**Office of International Cooperation, Hefei, Anhui 230026, People’s Republic of China**

**Phone:86-551-63600571, Fax:86-551-63632579, Email:abroad@ustc.edu.cn**

# DISPATCH LETTER

At the invitation of XX University（邀请单位）, Prof. Li Xiao of our university is to leave for Austria on 11 Sept. 2019，to attend XXX. He will stay there for about 7 days. Our university will bear all the expenses including his round-trip air tickets, boarding & lodging and transportation and health insurance in Austria. He will return to duty from abroad on time.

**DATE OF PASSPORT COMPANY**

**NAME SEX BIRTH NUMBER NAME OCCUPATION**

**Li Xiao, Male, 1972.11.13, PE0716321 USTC, Professor**

University of Science and Technology of China

July. 25, 2019