# International Student Exchange

**Information Sheet 2019-2020**

| International Department Office | Jerusalem School of Business Administration  
The Hebrew University of Jerusalem (HUJI)  
Mount Scopus Jerusalem 91905, Israel  
Phone: +972-54-200-8839  
http://bschool.huji.ac.il/en/Academic_Programs/Student_Exchange  
bschoolexchange@mail.huji.ac.il |
|---------------------------------|-------------------------------------------------------------------------------------------------|
| **Director of International Programs** | Prof. Orly Sade  
orlysade@huji.ac.il |
| **International Programs Manager and incoming/outgoing exchange coordinator** | Mr. Yos Jacobs  
yosef.jacobs@mail.huji.ac.il |
| **Academic Calendar** | **Undergraduate:**  
Fall Semester - Oct., 2018 - Jan., 2019  
Spring Semester - March, 2019 - July, 2019  
(Full calendar+vacations & holidays TBD: HUJI, RIS - both relevant)  
**Graduate (Not Final dates):**  
Fall Semester - Oct., 2018 - Jan., 2019  
Spring Semester - March, 2019 - July, 2019  
(Full calendar+vacations & holidays TBD: HUJI, RIS - both relevant) |
| **Nomination deadline (by institution)** | Fall Semester  
March 15, 2019  
**Spring Semester**  
October 15, 2019 |
| **Application deadline (by student)** | Fall Semester  
April 15, 2019  
**Spring Semester**  
November 15, 2019 |
| **Hebrew language instruction course OPTIONAL ("Ulpan") (To be paid for seperately)** | **Pre-Fall Semester:** July - Sep. 2018  
**Pre-Spring Semester:** Jan - Feb. |
<p>| For more info please visit: | <a href="https://overseas.huji.ac.il/hebrew">https://overseas.huji.ac.il/hebrew</a> |</p>
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<tr>
<th><strong>Registration and enrollment</strong></th>
<th>We require the exchange dept. of every university to send us an initial nomination letter with students contact info. After we receive your nomination, an e-mail will be sent directly to the nominated students containing information about the school, required documents, housing etc.</th>
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<tbody>
<tr>
<td><strong>Programs and Courses</strong></td>
<td>Exchange students will be able to choose their courses from 2 faculties: 1- The School of Business Administration 2- The Rothberg International School (RIS) Further details about courses will be provided to nominated students.</td>
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<td><strong>Credits and course load</strong></td>
<td>Students should attend 4-5 courses (12-15 credits) in accordance with home institution’s approval and requirements.</td>
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<td><strong>Grade Scale and Credits</strong></td>
<td>The normal workload for a full-time student is 40 HUJI credits per academic year*. Our credit calculation is based on frontal lecture hours in the semester. HUJI has not adopted the ECTS credits system, however, HUJI credits can be translated into ECTS as follows: 1 HUJI credits x 0.6 = 1 ECTS. (*Varies depending on the field of study) For more detailed Grade Scale and Credits information please visit this page.</td>
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<td><strong>Language of Instruction</strong></td>
<td>In the Business school, there will be approximately 10 courses taught in English per semester (Graduate and Undergraduate). In RIS, all courses will be taught in English.</td>
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<td><strong>English Level requirement</strong></td>
<td><strong>Business Courses:</strong> We will require a letter signed by an academic official at the home university indicating proficiency in English. No TOEFL required. <strong>Students who wish to take courses at RIS</strong> (not business courses), a TOEFL score of 89 or IELTS 7 is required. Students studying at European institutions may submit a certificate of C1 level English proficiency signed by their University’s Language Center.</td>
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<td><strong>Course list available to exchange students</strong></td>
<td><strong>RIS Undergraduate</strong> (English) <strong>RIS Graduate</strong> (English) <strong>Faculty level courses</strong> (Hebrew and English)- *a separate document with Business courses will be sent to students</td>
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<td><strong>Arrival Date</strong></td>
<td>Students must arrive 3-5 days before classes begin.</td>
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<td><strong>Orientation Day</strong></td>
<td>Students will be required to attend an orientation session and will be informed about it prior to their arrival.</td>
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| Services available to exchange students | - The International dept. at the Business School provides student advising and support from day 1 (nomination) and throughout the entire exchange term.  
- RIS will provide support on all admin. and registration issues. |
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<td>Special Activities</td>
<td>The Hebrew University has a special department for the international students called OSA - The Office of Student Life. They are responsible for organizing diverse extracurricular programs specifically designed to introduce international students to the Land of Israel – its people, geography, culture and politics. The many exciting events, tours and activities that complement the academic program allow participants to see the country from new angles and provide them with a comprehensive, memorable Israel experience.</td>
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| Housing                                | Students will be able to choose to live in the Student Village (cost is approx. 600 euro/month). An application for housing will be sent to nominees. It is strongly recommended to choose this option. Information [here](#)  
*Students must bring or purchase blankets, sheets, pillowcases, towels, and pillows as they are not supplied. |
| Facilities on-Premise of Student Village (Droms) | Restaurant, Bar, free wifi access, Student’s lounge, laundromat, convenience store. 2 minute walk to shopping center, bus and light-rail stations. |
| Student Visa                          | All students who are planning to arrive in Israel for an exchange term must acquire a multiple-entry A/2 student visa from the [Israeli Consulate](#) in their country of residence. Information [here](#) |
| Insurance                              | Insurance is mandatory during your stay in Israel. International students will be offered to purchase life insurance through HUJI, or can choose to provide their own insurance policy in advance. Information [here](#) |
| Useful information                     | [Pre-departure Information](#)  
[Information about Jerusalem](#) |

We look forward to welcoming you in Jerusalem!  
Prof. Zvi Wiener - Dean, Jerusalem School of Business Administration  
Prof. Orly Sade- Director of International Programs  
Mr. Yos Jacobs - International Programs Manager