

# Letter of Intent

for the continuing education (study) program

(Length approx. 1–2 pages in total)

Please write briefly about your reason and **motivation** for attending the continuing education (study) program, your **goals** related to it and your **expectations** from the continuing education study program / the University for Continuing Education Krems.

**Activities** that define your daily work / your professional development. Please provide 1–3 key examples:



Areas in which you have developed **particular expertise**. Please provide 1–3 key examples:

Which situations/tasks required the **development of new solution strategies**? Please provide 1–3 key examples:

Tasks where you had a **leadership role / responsibility**. Please provide 1–3 key examples: