

Arrival Protocol Checklist

جامعة الملك عبد الله
للعلوم والتقنية
King Abdullah University of
Science and Technology



For the purpose of your travel and stay in KAUST, please review the information below regarding arrival procedures currently in place on campus.

Before Arrival to KAUST



1

You will be required to buy and provide 'proof of medical insurance that covers the costs of COVID-19 treatment in outpatient clinics, emergencies and hospitals. We provide medical insurance for your stay in Saudi Arabia but it does not cover COVID-19. We do not have a list of recommended insurance companies for COVID insurance.

Please arrange to carry approximately USD 350 with you, to cover your expenses during the first three weeks of your internship. You can exchange this amount for Saudi Riyals at the currency exchanges at the Jeddah airport when you arrive. Please inform your KAUST driver about this stop you need to make, before you head for campus. If you are unable to do this, please inform us. Your living allowance will cover your entire stay on campus when you receive it.

2



Upon Arrival



1

We will book a taxi for you for your trip from the King Abdulaziz International Airport in Jeddah to KAUST campus. An approved KAUST taxi driver (with a SAPTCO logo on their shirt) will meet you upon exit from baggage claim area and will have a sign with your name.

Travel to KAUST takes around approximately one hour and upon your arrival you will be accommodated in your housing unit. There is no quarantine for fully vaccinated students.

If you show symptoms of COVID or feel unwell, please visit our on-campus clinic KAUST Health. If you would like to request a PCR test, sample collections are done at home/office. To arrange for a test please contact NoorDx at +966 56 571 0120 / (<https://www.noordx.sa/>)

2



3



Please buy a Saudi sim card from our on-campus Mobily mobile shop.

Please send a copy of your passport information page, Saudi visa stamp page including page with 10 digit border entry number in Arabic, a profile photo of yourself on a white background for KAUST ID, invoice of PCR test, and Saudi visa invoice to vsrp@kaust.edu.sa within two days of arrival in KAUST. We need these documents to process your KAUST ID and grant IT access.

4



Settling In



1

Please join us for a virtual Orientation with VSRP team on the first Sunday after your arrival at 9am KSA. Please use this [Zoom link](#).

Within your first 72 hours on campus, you will also need to complete an Orientation offered by Graduate Services team. Your orientation checklist will appear on the home page of **Campus Connect** under the 'my checklists' tab on the left-hand menu. You must first create and be logged in to your Campus Connect account to complete your orientation requirements. If your checklist does not appear within 72 hours, contact schelpdesk@kaust.edu.sa.

2



3

We also have a Welcome Bag for you which you can collect from the Student Center Helpdesk Reception at Building 18.

We will arrange for your medical insurance and send you a BUPA insurance certificate. You can show your certificate at the KAUST Health reception, if you go for a medical consultation.

4



5

We will email you AMEX application forms, and arrange for an AMEX debit card for you, where we will deposit your monthly living allowance. You can use it to withdraw Saudi Riyal from ATMs or to pay in restaurants etc. Please allow up to 3 weeks after submitting your AMEX forms, to receive your card and ensure you have enough cash in Riyals to last you until then. If you run out of cash, please inform us.

We have a WhatsApp group for on-campus interns and we will add you to these. We also organize regular events where you can meet your peers and colleagues. Please join us and get to know your fellow interns!

6



Contact Us



In case of any questions regarding **internship and your stay in KAUST**, please contact the VSRP Team at vsrp@kaust.edu.sa or over phone:

Nawazish Azim +966 54 055 0594

Riham Alahmadi +966 54 470 1368

We are here to help you!

For any other queries, please dial below numbers from your landline phone at the housing unit:

If you need to book an appointment at our on-campus clinic KAUST Health, please call 808 0940 from the landline.

Facilities Service Management, for any house maintenance requests: 808 0900

Student Center Helpdesk:
schelpdesk@kaust.edu.sa
808 3412

Housing Reception:
808 6505 or 808 6555

In case of any emergency, please phone **808 0911** from your landline.

If you are calling from a Saudi mobile phone, please add **012** for all above numbers.