



EUROPEAN COMMISSION  
Directorate-General for Education and Culture

Brussels, 14/08/2000  
EGU D(2000)

Dear participant,

The Directorate General for Education and Culture is organising a series of seminars on the theme of lifelong learning, to which experts in various fields are asked to participate. The purpose is to provide the Commission with enlightened views that will help to shape the Memorandum on lifelong learning that will be produced by the Commission later in the year. The relevance of that objective has been enhanced by the conclusions of the recent European Summit in Lisbon.

We would like to invite you to participate in the seminar that will be held in Brussels on 7 July 2000, Rue Belliard 7, room 11, 5<sup>th</sup> floor, on the theme of *Guidance and counselling in education and training*.

The Commission will reimburse your subsistence and travel expenses in accordance with the existing Commission rules. Please note that you will be requested to complete an expense claim form so we would ask you to bring full bank details with you.

We would appreciate it if you sent us a couple of pages, answering to the main questions in our terms of reference (see attachment).

If you need any further information, your correspondent is Mr Einar Guldvog, e-mail address: [einar.guldvog@cec.eu.int](mailto:einar.guldvog@cec.eu.int), or Ms. Laura Cassio ([laura.cassio@cec.eu.int](mailto:laura.cassio@cec.eu.int)), fax: (32-2)295 78 30.

Could you, please confirm your participation before 30 June 2000 if you are interested to participate by e-mail to Ms. Maria Nina Lopes ([maria-nina.lopes@cec.eu.int](mailto:maria-nina.lopes@cec.eu.int)) or by fax: +322 299 53 25.

Yours sincerely,

Gordon Clark

Head of unit

Rue de la Loi 200, B-1049 Bruxelles/Wetstraat 200, B-1049 Brussel - Belgium - Office: B7- 5/37.  
Telephone: direct line (+32-2)2953275, switchboard 299.11.11. Fax: 2957830.  
Telex: COMEU B 21877. Telegraphic address: COMEUR Brussels.

X.400: G=einar; S=guldvog; P=CEC; A=int; C=eu Internet: [einar.guldvog@cec.eu.int](mailto:einar.guldvog@cec.eu.int)