project experience.

**Cost**

**Event fee:**

The event fee will be paid directly to the hosting agency by SEPIE and it will cover accommodation and meals during the activity.

**Travel costs:** SEPIE will contribute to the travel costs based on the table provided for TCAs. This financial support will be paid directly to the selected participant by SEPIE in compliance with the procedures established by this agency (see information on the SEPIE website).

**Support for accommodation and meals not included in the activity programme:** SEPIE will contribute to these costs based on the table provided for TCAs. This financial support (up to 2 travel days per seminar) will be paid directly to the selected participant by SEPIE in compliance with the procedures established by this agency (see information on the SEPIE website).

**Support for participants with special needs:** Applicants with special needs might apply for a reimbursement based on real costs. The reimbursement based on real costs will be granted only if it is clearly justified and requested in the application form, and once approved by the



national agency (SEPIE). This financial support will be paid directly to the selected participant by SEPIE in compliance with the procedures established by this agency (see information on the SEPIE website). By choosing this option, the participant will renounce to a reimbursement based on unit costs.