

LUXEMBOURG EU Summer School

ORGANISED BY:

REA Network
Relations with European Academia

an interinstitutional working group
chaired by the European Court of Auditors



The European Union
in Luxembourg

LUXEMBOURG
LET'S MAKE IT HAPPEN

LUXEMBOURG EU SUMMER SCHOOL - PRACTICAL GUIDE

The Luxembourg EU Summer School is an interinstitutional on-site event taking place on **9, 10, and 11 July 2024**, from **9am to 5pm** at the **Kirchberg Campus**. Below you will find essential information regarding location, registration, visit selection, meals, and transportation.

1. Registration

Places are limited to the capacity of the main conference room. They have been proportionally allocated among the EU Institutions (EUIs) based in Luxembourg, the University of Luxembourg, and the Luxembourg administrations, with a balanced distribution. Each institution has nominated its participants, who are the **only individuals eligible to register for the event**.

Registration will be conducted **individually through an EUSurvey link** distributed to the nominated participants by their respective coordinators. It is the responsibility of each participant to monitor the receipt of the registration form, complete it, and submit it according to the instructions and **before the deadline** (June 28th).

Registrations from individuals whose names do not appear on the list provided by their institution **will be disregarded**.

2. Visits: selection and transportation

The Summer School program includes a series of visits scheduled for the afternoons of Tuesday 9 and Wednesday 10 July. These visits have **limited capacity** (20 to 40 participants depending on the visit). There are six options: **each participant may choose 2 visits, one for each day**.

- Registration for the visits is done when registering via the event registration form.
- Registration will be on a **first-come, first-served basis**. Registration for a visit will automatically close once the maximum capacity is reached.
- Participants are kindly requested **not to select the same visit for both days**.
- Since visits occur simultaneously, please **do not select two visits for the same day**.
- **Visit selection is final upon submission. For organisational reasons, no changes will be accepted.**

Transport for visits 1 to 5 will be provided by charter buses departing from the parking lot at the Kirchberg campus. For the Guided Tour of Luxembourg City, participants should take the tram, stop at Hamilius, and walk till the meeting point at Place de la Constitution (Gëlle Fra).

3. Venue. How to Get There

Address: 6, rue Richard Coudenhove-Kalergi, 1359 Kirchberg (behind Coque swimming pool)

Tram Stop: Universitéit **Bus lines:** 211, 212, 305, 401, 403, 405, 406, 407, 502, 503, 505, C01

Main sessions will be held in **Feidert Room**, located in Bloc D of **Kirchberg Campus** of the **University of Luxembourg**, which also houses the reception and cafeteria. Parallel sessions will take place in a room adjacent to Feidert room. Location of **Block D** is shown on the map below.

LUXEMBOURG EU Summer School

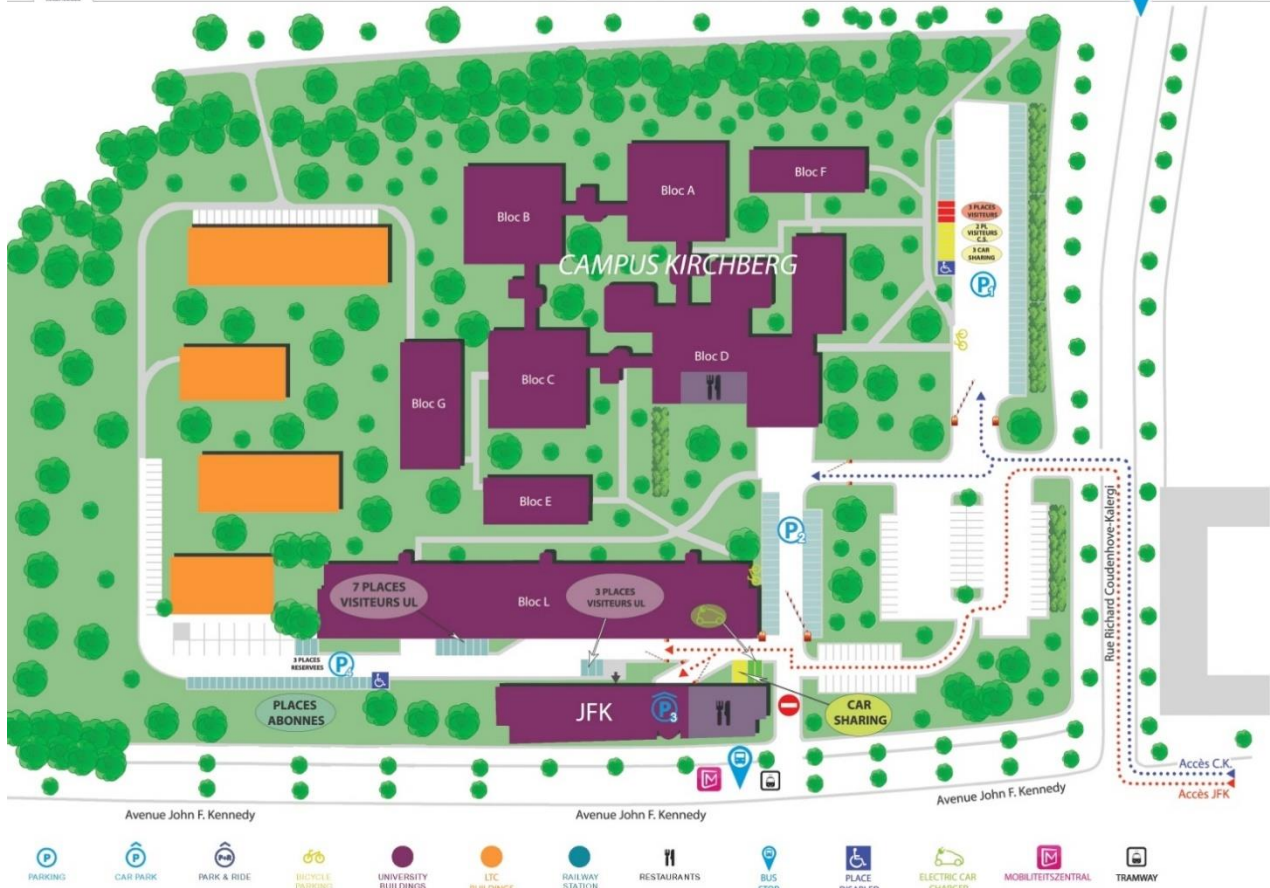
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UNIVERSITY OF LUXEMBOURG - CAMPUS KIRCHBERG / JFK



4. Event Schedule

Participants are requested to arrive **half an hour early on the first day** (8:30 AM) for registration and distribution of identification badges. Each day will start with a **welcome coffee**. On top of that, participants will be provided, courtesy of the organization, with the following:

- ✓ **Welcome package** with information and reading material
- ✓ **Morning coffee break**.
- ✓ **Lunch at the canteen** of the University, consisting of entrée, main dish, and dessert, plus a drink.

Exact times are listed in the program, available on our website or within the registration form.

Following the closing session, all participants and guests will be invited to the **Summer School Closure Reception**.

5. Dress code

Dress code for the event is **“Summer chic”** (no ties). Please be aware that the weather may be hot.