

Israel Seminar: Jerusalem University College

BI 291 International Seminar: Geographical and Historical Settings of the Bible

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May 18 – 7 June 7, 2008

Student Manual

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Introduction

Welcome to Jerusalem University College!

You are about to become involved in an exciting, unique and enriching program of study in Israel, your hands-on laboratory for learning about the land of the Bible. This is a serious, intensive study program that involves hard work in the classroom and in the field. In addition to becoming engaged in top-notch academic work, you will need to participate in rigorous physical activity. Be prepared to be challenged!

This Handbook is your introduction to preparing for, enjoying and getting the most out of your time of study at JUC. It will answer many of your questions, explain our services and help make your stay in Israel an enjoyable and enriching one. It will also clarify the expectations that we have regarding your conduct and lifestyle while at JUC. It is our intent that this Handbook will help foster a wholesome and positive community life here at Jerusalem University College.

Please read this Handbook thoroughly before you begin your studies and make sure to keep it handy for further reference throughout your stay.

May you experience God's richest blessings as you prepare to study at Jerusalem University College, and especially so when you are here.

Is It Safe to Study in Israel?

We are aware that news coverage in and about the Middle East frequently portrays Israel as a very dangerous place to visit. Prominent coverage is often given to the U.S. State Department's travel warnings and advisories to the region, and many people are genuinely discouraged from coming here.

In our experience, such news coverage seldom matches the scene that we witness on a daily basis. The television frequently shows pictures of soldiers and rock-throwing demonstrators, of shootings and bombings, in a way that gives the impression that such violence is countrywide, all the time. Or, a story on Israelis getting gas masks suggests that the country is paralyzed by the fear of poison gas missile attacks, while in reality all Israelis have routinely received and recharged personal gas masks since 1991. To better understand the true nature of safety in Israel and at Jerusalem University College, please consider some of the following facts:

- Although Israel is a small country, events here are very localized. Disruption in one part of a city or the country does not affect other parts, even areas that are quite close by. The television may show a close-up, screen-filled scene of a bombing; what it doesn't show is that at the same time, by far the vast majority of people in town are simply going about their daily business.
- The areas that are most prone to violence are precisely the areas that are not frequented, or even visited at all, by our students. That is, our field trip itineraries are designed to avoid areas of potential trouble. We are able to make adjustments to our trips, even at a moment's notice if necessary, substituting other top-quality, on-site programs instead.
- We use private bus transportation for our field trips. Such transportation has not been, and is not, a target for terrorist activity.

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- Contrary to impressions that may be gained from the news media, Americans are *not* targets for violence in Israel or Palestinian areas in the Middle East.
- Virtually all Israeli coffee shops, restaurants, stores, malls, post offices and similar places of business have armed security guards and metal detection equipment at all entrances. This has helped to greatly reduce the number of incidents in Jerusalem and other Israeli cities.
- University instructors and staff have a 50-year track record of knowing how to judge past, current and developing events. We know the country very well and will not take students into areas of potential trouble, nor advise them to go there on their own. We have no intention of risking our own safety just to show you something that we used to see in the “good old days.”
- The U.S. State Department issues travel advisories and travel warnings for U.S. citizens traveling to various countries of the Middle East, including Israel. Such advisories are issued for legal (liability) reasons and are aimed at keeping Americans out of specific, localized areas of potential conflict. Our own university guidelines and regulations are aimed at the same goal, and a sweeping travel warning has little bearing on the true safety of our students.
- We have run full programs every year, including those years when political tensions and trouble are heightened in Israel, with groups visiting all parts of the country safely.
- Statistical analyses show that Israel is actually safer than the U.S. in terms of incidents and effects of violence *per capita*. Because students know their home countries and are unfamiliar with Israel, they understandably feel safer at home than here. For this reason, from the time that our students arrive in Jerusalem we orient them to the distinctives of this country and instruct them in how to be able to successfully negotiate potentially troublesome situations, both cultural and political. We stress cultural sensitivity and point out areas that students should avoid, explaining our rationale for such advice or regulations. In such ways, we help our students learn how to avoid trouble from the start.

We can assure you that you can study and travel in Israel confidently and securely, and urge you not to be overly influenced by the media’s crisis-selling approach to Jerusalem.

Before You Come

Map Materials (Pre-Israel Assignment)

When you are accepted into our study program, you will be sent some mapping materials as a pre-Israel assignment. Because there will be so much to do once the program begins, it is important that you complete these materials *before* leaving for Israel, and bring all of them with you. You will use these maps in the classroom and in the field, and the information that you read and mark will form an important foundation for work done there.

Travel Details

Arrival

Please schedule your flight or other travels to Jerusalem so that you arrive on campus on the day that the program begins. If you are taking a *sherut* (a shared shuttle taxi) from the airport to campus, exit the terminal and look for a large yellow sign that reads :

Jerusalem
Shuttle Service

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“Nesher”

in both Hebrew and English, to the left at the curb. These *sheruts* run every day, including on *Shabbat*, 24-hours. Because some flights land at Ben Gurion International Airport late at night or in the wee hours of the morning, it is possible for you to arrive on campus before 8:00am (the start of normal business hours). When you arrive at the campus gate (it will be locked), just ring the bell that is labeled “yard” located on the inside right of the gate. Someone will meet you promptly!

A map and directions to Jerusalem University College can be found at:
<http://www.juc.edu/about/directions.asp>.

Departure

Please schedule your departure for the last day of the program.

If you wish to stay on campus longer, you must have prior written permission since rooms may not be available, and you will be charged for those days.

Group Transfers

For those short-term groups which have ordered (prior to arrival) group transportation from Ben Gurion International Airport to Jerusalem, a representative of Jerusalem University College will meet you at the airport. It is important that everyone in the group gather at the baggage claim area and pass through customs (“nothing to declare”) together, then exit the airport together as a group. Once a person exits, it is not possible to return and look for stragglers.

Entry Visas

A list of countries from which citizens are exempt from obtaining a visa to enter Israel is listed in Appendix 1. If you are a citizen of one of these countries, you will be issued a 3-month tourist visa at passport control in Ben Gurion International Airport upon arrival in the country. If you enter Israel via one of the overland international border crossings from Egypt or Jordan, you will also be issued a 3-month tourist visa. This visa will be adequate for your period of study at JUC.

If you are a citizen of a country that is not listed in Appendix 1, you must apply for and receive an entrance visa from the nearest Israeli Embassy or consulate prior to arriving in Israel.

Your passport should be valid for six months beyond the date that you are planning on returning to your home country.

What to Bring

For a fairly detailed list of personal items that you may want to consider bringing to JUC, see Appendix 2.

Bringing a Computer

There tend to be two reasons why short-term students bring laptops to Israel: to download digital pictures and to do email. Most students take class notes with pen and paper. Before you decide to bring your laptop, please note the following:

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- Make sure that your laptop is able to operate on the 50 cycle/220-240 volt current in Israel. As all newer laptops are dual voltage, this shouldn't be a problem.
- You will be able to check and send email with the computers in the JUC computer room, or at any number of internet cafes in the area.
- The hostels and hotels where we will be staying on field trips are not wired for internet access.
- In order to recharge your laptop, you will need to get a plug adaptor (the shape of the outlet slots into which your plug goes is different in Israel than in the States or in Europe). These can be purchased in Israel at minimal cost.
- If you wish to connect your laptop to the university computer network for email access, you must also bring an Ethernet network adapter. Presently our system is using 10 base T connections, but we strongly recommend that you purchase a 10/100 base T adapter.
- One room (and only one), and parts of our campus immediately adjacent, now have wireless access. For this reason you may also want to bring a wireless card if you bring your laptop.

We find that only a very few short term students bring their laptops for a short term study program. If you are traveling with others, you will probably find it more convenient to share a laptop and download your digital pictures onto a CD.

Money

Exchanging Money

Most students bring a credit card or a debit card, and some come with travelers cheques. While it is possible to exchange money on campus, it is better to use an authorized moneychanger in the Old City. You may cash a personal check or travelers cheque on campus for Israeli Shekels for a maximum of \$100.00 per time, and with a fee of \$2.50 per check. However, we will suggest a moneychanger in the Old City who has proven to be quite reliable for our students, who will cash personal checks at a better rate. The easiest way to get cash (shekels or dollars) is to write a personal check to this moneychanger. In order to preserve the reputation of JUC and our students, however, it is imperative that you do not write a check that bounces.

Bringing Money

Students often ask how much money to bring. This is a very individual question and depends almost entirely on how many souvenirs you want to purchase. All of your expenses for the program are covered in your program fees, so in theory you shouldn't have to spend anything, except for souvenirs, snacks and the like. However, you will want to bring some money, and have some way to get emergency funds, if needed, through a credit or debit card, traveler's checks and/or a personal check (the latter can be cashed at our local friendly money changer in the Old City). If you have a Cirrus ATM card from your own bank in your home country, you can use it to withdraw cash (in shekels) from your account at the ATMs at Bank Hapoalim (1000 shekel limit) or Bank Mizrahi (1500 shekel limit). Note that exchange rates will vary from bank to bank and even from branch to branch. The ATMs recognize your card as being issued from a bank in the English-speaking part of the world and so will display instructions for use in English. You will also want to check with your home bank to be sure of your withdrawal limits there. Do not change money into Israeli Shekels *before* arriving in Israel because you get a very poor exchange rate.

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Administrative Services

Office hours

Administrative Offices (Main Office; Reception Desk):

Monday – Thursday	8:30am – 12:00pm 1:00pm – 5:00pm
Friday	8:30am – 12:00pm 1:00pm – 4:00pm

Business Office in Jerusalem: by appointment. Please note that matters related to your fees for the program are handled by the JUC business office in Rockford, IL.

Lobby: Registrar's Bulletin Board

Program/class schedules are posted on the bulletin board outside of the main administrative office. Any changes in class schedules will be posted on this board. Please take responsibility to check the board daily as it is the official means of notification in class/schedule changes.

Transcripts

If you are taking the short term course for academic credit, an official copy of your JUC transcript showing the course will be issued to your home school (if applicable) at no charge within one month after the end of the program. Additional transcripts, whether requested at this or any later time, are subject to a fee of \$6.00 per transcript. Unless specifically requested, no transcripts are maintained for students who audit JUC short term courses

Grades

If you have any questions or concerns about a grade for an assignment or the final grade earned for the course, you should speak directly to the instructor involved, preferably before transcripts are issued. University policy does not allow the administration to change a course grade once it has been submitted by an instructor.

Campus Facilities

Management

The campus manager is responsible for supervision of the campus facilities.

Housing

Unless you have requested and paid for off-campus hotel housing, you will be living in dormitory-style housing, on campus, with 2-6 persons (or sometimes more) to a room. Depending on where your room is located, bathroom facilities are located either at the end of the hallway, or down and up stairs and across an open courtyard. The campus has limited housing for couples, with no double beds and shared bathroom facilities. According to season and demand, however, private rooms for couples may be secured on campus, and, if space allows, most find it more convenient to be housed with the rest of the class rather than in an area hotel.

You are provided with bed linens, a pillow and blankets for your use during the program. Please use your bed linens only inside of your room.

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If you desire off-campus accommodations prior to or after the end of the program, you will need to secure such housing arrangements yourself. A list of hotels and guest houses having a 3* rating, all within a 20 minute walk of campus, is provided in Appendix 3.

Maintenance

You are responsible for keeping your own room neat and clean. The JUC campus is not a hotel—no one will make your bed, empty your trash or clean your room for the duration of the program. If you need cleaning equipment, it can be found in the closets in the dormitory building, under the stairs in the interior courtyard, and in the cleaning room (*makhsan*) located off the interior courtyard. Here are some basic requirements:

- To help prevent ants, roaches, geckos, lizards or other critters from invading your room, please be sure to keep any food products in sealed containers.
- There are plenty of stray cats in our garden—*please do not feed them* or they will start to ignore the critters that they should be chasing.
- Candles may not be burned on campus except on birthday cakes and in the dining hall for *Shabbat* meal.
- Please report any maintenance problems (light bulbs, door hinges, locks, water leaks, etc.) in writing on the maintenance report at the front desk in the administrative offices.

On-Campus Security

To help insure on-campus safety, the university campus is fenced and gated. In addition, we ask that you take several precautions in order to help maintain safety and security for everyone, including yourself:

- Please close the gate securely behind you. Although it locks automatically, it helps if you give the gate a little tug when it closes to ensure that the lock has latched.
- Do not lend or duplicate keys.
- Do not leave valuables unattended. The university is not responsible for the loss of valuables.
- If you have a guest on campus, you are responsible for his or her behavior and whereabouts.
- The sound of a bell indicates that someone is the campus gate. It is the responsibility of university staff to answer the gate bell.
- *Please do not open the gate for anyone whom you do not personally know, for any reason.*

Food Services

Meals

The prepared meals at the university include a combination of Middle Eastern and American style foods. Unlike campuses in the US, our kitchen prepares just one entrée, plus soup, salad and dessert (often a piece of fruit), for each meal. We are not able to cater to special diets.

Meals are served from the serving line in the kitchen according to a posted schedule:

- Breakfast: 1 hour before the first class or field trip
- Lunch: 12:00pm - 1:00pm
- Dinner: 6:00pm - 7:00pm

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It is likely that the course schedule will allow us to celebrate a *Shabbat* meal one Friday evening. This is a more formal, dress-up meal. Please be seated in the dining hall by 6:00pm.

After all meals, you will need to take your dishes and trays to the cart located next to the serving area in the kitchen, and scrape and stack them. All students staying on-campus are assigned to a dish crew that is responsible for storing left over dinner food, washing evening dinner dishes and wiping down the kitchen and dining room surfaces.

In-Between Food and Snacks

The beverage table of the dining hall (with cold water and hot water for tea, coffee and hot chocolate) is open 24-hours per day.

A bread table is located in the dining hall opposite the beverage table. Bread, butter, jelly and peanut butter are available during the day and in the evenings.

Soft drinks, snacks and ice cream are available in the Oasis.

Refrigerator

A refrigerator student use is located in the dining room. Please help to keep it clean, and its contents fresh.

Field Trip Meals

Picnic-style lunches are provided for full-day field trips. You will be asked to help set up and clean up these lunches in the field.

Street Vendor Food

Buying food from street vendors is a fun and almost always a healthy experience. Please remember to wash fruit and vegetables before eating them. It's worth a trip into the Old City early in the morning to buy and eat a variety of hot breads just out of the oven.

Campus Living

Laundry

Our laundry room is located at the far end of the dormitory building, with an outside entrance next to the clotheslines. It is quicker and more efficient for you to use the clotheslines than the drier on sunny days.

The cost for using the laundry facilities is \$2 per load to wash and \$4 per load to dry, with a maximum of \$10 per individual or *married* couple for a two-week program and \$15 per individual or *married* couple for a three-week program. Soap is provided.

There are only a very few laundromats in Jerusalem, and they typically charge the equivalent of \$4 per load for washing.

Student Lounge

The student lounge contains a TV, a VCR that plays both NTSC and Pal videos, a Zone 2 DVD player, books and games. You may check out a video from our large selection in the library, but

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there is also a Blockbuster Video store in Jerusalem a 15-minute walk from campus. The university is not responsible for the choice of videos that students provide or rent for viewing.

Please be considerate of others when using the student lounge. This includes:

- Allowing for a variety of activities.
- Cleaning up after yourself. If you move lounge furniture, you must return it to its normal place when you leave the lounge.
- Leaving all lounge materials and furniture in the room.
- Treating the lounge furniture with care.
- Keeping the VCR/DVD volume low.
- Using discretion in showing personal videos.

The Oasis

The Oasis, our campus store, is located off the lobby opposite the administrative offices. In addition to some textbooks, items for purchase include cold drinks, snacks and ice cream, some classroom supplies, postcards, telecards, electrical adapters and T-shirts. You may pay with cash (shekels or dollars), traveler's checks or credit card (Visa or MasterCard).

The Campus Lawns and Garden

Please do enjoy our beautiful lawns and garden! Here you will find four of the "seven species" native to Israel mentioned in Deuteronomy 8:8: grapes, figs, pomegranates and olives, in addition to many roses and a number of other flowers, plants and trees. Our garden has a wonderful view of the Hinnom Valley, the Abu Tor and Talbiyeh neighborhoods of Jerusalem, and the watershed ridge, which was the line of the natural route used by Abraham, Jacob and Joseph as they followed their flocks into and out of the hill country (see Genesis 12:8-9; 28:10,19; 37:14). In warm weather, students like to study, read or eat their meals under the grape arbor or in the shade of our tenacious Aleppo pine trees.

We always appreciate your help in keeping our lawn and garden picked up and tidy.

Because visitors frequent our campus or pass through our garden to enter the Protestant Cemetery on Mt. Zion, we ask that you not use the lawn or garden for sunbathing.

Library

Jerusalem University College's Memorial Library houses over 10,000 volumes, over 60 current periodicals, a slide collection and the G. Douglas Young microfiche collection. Our library holdings, which cover the fields of archaeology, history and the historical geography of the ancient Near East, as well as Hebrew language and modern Middle Eastern studies, is designed to provide our semester and MA students with the academic materials necessary for their course work, and for basic research. Pride of place among our library holdings is the Immanuel Ben Dor Archaeological Collection, which consists primarily of excavation reports and related materials. In addition, a valuable collection of pottery from the Early Bronze Age through the Early Arabic Period, and flints from the Paleolithic Period, is on display on campus.

As a JUC short term student, you are free to use our library. Library hours are posted, there is a library guide to help you understand how to make the best use of the library. This guide contains

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a list of other area libraries with holdings that are helpful for JUC students, especially MA students working on theses. These libraries are located at other educational institutions and museums in the Jerusalem area.

Note: Other than our faculty and curriculum, the JUC library is the single most valuable resource of the university. Like all research libraries, many of our holdings are out of print and cannot easily be replaced, if at all. We expect that you will treat the holdings of this and other area libraries with all proper respect.

As a short term student, you are able to check out books only for the duration of the program. You may not take books off-campus.

Water

Water from the taps at the university, and from drinking fountains in Jerusalem, is safe to drink. Our interior courtyard has a drinking fountain with cold water. Water and ice are also available on the beverage counter in the dining hall, and bottled water is available in the Oasis. Water from outside hose connections is *not* suitable for drinking. Please remember that water is a precious commodity in the Middle East and that it's a good idea, especially in late spring, summer and early fall, to dump all excess drinking water on a plant.

Electricity

Because the electrical current in Israel is 50 cycles/220 volts, it is important to check the requirements of all of your electronic items, including hair driers, before using them here. You will need to use a converter or transformer if your electronic items will handle only US electrical requirements (60 cycles/110 volts). We have found that battery chargers for digital cameras or camcorders, for instance, sometimes will not take 50 cycles/220 volts. *If your electronic item is not rated for 50 cycles/220 volts and you do not use a converter or transformer, you will permanently damage or destroy what you have plugged in.*

Here are some additional items of note:

- Note that certain electronic items such as digital clocks do not work on converters because of the difference in cycles.
- In addition, some items such as batteries will not charge fully when the charger is run off of a converter.
- Note as well that the shape of the plug outlets in Israel is different than the shape of outlets in the US. Fortunately, plug adaptors are inexpensive and readily available once you arrive, so this should pose no problem.

We need your cooperation in turning off lights when you leave a room, and any equipment or appliances when you have finished using them.

Heating and Cooling

Our campus is not air conditioned, nor are many of the rooms connected to a central heating system.

- On hot days (late spring, summer and early fall), rooms can be cooled sufficiently by opening the windows at night and in the morning, and closing them in the afternoon.

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Jerusalem enjoys wonderful afternoon breezes off of the Mediterranean, and our thick, stone walls do the rest to keep our buildings at a comfortable temperature in the summer. We do have enough fans to help cool those stubbornly hot places, however.

- As for cold weather, rooms that are connected to our central heating system are typically heated “Israeli-style,” namely from 5am-10am and again from 5pm-10pm. Other rooms have electrical heaters that are controlled by the occupants of those rooms. In this, we ask your cooperation to maintain the heat in your room at a level that is reasonable.
- In the wintertime, hot water is available for showers during the times that the rooms are heated.

Equipment

Equipment (including audio-visual equipment) and vehicles that belong to the university or to staff are not available for student use except under unusual circumstances and with special permission. You may not remove furniture or equipment from any public areas, including the student lounge, classrooms, kitchen and dining hall.

Off-limits

For reasons of building structure as well as safety and security, it is extremely important that you do not go on or in the following areas:

- the domes on the roof of the main building
- the plastic sheeting roof above rooms 305 and 309 and the upper bathrooms
- the roof of the classroom building
- the roof of the dormitory building

Only dish crew and cooks are allowed in the kitchen

Computers

JUC’s computer network is available to all students through our computer lab. The computing system on campus is continually changing and growing to meet both your needs and changes in technology.

Our computer lab is available for your use 24 hours a day. During normal working hours, a designated member of staff is available to maintain the university’s computing system and assist your computing needs. A computer technician is also available for on-call problem solving and setup of services. As in all institutions, there are times when our network system experiences troubles; we endeavor to keep those down times as short as possible while making service available to the maximum extent possible.

Our lab’s PCs use a Windows based operating system, with Windows XP for word processing. There is also one Macintosh computer in the computer lab for student use.

Our computer lab includes several network jacks for connecting laptop computers to the campus network. If you bring a laptop and wish to connect it to the network, you must also bring an Ethernet network adapter. Presently our system is using 10 base T connections, but we strongly recommend that you purchase a 10/100 base T adapter. In order to print from a laptop computer,

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you must save your work on a CD/disc and print from a lab computer. Please be sensitive to the needs of the entire university community when using campus computers.

One room, and parts of campus immediately adjacent, now have wireless access. For this reason, you may also want to bring a wireless card for your laptop. Because our buildings are constructed of solid stone, it is not feasible at present to have wireless access throughout the campus.

The university does not provide E-mail service for students. Rather, you must use a free e-mail account from the U.S. (e.g. through Hotmail, AOL, Yahoo, Juno, etc.).

Internet service is provided through the campus network, and all computers for student use have 24-hour Internet access. There is no provision for Internet connection through a modem from campus.

Although the power adapter for most laptop computers is rated for 50/60 cycles and 110/220 volts, because electric current in Israel is 50 cycles/220-240 volts you should verify the rating of your laptop to assure that it meets international standards.

Telephones

University office phones are staffed only during posted business hours and are used for university business only. If you are expecting a call from a friend or family member, please ask them to call the public phone on campus, which is located in the classroom building (from outside of Israel, dial +972-2-673-5909).

To make outgoing phone calls from the public phone, you will need to purchase an Israeli Telecard (available at the Oasis, any post office, or many other places in town, in 20, 50 and 120 units). We have found that the least expensive way to make an international telephone call is to use a Telecard at any regular pay phone. It is also possible to use *some* pre-paid international phone cards sold in the States, but these don't always work in Israel.

With the ease of email and growing availability of international cell phones, we find that most students no longer use the regular public phones in order to communicate with friends and family back home.

Emergency number (this is the cell phone of the Executive Director of the university):

- When dialing from within Israel: 052-823-3426
- When dialing from outside of Israel: +972-52-823-3426

Mail

Student mailboxes are located in the lobby. These mailboxes are also used for internal mail and messages, and so you should check your box regularly. You can leave outgoing mail (letters or postcards but not packages) on the bottom shelf of the mailboxes or at the reception desk in the administrative offices. Staff members usually pick up and deliver mail at the main post office on Jaffa Road three times per week.

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Receiving mail

- Use the university address and make sure that your name appears in a prominent place on the front of the envelope or package.
- Please note that international mail delivery is not as reliable as mail delivery in the U.S. It is not unusual for even an Express Mail package to take many days or even weeks to arrive in Jerusalem.
- Any mail that is received for you after you depart for home will either be marked “return to sender” or will be forwarded to you by surface mail.

Sending mail

- Be sure to include your full name and return address on all letters and packages mailed from Israel.
- Be sure to include USA in the recipient’s address if you are sending a letter or package to the States.
- Write or stamp AIR MAIL on everything that you send.
- While the university staff is able to carry your outgoing letters and post cards to the post office, you will have to take any packages that you wish to send yourself. Make sure that you take your passport with you when you want to mail a package.
- Stamps are available for purchase at any post office or in the university administrative offices.

Post Office

The main post office in Jerusalem is located at 23 Jaffa Road, a 15-minute walk from campus. It is open Sunday through Thursday from 7:00am to 7:00pm, and on Friday from 7:00am to 12:00 noon. All mail incoming to the university is picked up at this post office. All post offices, except those in East Jerusalem, are closed on Saturday (*Shabbat*). The post office nearest the university is just inside Jaffa Gate (adjacent to Christ Church) in the Old City.

Faxes

You may send a fax from the university’s administrative offices. Charges are \$1 per page for a fax sent to a number in Israel, \$2 per page to the U.S. and \$4 per page for other countries. You may also send faxes from the post office, but charges there are substantially higher.

If you receive a fax, it will be placed in your mailbox. If you are expecting a fax, please tell the one sending it to mark your name on the fax in a prominent location.

Photocopies

You may request that photocopies be made for you at the reception desk. The charge for photocopies is 60 agarot (.6 shekel or approximately 14 cents per page).

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Student Services and Student Life

Public Safety

While it is important that you not live in fear, it is also important that you be on guard and use common sense when moving about Jerusalem or traveling in Israel and neighboring countries. Jerusalem is a city of over 650,000 people and, like any city of its size, has its share of urban problems, including crime. Although it comes as a surprise to many first-time visitors, the Holy City of Jerusalem is anything but.

Here are some guidelines to help ensure your safety when out and about:

- We strongly recommend that you do *not* take Israeli public bus transportation within Jerusalem. In fact, because of the nature our short term programs, there is no real reason that you would need to do so. Our campus is located within reasonable walking distance to almost every place that you would want to visit, and taxis are plentiful and inexpensive if shared with a friend. Note that although it is a habit in Israel for a passenger to sit in the front seat of a taxi, we strongly recommend that you sit in the back seat, especially if you are a woman traveling alone.
- Leaving campus alone, especially at night, is not recommended. There is safety in numbers. Because traditional Arab society takes great stock in the rights and ability of an older brother to protect the honor of his sister, our women students may want to adopt one of the guys as their “brother” if walking in the Old City or other similar areas.
- Women, do not let an Old City shopkeeper take you into the back room or upstairs room of his shop, out of public view. If the shopkeeper says “I have something special just for you,” insist that he bring it out to the front of the shop.
- Women should avoid young men or boys who wish to strike up a conversation on the street, as many of them are simply looking for an excuse to get close enough to touch you inappropriately.
- Be aware of *who* you are to others. For instance, it is a brutal fact of life in the Middle East that the way that you are dressed will dictate how you will be treated. What may be politically correct in America (i.e., “if someone doesn’t like how I dress, that’s their problem, not mine”) *isn’t* correct here.
- Be aware of *where* you are. If you look lost, know that you also look vulnerable. The city is filled with friendly people. While some actually *are* friendly, others are simply trying to take advantage of you. Never accept “tours” or other offers to show you where you want to go from someone that you don’t know.
- Be aware of *other* people. Pickpockets are numerous, fast and efficient, and often pose as wide-eyed, innocent looking children. Stay out of deserted alleys and dark places, especially deep within the Old City after dark. Know who is around you at all times, and keep you distance when passing others, especially in out-of-the-way places.

Specific safety precautions are part of student orientation at the beginning of every semester. Regular reminders and updates are given throughout the semester as needed.

Behavior Guidelines

All students are expected to behave in a way that is consistent with Christian morality and maturity, and to contribute to making our campus a caring community.

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Please realize that traditional Middle Eastern (Christian and Muslim) and Orthodox Jewish societies have deeply engrained patterns of socially acceptable behavior, and that you are a guest in their country.

All students are expected to abide by the following behavior guidelines:

- All forms of sexual harassment are forbidden.
- The use of all illegal drugs is forbidden on-campus and at all locations off-campus.
- Drinking alcoholic beverages, all forms of smoking (including the *nargila*/water pipe) and chewing tobacco are not permitted on campus (see Appendix 4).

Any flagrant, repeated and/or recalcitrant violation of the university's behavior guidelines may result in expulsion from the university.

Public displays of affection, including handholding, are not appropriate for dating, engaged or married couples in many places in Jerusalem, or in many places that you will visit on trips. Even though times are changing in larger cities, Western style dating is still generally unacceptable in Muslim society.

Dress Code

While many Israelis are very informal in dress, we also live among Muslim, Orthodox Jewish and Orthodox Christian communities. Because the university's reputation in Israel is important, we observe a dress code for men and women (see Appendix 5).

- Short shorts are not worn off-campus at any time.
- Knee-length shorts are acceptable on field trips and in various areas of Western, Jewish Jerusalem.
- Slacks are generally acceptable for women anywhere.
- Jeans are generally acceptable for men and women anywhere.

It is necessary that you wear a "modesty kit" in order to visit certain sites (e.g. the Church of the Holy Sepulchre, the Church of the Nativity and the Temple Mount), areas (e.g. Mea Shearim) or countries (Jordan and Egypt). A "modesty kit" is clothing that covers your shoulders and your knees.

Sunbathing

Sunbathing is permitted on the 4th floor rooftop terrace of the main building only. Please note that tar on the roof can ruin clothing, towels, etc. University linens, blankets and mattresses may not be used for sunbathing. Please do not lie, stand or walk on the domes as this causes them to leak water during the winter into the rooms below.

Because of cultural norms of modesty and because our gardens frequently have visitors from off-campus, it is not permitted to sunbath on the lawn or in the garden.

Absence from Campus

All students must sign out on the sign-out sheet at the campus gate when leaving campus. We ask that you note your departure time, your estimated time of arrival, and your (approximate)

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destination. We do not do this to keep you on a short rope, but to know where to be able to find you should there be an incident in town.

If you plan on being away from campus overnight (other than for regularly scheduled field trips), you are required to sign out at the reception desk. We need to know where you are going and how to reach you in the event of an emergency on campus or back home. If you are under 21 years of age, you are required to get permission from the Director of Student Services to be away overnight.

Transportation

Because of the central location of our campus, it is easy and relatively quick to walk to most places in the city.

Busses

For reasons of safety and security, we strongly recommend that you not ride Israeli city (Egged) busses. Intercity busses have been safe and remain an inexpensive way to travel between cities.

Taxis

It is easy and relatively inexpensive to take a taxi to get around in Jerusalem, especially if you share the ride with a friend. Even though it is common practice in Israel for the passenger to ride in the front seat with the driver, we do not recommend it, especially if you are a woman and riding alone.

- Taxis are always available at Jaffa Gate, or are easily flagged down on the street. To catch a taxi on the street, point down at the road in front of you with your extended index finger. A “hitchhiker’s thumb” is not understood in Israel.
- Neshar Taxi (Ben Yehuda Street) 623-1231 or 625-7227
- Rehavia Taxi (Agron Street) 625-4444

Sheruts

A *sherut* is a shared taxi that runs on a set route between large cities (such as between Jerusalem and Tel Aviv) or between Ben Gurion airport and campus (or between the airport and wherever your home may be in Jerusalem). *Sheruts* operate every day of the week in Jerusalem, but run less frequently on Saturday (*Shabbat*). You may pick up a *sherut* to Tel Aviv at the corner of Jaffa Road and Rav Kook Street, or call for an airport *sherut* at 623-1231 or 625-7227.

Shopping

Old City

There are a wide variety of shopping experiences in the Old City of Jerusalem. For the most part, residents of the Old City can purchase everything they need within the Old City’s walls—from food and clothing to building materials. Except for shops in the Jewish Quarter which are closed on Saturday (*Shabbat*) and shops such as grocery stores owned by Christians which are closed on Sundays, most other shops are open 7-days a week. Old City shops generally open by 10:00am and close around sundown.

Most of the Arab shops in the tourist sections still expect you to bargain for purchases; start *very* low and you will meet somewhere in the low-to-middle range. Remember that it is bad manners

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to agree on a price and then not make the purchase. Some students become quite adept at the entire process, while others prefer to try to avoid it all together. It's best to remember that a portion of what you end up spending is payment for the experience of it all.

It's also a good idea to wait until later in the program to purchase items in the Old City's tourist market. This is because it will take you a while to gain a shopper's eye; that is, to be able to distinguish junk made in Indonesia from genuine Middle Eastern goods. A shop keeper will typically put his glittering junk toward the front of the shop to attract quick, one-time impulse shoppers (that is, the tourist who spends only a day or two in Jerusalem), and keep the more valuable and authentic items in the rear, or even in another location. Develop an eye, ask for something authentic, and leave with a purchase worth having.

Shops in the Jewish Quarter cater to a different clientele. They are more expensive and have a larger inventory of Judaica as opposed to other items.

There are a few restaurants and cafes inside Jaffa Gate and in the Jewish Quarter that are convenient and worth patronizing.

East Jerusalem

The shopping district north of Damascus Gate and Herod's Gates in East Jerusalem is fairly extensive and a good place to find relatively inexpensive items. East Jerusalem shops are generally open from 9:00am to 5:00pm, and many (but certainly not all) are closed on Friday.

West Jerusalem

In the "New City" shops are generally open from 9:00am to 7:00pm or later, and are closed on Saturday (*Shabbat*). Some supermarkets are open later, or even 24-hours.

West Jerusalem is becoming more and more western all the time. There are now several American-style enclosed shopping malls, and except for store signs in Hebrew (although many are in English), you would think you are back home. Many American retail companies now have Israeli outlets, such as Office Depot, Ace Hardware, Blockbuster Video and Toys-Я-U's (for you kids), and McDonalds, Pizza Hut, Burger King, Kentucky Fried Chicken and the like are popping up everywhere. However, beware! A value meal at McDonalds costs the equivalent of \$7.00, and, really, most short term students find no reason to seek out a taste of pure Americana while in Israel.

English Language Broadcasts

Radio

English language news broadcasts can be heard at 7:00am, 1:00pm, 5:00pm and 6:00pm on *Kol Israel* at 1458 AM.

Television

Israel TV (Channel 1) broadcasts English language news daily. You will need to check the times in the *BILLBOARD* section of Friday's *Jerusalem Post* newspaper.

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While there are a growing number of TV channels available in Israel due to the multiplication of cable television providers in the region, our campus does not have cable access.

English Newspapers

Both the *Jerusalem Post* and the *International Herald Tribune* (with a *Haaretz* supplement) are available for purchase in Jerusalem daily (except on Saturday / *Shabbat*). The *Post* tends to be conservative in its editorial outlook, and the *Haaretz* supplement is more liberal.

Passports

Please keep your passport in a safe place. Keep a photocopy of the front page and visa pages of your passport with you at all times, and another photocopy of the same pages in a secure place other than where you are keeping your passport.

You will need your passport for the following:

- Exchanging money at the bank (but not for exchanging money at a moneychanger).
- Mailing or picking up packages at the post office.
- Obtaining health care at an emergency clinic or at the hospital.
- Doing any official business in Jerusalem or elsewhere in Israel.
- Crossing a checkpoint into or out of the West Bank.
- Visiting the Knesset.
- Traveling to Jordan or Egypt.

Health Care

Quality health care (doctors, emergency clinics and hospitals) is readily available in Israel, although you will notice a clear difference in doctor-patient and especially nurse-patient interaction than what you are used to in U.S. hospitals.

You must carry full health insurance for overseas travel in order to enroll as a short term student at the university. Please check to make sure that your health insurance is valid for Israel, Jordan and Egypt, as well as other countries to which you might be traveling on your own.

The following are a few options for overseas travel insurance that you might want to investigate. *Note that none of these are sponsored or guaranteed by JUC and in no way is the university liable for any insurance claims or difficulties.*

Insurance Services of America
PO Box 1617
Chanadler, AZ 85244
1-800-647-4589
Ask for the Diplomat International policy information

Chubb Group
2113 Penn Avenue
Reading, PA 19609
1-800-523-8020
Ask for information on both Travel Safe and Travel Med.

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International Scholastic Overseas Services

8 Neshaminy Interplex

Trevoze, PA 19053

Ask about the Medical, Personal and Travel Assistance and Insurance policy.

International Scholastic Overseas Services

PO Box 466

Place Bonaventure

Montreal, Quebec H5A 1C1

1-800-363-0263

The university has a public liability insurance policy that provides *some* compensation *only* in the event that the student is hurt on-campus or on a field trip *as a result of the university's negligence* (the burden of proof is on the claimant).

Initial visits to the doctor or the emergency clinic (TEREM) cost up to \$75. Further care (diagnostic visits, tests, setting broken bones or surgery) will generally cost less than comparable services in the U.S.

Regardless of the type of medical service needed, neither doctors, emergency clinics or hospitals will bill your insurance company. Rather, you will have to pay for such services up front with cash or a credit card. The medical provider will give you diagnostic reports and receipts in English, which you can subsequently submit, to your insurance company for reimbursement according to the policies and regulations of your insurance carrier. *If for no other reason, it is important that you have ready access to cash and/or a credit card while enrolled at the university to cover possible medical treatment.*

There is a supply of first aid items and non-prescription medicine for emergency use in the campus administrative office. A full service pharmacy is located just inside Jaffa Gate, a 5-minute walk from campus.

Churches

We encourage you to attend a church service or services while in Israel. Jerusalem hosts a wide variety of types of church services, and no doubt you will find that none is exactly like what you are used to back home. A list of some of the Christian churches and Messianic congregations that meet in Jerusalem is posted in the lobby. Some meet on Friday evenings, others on Saturday mornings or evenings, yet others on Sunday mornings or Sunday evenings. Services are held in English, Hebrew, Arabic, German, French, Danish, Russian, Greek, Latin, Armenian, Aramaic, Syriac, and Coptic, among other ancient and modern languages.

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Appendix 1

The citizens of the following countries are exempt from obtaining visas to enter Israel*

EUROPE

Austria
Belgium
Cyprus
Denmark
Finland
France
Germany (persons born
after 01/01/1928)
Gibraltar
Great Britain
Greece
Hungary
Iceland
Ireland
Italy
Liechtenstein
Luxemburg
Malta
Monaco
Netherlands
Norway
Portugal
San Marino

Slovenia

Spain
Sweden
Switzerland

ASIA & OCEANIA

Australia
Fiji Islands
Japan
Hong Kong
New Zealand
Philippines
South Korea

AFRICA

Central African
Republic
Losoto / Kingdom of
Lesotho
Malawi
Mauritius
South Africa
Swaziland

THE AMERICAS

Argentina
Bahamas
Barbados
Bolivia
Brazil
Canada
Chile
Colombia
Costa Rica
Dominican Republic
El Salvador
Ecuador
Guatemala
Haiti
Jamaica
Mexico
Paraguay
St. Kitts & Nevis
Surinam
Trinidad & Tobago
Uruguay
U.S.A.

Citizens of countries **not** on the above list must obtain visas prior to entry to Israel. Please contact the university's offices in the event that we may be of assistance.

*From a list published by the Ministry of Tourism, March 2001.

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Appendix 2

What To Bring

Introduction

Students sometimes have a hard time bringing the right clothes for the weather. This is because it can be colder than they expect, or warmer than they expect. The problem is that in Israel, the weather is as changeable as the news! Generally speaking, the weather in Jerusalem from May to October is hot and dry with temperatures ranging from 60° to 90° F (15° to 32° C). Temperatures may go well over 100° F (38° C) in other parts of the country. November through March or April is the rainy season with temperatures ranging from 35° to 60° F (2° to 15° C). At different times of the year, however, we get hot dry winds from the desert, or an occasional cold blast from the North. So, if you are coming in the fall, winter or spring, be prepared for a variety of weather. Moreover, in the winter campus rooms will not be heated as warmly as you may be used to. The best solution is to dress in layers. Rather than bringing a lot of clothing for the extremes of weather, bring a variety that you can layer—and add or remove layers as the weather changes.

1. Information necessary to report and replace stolen credit cards.
2. Photocopies of your passport.
3. Your pre-Israel assignment.
4. A towel and washcloth; personal soap.
5. Voltage converters for your hair dryers, razors, etc.
6. Summer clothing: sunglasses and a hat are a must; cotton clothing is best because it helps to keep you cool; skirts for women (longer and full); trousers, walking shorts (knee length), shirts/tops. (Short skirts, short shorts, halters and tank tops are not appropriate for women in Arab or Orthodox Jewish cultures. Blouses and shirts with elbow length sleeves are appropriate when you visit these areas.) A light jacket or sweatshirt for cool evenings. (Women should bring more than one pair of long trousers or a skirt that will slip on over other clothing.) You may want to bring one semi-dress-up outfit for *Shabbat* meal, or if you plan on attending one of the high-church services in Jerusalem.
7. Winter clothing: sweaters, thermal wear, fleece sports wear, warm pajamas, slippers, socks, sweaters, trousers, skirts, jackets, gloves, boots, warm (stocking) hats and rain wear. A long waterproof raincoat or parka is a good idea for the spring semester because the rains often come with strong winds in January and February. Umbrellas are good if it is calm.
8. Shoes: comfortable, sturdy walking shoes. Hiking boots are recommended for field trips because of rough, thorny ground and the possibility for walking through

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areas where snakes and other critters hide. Sturdy sandals are popular for other areas. “Flip-flops” or other beach shoes for stony beaches are helpful.

9. Bathing suit/bathing trunks.
10. Camera (digital) and/or film.
11. An adequate supply of any prescription drugs you presently use and a copy of your prescription. If you have allergies to dust, mold, cats, pollen: these are in plentiful supply. Bring enough of whatever medications you use.
12. Toiletries: cosmetics, deodorants, toothpastes, and other personal hygiene items, as you have room.
13. Water bottle or canteen.
14. One smaller suitcase or backpack is great for overnight field trips.
15. Bible (not a paraphrase); also a small Bible for your backpack.

Do not bring unnecessary valuables such as expensive jewelry.

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Appendix 3

Accommodations in Jerusalem near Campus

If you wish to stay in Jerusalem before or after the program, you will have to secure your own housing arrangements. Below is a list of hotels and hospices within walking distance from campus. To call from the US, dial 011-972-2-number

Hotel	Phone	Fax
Gloria Hotel (Old City, Jaffa Gate)	628-2431	628-2401
Knight's Palace (Old City, New Gate)	627-4058	628-2401
Christ Church (Old City, Jaffa Gate)	627-7727	628-2999
Lutheran Hospice (Old City, Jaffa Gate)	628-2120	628-5107
Maronite Hospice (Old City, Jaffa Gate)	628-2158	627-2821
Casa Nova (Old City, New Gate)	627-1441	626-4370
Greek Catholic Patriarchate (Old City)	628-2023	628-6652
Niotre Dame (across from New Gate)	627-9133	627-9148
St. Andrew's Hospice (opposite JUC)	673-2401	673-1711
St. George's Hospice (East Jerusalem)	628-3302	628-2253
East Jerusalem YMCA	628-6888	627-6301
West Jerusalem YMCA	569-2692	623-5192

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Appendix 4

Policy Regarding Smoking and Use of Alcohol

The policies set by Jerusalem University College are created in recognition of the fact that we have in our programs Christians from a variety of traditions and perspectives, particularly relating to the use of tobacco and alcohol. We seek to be sensitive to this variety of perspectives, and to be a witness in the broader community.

Smoking

The campus of Jerusalem University College, including residence halls and outdoor areas, is a smoke free campus throughout. Smoking in all of its forms (including the *nargila*/water pipe) and chewing tobacco are not permitted.

Use of alcoholic beverages

Drinking alcoholic beverages is not permitted on-campus or in any residence halls.

Campus policies regarding use of alcoholic beverages apply to all students and all JUC personnel on all official field trip activities and in all places where a JUC group stays on field trips.

Note: In addition to the above policies, students from other schools are expected to abide by the regulations of their home institution while enrolled as a student at JUC.

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Appendix 5

Dress Code

This statement comes in follow-up to the statement and agreements that all students sign in their applications, and to the information given in the Academic Catalog regarding dress code and sensitivity to the cultures in which we are living.

Because we seek to witness to a Christian lifestyle, which displays sensitivity to the variety of cultural backgrounds of those who visit this campus and/or work here, and because modest dress is, in this culture, directly related to safety issues regarding our students, you are reminded that the following code is in effect.

1. Short shorts and short mini skirts are not allowed either on-campus (in public areas) or off-campus.
2. Bare feet are not allowed in indoor public areas of the campus or in class.
3. Walking shorts (just above the knee) are allowed on-campus and on certain field trips. Shorts and mini skirts should not be worn by women, and sleeves should be elbow length when going into Arab sections, including the Old City, and Orthodox Jewish areas. Men should not wear short shorts or go without shirts.

Special notes:

1. In the more conservative parts of Jerusalem (Arab and Jewish alike) people believe that there is a direct connection between the way that a woman dresses and what she is communicating about her sexual availability, and they see no problem in acting accordingly. Although we may not agree with this perspective, it exists and we must deal with it, because safety is involved. Moreover, your way of dress may affect general attitudes and /or behaviors towards others in the JUC community.
2. You will find many Israeli women in less modest (even immodest), more European or Western style dress in Jerusalem and other parts of the country. This is often a clear reflection of a secular lifestyle and also of liberal sexual mores.

Please note that if your dress is considered improper, the appropriate staff will remind you of this. Continued disregard of dress code regulations will result in disciplinary measures.