

International College of Engineering and Management



Arrival Guide for New International Students

www.icem.edu.om

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الكلية الدولية للهندسة والإدارة
International College of
Engineering & Management

2019



CONTENTS

Welcome from the Dean	3	Throughout the Year	16
Before You Arrive	4	Academic Support	16
Life in Muscat	4	Student Council	16
Planning Your Journey to Muscat	7	Student Support Services	17
Visa / Immigration Information	9	Student experience	18
Packing Advice	11	Useful Websites and Contact Details	19
Healthcare	12		
Accommodation	13		
When You Arrive in Muscat	14		
Registering on Your Programme of Study	14		
Paying Your Fees	14		
Driving in Muscat	15		

Dr. Hussein Al Maqbali Dean, ICEM



Congratulations on choosing ICEM

I am delighted to welcome you to the College and to Muscat.

Welcome to ICEM; we are delighted you are joining our dynamic community of students and staff and we are committed to offering you a superb student experience. You will be encouraged to develop your academic skills, innovation, creativity and entrepreneurial thinking in your chosen programme of study, with the focus on preparing you for your future professional career.

Of course, life at the College is about more than your academic studies; in addition to intellectual challenge, we aim to provide

you with opportunities for your social, sporting and personal development which will be truly life-changing.

The weeks before joining us and the first few weeks here will be tremendously exciting but can also seem rather daunting. This Arrival Guide aims to help you prepare for life at the College and provide you with information and advice.

I hope you enjoy your time at ICEM and wish you every success.

Welcome to ICEM.

Dr. Hussein Al Maqbali
Dean, ICEM

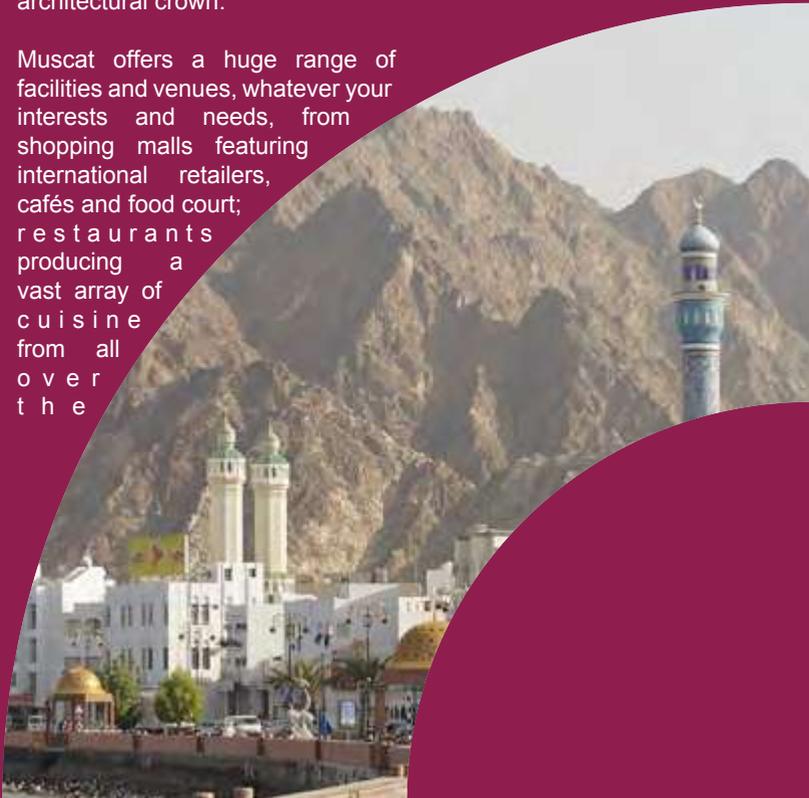
BEFORE YOU ARRIVE

Life in Muscat

Muscat has so much to offer you whilst you study here. With a population of just under 1 million, 40% of whom are from other countries, Muscat is a culturally diverse, thriving, modern capital city, spread out along 40km of beautiful coastline. Having grown from the historic old city based around the port and the Royal Palace, the city now boasts many new buildings, including Sultan Qaboos Grand Mosque and the Royal Opera House Muscat, stunning jewels in Muscat's architectural crown.

world; the superb Royal Opera House Muscat, offering world-class performances in opera, ballet, dance, Arab music and popular music; to sports facilities and events for both participants and spectators, including Sultan Qaboos Sports Complex; the Al Mouj Golf course designed by Greg Norman; the Tour of Oman; drift-driving and numerous watersports activities including sailing, snorkelling, kite-surfing, jet-skiing and scuba-diving.

Muscat offers a huge range of facilities and venues, whatever your interests and needs, from shopping malls featuring international retailers, cafés and food court; restaurants producing a vast array of cuisine from all over the



BEFORE YOU ARRIVE

Life in Muscat

Muscat has excellent road links to tourist destinations all over Oman. Within a couple of hours' drive of Muscat, you can be a world away; exploring ancient forts; enjoying adrenaline-filled off-road journeys up wadis; trekking to mountain villages; getting up close to nature watching dolphins and turtles, or experiencing a desert camp.

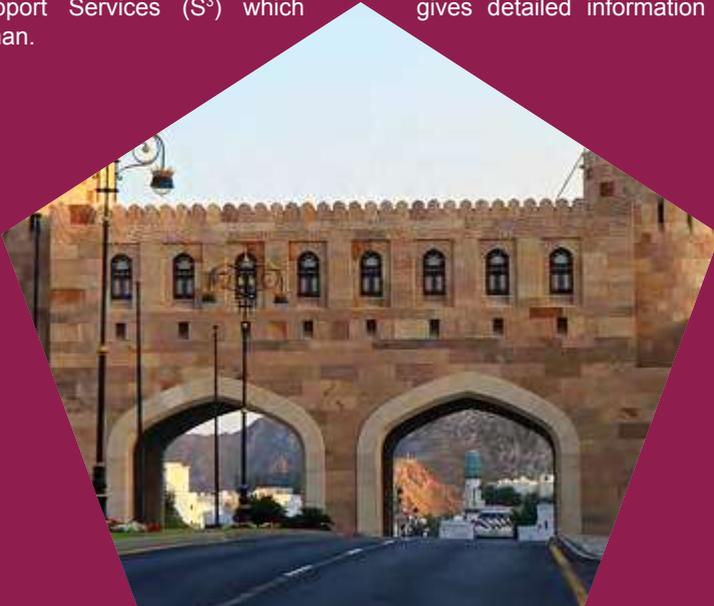
A useful map of Muscat is available for free download from Apple, Android and Google via their app stores. Search for 'Muscat Map and Walks'.

To discover what's happening in Muscat visit www.omanagenda.com for the latest activities.

The Sultan Qaboos Grand Mosque in Muscat is a major landmark in Muscat and a visit is highly recommended.

For more information about the Mosque visit the Grand Mosque Cultural Centre website www.iicomman.com.

Students can obtain a copy of a useful Book named "Oman" from Student Support Services (S³) which gives detailed information about Oman.



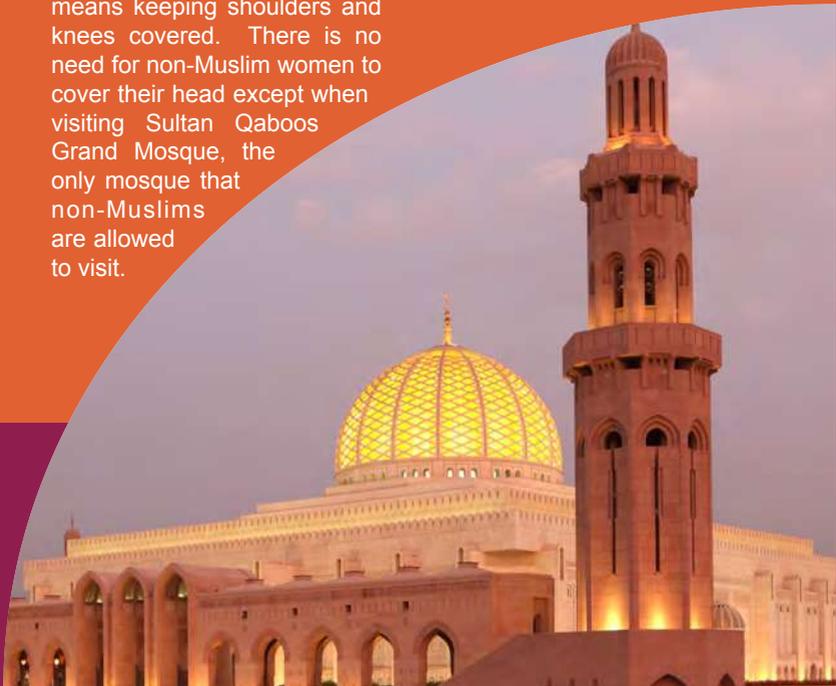
Cultural Corner

Oman's climate, like much of the Gulf, features long, very hot summers, warm winters and very little rainfall. You should ensure you have adequate sun protection and keep well hydrated.

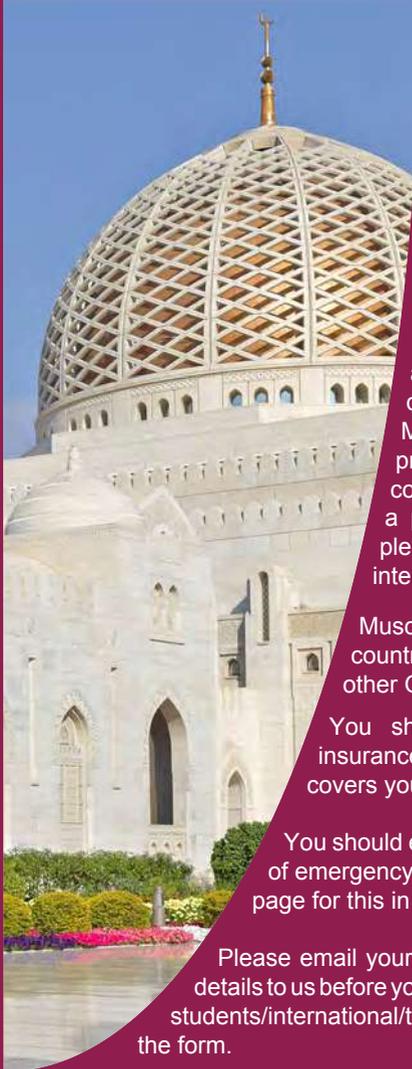
Oman is an Islamic country where alcohol is not widely available and dress for both men and women is modest and conservative. Even if you are not Muslim, you should ensure your clothes respect Omani standards; for men this means not wearing shorts except at the beach and for women this means keeping shoulders and knees covered. There is no need for non-Muslim women to cover their head except when visiting Sultan Qaboos Grand Mosque, the only mosque that non-Muslims are allowed to visit.

Omanis are very friendly and welcoming to foreigners and enjoy extending traditional Arab hospitality; if you are lucky enough to be invited into an Omani home to enjoy coffee and dates, remove your shoes before entering.

Greetings are very important and although English is widely spoken, learning a few simple greetings in Arabic will be very much appreciated by Omanis.



Planning Your Journey to Muscat



If you are from outside the GCC you have to obtain a visa through your sponsor. If you are from Egypt, Morocco, Jordan, Algeria or Tunisia you can book your flight and obtain a visa on arrival which will be valid for one month.

Please note that you are expected to arrive in time for the start of term.

We strongly recommend that you arrive in time to attend the Orientation Programme, which is a combination of activities and information sessions designed to help you settle into life in Muscat, meet new friends and sort out practicalities before you start your course. For more information and to book a place on the Orientation Programme please go to: www.icem.edu.om/students/international/orientation

Muscat is easily reached by air from countries around the world and by road from other GCC countries.

You should ensure that you have travel insurance for your journey to Muscat which covers your journey and baggage.

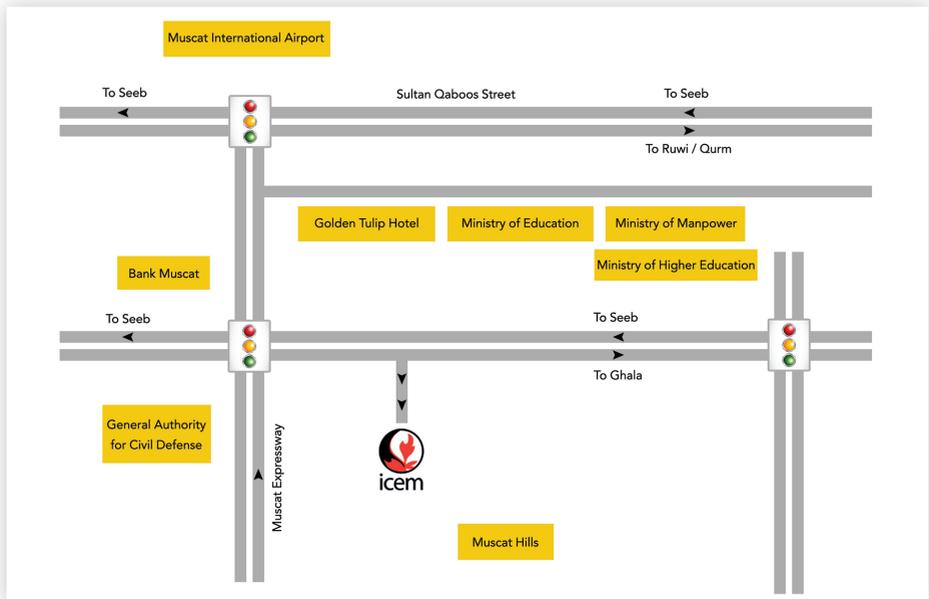
You should ensure that you have completed details of emergency contacts in your passport (if there is a page for this in your passport).

Please email your travel details and emergency contact details to us before you leave home; go to www.icem.edu.om/students/international/travel page on the website to complete the form.

When you are a student here at ICEM you will be entitled to discounted airfares from Etihad Airlines on presentation of your Student ID card or a letter issued by ICEM.



College Location



Location: Sultanate of Oman - Muscat - opposite Muscat International Airport.

Post Address: P. O. Box: 2511 / P. C: 111 / Al Seeb - Sultanate of Oman.

Tel: + 968 24512000

Fax: +968 24521355

Visa / Immigration Information

To check whether you need a visa to study in Oman please check the current situation on the websites below or contact ICEM's Student Support Service staff on telephone numbers + 968 24512057 / 2058/2020 who will be happy to help.

To check if you require a Visa for Oman go to :

<http://www.doyouneedvisa.com/>

Or use Wikipedia, entering visa requirements and your nationality into the search engine.

www.wikipedia.org

Visas are issued by the Royal Oman Police and currently cost 20 Omani Rials. You must ensure that your

passport is valid for at least 6 months and you will need 2 passport photographs; some nationalities also require a medical certificate ; to check all details of current requirements please go to the Royal Oman Police website: www.rop.gov.om/english/dg_pr_visas_student.asp

The Royal Oman Police have a useful application available for free download on Apple, Android and Google App stores. Simply search the store for Royal Oman Police or ROP.

Inside the App you will find useful information on a variety of subjects from visa regulations and driving requirements to how to contact the ROP in case of emergency.



Student Visa Information

It is granted at the request of a local sponsor and on his responsibility to a foreigner who is coming to Oman as a student, provided that the sponsor has a licence from the concerned authorities to establish an educational or training institution, the visa shall be as follows:

Validity of the visa: Within six months from the date of issuance.

Duration of stay in Oman: Ranging from one to two years from the date of entry.

Validity for extension: For a similar period in case of study continuation, by proof of a letter from the educational institute.

Number of entries: Multiple entries.

Fees: 20 Omani Rials.

Required attachments:

Submitting the electronic application form available through the website, to be endorsed and stamped by the sponsor, and to be typed in Arabic for Arab nationals and in English for Non-Arab nationals, enclosing the following documents:

Two photographs size (4X6) cm.

Copy of the foreigner's passport, provided it is valid for a period not less than six months.

Copy of the specimen signature of the authorised signatories issued by the Ministry of Commerce and Industry, for the private sector.

In case the application is presented by someone other than the sponsor, the representative must be Omani and

holding a written authorisation issued from the Directorate General of Passport & Residence as per the sponsor's request.

A medical fitness certificate issued for citizens of some countries specified as follows by the Ministry of Health (India, Pakistan, Philippines, Bangladesh, Indonesia, Sri Lanka, Egypt, Syria, Sudan, Ethiopia); certificate must be endorsed by the Ministry of Health.

Copy of the licence issued by the concerned authorities to the sponsor to bring students from abroad to study in Oman.

A covering letter from the sponsor explaining the type of the tuition and its duration.



Packing Advice

What to bring with you

Bring details of any medication you usually take; if arriving by air, please check with your airline before packing any medication in your baggage.

You must bring a medical report from your doctor which clearly states that you have to take an essential medication on a daily basis. If medication is brought by you into Oman without a clear medical report from your doctor the medication will be taken from you on your arrival in the Sultanate of Oman by the Royal Oman Police for analysis at the Health Institute Laboratory in Oman.

If you have a clear medical report from your doctor you will be entitled to free medication from any government hospital in the Sultanate of Oman.

Bring your offer letter, original English language qualification and original academic qualifications.

If you are a GCC national then you must bring with you your original secondary school certificate duly authenticated and stamped by the Ministry of Higher Education in the Sultanate of Oman and their Embassy in the Sultanate of Oman. If you have a school certificate e.g. for Grade 11 a letter must be obtained from the Ministry of Higher Education in the Sultanate of Oman to confirm that it is equivalent to a secondary school certificate.

A copy of your passport

A copy of your national identity card

Four passport size recent photographs

Students outside the GCC countries must refer to the web link below.

<http://eservices.mohe.gov.om/Student/StudentLogin.aspx?lang=ar>

to check on the equivalency of your school certificates.

What NOT to bring with you

Please do not bring too much with you; if you are travelling by air you will have to carry your own luggage and you may be charged excess baggage by your airline if you bring too much!

Muscat has a very wide range of shops, including global retailers, so you should be able to buy most of what you need here. We recommend you buy bedding, towels, crockery and cutlery once you are here; they are all easily and cheaply available.

What to leave with family

We recommend that you leave a copy of your passport and visa (if applicable) with your family.

It is also a good idea to leave a copy of your travel insurance documents with your family.

Healthcare



Healthcare in Oman is of a high standard and Muscat has a wide range of hospitals and clinics. Non-Omani and non GCC nationals are not eligible for free healthcare, so please ensure that you have adequate private medical insurance before you leave home.

There are several hospitals and clinics close to the College; details are available from the Student Support Service (S³).

If you are from a GCC country you are entitled to free healthcare from any government hospital in Oman.

If you are from outside the GCC you must obtain health insurance cover for a short period before you arrive in Oman for healthcare.

If you are from outside the GCC you must obtain a resident card when you arrive in Oman and on submission of the resident card you will be entitled to free healthcare from any government hospital in the Sultanate of Oman.



Accommodation

A list of hotels and providers of private accommodation can be found on the College website at :

www.icem.edu.om/students/international/accommodation

The Taxi charge to anywhere in Muscat should not exceed Omani Rials 10/-.

Another extremely useful free App is available for all phones and this App has details of accommodation and many other services. Search for "Sultanate Oman Market" in your App store to download the App.

The College cannot accept any responsibility or liability for any external agency or site. Students use these services under their own responsibility and the College is not responsible for the quality or otherwise of these services.



Tuition Fees

Programme	One semester fee (Omani Rials)
	Non-Omani
Foundation (English, Math, Science, Information Technology)	1615
Well Engineering	1875
Fire Safety Engineering	1875
Fire Safety Management	1875
Health & Safety Environmental Management	1875
Facilities Management	1875

Notes:

- 1- One academic year includes two semesters.
- 2- The cost of the foundation depends on the number of materials registered based on the outcome of the admission examination on: (English, Math, Science and Information Technology)
- 3- Prices are subject to change after approval by the Ministry of Higher Education.

WHEN YOU ARRIVE IN MUSCAT

Registering on your Programme of Study



If you attend the Orientation Programme it will include Registration sessions; you must bring your passport, visa (please see note above on page 9) and original academic qualifications to the Registration session.

For students who do not attend the Orientation Programme, other Registration sessions are run; details will be put on the website. You must

bring your passport, visa and original academic qualifications to the Registration session.

Paying your fees

You must pay your fees during registration you can pay in full by making a single secure online payment, visit the Finance office on arrival for full details.

If your tuition fees are being paid by a sponsor, you must provide a formal letter from your sponsor which details the level of sponsorship and which has a full invoice address.

For information on fees please visit www.icem.edu.om/admissions/fees

For information on the dates available for Entry Tests please visit www.icem.edu.om/admissions/test

Driving in Muscat

You should apply for an Omani driving licence within 6 weeks of getting your student visa, otherwise you may not be adequately covered for insurance purposes if you are involved in an accident.

Please check details at: http://www.rop.gov.om/english/dg_traffic.asp# and ensure you read the ROP driving and safety advice.

If you are involved in a major road traffic accident you must stay with your vehicle and call the Royal Oman Police (ROP) on 9999.

Traffic laws are strictly enforced and you must wear a seat belt when in the front seat of a car. It is illegal to use a mobile phone whilst driving and there is zero tolerance of drink-driving.

The Traffic Safety Institute conducts free courses for students to familiarize themselves with Traffic

Safety Regulations in the Sultanate of Oman.

The Traffic Safety Institute also provides guidance to students to contact instructors for driving lessons

GCC students must be aware that traffic regulations in GCC countries apply in the Sultanate of Oman as well.

Mobile Communications

There are several telecom providers in Oman offering a range of phone and broadband internet services, including Omantel and Ooredoo, Renna, FRIENDi and Mazoon. You should visit their websites or visit their retail outlets in Muscat to find products and packages that meet your needs.



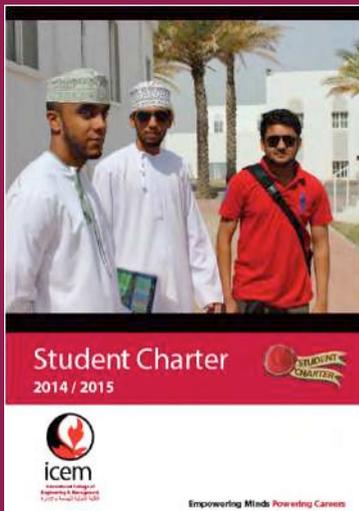
THROUGHOUT THE YEAR

Academic Support

All new students will be provided with a College email address. Students must use the email ID provided by the college in order to update themselves with the latest information relating to academic matters as well as other events and general information.

Please make sure you regularly check your College email during your studies at ICEM.

Urgent information will be sent to you by SMS.



Student Council

The Student Council is a student-led, democratic organisation and exists to make life better for you. The Student Council wants every student to have great experience at College.

Your Student Council works with the College to deliver the Student Charter, which is a contract of what you can expect from the college, what the college expects from you and what you can expect from your Student Council.

We hope your time at College is trouble free, but we know that sometimes you might come up against problems ranging from academic situations or finding a job, to dealing with debt and claiming the benefits you are entitled to.

Students Council is an elected body that advocates on behalf of students, serves as representatives to the College Management, appoints students to committees at the College, and distributes the activities budget to all student clubs and groups.

Each Academic year the Student Council and the College Management jointly sign up to a Student Charter which sets out what the College and students can expect from College staff, from students and from the Student Council.



مركز الخدمات الطلابية
STUDENT SUPPORT SERVICES

Coming to college is one of the biggest moves you'll ever make. The years ahead will be fun, exciting and fulfilling but there may be times when you'll need some help and advice. We have a range of support services with friendly, approachable staff who are there to listen and to provide you with the advice, support and information you need throughout your time with us.

At S³ our aim is to help you make the very best of your time at ICEM. We provide you with a one-stop shop for all of your non-academic support needs including settling into College life, arranging accommodation, finance, disability support and personal safety.

Occasionally you may need more specialist counselling to make sure you get the most out of your time at ICEM. S³ will give you the support that

you need and gives you time and space to explore issues that are of concern to you.

These might include:

- Relationship or family problems
- Anxiety or depression
- Fear of failure

Counsellors will not be able to provide instant solutions but will listen and aid an increasing awareness of yourself and your choice of possibilities.

To come for counselling takes courage as it involves facing up to your difficulties and asking someone else for help. It is not a sign of weakness but a sign that you are taking steps to address any problems you are experiencing.

Student Experience

'My friends and I visited the Inner Peace, Inner Power Retreat in Rajasthan, India. This week-long retreat is designed to allow those of us lucky enough to participate, some quality time to focus on our spiritual life, away from the outside world and day to day life. I think the following quote sums up best the aims of the retreat:



"To survive and thrive in this turbulent world we need peace and power. Not just the peace that is absence of a few worries, and not power that is political or used to control others. This is inner peace and power; the type that makes one steadfast in the face of challenge; the peace and power that comes from a deep inner contentment"

During the week we had the opportunity to experience a sublime blend of walks in nature, silence and meditation, stimulating seminars and conversation, entertainment and exercises aimed to help relax the body, free the mind, and ignite your inner spirit, it was truly a wonderful educational experience. ICEM encouraged us to apply for the retreat and they provided us with exceptional support before, during and after our trip to India. I wish to thank ICEM for providing us with the foundation to develop ourselves whilst studying for our degree.'

HSE Year 3 Student



Students visiting India



Students developing their leadership skills



ICEM football team

Useful Websites and contact details

Visa:

http://www.rop.gov.om/english/dg_pr_visas_student.asp

Driving:

http://www.rop.gov.om/english/dg_traffic.asp#

Exploring Muscat and Oman:

<http://www.omantourism.gov.om/wps/portal/mot/tourism/oman/home>

Social Life/Blogs:

<https://twitter.com/icemsocial>

<http://www.muscatmutterings.com/>

<http://www.rohmuscat.org.om/>

<https://www.facebook.com/MuscatEvents>

<http://www.muscat-festival.com/>

Contact Details

Contact the Royal Oman Police on 9999 in an Emergency (emergencies will be treated in hospitals).

Visa +968 24512961

Traffic Services +968 25510227

General Enquiries 1318

ICEM Student Services S³ +968 2451 2020

The College cannot accept any responsibility or liability for any external agency or site. Students use the services shown in this booklet under their own responsibility and the College is not responsible for the quality or otherwise of these services.



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