



Student Affairs

Welcome

أهلاً وسهلاً

Office of International Student Affairs
Fall and Winter 2009 - 2010



*Useful Information for
International Students*

Dear international students,

The American University in Cairo celebrates 90 years of internationalism in 2009, and it is a pleasure to welcome you to its anniversary year. AUC has grown and developed in many ways, including ever more exciting new courses and programs to suit the rapidly evolving needs of the international world and the Middle East. Being at AUC, you will experience some of the most stimulating and challenging times. The Office of International Student Affairs (ISA) is here to assist you and bear witness to your voyage.

The ISA organizes a number of events and trips throughout the semester and takes advantage of the richness of this historical land, Egypt. I hope you will be able to enjoy the vast history and uniquely strategic, geographic proximity to three continents, three major religions and a diversity of many walks of life. I still feel momentarily awed when viewing a bicyclist balancing a tray of 50 pita breads while skillfully dodging through traffic, which happens to be a medley of latest model cars and magically oblivious donkey carts piled to most precarious heights. Cairo traffic just may be the eighth wonder; you will decide for yourselves.

As the director of ISA, I am delighted to welcome you to this challenging and stimulating environment. May it trigger explorations of the intellect, the social self and bring out the higher self. I invite you to join in our orientation program, which is carefully catered to your first days here as well as other goodies you will find scheduled within these pages.

I hope you create momentous memories and please do pass by us to say hello soon.

Abier elBarbary
Director
abnomad@aucegypt.edu

I take great pride in my team. Upon meeting them, you will quickly discover why. They are:

Dina Wafa, manager, dwafa@aucegypt.edu
Nelly Corbel, senior coordinator, ncorbel@aucegypt.edu
Mae El Ghazali, coordinator, mae@aucegypt.edu

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The A's *to your Qs*

Campus Essentials

Checklist*

Get your visa processed
Pick up your medical card
Process your tuition fees
Personal passes
Enjoy the campus diversity

** For a complete checklist,
check the orientation handbook*



THE AMERICAN UNIVERSITY IN CAIRO

Office of the Registrar

Student Visa Enrollment Certificate Request

This certificate is only issued to non-Egyptian full-time students.

Please provide the following information accurately and submit this form with a photocopy of your passport to the military and visa services unit from 9 am to 1 pm, Sunday through Thursday in the Administration Building.

Student ID number _____

Full name _____

Nationality _____ Passport number _____

Program Undergraduate Graduate Nondegree
 Other _____

Major _____

Academic year Fall 20____ / Spring 20____ / Summer 20____

Address in Cairo _____

I am aware that it is my responsibility to update my local address during my stay at AUC.

E-mail _____

Telephone _____ Mobile _____

In case of withdrawal, it is my responsibility to adjust my residency status with the Egyptian authorities, since my student residence visa will be canceled.

Student signature

Date

Important note: No certificate will be issued unless all outstanding obligations to the university are cleared

financial Matters

Receiving Funds From Your Home Country

The best way to receive money is through an international bank transfer. The Commercial International Bank (CIB) has a branch on campus in the Administration Building. CIB can receive the money transfer through wire swift. In this case, the payer should instruct his or her bank to send the money transfer to:

YOUR FULL NAME

Your account number

Commercial International Bank

Swift code: CIBEEGCX005

Hoda Sharawi Branch, AUC unit

Cairo, Egypt

You may also use money grams. There are several companies that enable you to send and receive money grams, such as Western Union. Please check www.moneygram.com or www.westernunion.com for more information.

For AUC tuition fees

Commercial International Bank Cairo

Hoda Sharawi Branch

Account Number - 0510300155

Swift Code - CIBEEGCX005

If you are paying by certified check, it should be addressed to:

The American University in Cairo

AUC Avenue, P.O. Box 74

New Cairo 11835

Egypt

Send a receipt by fax acknowledging you paid:

+2.02.2795.7565

Loans

If you are expecting a loan check, please make sure to drop by the ISA office, Campus Center, room 1058 to process payment.

CIB Account

To open an account at CIB on campus you will need:

LE 5,000 or \$1000

A valid passport with a proof of residency: a letter of enrollment from AUC or a residency.

For more information call 19666

Medical Insurance and Health Care for International Students

As an international student at AUC, you are covered under two mandatory medical insurance plans.* It is important that you understand the difference.

<i>Coverage</i>	<i>Local</i>	<i>Comprehensive International</i>
Name	Medical Services Plan for Non-Egyptian Students (gray brochure)	Health Insurance for International Students (beige brochure)
Cost	\$85 for the first semester of enrollment per academic year; \$30 for the summer session	\$115 per semester; \$46 for the summer session; optional home country rider for an additional \$13 per month
Dates of coverage	September 1 to August 31 each academic year	Fall Aug 15 - Jan 14 Winter Dec 31 - Jan 30 Spring Jan 15 - Jun 14 Summer Jun 1 - Jul 31
Amount of coverage	LE 25,000 annually (\$4,520) LE 8,000 summer only	\$500,000 medical expenses; unlimited emergency medical evacuation and repatriation; security evacuation benefit; home country coverage up to 60 days is optional at an additional \$13 per month
Brief description of coverage	Outpatient medical exams, emergencies and hospitalization, including surgery and childbirth	Students may choose medical care facility; must pay out of pocket and get reimbursed; \$50 deductible per injury or illness; emergency reunion benefits for family member

* Exemptions are granted if eligible; see brochures.

Health Care facilities

- Office of Medical Services
 - New Cairo Campus, located at the Campus Center, near Bassily Auditorium
tel 2615.3916
 - Tahrir Campus
tel 2797.6747
- El-Mokattam Hospital (20 minutes from the New Cairo Campus)
tel 2364.5994/253.4557
- Al Ahli Bank Hospital (on the Ring Road)
tel 2727.5262/5265
- International Medical Center (Ismailia Road)
tel 2477.5902/5908
emergency 2477.5903
- Al Salam International Hospital (Maadi)
tel 2524.0250
emergency 2524.0077
- Ain Shams Specialized Hospital (Abbasiya)
tel 2402.4111
emergency 2260.7597/7589
- Al-Salam Hospital (Mohandiseen)
tel 3303.0502
- Egypt Air Hospital (Heliopolis)
tel 2290.8646/2213.7787

Important Information for a Smooth Stay

Steps to request your free Transcript

Please note: the following must be done in person

1. <http://student.aucegypt.edu>
2. Print the transcript request form and fill it out.
3. Obtain your library and account clearances.
4. Submit the file to the Student Service Center next to Gate 1.

Useful E-mail Addresses for International Students

Emergency Line for International Students	+2.010.006.6907
Office of International Student Affairs	isa@aucegypt.edu
International Programs Office	ipo@aucegypt.edu
Residential Life	reslife@aucegypt.edu
Student Counseling Center	scc@aucegypt.edu
Business Support Office	magdsaad@aucegypt.edu
Travel Office	travel@aucegypt.edu
AUC Clinic	mhassan@aucegypt.edu

Receiving Mail

The mail office has set up a desk station at the Campus Center next to the CIB ATM, from 9 am to 3 pm for students to send and receive mail. To pick up mail, please show your ID card. If you must send a friend to pick up your mail, please give them your ID and a written note of permission.

Your mail or package should be addressed as follows:

YOUR FULL NAME

The American University in Cairo

New Cairo Campus

AUC Avenue, P.O. Box 74

New Cairo 11835, Egypt

If you are living in the Zamalek Dormitory, you can have your mail sent directly to the student residence by using the following address:

YOUR FULL NAME

AUC University Residence

16 Mohamed Thakeb Street

Zamalek, Cairo 11211, Egypt

Your **ABC's** *to* **Egypt**

Otlob is a Web site to order food from dozens of restaurants across Cairo. Perfect for those long nights of studying!

Directory

City Cab	16516
Yellow Cab	19155
Airport Shuttle	19970
Landline Directory	140
www.yellowpages.com.eg	
Metro Markets	19619
Police Station	122*
Ambulance	123
Fire Department	180*

Mobile to landline
add 02 at the beginning

* *Arabic speaking only*

“Nadi El Shabaab El Gezira has fields with football (soccer) matches and frisbee games organized regularly. It costs a few pounds to enter.”

*Starving athlete
Spring 08*

“For a relaxing break from the crowds of the city, go to Al Azhar Park.”

*Burnt out student
Fall 08*

“Almost anything can be delivered from necessities to sushi.”

*Late night crammer
Fall 08*

“Try to speak Arabic, even if it is broken, it will be received as a sign of respect. No one expects you to be perfect from day one, so just try.”

*Avid ALIer
Spring 08*

Adjusting with Your New Environment

Adapting to a new context can be challenging both physically and psychologically, but the good news is you are all in the same boat! If you feel down, frustrated and excited simultaneously, you do not suffer from any disorder, you are just experiencing culture shock. The key to get back on your feet quickly and gain a valuable insight on your new environment is to remain busy. Join a club, play a sport, visit a new place with some friends, or go to a concert or dance show. To put it in a nutshell, pick something you like and just do it! Another way to cope with these challenges is to share them. Talk about it with your peers. Try to understand, ask yourself or ISA questions: What is so different from my home country? Are we more different than similar? What can I do to gain more insight?

Physically, your stomach could need some time adjusting to the food and water. If you feel sick for a day or two, it could be a case of the “Cairo belly.” Do not worry, pharmacies carry medicine for this, and drink lots of bottled water! Mosques call Muslims to prayer five times a day, the earliest being before sunrise. You might get surprised the first couple of nights, but will get used to it very quickly and not even notice it in your sleep. Finally, Cairo is a city that never sleeps...really! Allowing yourself some calm time will help you escape the sometimes overwhelming noises of the streets.

Bargaining in Egypt is a national sport. There are few places where you will not bargain the price of an item or a service. These places are usually upscale shops such as City Stars in Nasr City, 24/7 Metro supermarkets, hotels or official services. Otherwise, bargaining is an integral part of the social interaction, so go ahead, do not be shy and use lots of humor. Egyptians love laughing, so take the business seriously but not yourself! If you are good you will end up sharing a very valuable moment around a cup of tea where you will learn a lot about the culture and certainly some Arabic.

Egypt is full of wonders, so figuring out where to go and how to get there takes a little organization. You can travel across Egypt for less than LE 100 with buses, but be ready for long hours and tight spaces. Other options, more expensive of course, are renting drivers for short distances like Fayoum or Ain Sokhna and planes for longer distances such as Luxor, Aswan or Sharm El Sheikh. Your best option for Alexandria is the train. Egypt is also surrounded by the Middle East's rich history, and traveling around the region sounds very attractive. However, some places are very volatile, so travel smart. AUC highly discourages visiting countries on the U.S. department of state travel warning list. Before leaving for any country, make sure you have the address of your embassy. Also, before traveling, please fill in the Bon Voyage Form available at my.aucegypt.edu.

Travel Office

Many of the upscale hotels in town have discounted rates for AUC staff, faculty, students and their guests. Ask about this when making reservations. The best way to make your reservation is through the AUC Travel Office, which books local and international trips.

“Avoid hot air balloons in Luxor!”

Concerned ISA adviser

“Use the same street smarts as you would back home.”

Weary residential life adviser

“Most people will give you directions if you ask, even if they don't know the way. So get several opinions.”

*Lost traveler
Fall 08*

“Walk in pairs at night and look out for cars that drive erratically or without lights.”

*Disheveled pedestrian
Fall 08*

Cairo in Brief

Golden Rules to Eating in Cairo

- Boil it, cook it, peel it or forget it.
- Avoid street vendors, especially for meat, except if it was recommended to you.
- Buy fresh meat from supermarket chains.
- Stay away from fresh vegetables in the beginning.
- Do not drink tap water unless it's boiled for five minutes or passed through a filter.
- Always make sure the water bottle you buy has the plastic seal on the cap.
- What seems strange might be delicious.
- Drink lots of freshly squeezed juice, but bring your own empty bottle as a clean drinking container.
- Look out for the *Croc* at cafés and markets. It's a monthly magazine with info about cultural events, movies, restaurants and a directory.

Where to eat in Cairo? Here are a few suggestions:

- **Upscale:** Sequoia is a refreshing lounge on the Nile serving Egyptian cuisine and sushi.
- **Affordable:** Abu Shakra is a restaurant chain serving some of the best-grilled meat in town.
- **Cheap:** Gad is a fast food chain offering typical Egyptian staples.

Street Smarts and harrasment prevention

Walking around Cairo, you will quickly notice that people notice you. Indeed, whether you look Egyptian or not, your body language and dress code will tell them you are not. Try to fit in as much as possible and be aware of Cairo's street patterns:

- Adapt to the dress code. Shorts are not trendy in Egypt for men or women.
- Eye contact is an integral part of social interaction in Egypt, so avoid it unless you master it.
- Traffic is crazy. Be extremely careful when crossing the road. It is not because a street circulates in one way that a car will not come the other way.

Note to our female students

- Avoid eye contact with males. Sunglasses can be helpful. Do not walk alone at night.
- Dress conservatively (legs and arms covered)
- If you encounter a tricky situation requiring the intervention of the police call ISA's emergency line (010.006.6907) first, so we can assist you. Do not go by yourself.

Transportation

Some average fares in black and white taxis:

Within one district	LE 5 - LE 7
One district to the next	LE 5 - LE 15
Two districts away	LE 20 - LE 30
Heliopolis/Maadi to downtown	LE 20 - LE 30
To/From the airport	LE 40 - LE 60

Taxis, Metro and More...

Black and white taxis are the most common way of getting around. They are cheap relative to Western countries, but can wear on your patience. With the exception of yellow cabs, which have meters, taxi fares are always negotiable. It is better for you and the driver to decide the fare before you get in the cab. If you disagree on the price and give the taxi driver what you think is fair when you leave, it might lead to a confrontation. Women are highly advised to sit in the back seat of taxis.

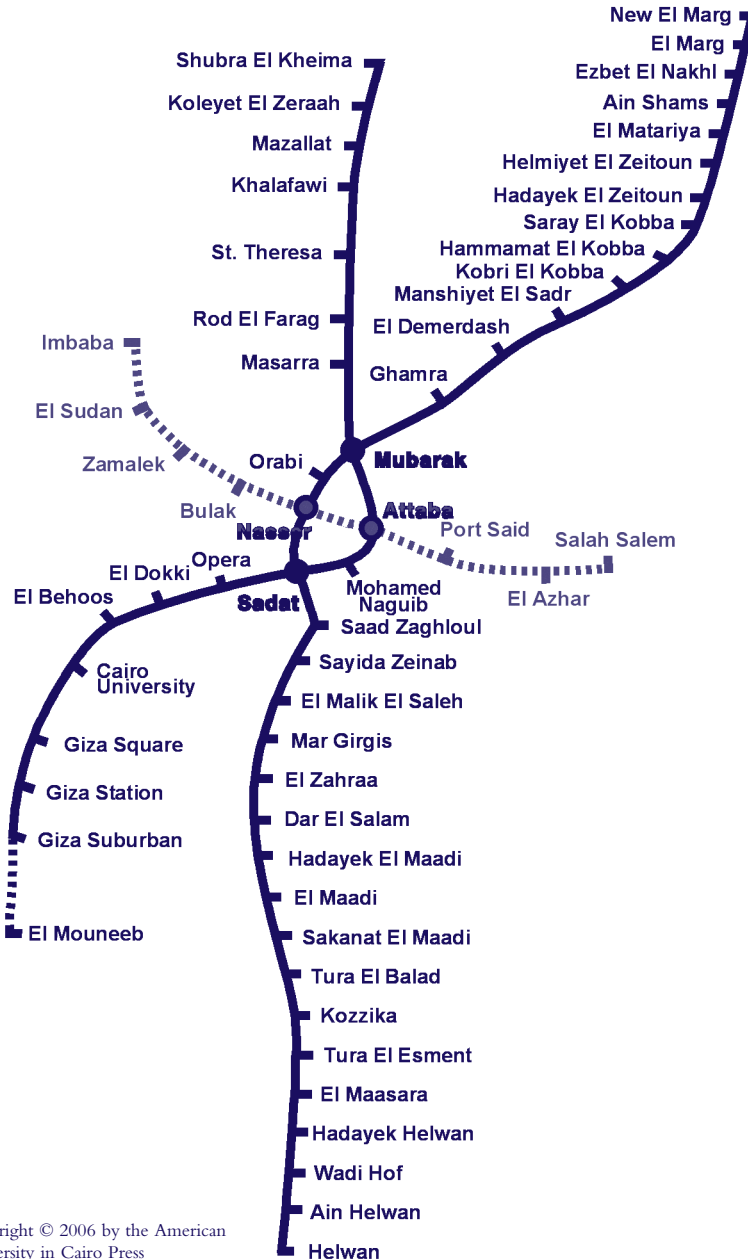
Fares for taxis vary greatly from one driver to another and from one passenger to the other, so there is no set rate going from one place to another, but it is certain that foreigners pay more. Upscale locations like hotels always cost more than other places. If you factor in Cairo's haphazard traffic and the distance, you can learn a range of acceptable prices.

AUC's New Cairo Campus is far away from most of the city, and the fare will only be worthwhile if you are sharing the ride.

Yellow cabs are the best way to travel because they are much cleaner, have air conditioning and are rarely more expensive, especially for longer distances.

They are hard to hail by chance on the street; however, you can order them on the phone. You might need to call at least a few hours, if not a day, in advance. There is a minimum fee for waiting and you have to inform them of all of your stops when you call. The underground is a good way to intensify cultural exposure as part of your daily commute. There are two metro lines, but they do not stop at Zamalek, Mohandiseen, the airport or the New Cairo Campus. Microbuses are dangerous and are not an advisable means of student transport.

CAIRO METRO



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Your office on
campus

Meet the ISA Staff

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Your Office on Campus

Office of International Student Affairs

Mission

The Office of International Student Affairs (ISA) is to facilitate the international student transition to life in Egypt and at AUC, to enhance the international student experience and to weave the international dimension into the fabric of student life at AUC.

Services

- Crisis and emergency management
- Daily advising and advocating
- Monthly open house
- Events, excursions and trips
- Support and educational programs
- Loan processing
- Comfort management in the bedouin corner

The ISA open house is a monthly event for international students to facilitate and enhance your experience. You will have the opportunity to meet and mingle with other students, student leaders, members of the Foreign Students Association and AUC specialized staff. Below are some of the activities available. Stay tuned to Road 90 before each open house to know the detailed program.

Open houses include:

- Faculty/staff mentor program activities
- Fulbright lectures
- Intercultural awareness sessions
- Q&A with AUC staff
- Handcrafted goods and more

Emergency Contacts

What You Should Know

- As a new international student, you are required to fill in a check-in form at the ISA office upon arrival.
- Whenever you travel, fill in a Bon Voyage form either at my.aucegypt.edu or by dropping by the ISA office.
- A 24/7 emergency number is available for immediate guidance by ISA staff in case of crisis.

International Student Affairs Hotline 010.006.6907

AUC Clinic

Dr. Mohamed Amin

Mobile 012.100.5947

Dr. Suzan Michel

Mobile 010.266.1255

Security

Ashraf Kamal

Mobile 012.214.3507

University Warden

Richard Tutwiler

Mobile 012.393.6396

Center for Arabic Study Abroad

Nevenka Korica

Mobile 012.769.1700

Teaching English as a Foreign Language Fellows

Maida Torossian

Mobile 012.354.2238

Arabic Language Institute

Margaret Varoujan

Mobile 012.745.0170

Counseling Center

Dr. Aly Mokhtar

Mobile 012.398.2243

Residential Life

Fatma Youssef

Mobile 010.136.2840

Student Life

Kim Jackson

Mobile 016.881.5050

International Student Affairs

Abier El Barbary

Mobile 012.900.5444

Dina Wafa

Mobile 012.132.9999

Activities Calendar

Date	Event
Sep 8	Ramadan Around the World
Sep 9	ISA Open House
Sep 15	Ramadan Around the World
Sep 20-22	Trip
Sep 29	Workshop: Focus on Egypt
October 1-3	Intercultural Awareness Retreat
October 7	ISA Open House
Oct 13 - Nov 17	Bridge: Weekly Intercultural Activities
Nov 4	ISA Open House
Nov 11	Intercultural Themed Session
Nov 16	International Day for Tolerance
Dec 2	ISA Open House
Ongoing	Faculty/Staff Mentor Program
Ongoing	Language Exchange Program
Ongoing	AUC Literacy Program

Events in grey are part of OneAUC initiative

OneAUC

To sign up or more information
e-mail oneauc@aucegypt.edu

ISA

For more information
e-mail isa@aucegypt.edu

Get yourself
started

Notebook

My Schedule

Sunday and Wednesday	
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Monday and Thursday	
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My Tuesday Activities	
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Welcome

أهلاً وسهلاً



Intercultural Awareness Day, Fall 2008



THE AMERICAN UNIVERSITY IN CAIRO

www.aucegypt.edu/intstudents

www.aucegypt.edu