



Personal Efficiency in Practice – Time and Priority Management

- Erasmus+ Blended Intensive Programme
- 2023-1-PL01-KA131-HED-000112406-2
- **23-27.06.2025**
- **Civitas University, Warsaw, Poland**



Civitas University



- **Effective time management** is a key competency in today's dynamic business and academic environment, especially in the international one.
- The goal of UC Blended Intensive Programme is to **equip participants with practical tools for efficient planning, task prioritization, and eliminating productivity barriers.**

It is **designated for academic, administrative staff**, specifically the ones dealing with student services (incl. International students), the Erasmus+ programme and other exchange mobilities.

The participation is **free of charge**

-
- Virtual part : **10.06.2025**
 - Physical Part in Warsaw : **23-27.06.2025**
 - **Registration form**

<https://forms.gle/8kEj3fNmX2WStnAr9>

- Contact : **international@civitas.edu.pl**
www.civitas.edu.pl/en



**Co-funded by
the European Union**