UNIMC
UNIVERSITÀ DI MACERATA

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AREA
OFFERTA FORMATIVA

Training course for technical, administrative and library staff
Academic year 2025/2026

LEAP – Language Enhancement for Administrative Professionals

COURSE 3 - BEGINNERS
Instructor: Rebecca Jane O'Doherty
Duration of the course: 30 hours + 3 hours for final exam

Schedule

Date	Time	Hours	Method	
Wednesday, 15 April 2026	12:00 — 15:00	3	online	LEAP Corso 3 BASE aa 2025-2026 | CLA formazione linguistica | Microsoft Teams
Wednesday, 22 April 2026	12:00 — 15:00	3	in-person only	Yellow Classroom "Polo Pantaleoni"
Wednesday, 29 April 2026	12:00 — 15:00	3	in-person only	Yellow Classroom, "Polo Pantaleoni"
Wednesday, 6 May 2026	12:00 — 15:00	3	in-person only	Yellow Classroom, "Polo Pantaleoni"
Wednesday, 13 May 2026	12:00 — 15:00	3	online	
~~Wednesday, 20 May 2026~~	~~12:00 — 15:00~~	~~3~~	~~online~~	LEAP Corso 3 BASE aa 2025-2026 | CLA formazione linguistica | Microsoft Teams
Wednesday, 27 May 2026	12:00 — 15:00	3	online	
Wednesday, 03 June 2026	12:00 — 15:00	3	online	
Wednesday, 10 June 2026	12:00 — 15:00	3	online	
Wednesday, 17 June 2026	12:00 — 15:00	3	online	
Wednesday, 24 June 2026	12:00 — 15:00	3	online	
	Total	30		
Final exam: Wednesday, 1 July 2026, 12:00 — 15:00			online	LEAP Corso 3 BASE aa 2025-2026 | CLA formazione linguistica | Microsoft Teams

Info:
http://cla.unimc.it/en/courses/training-courses-for-technical-administrative-and-library- staff-tab/academic-year-2025-2026

(Last Updated on 18 Mars 2026)

hr
HR EXCELLENCE IN RESEARCH

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