



August 28, 2017

Visa renewal guidelines - BGU

As of August 1, 2017, students who need to extend their visa associated with BGU, will be kindly requested to do so by themselves. The stages of the process:

1. Complete the forms of the Ministry of Interior and BGU's internal form (http://in.bgu.ac.il/en/Global/Pages/Hospitality/Visa_List.aspx).
 2. Validation of forms at the Department of International Academic Affairs will be done by the **Student coordinator**. Make sure you bring all necessary forms (including photo and passport) to the office.
 3. Schedule an appointment with the Ministry of Interior (Misrad Hapnim). (https://www.gov.il/en/Departments/news/schedule_appointment_for_biometric_docs).
 4. Go to the Office of the Ministry of the Interior to extend your visa according to your appointment.
 5. Make sure you bring cash with you to pay for the visa. The cost (as of now) is 175 NIS EACH for A2 and multiple entry visas.
 6. Supply a copy of the visa to your **Student coordinator** –
Amit amitfran@bgu.ac.il for 1st year.
Gaby gaby@bgu.ac.il for 2nd and 3rd years.
We will send a copy to the Department of International Academic Affairs.
- **Please make sure you keep the appointment** with Misrad Hapnim.
 - If you run into any difficulty scheduling an appointment with Misrad Hapnim, get assistance from the student liaisons.
 - Please take into account that the visa application process takes time. **Be sure to apply for your visa extension one month before it expires.**