



# Internal Weekly Bulletin

## Public Relations Office

Published for the Bethlehem University Campus Community on Mondays.  
PLEASE send items in BOTH English and Arabic to [wb@bethlehem.edu](mailto:wb@bethlehem.edu)

**Before the 9:00 a.m. Friday deadline.**

29 June 2009

### 1. From the Office of the Vice President for Finances and Planning

Salaries for the month of June will be paid on Tuesday 30 June 2009. Bank transfers will be made on that day. Payslips may be picked up from Mrs. Mary Al-Alam Zeit in the finance office starting on Monday 29 June 2009.

### 2. From the Office of the Assistant Vice President for Academic affairs

- We would like to draw your attention to the following subjects posted on the Webpage under “Assistant Vice President for Academic Affairs”:
  - Consulate of the United States offers scholarships and fellowships. More details available in our office. Deadline for applications Friday, 31 July 2009.
  - To all BU staff: Short Duration Training Programs funded by the Indian Government.
  - The 6<sup>th</sup> Conference of the Arab Council for Gifted and Talented will be held in Jordan between 26 and 28 July 2009
- Now available in the library Periodical Section:
  - Association of Arab Universities
  - Arab Administrative Development Organization.

### 3. From the Office of the Director of Personnel Management

- Mr. Ramzi Bandak has resigned from his job as Purchasing Clerk and applied to the position of Security Guard – on call, for which he was selected. We thank Ramzi most sincerely for his loyalty and dedicated service as Purchasing Clerk for the past four and a half years. Ramzi will assume his new position as of 1 July 2009. Best wishes to Ramzi.
- We welcome Mr. Khader Yousef, a new security guard – on call. Best wishes to Khader.

### 4. From the Office of Public Relations and Alumni

Student Ambassadors in International and Intercultural Activities: this year we had many invitations for the Student Ambassadors to participate in different activities and events happening in and outside the country. The following are the ambassadors who will be representing the University this summer:

- **Lubna Zaroo** and **Muhammed Karjawally** will be representing Bethlehem University in the International Religious Conference “Building an Interfaith Community” at the Ecumenical Institute of Bossey, Switzerland sponsored by the World Council of Churches from 6 July until 31 July.
- **Jacoub Sleibi** and **Razan Wazwaz** will participate in the Middle East Partnership Initiative program in the USA. They will be in two different universities in the US. Jacoub will be in the University of Delaware and Razan will be in Wayne State University. They will be there from 29 June until 5 August.
- **Saja Duwaik** and **Saja Shami** will represent Bethlehem University in an international summer camp organized by Adala at Birzeit University from 6 July until 21 July.
- **Deema Musallam** and **Yousif Jum’ah** will represent Bethlehem University in the Students Boycott Apartheid Workshop in Al-Ain Hotel, Al-Bireh from 2 July until 4 July. The participants in this workshop will be students from Bethlehem, Birzeit and An Najah Universities, Baladna (Arabs 48), Stop the Wall and students from different universities in North America.
- **Dana Abu Lail** will take part in the “Global Change Makers” Conference organized by the British Council and held in Jordan from 12 until 16 July.

We wish all the best to our student ambassadors.

### 5. From the Office of the Dean of Students

You are all welcome to attend the German Youth Jazz Concert to be held on Tuesday, 14 July at 7:00 pm in the Chapel of the Divine Child. The concert is organized by our office in cooperation with the German

Cultural Center- Goethe Institute/Ramla. This orchestra is touring Beirut, Damascus, Amman and Palestine. Ahlan Wa Sahlan.

## 6. Your Calendar

Day	Date	Event / Activity	Time	Location
Tue.	14 Jul.	German Youth Jazz Orchestra Concert, Office of the Dean of Students	7:00p.m.	Chapel of the Divine Child
Thu.- Thu.	23-30 Jul.	Entrance Exams for Fall 2009 Semester, Office for Academic Affairs	TBA	
Mon.	27 Jul.	Last Day of Classes for Summer 2009 Semester		
Tue.-Wed.	28-29 Jul.	Final Exams for Summer 2009 Semester, Registrars' Office	All Day	TBA
Tue.	4 Aug.	Print Ranking Lists organized, Office for Academic Affairs		
Wed.	5 Aug.	Admissions Committee Meets for Fall 2009 Semester, Office for Academic Affairs		
Fri. -Sat.	7-8 Aug.	Accepted Students for Fall 2009 Semester Published in Newspapers, Office for Academic Affairs		
Tue. -Wed.	11-12 Aug.	1 <sup>st</sup> Year Student Registration for Fall 2009 Semester, Registrars' Office		
Mon.	17 Aug.	4 <sup>th</sup> Year Students Registration for Fall 2009Semester, Registrars' Office		
Mon.- Wed.	17-19 Aug.	Orientation for new Students, Office of the Dean of Students		Auditorium
Tue.	18 Aug.	3 <sup>rd</sup> Year students Registration for Fall 2009Semester, Registrars' Office		
Wed.	19 Aug.	2 <sup>nd</sup> Year students Registration for Fall 2009Semester (Business, Science , HOTM ), Registrars' Office		
Thu.	20 Aug.	2 <sup>nd</sup> Year students Registration for Fall 2009Semester (Arts, Education, Nursing ), Registrars' Office		
Fri.	21 Aug.	Faculty and Staff Meeting		
Mon.	24 Aug.	First Day of Class for Fall 2009 Semester		
		Add/Drop Period		
Mon.-Wed.	21-22 Sept.	Eid Al Fitr: University Closed, No Classes		
Sun.	15 Nov.	Independent Day		
Thu.-Mon.	26-30 Nov.	Eid Al Adha: No Classes, University Offices Closed		
Mon.-Thu.	14-17 Dec.	Final Exams for Fall 2009 Semester		
Fri.	18 Dec.	Al Hijra: University Offices Closed, No Classes		
Mon.-Tue.	21-22 Dec.	Final Exams for Fall 2009 Semester		
		Grade Reports Available		
		Registration		
Thu.-Sat.	24-26 Dec.	Latin Christmas: University Offices Closed, No Classes		
		<b>Year 2010</b>		
Fri.	1 Jan.	Latin New Year: University Offices Closed, No Classes		
Wed.-Fri.	6-8 Jan.	Orthodox Christmas: University Offices Closed, No Classes		
Thu.	14 Jan.	Orthodox New Year: University Offices Closed, No Classes		
Fri.	22 Jan.	Faculty and Staff Meeting for Spring 2010		
Mon.	25 Jan.	First Day of Class for Spring 2010 Semester		
		Add/Drop Period		
Fri.	26 Feb.	Mawlid An-Nabi: University Offices Closed, No		

		Classes		
Thu.-Mon.	1-5 Apr.	Latin and Orthodox Easter: University Offices Closed, No Classes		
Sat.	1 May	Labour Day		
Sat.	15 May	De La Salle		
Mon.-Tue.	17-25 May	Final Exams for Spring 2010 Semester		
Wed.	9 Jun.	Isra' Wa Miraj: University Offices Closed, No Classes		
Fri.	11 June	Graduation		
Mon.	14 June	Summer 2010 Semester Classes Begin		
Fri.	23 July	Last Day of Classes for Summer 2010 Semester		
Mon.-Tue.	26-27 July	Final Exams for Summer 2010 Semester, Registrars' Office	All Day	TBA

<b>Visitors</b>					
<b>Day</b>	<b>Date</b>	<b>Group</b>	<b>Country</b>	<b>#</b>	<b>Time</b>
Mon.	Jul. 27	French Group Students	France	2000	
Sun.- Sun.	Oct. 11- 18	Dr. Detlef Brummer	Germany		
Mon. – Fri.	Jan. 18- 22, 2010	St. Mary's College	USA		
Wed.	Mar. 17, 2010	Sister Mary Meier Group	USA	30	11:00
Fri.	Mar 19, 2010	St. Vitus Parish of Oberottmarshausen	Germany	45	11:00