



# GuideBOOK

An-Najah National University



## Welcoming Message:

Dear International Students and Visitors,

On behalf of An Najah National University, we, the Office of International

Development and External Affairs "IDEA", are pleased to welcome you as you commence your studies at Palestine's largest and most prestigious university. We very much appreciate your contribution to our success and are committed to providing you with an outstanding, enjoyable, and rewarding experience.

Studying abroad requires a lot of preparation. We hope that this handbook will provide you with adequate information about our university, city, and lifestyle to make your transition as smooth as possible.

We are looking forward to seeing you in Nablus.

The International Development & External Affairs Office (IDEA)

## Maintaining a legal status (visa extensions):

### Maintaining a legal status (visa extensions)

When you first enter Palestine/Occupied Palestine, you will most likely get a three-month tourist visa. While you have this visa you can travel freely throughout Occupied Palestine and the West Bank. It's okay if you have a shorter visa, but you will need to inform our staff at the International Office, so that we can get to work on your extended visa immediately.

The process of extending the visa could take a while, therefore, it is advisable that you come to our office six weeks prior to the expiration of your visa. Please note; however, that we cannot guarantee that the Israeli government will accept your application. Additionally, this new visa might prohibit travel outside the West Bank. We have no way of knowing whether you will be restricted to the West Bank or not, and we have no control over it due to the occupation restrictions. Either way, you are expected to abide by the restrictions of your visa. If you leave the country (to Jordan, Egypt or somewhere else), please be aware that your extended visa will be cancelled. If you are applying for a visa extension independently and not through the International Office then refer to the following section.

### How to Extend your Visa

The process of renewing your visa is long and complex; therefore, it is advisable that you go to the Ministry of Interior Affairs Palestine first thing in the morning. Also, make sure to check the working hours of the ministry as all governmental offices close early on Thursdays and are closed on public holidays. Ask one of our international staff to assist you in directions.

### What you need to submit:

- Three photographs (passport specifications)
- Around 600 Shekels
- Your passport
- The initial visa card you received when you first entered the country



## Be Prepared!

### Pre- Arrival:

- Make sure you understand what your exchange program / scholarship covers in Palestine. If you're coming individually, make sure to learn about the fees and the living costs.
- Contact your organizer/ teacher to get a classes' schedule and arrive 1-2 days before your classes start.
- If possible, arrange your accommodations before you arrive.

What to pack:	Tech:
<ul style="list-style-type: none"> <li>• Passport</li> <li>• Visa</li> <li>• University's Admission Papers</li> <li>• Credit and debit cards</li> <li>• International Health insurance card</li> <li>• Student ID</li> <li>• International Driver's license</li> <li>• Any long term medicines you take with the original prescription printed</li> <li>• Warm clothes</li> </ul>	<ul style="list-style-type: none"> <li>• Laptop and charger</li> <li>• Phone and charger</li> <li>• Power adapter/converter</li> <li>• Flash drive</li> <li>• Headphones</li> <li>• Power bank/portable phone charger</li> <li>• Camera and charger</li> <li>• USB cable</li> </ul>

### Post- Arrival

- The local currency is New Israeli Shekel (NIS), so make sure to exchange your money after you arrive or at the airport.
- Orientation tour in the University.
- Getting your university ID.
- Classrooms.
- Getting a Palestinian mobile number. (optional)





## Housing

Hotels in Nablus:



Housing agencies in Nablus:



Share House:



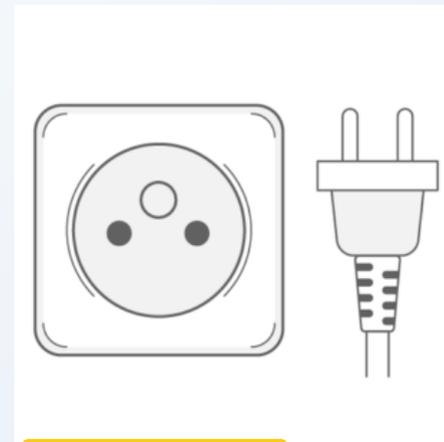
Housing Utilities to check before moving in:

- Internet
- Electricity voltage
- Garbage disposal
- Garbage disposal
- Heaters and ACs
- Drinking water
- Roommates
- Grocery stores and facilities
- Laundry and dry- cleaners

## Electricity

If you bring any appliances, computers, stereos, clocks etc., you will need to ensure that their voltage and frequency are compatible with the Palestinian system: voltage 230V; frequency: 50Hz.

Palestine uses three-pin plugs (round pins) on most electrical equipment. Sockets can also take two-pin European plugs. Adapters can be bought at electronics shops.



## Transportation:

Inside Nablus you can use the public transportation to get around the city as there is a Service taxi center or (Shared Taxi) **with the black label** in Saleem Afandi Building in the center of the city.

You can stop any taxi in the street with the black label on the side and go downtown, and from there you can take another shared taxi to your destination. It costs three NIS (3) from anywhere to the downtown, and another three NIS (3) from the service center to your destination.



**SHARED TAXI**

You can also use a private taxi **with the Blue label** that you can call and have it come to your location and take you to your destination, this usually costs from 12-15 NIS.

Most Common Taxi Offices:

### Etimad Taxi:

Toll Free: 1700 100 200

WhatsApp: +972 599384952

Phone: 2371439

### Al-Madena Taxi:

Toll Free: 1800 600 600

WhatsApp: +972 599333331

Phone: 237 7777

### Jawwal Taxi:

WhatsApp: +972 568987000

Phone: 234 3880



**PRIVATE TAXI**

To travel inside the West Bank and to Jerusalem, you can use a shared minivan (the orange ones) in the center of the city/ end of Soufian Street to go to different cities in the West Bank, this costs 17 NIS. Also, you can use a private taxi but this will cost more depending on your destination.



**SHARED MINIVAN**

## Medical insurance:

International students can choose to pay the annual insurance (50JD) that covers them for medical emergencies that will be decided by the university's doctor and transferred to An Najah National Hospital.

If the students choose to pay the medical insurance and needed an emergency (and only emergency) surgery; it will be covered by 90% by the insurance.



## How to “preferably dress” and the Dos and Don’ts.

- Palestine is an Islamic country with Christian and Samaritans minority. Therefore, the community is conservative, so it's preferably to dress decently with nothing so revealing because females will stand out if they wear shorts or short dresses as people are not accustomed to it.
- It's preferred to dress formally for formal meetings and occasions, however; in campus you can wear casual & comfortable clothes.
- You must cover your body and hair, and take off your shoes when you enter a mosque.
- Drinking alcohol is taboo in Nablus city, so please don't drink in public



## Climate in Palestine:

Month	High / Low(°C)	Rain
January	11° / 5°	9 days
February	12° / 5°	8 days
March	15° / 6°	6 days
April	20° / 10°	2 days
May	25° / 14°	0 days
June	27° / 16°	0 days
July	28° / 18°	0 days
August	29° / 18°	0 days
September	27° / 17°	0 days
October	24° / 14°	1 days
November	18° / 10°	5 days
December	13° / 6°	7 days



## Adjusting to a new Culture:

### ▶ Honeymoon Period

While preparing to relocate and during the first days or weeks in the new country, a person will experience a Honeymoon Period during which he or she will feel extreme joy and enthusiasm. Responding to the new environment with fascination, an individual will enjoy the differences in fashion, food, social customs, etc. This period is exhilarating, full of observation and discoveries, lasting a few days to a few weeks. Like most honeymoons, however, this stage eventually ends. "When an individual sets out to study, live or work in a new country, he or she will invariably experience difficulties with language, housing, friends, schoolwork..."

### ▶ Rejection

The next phase of Culture Shock Syndrome is referred to as the period of Rejection. This stage is marked by criticism, resentment, and anger. When an individual sets out to study, live or work in a new country, he or she will invariably experience difficulties with language, housing, friends, schoolwork, and understanding the idiosyncrasies of the local culture, often resulting in frustration. The Rejection period can be triggered by the realization that, as an outsider in a new culture, language or misunderstandings of cultural cues can often make the simplest task seem like a daunting challenge. Furthermore, because the high expectations set during the Honeymoon Period appear much farther out of reach, the individual feels disillusioned.



### ► Regression & Isolation

The extreme letdown experienced during the Rejection Period prompts the individual to become critical of his new environment-of the people, their culture, and of all the perceived differences with the culture at home. This letdown often propels an individual into the stage of Regression & Isolation. In this stage, the culture from which the individual has come is idealized. For example, an Italian student studying in the U.S. for a semester may indiscriminately view his Italian university, past experiences or friendships as superior, regardless of any problems inherent to those relationships. The student risks further isolation from the new environment. Symptoms exhibited during this period include anxiety, sadness, homesickness, and anger. These feelings manifest themselves in changes in behavior: inappropriate anger over slight delays and minor frustrations, changes in sleep patterns, compulsive eating and/or drinking, irritability, poor concentration, and unexplainable crying. The stage of Rejection and Regression is variable in length but can last up to 6-8 weeks.

### ► Volunteering:

You can volunteer in campus to give some courses to students about capacity building, languages, or any other skills you're experienced in. This would be a great opportunity to mingle in the community and interact with students.

### ► Adjustment & Adaptation

Gradually the crisis of regression and isolation is resolved allowing the individual to begin recovery in the Adjustment & Adaptation stages. To resolve these feelings, the individual has to employ particular skills and resources essential for adjustment, as described in Coping with Culture Shock.

How to Deal with Stress from Moving to another Country:

Following the seven steps of P.R.E.P.A.R.E. can make your move and new life a little bit easier:

- Preparation
- Research
- Engagement
- Patience and positivity
- Adaptation
- Realistic expectations
- Enjoyment



البريد الفلسطيني  
Palestine Post

## Mail Services:

### Post Office

Internationals coming to An Najah University have the option of either receiving their mail through An Najah University's P.O Box, or through their own choice of mailing company.

If you wish to receive mail through An-Najah's P.O Box, use the following address:

(Include your name and phone number)

An-Najah National University

Attn: International Office

Nablus, Palestine

P.O. Box: 7

Postal Code For ANNU: P4110257

Phone: +970 (9) 2345113

Fax: +970 (9) 2345982

International@najah.edu

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Attn: International Office

Nablus, Palestine

P.O. Box: 7

Phone: +970 (9) 2345113

Fax: +970 (9) 2345982

International@najah.edu

Once your post arrives at the university, someone will contact you so that you can come and pick it up from the International Office.

Or, you can resort to a mailing company where you either get your post delivered to your house, or you pick it up from the post office of that same company.

In order to receive your mail through a mailing company, make sure to include the following:

Your name

Your address (Israel, West Bank, Post Office Address, Home Address)

Your phone number

In order to send mail however, you would need to visit one of the mailing companies available in Nablus and ask about that company's specific procedure.

Some of these companies are:

Nablus's Main Post Office

Tel.: 09-2387202

Address: Opp. To Nablus Municipality, Faisal St., Nablus

Rasil Express (FedEx)

Tel: 09-2351818

Address: Main St., Rafedia, Nablus

DHL

Tel: 0597 361 511

Address: Behind Nablus Governorate Office- East of Nablus



#### ▶ Starting School:

1. Semesters outline and expectations
2. Classes schedule
3. Assignments schedule
4. Grading system
5. Exams schedule
6. Office Hours
7. Official Holidays
8. Absence restrictions

**Contact your mentor / teacher to get all the above**

- A list of necessary Arabic words written in transliteration to help you get along:

English	Transliteration	Arabic
Hello in Arabic	marhaban	مرحباً
OK in Arabic	hasanan	حسناً
Goodbye in Arabic	'i'lla il liqaa	إلى اللقاء
Thank you in Arabic	shukran	شكراً
Excuse me in Arabic	alma'thirah	المعذرة
You're welcome in Arabic	ala arrahb wa isse'ah'	على الراحب والسعة
Good morning in Arabic	sabaah il khayr	صباح الخير
Sorry in Arabic	aasif'	آسف
Good night in Arabic	tusbah 'alaa khayr	تصبح على خير
Good evening in Arabic	masaa' ilkhayr	مساء الخير
Welcome in Arabic	ahlan'	أهلاً
How are you in Arabic	kayfa haaluk	كيف حالك
I'm fine in Arabic	anaa bikhayr'	أنا بخير
My name is in Arabic	...ismee	...اسمي
Please in Arabic	law samaht	لو سمحت
Happy birthday in Arabic	eid melaad sa'eed'	عيد ميلاد سعيد
Congratulations in Arabic	mubaarak	مبارك
Good luck in Arabic	bittawfeeq	بالتوفيق
Yes in Arabic	ajal'	أجل
No in Arabic	laa	لا
I don't know in Arabic	laa a'rif	لا أعرف
I miss you in Arabic	ishtaqtu lak	اشتقت لك
Sweetheart in Arabic	(.habibi (m (.habibti (f	حبيبي حبيبتي
Beautiful in Arabic	jameel	جميل
Family in Arabic	aa'ilah'	عائلة
Brother in Arabic	akh'	أخ
Sister in Arabic	ukht'	أخت
Baby in Arabic	tifl	طفل
Life in Arabic	hayaah	حياة

Good in Arabic	jayid	جيد
Bad in Arabic	'sayi	سيئ
Happy in Arabic	sa'eed	سعيد
Happiness in Arabic	sa'aadah	سعادة
Help in Arabic	musaa'dah	مساعدة
Restaurant in Arabic	mat'am	مطعم
Car in Arabic	sayyaarah	سيارة
Bread in Arabic	khubz	خبز
Home in Arabic	bayt	بيت
Dog in Arabic	kalb	كلب
Cat in Arabic	qittah	قطعة
Where are you in Arabic	(.ayna 'anta (m' (.ayna 'anti (f'	أين أنت؟ أين أنت؟
Where in Arabic	ayn'	أين؟
When in Arabic	mataa	متى؟
What in Arabic	maathaa	ماذا؟
Why in Arabic	limaathaa	لماذا؟
Sun in Arabic	shams	شمس
Moon in Arabic	qamar	قمر



## Nablus City:

Nablus is a Palestinian city in the northern region of the West Bank, approximately 60 kilometers north of Jerusalem.

Located in a strategic position between Mount Ebal and Mount Gerizim, Nablus is considered the largest commercial and cultural center in Palestine.

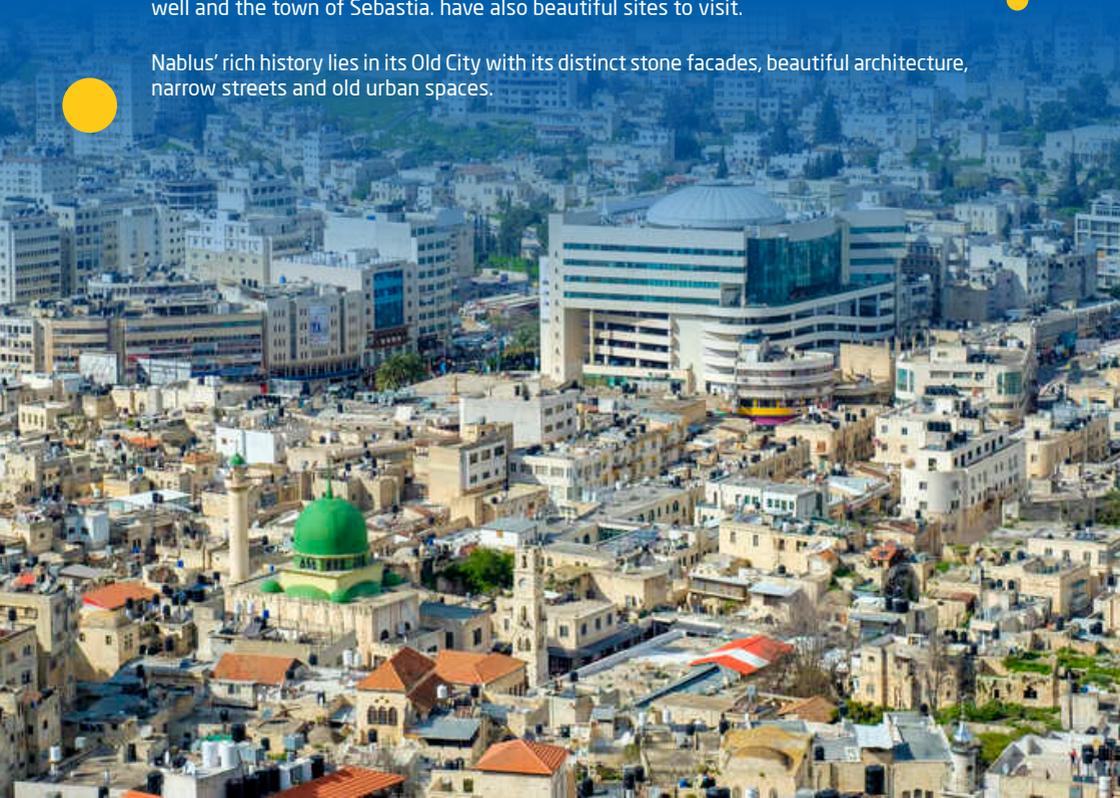
Founded by the Roman Emperor, Vespasian in 72 CE as Flavia Neapolis, the city has been ruled by many empires over the course of its almost 2,000-year-long history. In 636 CE, Neapolis, along with most of Palestine, came under the rule of the Islamic Arab Caliphate of Umar Ibn al-Khattab; where its name was changed to the Arabic name of Nablus.

In the heart of Nablus lies the old city consisting of eight major quarters: Yasmina, Qaryun, Aqaba, Qaysariyya, Habala, Faqous, Naser and Gharb. The old city is densely populated with 9000 inhabitants whereas Nablus district is populated with 389,328 inhabitants.

There are two churches, twelve mosques and a Samaritan synagogue in around the densely populated residential areas. The Old City is the home of several mosques and two Turkish baths (Al-Shifa and Al-Hana) as well as a number of historic monuments.

Famous for its Kunafa, soap and busy markets, Nablus is also home to many of Palestine's industries and commerce. Among the main attractions that Nablus has to offer are Jacob's well and the town of Sebastia. have also beautiful sites to visit.

Nablus' rich history lies in its Old City with its distinct stone facades, beautiful architecture, narrow streets and old urban spaces.



## City Landmarks:

### Nabulsi Soap

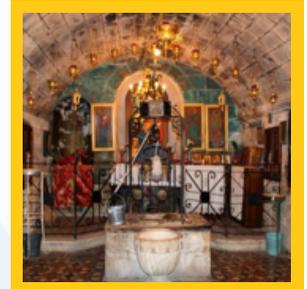
Nabulsi soap or sabon nabulsi is a type of castile soap produced only in Nablus and made of three primary ingredients: olive oil, water, and a sodium compound. Since the 10th century, Nabulsi soap has enjoyed a reputation for being a fine product, and has been exported across the Arab world and Europe.

Efforts to preserve this important part of Palestinian and Nabulsi cultural heritage have continued as the number of soap factories continue to decline from thirty in the 19th century to only four today.



### Jacob's Well

The 35m deep well stands in the land which Jacob bought from Hanor for a "hundred pieces of silver" (Genesis 33:19). It is also the location where Jesus asked a Samaritan woman for water. The well has become an object of pilgrimages since then. The first church built on this site dates back to the end of the 4th century. The well inside the church, forms the centerpiece of the crypt beneath the high altar. In the 12th century, the Crusaders constructed a new church on the Byzantine foundations. Today, the existing church which lies six meters below ground level is owned by the Orthodox Church.



### Mount Gerizim - The Samaritans

Mount Gerizim rises over 500 meters above the ancient city of Flavia Neapolis (Nablus). The mountain is a special place of sanctity for the only remaining Samaritan community, custodians of the most ancient religious tradition in Palestine and indeed the entire Middle East. Just beyond the plateau, a pathway leads to Tel Er-Ras, where a Samaritan temple was built during the Hellenistic period.



### Sebastia Village

Around 12 km northwest of Nablus up on the scenic slopes of the Nablus hills stands the village of Sebastia, the site of the ancient city of Samaria. On top of the hill, the remains of an Iron Age City are found. Inside the village lies a 12th century Crusader's Church, which was converted into a mosque with a chamber containing two tombs. The head of John the Baptist is believed to be buried here.



### Tell Balata

The village of Balata, a suburb of Nablus lies on the Tell Balata hill. The houses of the village occupy nearly one third of the Hill. Excavations have uncovered an extensive collection of archeological remains indicating that it was first settled during the 5th century BC. The hill itself includes an abundance of architectural elements such as the city walls and several entrance complexes.



### Old Market

In the heart of Nablus lies the old city, composed of six major quarters: Yasmina, Gharb, Qaryun, Aqaba, Qaysariyya and Habala. The area of the Old City is densely populated. There are two Turkish Baths (hamaams), souqs, pottery and textile workshops. There are also numerous historic monuments such as the Khan al-Tujjar and the Manara Clock Tower.



## Traditional Food:

The most common and most affordable traditional food in Palestine is Hummus and Falafel, which are vegetarian dishes made of chick peas. Average cost of a Falafel wrap is 3-6 NIS.



Shawerma or Gyros: is a meat wrap sandwich that can be made with chicken, beef or turkey marinated in spices and grilled. The average Shawerma wrap costs from 14-20 NIS (\$4- \$6)



Ejeh or Egg Omelet: is a Palestinian omelet made with onions and parsley mix and served with pickles and a salad.



Nabulsi Cheese or Halloum cheese: white brined cheese. It is salty in taste and popular in Syria, Lebanon and Jordan as well. It is produced from sheep's milk or sometimes goat's milk. This semi-hard cheese becomes soft when heated. You can boil it or fry it.



Sweets: The most famous desert in Nablus is "Kunafeh" which is made of Nabulsi cheese and a special dough.



Musakhan is a Palestinian dish composed of roasted chicken baked with onions, sumac, and fried pine nuts served over taboon bread.



► **Emergency numbers:**

1. Police:

**100**

2. Ambulance:

**101**

3. Fire department:

**102**

If you have further questions, please contact the International office at:

**International@ najah.edu**

**Phone number: +970 (9) 2345113 ext: 4484**



## Campus Resources:

You can use all resources on campus like; the library, the labs, museums and galleries.

If you need to use the swimming pool or the gym, please give us a notice in advance to arrange your entry.

## New Campus Map:



## OLD Campus Map:

