



VISIT THE EU INSTITUTIONS

Brussels

Guidelines for study
visits to the heart of
the European Union





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European Parliament (EP)



The European Parliament is the EU's only directly-elected institution. Its 720 Members are there to represent more than 448 million people.

Its official seat is in Strasbourg (France) but much of its work takes place in Brussels.

The visit consists of a presentation by a Parliament communications officer in a meeting room reserved for the group, a dedicated meeting with the MEP if sponsored, a tour of some of the working areas, including the Hemicycle. All activities are free of charge and most are available in each of the European Union's 24 official languages.

Group visits can be organised with or without the support of a Member of the European Parliament (MEP).

MEPs have a budget to support student or youth visits. To find a MEP to sponsor your group:

- Verify if within your school, VET centre or organisation someone has a direct contact with a MEP from your local area
- contact DBI

Be aware: The procedure for requesting sponsorship is quite simple, but expense reporting needs more detailed attention. The Parliament's administrative offices may sometimes be slower in response, and the procedures may seem complex the first time. The exact amount of funding may vary according to the distance from hometown to Brussels and the number of sponsored participants (minimum 10 per group visit), so clear communication with the MEP's office is suggested.

For a MEP sponsored visit, it is required to combine it with the Parliamentarium and the House of European History. Make sure you also book these visits on time.

Group visits without MEPs' sponsorship are always possible but they present three disadvantages:

- *lack of financial support*
- *missed opportunity of a dedicated meeting and dialogue with a MEP*
- *difficulty, if not impossibility, of attending EP plenary sessions scheduled in Brussels*

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For info and booking: <https://visiting.europarl.europa.eu/en>



For the Parliament calendar: <https://www.europarl.europa.eu/plenary/en/meetings-search.html>



Time to plan your visit: 6 - 2 months in advance!





2 Visit to the House of European History



The museum offers a unique insight into Europe's shared history through exhibitions, events and a permanent collection.

It offers self-guided visits through tablets or guided-group visits, even with accompanying educational activities designed on your language and age group.

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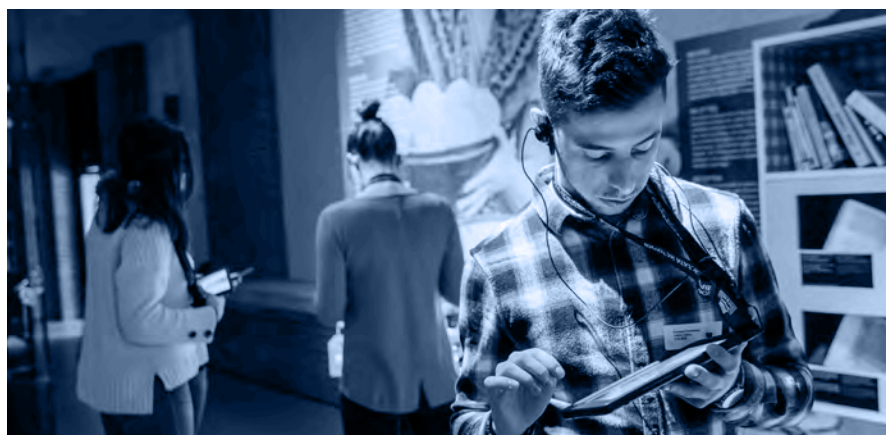
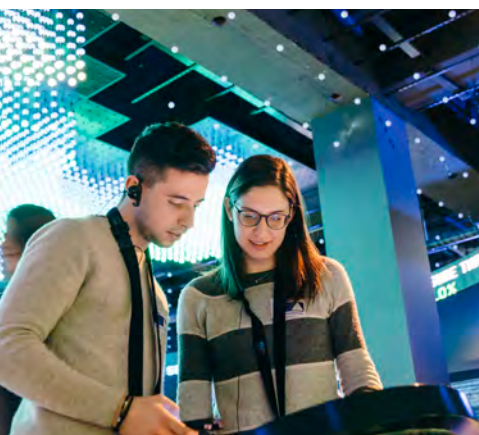
Visiting time: 90 min.



Website: <https://historia-europa.ep.eu/en/welcome-house-european-history>



Time to plan your visit: 6 months in advance if link with your visit to the EU Parliament, otherwise 3-4 weeks in advance.





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The Parlamentarium



Visit the Hemicycle or the Parlamentarium to know how the European Parliament works and what it does for European Union citizens.

Through the **Role Play Game**, participants can identify themselves with the role of a Member of the European Parliament. It is suitable for all ages, but is obviously mainly aimed at school students, especially from secondary school upwards. It is available in all languages for groups of minimum 16 and maximum 32 people.



Only 3 sessions are available per day.

Visiting time: 90 min.

Website: <https://brussels-parlamentarium.booking.europarl.europa.eu>

For MEP sponsored groups, booking is mandatory via the platform:
<https://sponsored-groups.booking.europarl.europa.eu/login>

Time to plan your visit: at least 6 months in advance!





4 EU Commission (Berlaymont)



The European Commission Visitors' Centre provides an understanding of how the European Commission works, including its policies and priorities.

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-  **Group size: 15 – 100 people**
-  **Minimum visitor age: 15 years old**
-  **Visiting time: 90 min. - 2½ hours**

The Berlaymont palace is only accessible on special occasions, so the visit is usually to the Charlemagne palace, the European Commission Visitors' Centre.

 **Website:** https://ec.europa.eu/info/about-european-commission/visit-european-commission/visitors-centre_en

 **Time to plan your visit: 3 months in advance!**

Combine it with the **Experience Europe**, the permanent exhibition of the Commission's core work and about EU values in a playful and interactive environment.

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 **Website:** https://commission.europa.eu/get-involved/visit-european-commission/experience-europe-exhibition-centre_en




5 Council of the European Union



Learn about the Council's work and how EU Member States find common solutions and shape our future.

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-  **Group size: at least 20 people**
-  **Minimum visitor age: 15 years old**
-  **Visiting time: 1-2 hours**

 **Website:** <https://www.consilium.europa.eu/en/contact/visits/group-visits/>

 **Time to plan your visit: at least 3 months in advance!**





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The European External Action Service (EEAS)



Discover the Headquarters of the Diplomatic Service of the European Union



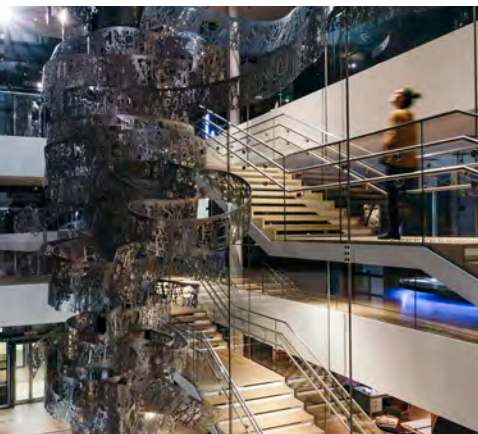
Group size: 15 – 40 people



Website: https://www.eeas.europa.eu/eeas/visit-european-external-action-service_en#11622



Time to plan your visit: at least 3 months in advance!





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Meeting with civil society organisations

To organise a meeting with other organisations working on EU advocacy, education and youth rights, contact DBI 3-2 months in advance.

Brussels offers several **accommodations** depending on the budget. Contact DBI to have some suggestions.

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Don Bosco International is the body that represents the Salesian Congregation to the European Institutions. Cooperating with other Salesian networks and NGOs in Europe and beyond, DBI coordinates the Salesian voice in the EU and promotes their programmes and actions.

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<http://donboscointernational.eu/>

TGS Eurogroup ("Turismo Giovanile Sociale", meaning "Youth and Social Tourism") is an Association of Social Promotion based in Venice, led by lay people and promoted by the Salesian Province "San Marco" Italy North-East. Since 2015 the Association has been organising study visits to European institutions in Brussels, often in collaboration with several Don Bosco's schools.

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