

## **The Ruth and Allen Ziegler Student Services Division**

Web site: <http://www.tau.ac.il/services-eng.html>

The Eric Mitchell – Students Center, 2nd. floor.

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## **The Office of the Dean of Students**

The Dean's Office deals with various student problems and issues, both individual and collective.

Requests of a personal nature that call for special attention and cannot be dealt with by the other units of the Office may be presented before the Dean of Students – Room 220, Tel. 6408097.

### **Financial Aid**

Rooms 201-204, Tel. 6408067

Sunday-Thursday: 9:00-13:00

Applicants who have New Immigrant or Temporary Resident status and require financial aid for their studies may apply to:

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**Israeli Student Authority (Minhal Hastudentim)**

**6, Esther Hamalka Street, Tel Aviv 64398, Israel**

**Tel. 03-5209155**

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## **1. Scholarships**

### **A. For Israeli citizens only**

Scholarships are granted according to the financial situation of applicants and their families. Other criteria such as scholastic achievements, efforts of self-support, army service, etc. are also taken into consideration.

Every recipient must participate in an approved program sponsored by the Social Involvement Unit. Please see below for further details.

Students receiving financial aid from the Student Authority may not apply for additional scholarships.

Application Forms (in Hebrew only) for financial aid (including applications for dormitories) may be submitted by new students until the beginning of the school year and by continuing students by August 31, 2006.

These forms may be purchased at the Dyonon, University Book Store.

### ***B. Graduate Students***

The various departments recommend candidates for scholarships. Students should inquire at their departmental office concerning specific criteria and conditions for scholarships.

## **2. Loans**

- a. The Ministry of Education issues loans to Israeli citizens under certain conditions.
- b. Loans from the University Funds. Details and forms regarding these loans may be obtained from the Unit for Financial Aid.
- c. Graduate Students may also apply for Naftali Kier Loans. Details appear on the Dean's office website: <http://www.tau.ac.il/services-heb.html> (in Hebrew).

## **3. Dormitories**

The number of available accommodations is limited. Applicants should consider other alternatives for housing arrangements before the school year begins.

Application Forms – see above.

Please note: Foreign students are granted dormitory housing on the basis of availability.

There are no accommodations available for students with Tourist Visas or Student Visas unless vacancies should unexpectedly arise after all applicants in the above categories have been accommodated.

## **Psychological Service Unit**

Room 216

Tel. 03-640-8505

Email: [psycho@post.tau.ac.il](mailto:psycho@post.tau.ac.il)

Reception Hours: Sunday-Thursday, 09:30-14:30

The Psychological Service offers therapy and counseling services to both students and staff. Our services include: an evaluation session, psychological testing, individual therapy, group therapy, crisis intervention, psychiatric consultation, workshops to help reduce test related anxiety and consultation services for academic and administrative personnel.

Queries can be made in our office.

Our services are subsidized and confidentiality is

guaranteed.

### **Academic and Vocational Counseling Center**

Room 214, Tel. 6409692, 6409152

Sunday-Thursday: 8:30-13:00.

- Counseling and career choice for higher education.
- Diagnosing and Counseling learning disabled students.
- Services for handicapped students.

The Center has a vocational library, including information about academic and vocational possibilities, training programs and opportunities, and application requirements. Reading material is available in Hebrew only. Tests are available in foreign languages. Hi-tech equipment serves the sight-impaired and learning disabled. A fee is charged for the services.

Library hours: Sunday and Thursday: 9:30-13:30;

Monday and Wednesday: 9:30 – 18:30

All services are available to prospective candidates of the University as well as to registered students. All information regarding students who use the Center's services is strictly confidential.

### **Career Planning Service**

Room 101. Tel. 6408739, 6409695, Fax 6407028.

Voice box: 6407595

Sunday-Thursday: 10:00-15:00

This service is open to both undergraduate and graduate students, including those holding an advanced degree (M.A. and Ph.D.).

- Up-to-date information concerning full and part time jobs, temporary and permanent (also summer jobs).
- Workshops for instruction in resume writing, interviewing, and admittance testing.
- Counseling for Career planning.
- Annual Recruitment fair at the end of the academic year (employers interview and offer employment).
- Presentations of Commercial and Industrial firms in the private and public sectors take place during the academic year.

This service has extensions in several faculties (such as the Sciences, Law, Management, Engineering, etc.)

### **Social Involvement Unit**

Room 210. Tel. 6408848, 6409771.

Sunday-Thursday: 9:00-14:00

The Unit promotes various projects involving students and staff members in social activities such as tutoring

school children, new immigrants, and handicapped students and, caring for the elderly.

## **Students Welfare and Olim Center**

Room 206. Tel. 6409691.

All services are available in the students dorms, Einstein dorms, apt. B4, Tel.: 6405568.

### **New Immigrants:**

The Olim Center provides welfare services for undergraduate and graduate students, including extended personal assistance to students of Ethiopian origin throughout the academic studies.

New students are requested to visit the office by the beginning of the school year. This will enable the staff to offer direct assistance or to refer the student to other offices on- or off-campus.

## **The New Student Union**

The New Student Union reception desk and offices are located at the Mitchell Student Center, by Entin Square.

Phone numbers: 03-6407666, 03-6407654. Fax number: 03-6407665.

Reception desk hours: Sunday–Thursday 09:00–19:00, Friday 08:30–12:30.

Some of the services provided by the New Student Union:

### **Academic Services:**

- "Sifrut Zola": loaning of syllabus-books for an entire semester (03-6406037).
- Exam bank – copies of tests from all faculties, available at the reception desk and at [www.student.co.il](http://www.student.co.il).
- Assistance and representation of students in a variety of academic matters: acceptance, test dates, grades, and departmental problems.
- University faculty catalogues ("Yedion"), available for borrowing at the reception desk.

### **Cultural Activities:**

- Bicycle and Debate Clubs
- Language courses at reduced prices
- University Sports Center – special prices for students
- "Thesis": the monthly student newspaper, available at various locations on campus
- Tickets for shows and cultural events at reduced prices, available at the reception desk.

- The Student Club "Focus" in the University dormitories, which includes a movie theatre, cafe, and recreation room with activities such as salsa and 60's dances.

**Administrative Services:**

- "Madas": offers information for students regarding apartments for rent, flat roommates, translators, and vehicles for sale. To advertise information free of charge: 03-6407655.
- Assistance by an ombudsman and defense council for students facing disciplinary proceedings and those needing free legal services. Also offering free financial and tax counseling. Appointments by phone 03-6407654.
- "Job Tov": an employment agency, which specializes in finding students and graduates employment in various fields. For students 03-64221283 and for graduates 03-6407800.
- Photocopying at a reduced rate at the photocopying center at the De-Boton building.
- Free usage of bicycles around the campus area.
- "Master Bit": insurance for students 03-6407647, 053-463296.
- Special coupons for free photocopying, available to students who have missed more than 30 hours of lectures due to reserve duty ("miluim") or medical reasons.

For further information, please contact the Student Union.