*Copy and paste this into an Outlook email; feel free to use the subject line provided:*

Subject: Celebrate International Education Week (November 14-18)

Dear…

International Education Week (IEW), a joint initiative of the U.S. Department of State and the U.S. Department of Education, in partnership with universities around the country, celebrates the many ways international education and exchange opportunities prepare citizens for community building in both national and international settings. This year, IEW will take place **November 14-18**.

**IEW Events**

The University of Iowa is pleased to host multiple events throughout IEW, all of which are conceived and organized by UI faculty, staff, and students. For a full list of events, please see the [UI International Education Week website](https://international.uiowa.edu/international-education-week).

**Know of an event that should be listed?**

If you have an event taking place during IEW that you would like to see listed on the IEW website, be sure to use the keyword “International Education Week” when adding your event to the [UI events calendar](https://events.uiowa.edu/).

#GrowingGlobalHawks

For questions contact:

[put name and email address here]