



Dear future BGU student/post-doctoral fellow!

April 2017

This To-do List was prepared for your convenience and includes important steps of your arrival to BGU, in short. More detailed information is at our International Students site:

http://in.bgu.ac.il/en/natural_science/Pages/International-Students.aspx

To-do list BEFORE the arrival:

1. Complete your registration process. Receive a formal letter of invitation/acceptance.
2. Get a valid health insurance for the period of your stay in Israel (if you plan to stay for more than a year – order it of 1 year and extend later)
3. Get an appropriate visa. A Student/ a post-doctoral fellow will need an A2 visa.
If you are not sure what kind of visa you'll need – please contact Ina Aviv, the Research coordinator of the Faculty of Natural Sciences – inaviv@bgu.ac.il
4. Send the copies of the health insurance and a visa to your supervisor.
5. Only after the visa is approved – look for plane tickets and plan your arrival to BGU according to your and your supervisor's needs, BGU/dorms working days and hours, possible transportation to BGU, etc.
6. Look for an apartment in BGU dorms/ private market.

To-do list AFTER the arrival:

1. Meet your supervisor, the lab manager and members, the administrative coordinator of your Department. Find out who in the Department/Faculty/University is responsible for various issues – scholarship, courses, trainings, travels, equipment, etc.
Please note that each department and office in BGU has different office hours.
2. Open a bank account - the closest bank is located inside the BGU campus – Bank Ha-Poalim. Opening hours: (please check at the bank website before head):
Sun, Tue, Wed: 8:30 – 13:15, Mon, Thu: 8:30 – 13:00 and 16:00 – 18:30
In order to open an account, please bring with you the following:
 - ✓ A foreign passport + a photocopy of the page of the passport or the travel document stamped with the entry permit.
 - ✓ An additional document with a picture of the holder and his identity number, such as: an identity document of a foreign country, a driver's license, a student card, a national insurance certificate, etc.
 - ✓ A student entry visa issued by the Ministry of the Interior*You are welcome to check the prices and the conditions of international accounts of other banks. We recommend the BGU Ha-Poalim branch only because of its location.*
3. Get a BGU computer authorization (+ BGU email address) – building 58, office 1. You'll need to present your passport and your BGU ID number (you received it when registered, if you don't know this number – ask the administrative coordinator of your Department. After getting the computer authorization please ask when it'll work (usually after up to 24 hours).
4. When the BGU computer authorization become valid – make sure you update your new Israeli bank account here: <https://bgu4u.bgu.ac.il/html/ura/>
5. If you are planning to travel abroad – take care of the [multi-entrances visa](#).

GOOD LUCK!