



Dear future BGU student/post-doctoral fellow!

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](#).

**To-do list BEFORE the arrival:**

1. **Complete your registration process.** Receive a formal letter of invitation/acceptance from BGU.
2. **Ask your advisor for a letter of acceptance in Hebrew.** This is a demand of the Israeli embassies abroad.
3. **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). You can also get a health insurance through [Harel – a company BGU works with](#), or bring it from your home country – but the policy must be in English and cover all areas stated at the above mentioned website.
4. **Get an appropriate visa.** A student/ a post-doctoral fellow will need an A2 visa and a multi-entrances visa (- which will allow you to travel outside of Israel for conferences and vacations during your fellowship). If you are not sure what kind of visa you'll need – please [click here](#) or contact [Meital Bar-Yossef](#), the Research Coordinator of the Faculty of Natural Sciences.
5. **Send the copies of health insurance policy and visa to your supervisor and to the administrative coordinator.**
6. **Only after the visa is approved** – look for plane tickets and plan your arrival to BGU according to you and your supervisor's needs, BGU/dorms working days and hours, public holidays, possible transportation to BGU, etc.
7. **Look for an apartment at [BGU dorms](#)** (you can book right after the formal registration is over and you have a BGU ID number (starts with 850...)) / [Research Housing](#) / private market. (Please note that we can assist with dorms/ research housing only).
8. See the [Pre-Arrival Guide for International Students and Researchers](#).

**To-do list AFTER the arrival:**

1. Meet your supervisor, lab manager and members, and an administrative coordinator of your Department. Find out who at the Department/Faculty/University is responsible for various issues – scholarships, courses, trainings, travels, equipment, etc.  
*Please note that each department and office in BGU has different opening hours. Most of them are open at mornings (Sun-Thu).*
2. The administrative coordinator will register you as an active BGU student/fellow. You might need to send her the copies of health insurance policy and visa again.
3. Get a student card – find out the options at [Student Union association](#) (located at Students Center at the entrance).
4. Get a BGU computer authorization (+ BGU email address) – building 58, office 1. You will need to present your passport and your BGU ID number 850... The computer authorization usually becomes valid after up to 24 hours.
5. Open a bank account- please note that in order to open a bank account, you'll be asked to present 2 ID's. One is your international passport, and the other should be another ID from your home country – your "regular" ID, driving license (with a photo), etc. It is very important, and the banks refuse to open bank accounts without those documents.  
*You are welcome to check the prices and the conditions of international accounts of banks.*
6. Make sure to [update your new Israeli bank account](#) at BGU system for scholarship payments and Refunds option.
7. Schedule yourself a reminder to extend the visa and the health insurance about 1 month before its validity date. We advise you to extend both visas – student visa and a multi-entrances visa.
8. Learn about your living area, closest facilities, super-markets, and their opening hours.
9. See the useful [Information for the New International Student](#).

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