Student Responsibility

- Submit all required documents for immigration, housing and health
- OIE Doha will set up a Facebook group. Make sure to join and stay connected
- Buy a multi-country plug adapter
- Check into getting a credit card if you don’t already have one.
  - If you have one, contact the company and inform them where you’ll be traveling and what dates you’ll be out of the U.S
  - If you do not have a credit card, we recommend getting a Capital One card, as they don’t charge any fees on international transactions
- Check with your bank to see what kind of ATM charges you may have while abroad and also notify them that you will be traveling
- Familiarize yourself with Education City and Doha
- Start reading and/or researching about the region. We suggest:
  - Don’t They Know It’s Friday? by Jeremy Williams
  - Qatar Complete Residents Guide, by Explorer Publishing
  - The Islamic Middle East: Tradition and Change, by Charles Lindholm
  - Popular Culture and Political Identity in the Arab Gulf State, by Aisharekh, Springborg and Stewart
  - Globalization and the Gulf, by Fox, Sabah and Al Mutawa
  - http://www.qatartourism.com
  - http://www.qatartourism.gov.qa
  - http://www.qatarliving.com
- Pay remainder of HBKU Housing fees via wire transfer by the deadlines. Keep a copy of the payment receipt and bring it with you to Qatar
- Send arrival information to OIE Qatar (international-education@qatar.cmu.edu), including flight number and arrival day/time

Office of International Education Responsibility

- Communicate with student regarding missing items
- Submit documents to QF Government Affairs to request entry visa
- Send student entry visa or link to online access
- Enroll student in appropriate d-lists at CMUQ
- Request Andrew ID duplication from CMUQ IT Help Desk

HBKU Housing & Residence Life Responsibility

- Communicate with student regarding any missing items for housing application
- Communicate housing assignment to student

Arrival in Qatar:

- Student will be met by OIE-Qatar staff member or a CMUQ student at the airport and transported to Education City
• Check into residence hall room
  o During business hours at the Janoubi (male housing) or Shamali (female housing) front desk
  o After hours: Call Community Development Advisor (CDA) on duty
  o It is important that you have paid your housing fees, otherwise you will not be allowed to check in
• Call the Student Affairs phone (+974 5554 7913) in case of emergencies

Within three days of arrival in Qatar:
• Buy a SIM card and phone (Carrefour store: Landmark or Villaggio malls or at Ooredoo/Vodafone shops in Education City Recreational Center)
• Get blood test done, if you have not already.
• Get ID photos taken, if you have not already.
• Turn in passport and original visa to OIE-Qatar, plus blood group documentation and ID photos.
• Get CMUQ ID card and locker from CMUQ facilities

Residency Permit Application Process:
• Start of this process will depend on the date of student arrival
• OIE-Qatar will submit student passport, ID photos (2), blood group documentation and original visa to QF Government Affairs
• QF Government Affairs schedule medical appointment for student.
  o Student will be taken with a group of other new-comers to Qatar. Transportation will be provided. Process takes about three hours
  o Tests include lung x-ray and a blood draw (test for HIV and other diseases)
• Once medical exam results have been processed and approved, student will need to go to the MOI office in the Student Center for fingerprinting

Living in Education City:
• All information regarding living on campus can be accessed through the following link: http://www.hbku.edu.qa/en/DynamicPages/index/112/living-on-campus
• Please make sure to send in your housing application request through the following link: https://cmuq.wufoo.com/forms/cmuq-housing-application-request/

Traveling Outside of Qatar:
As a student, your residency permit/visa will be sponsored by Qatar Foundation. This allows you to reside in Qatar for a certain period of time and allows you to leave the county and re-enter without any cost to you. However, you will need to submit a formal request each time you wish to leave the country in order to obtain an exit permit. OIE will submit your request for exit permit to QF finance to check for any outstanding fees (usually for housing) owed to Qatar Foundation. Upon approval from QF finance, OIE will process the exit permit for travel.