



E- Note

Europe note number: E/2010/09	Distribution Vice-Chancellors and Principals Universities UK and GuildHE	Contact Kristy Kenny Tel: 0207 419 5405 Email: Kristy.kenny@international.ac.uk
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Date 17 th August 2010	Keywords International and Europe contacts update	Action For response by 31 st August 2010
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Update of International and Europe contacts

Introduction

1. As you may be aware, on 1 August the International Unit and the Europe Unit at Universities UK merged to become one Unit, the UK HE International and Europe Unit (IEU).
2. As part of this merge the IEU is conducting a review and update of its contacts in the sector.
3. Therefore, to ensure we have the correct contacts for your institution, please provide the following details (leave blank if non-applicable):
 - Deputy or Pro Vice-Chancellor International
 - Deputy or Pro Vice-Chancellor Europe
 - Head / Director of International Office
 - Head / Director of European Office / European contact

How to respond

4. Please fill out the form on the following page and either email or fax back to the following:
Kristy Kenny
Administrative Officer, UK HE International Europe Unit
Ph: 0207 419 5405
Fax: 0207 7383 5766
Email: Kristy.kenny@international.ac.uk

Contact details update

Please fill out the following details for your institution and either email or fax back to the following:

Kristy Kenny
Administrative Officer
Ph: 0207 419 5405
Fax: 0207 7383 5766
Email: Kristy.kenny@international.ac.uk

Institution:

Pro/Deputy Vice-Chancellor International

Name:

Position:

Department:

Address:

Tel:

Email:

Pro/Deputy Vice Chancellor Europe

Name:

Position:

Department:

Address:

Tel:

Email:

Head / Director of International Office

Name:

Position:

Department:

Address:

Tel:

Email:

Head / Director European office or European contact

Name:

Position:

Department:

Address:

Tel:

Email:

Thank you for taking the time to complete and return these details to the UK HE International and Europe Unit

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