الكلية الدولية للهندسة والإدارة
International College of Engineering & Management

Arrival Guide

For New International Students

www.icem.edu.om

+968 2451 2000

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. Please do know that all staff at the College will be happy to help, assist and direct you whenever you need, just do not hesitate to ask.

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

Welcome to ICEM.

Dr. Yingkui Zhao
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.

Muscat offers a huge range of facilities and venues, whatever your interests and needs, from shopping malls featuring international retailers, cafes and food court; restaurants producing a vast array of cuisine from all over the 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, snorkeling, kitesurfing, jet- skiing and scuba-diving.

Muscat has excellent road links to tourist destinations all over Oman. Within a couple of hours' drives from 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'.

The Sultan Qaboos Grand Mosque in Muscat is a major landmark in Muscat and a visit is highly recommended.
https://sultanqaboosgrandmosque.com/

Living Expenses

Cost of living In Oman depends on your lifestyle and choice, and how much you are planning on spending/saving from your income.

Cost of Living Averages Table for Students:

	Monthly Cost
Accommodation (Shared flat)	RO 150
Food	RO 100
Utilities (Gas, Electricity, Water)	RO 25
Transport	RO 30
Internet	RO 30

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 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.

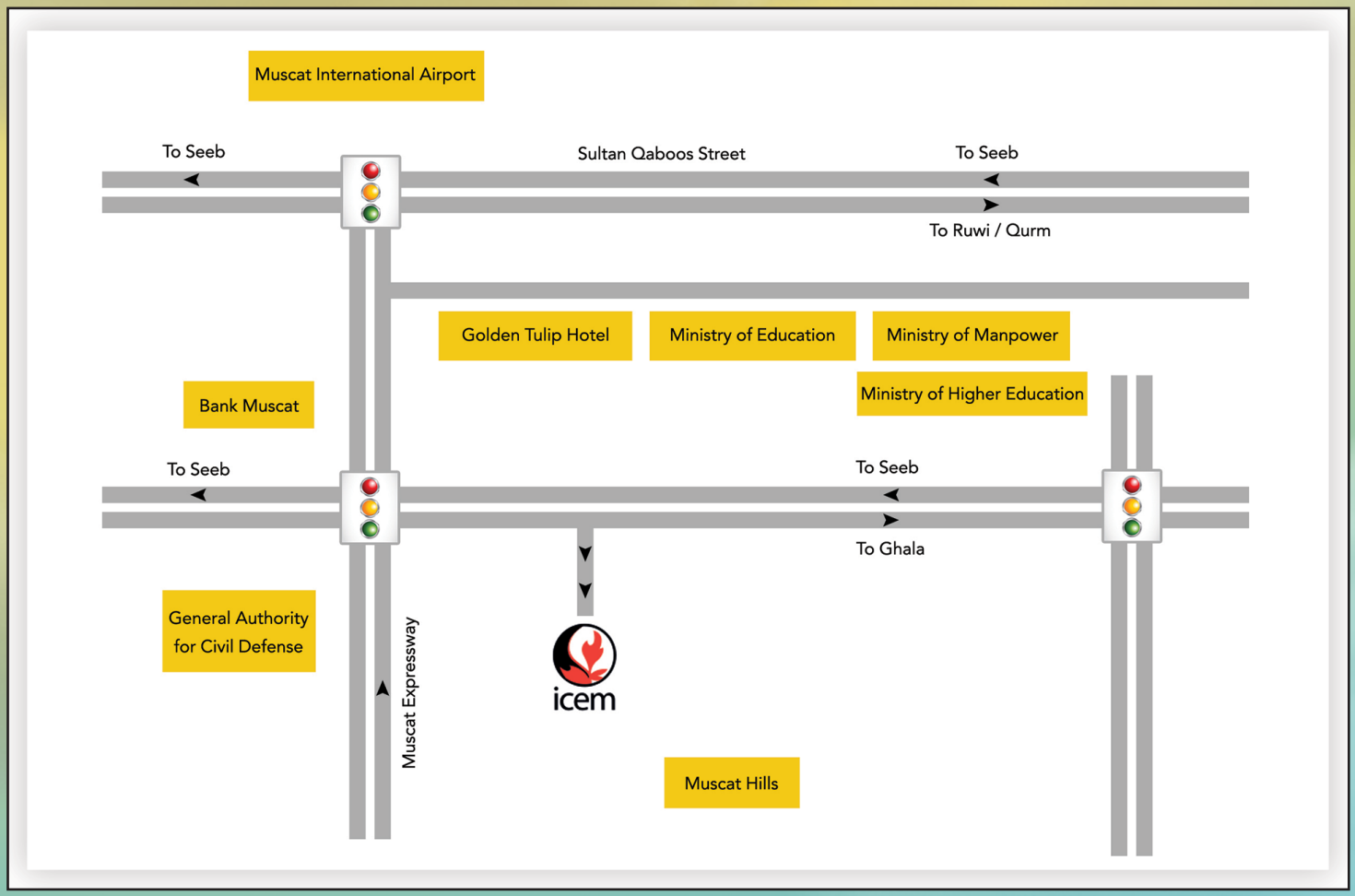
Omanis are very friendly and welcoming to foreigners and enjoy extending traditional Arab hospitality; if you are lucky enough to be invited into an Omani home to enjoy coffee and dates, remove your shoes before entering. Greetings are very important and although English is widely spoken, learning a few simple greetings in Arabic will be very much appreciated by Omanis.

Planning Your Journey to Muscat

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. 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.

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

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 license 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: 30 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. Blue background.
- 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 authorized 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 authorization 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 license 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.
- 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.
- Visas are issued by the Royal Oman Police. 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 the information is available in the Royal Oman Police website.

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.

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, research and Innovation 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.

https://www.moheri.gov.om/ 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.

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

Student can get advice on accommodation services by student support services center and international cooperation section. 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

BEng (Hons) Mechanical Engineering (Well Engineering)
Bsc (Hons) Fire Safety Engineering

Years	OMR
1	3900
2	4150
3	4400
4	5250

Bsc (Hons) Fire Safety Management
Bsc (Hons) Health, Safety, Environmental Management
Bsc (Hons) Facilities Management
Bsc (Hons) Construction Project Management

Years	OMR
1	3750
2	3750
3	3750
4	5250

Driving in Muscat

You should apply for an Omani driving license 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: **www.rop.gov.om** 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 **http://traffic.gov.om/** 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 **https://www.tra.gov.om/** including Omantel and Ooredoo, You should visit their websites or visit their retail outlets in Muscat to find products and packages that meet your needs.

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**

For information on the dates available for Placement test please visit **https://www.icem.edu.om/admissions**

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.

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 Student Support Services Center 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. The student Counselor is located at Student Support Services Center who 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

Student Counsellor 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.

College Services for International Students

Introducing students to study and aspects of living

Information of international students is available before they arrive to the college where coordination is done with the Department of Admissions and Registration and cultural accessories of each country and through which international students are introduced to some practical aspects of living and studying at the college, in addition to details about the support provided during periods of Study.

Reception of new students at the airport

The International College of Engineering and Management gives great importance to receiving new students coming to study as the first step begins with receiving them from the airport with prior coordination with the college administration. Once the student arrives, he or she will be received and delivered to the college so that the rest of the procedures can be completed.

Transport service

Transport service The College offers transportation service to international students coming from their countries to Muscat International Airport, where students are received at the airport and delivered to the college. The transfer service is also provided to students enrolled from their campus residences and vice versa throughout the official school days, except for special transfer requests that must be clarified upon request.

Student accommodation

There are private residences for girls and boys. Students enrolled in college residences are expected to follow all the rules and regulations provided. Registered students can benefit from all services in accommodation including transportation to and from college, electricity and water, cooking gas and Wi-Fi.

Student Clinic and Healthcare

Students receive initial treatment for some common diseases in the clinic while critical cases are referred to appropriate hospitals, and the number of students benefiting from clinic services has increased over a period of time. Students' health is taken care of by sending students to local hospitals from the college with emergency transportation.

Student social and psychological counselling

The College is concerned with the student's non-academic situation, providing social and psychological counselling to students through the Student Services Center. The advice and guidance for students continues during the academic year, helping them overcome the pressures that students face in the academic and non-academic aspects during the study period.

Student activities

Student activities of all kinds are organized for students who are willing to develop their talents and acquire mathematical skills and technical and leadership skills. There is a difference for all sports and any student can register for any activity they wish to participate in. The college teams participate in most activities related to student activities, whether local or international, in relation to sports activities or any other student activity. Students participate in the celebration of some religious and national events and other events that are participated annually.

Library

Each student is allowed to borrow 6 books for two weeks with the possibility of a one-week extension and there are dedicated student rooms for group discussion equipped with Wi-Fi and students can use the electronic library of the British Parent University to obtain various electronic sources through the website Electronic.

Contact Details

Royal Oman Police (Emergency)	9999
Traffic Services General Enquiries	+968 24512961 +968 25510227 1318
International Cooperation Section	+968 24512062 info@icem.edu.om
ICEM Student Support Services Center	+968 24512020

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.