

LIBERTY & RESPONSIBILITY

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IDC Herzliya Administration

Prof. Uriel Reichman –President

Prof. Amnon Rubinstein – Former President, 2006 Israel Prize Laureate in Law

Prof. Moshe Bar-Niv (Burnovski) – Provost and Vice President for Academic Development

Prof. Elazar Berkovitch – Dean of the Arison School of Business and Director of the MBA Program

Dr. Noam Lemelshtrich-Latar – Dean of the Sammy Ofer School of Communications

Prof. Amir Licht – Dean of the Radzyner School of Law

Prof. Mario Mikulincer – Dean of the School of Psychology

Prof. Alex Mintz – Dean of the Lauder School of Government, Diplomacy and Strategy

Dr. Yitzhak Oron – Dean of Student Affairs

Prof. Gadi Taubenfeld – Dean of the Efi Arazi School of Computer Science

Dr. Ayelet Ben-Ezer – Vice President for Student Affairs

Mr. Jonathan Davis – Vice President for External Relations and Head of the Raphael Recanati International School

Mr. Roni Lichtenstein – Vice President for Finance

Ms. Ahuva Oren-Pines – Vice President for Administration

Mr. Eric Zimmerman – Director of Research and Academic Secretary

Address: Interdisciplinary Center (IDC)

Kanfei Nesharim St.,

P.O. Box 167, Herzliya 46150

Telephone: 09-952-7272

Website: www.idc.ac.il

Online Center for the Student: www.idc.ac.il/myidc

Research Institutes and Endowed Chairs

The Institute for Counter-Terrorism (ICT)

Chairman of the Board of Directors – Mr. Shabtai Shavit

Executive Director – Dr. Boaz Ganor

Institute for Policy and Strategy (IPS)

Chairman of the Board of Directors – Amb. Zalman Shoval, former ambassador to the U.S.

Founding Director – Prof. Uzi Arad

Global Research in International Affairs Center (GLORIA)

Director – Prof. Barry Rubin

Center for European Studies

Director – Amb. Avi Primor, former ambassador to Germany and the European Union

Institute for Eurasian Studies (IES)

Director – Amb. Zvi Magen, former ambassador to Russia and Ukraine

Caesarea Edmonds Benjamin de Rothschild Center for Capital Markets and Financial Risk Management

Academic Director – Prof. Jacob Boudoukh

Executive Director – Ms. Daphna Nissenbaum

Entrepreneurship Center

Academic Director – Prof. Ronen Israel

Executive Director – Adv. Liat Aaronson

Rich Center for the Study of Trading and Financial Markets

Academic Director – Prof. Rafi Eldor

IDB Endowed Chair in Information Technology

Incumbent – Prof. Shimon Schocken

Shrem, Fudim, Kelner Endowed Chair in Finance

Incumbent – Prof. Oded Sarig

Agam Chair in Public Diplomacy

Incumbent -- Prof. Alex Mintz

Asper Institute for New Media Diplomacy

Academic Director – Dr. Noam Lemelshtrich-Latar

Bezeq International Research Center for Internet Psychology

Academic Director – Dr. Yair Amichai-Hamburger

Program on Applied Decision Analysis (PADA)

Academic Director—Prof. Alex Mintz

Project on Reforms in Government

Academic Director—Prof. David Nachmias

Shari Arison Awareness Communication Center

Academic Director – TBA

Permanent Faculty

Dr. Yair Amichai-Hamburger
Prof. Uzi Arad
Supreme Court President Emeritus
Prof. Aharon Barak
Prof. Amir Barnea
Prof. Moshe Bar-Niv
Dr. Lior Barshack
Dr. Guy Bechor
Dr. Yariv Ben-Eliezer
Dr. Tal Ben-Shahar
Prof. Elazar Berkovitch
Dr. Isabel Berman
Dr. Gurit Birnbaum
Prof. Eyal Biyalogorsky
Prof. Jacob Boudoukh
Dr. Anat Bremler-Barr
Dr. Eli Bukspan
Prof. Rafi Eldor
Dr. Reuven Erlich (Neeman)
Dr. Keren Eyal
Dr. Doron Friedman
Dr. Boaz Ganor
Prof. Galia Golan
Prof. Michael Gurevitch
Prof. Yacov Hel-Or
Dr. Liza Ireni-Saban
Prof. Ronen Israel
Dr. Assaf Jacob
Dr. Daphna Kapeliuk
Dr. Yuval Karniel
Dr. Tal Katz-Navon
Dr. Yael Kaynan (Katelyn Y.A. McKenna)
Justice Emeritus Jacob Kedmi
Dr. Isaac Kfir
Prof. Aaron Kirschenbaum
Dr. Alon Klement
Dr. Ronen Kritnshtien
Dr. Amit Lavie-Dinur
Dr. Amnon Lehavi
Dr. Noam Lemelshtrich Latar
Prof. Natan Lerner
Dr. Varda Liberman
Prof. Amir Licht
Dr. Sharon Margalioth-Rabin
Prof. Rafi Melnick
Prof. Roni Michaely
Prof. Mario Mikulincer
Prof. Alex Mintz
Dr. Yael Moses
Prof. David Nachmias
Dr. Yitzhak Oron
Prof. Uriel Procaccia
Mr. Yuval Procaccia
Prof. Uriel Reichman
Dr. Alon Rozen
Dr. Alisa Rubin Peled
Prof. Amnon Rubinstein
Dr. Talia Rymon
Prof. Oded Sarig
Prof. Shimon Schocken
Dr. Dan Segal
Dr. Guy Seidman
Prof. Amnon Sella
Prof. Yoram Shachar
Dr. Ariel Shamir
Prof. Oded Shenkar
Dr. Noam Sher
Mr. Shlomi Shuv, CPA
Prof. Emmanuel Sivan
Dr. Hillel Sommer
Dr. Eyal Sulganik
Ms. Miriam Symon
Dr. Tami Tamir
Prof. Gadi Taubenfeld
Ms. Lesley Terris
Dr. Yaron Timmor
Dr. Orit Tykocinski
Dr. Rivka Weill
Dr. Orly Yeheskel
Dr. Ruth Zafran
Dr. Lior Zemer
Prof. Amir Ziv
Dr. Hani Zubida
Dr. Oren Zuckerman

From the Provost

Dear students,

I am happy to continue the tradition of providing you, our students and partners in building IDC Herzliya, with an update on the main advances that have been implemented over the past year. The 2008-09 academic year will be IDC Herzliya's 15th. As in previous years, continue to make significant advances academically and in the physical development of our beautiful campus.

The extensive construction under way on campus, including the building of a new classroom building and the expansion of our research library, will substantially raise the quality of the infrastructure and teaching technology on campus. As with previous construction projects, current development is being conducted in a way that preserves the unique character of our campus. The IDC Herzliya campus, which was designed to be an academic village with tranquil green spaces adorned with sculptures and archaeological treasures, still has the same welcoming and pleasant atmosphere. The IDC Herzliya administration continues to invest significant resources in creating the optimal learning and research environment for both students and researchers.

The impressive physical developments on campus do not come at the expense of rapid progress on the academic front. During the 2007-08 academic year the New School of Psychology welcomed its first students, offering a distinctive, innovative approach to an important academic discipline. The options for graduate studies at IDC Herzliya have been enriched with the launching of a master's degree program at the Lauder School of Government in which students are able to choose between a regular and research track. The Arison School of Business has expanded its successful MBA program by adding a track that focuses on global management.

The depth and breadth of academic programs already operating at IDC Herzliya continue their expansion. The Sammy Ofer School of Communications' innovative academic programs, like all of the programs at IDC Herzliya, defy conventions and position the school at the forefront of communications studies in a digital environment. Undergraduates interested in accounting can choose either the program in business administration and accounting or the program in law and accounting. The Raphael Recanati International School (RRIS) is continuing to grow at an impressive rate; we expect to welcome 1000 students from more than fifty countries this year - comprising nearly 25% of our total student body.

Over the course of the coming year, I look forward to seeing you continue the tradition our students have established of volunteering and initiating activities on behalf of the entire IDC Herzliya community. Through our joint efforts, IDC Herzliya will continue taking significant steps toward obtaining recognition as the leading social science academic institution in Israel.

We are proud of the unique institution we are building, one that combines academic excellence with commitment to society and community, as expressed in our motto, "Liberty and Responsibility."

With my very best wishes for your continued academic and personal success, I remain

Sincerely yours,

Prof. Moshe Bar-Niv (Burnovski)
Provost and Vice President for Academic Development

From the Dean of the Lauder School of Government, Diplomacy and Strategy

Dear Students,

The mission of the Lauder School of Government is to educate the next generation of leaders, policy analysts, scholars and educators. As Israel and the world are facing enormous challenges in the area of terrorism, the potential spread of non-conventional weapons, inter-state and ethnic conflicts, poverty, and global environmental challenges, there is a need to train students to become better policy analysts, scholars, and educators.

The program is taught in English and combines theory and practice in an interdisciplinary environment. Our M.A. courses and seminars are offered by leading scholars of public policy, foreign policy, conflict resolution, decision-making, globalization, terrorism, Middle East politics, and political marketing and communication. In addition to familiarizing you with key paradigms, theories and concepts in your area of specialization, the program provides you with a set of analytical and practical tools needed to conduct policy-driven research, and deal with policy dilemmas, challenges and problems.

Lauder School students participate in activities offered by the School's five centers and institutes including the Institute for Strategy and Policy (IPS), which organizes and hosts the prestigious annual Herzliya Conference, the International Institute for Counter-Terrorism (ICTI), the Herzliya Forum on Diplomacy, and the Workshops Series on "Improving Public Policy in Israel".

The M.A. Program at the Lauder School is a stepping-stone for positions of leadership. I invite you to enroll in the M.A. program at the Lauder School of Government and become part of the IDC Herzliya community.

Prof. Alex Mintz

Dean, Lauder School of Government, Diplomacy and Strategy

and Director, M.A. Program in Government

*The Council for Higher Education approved IDC Herzliya's request to offer this program. Permission to grant degrees is pending

Please Note:

A great deal of effort has been invested in the preparation of this student handbook in order to provide you with the most accurate and comprehensive information possible. Nonetheless, as the academic year progresses, changes may become necessary. These changes will be publicized to students throughout the year. Students are expected to abide by these changes.

The academic and other regulations in this handbook apply to the upcoming academic year (2008-2009) and are subject to change at IDC Herzliya's discretion. Any such changes will be publicized to students in flyers and communiqués. These changes apply to all IDC Herzliya students, including students of the M.A. program in Government, unless specified otherwise.

This student handbook was prepared for the M.A. program in Government and includes some translations of relevant sections of IDC Herzliya's Hebrew Student Handbook. If any discrepancies are found between the two, the Hebrew version will take precedence. Certain sections of the Hebrew version pertain specifically to Law students and thus may be disregarded by students of the M.A. in Government program.

Lauder School of Government, Diplomacy and Strategy – M.A. Program in Government

Dean & Director of the M.A. Program

Prof. Alex Mintz
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**Associate Dean & Head of the Specialization in
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Dr. Boaz Ganor
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Coordinator of the M.A. Program

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The M.A. Program in Government, 2007-2008: Instructors

- Prof. Uzi Arad
- Dr. Eitan Azani
- Prof. Daniel Bar-Tal*
- Dr. Guy Bechor
- Prof. Jacob Bercovitch*
- Dr. Isabel Berman
- Dr. Jonathan Fine*
- Dr. Boaz Ganor
- Prof. Galia Golan
- Prof. Bruce Hoffman*
- Dr. Liza Ireni-Saban
- Dr. Ely Karmon
- Dr. Isaac Kfir
- Prof. Daniel Kurtzer*
- Prof. Natan Lerner
- Adv. Lior Lotan*
- Prof. Rafi Melnick
- Prof. Ariel Merari*
- Prof. Alex Mintz
- Dr. Ben Mor*
- Prof. David Nachmias
- Adv. Daniel Reisner*
- Dr. Maoz Rosenthal*
- Prof. Emmanuel Sivan
- Prof. Amnon Sella
- Ms. Lesley Terris
- Dr. Hani Zubida

* visiting

The M.A. Program in Government

The Lauder School of Government at the IDC offers the following M.A. programs and specializations:

- 1) M.A. in Government with Thesis
- 2) M.A. in Government with specialization in Diplomacy and Conflict Studies
- 3) M.A. in Government with specialization in Counter-Terrorism and Homeland Security Studies

The following program will commence in 2008-2009 in Hebrew:

- 4) M.A. in Government with specialization in Public Policy and Administration

The degree to be offered is: M.A. in Government*

Length of study:

The M.A. with thesis is a two-year, four-semester program

The M.A. programs without thesis are one year, three-semester programs.

Admission Requirements:

B.A. degree in the Social Sciences (Political Science, Government, International Relations, Public Policy, Public Administration, Economics, Sociology, Psychology, Communication).

A grade of 88 or higher for the M.A. with thesis program;

A grade of 80 or higher for the M.A. without thesis programs or 75 with 5 years of managerial experience in the public or private sectors.

Pre-requisites:

Students who have not received a B.A. degree in the Social Sciences will be required to take an additional 8 hours of pre-requisites courses, in consultation with the head of the M.A. admissions committee. These courses must be completed by the end of the first semester.

The specific courses are:

Introduction to Government (required for all specializations)

Research Methods (required for all specializations)

Two of the following courses:

International Politics 1 (required for the specializations in Diplomacy and Conflict Studies & Counter-Terrorism and Homeland Security Studies)

International Law (required for the specializations in Diplomacy and Conflict Studies & Counter-Terrorism and Homeland Security Studies)

Introduction to Public Policy and Administration

Introduction to Economics

Introduction to Marketing or Introduction to Political Marketing

The M.A. in Government without Thesis Programs

The Structure of the program:

Core courses:

Research methods	4 hrs
Workshop in Decision Making	2 hrs
M.A. Seminar	1 hrs
Four Basic Courses	8 hrs
Eight* Courses in the Specialization	16 hrs
Electives	10 hrs
Total	41 hrs**

* Seven in the specialization in Public Policy and Administration

**39 hours in the specialization in Public Policy and Administration

Final Grade

A grade point average of 80 is required to proceed to the third semester.

The final grade in the M.A. without thesis program will be the weighted grade of all grades in the courses taken by the student at the M.A. based on the number of weekly hours of each course.

Final Project

Students should submit to an instructor in one of their courses a final project.

Specialization in Diplomacy and Conflict Studies

Head of specialization: Prof. Galia Golan

About the Program

The specialization combines theory and practice of contemporary diplomacy and the study of conflict. Students will gain an understanding of how conflicts and wars develop and how they may be managed or resolved, strategically, diplomatically or informally. By gaining knowledge and tools, students will be equipped to deal with international conflicts and problems in today's globalized world. In addition to the psychological, cultural and legal aspects of conflict, the program emphasizes the acquisition of tools for dealing with conflict: negotiation, mediation, arbitration, public diplomacy, and tract-two engagement. International intervention, third party involvement and peacekeeping will also be examined, with particular respect for their integration into the strategies of governmental and non-governmental bodies. Thus, students will gain valuable understanding and tools for work in the international arena and the world of conflicts.

Core Courses:

Research Methods	4 hours
Workshop in Decision Making	2 hours
M.A. Seminar	1 hour

Basic courses:

Required for this specialization:

Diplomacy and Conflict in the Era of Globalization	2 hours
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In addition, 3 courses from the following:

Theories and Approaches to Politics	2 hours
The Political System of Israel	2 hours
Economic and Social Policy	2 hours
Political Leadership in the Middle East	2 hours
Public Administration and Policy	2 hours
Terrorism and Counter-Terrorism	2 hours
Marketing Foreign Policy	2 hours

Specialization:

On Deterrence	2 hours
Conflict Analysis and Resolution	2 hours
International Intervention and Peacekeeping	2 hours
Public Diplomacy	2 hours
Psychological & Cultural Aspects of Conflict Management	2 hours
Law and International Conflict	2 hours
International Mediation	2 hours
War, Peace & Strategic Aspects of Intl. Relations	2 hours

Electives (10 hours): All M.A. courses at IDC Herzliya may be taken as electives.

Final Project

Specialization in Counter-Terrorism and Homeland Security Studies

Head of specialization: Dr. Boaz Ganor

About the Program

The M.A. program with specialization in Counter-Terrorism and Homeland Security offered by the Lauder School of Government, Diplomacy and Strategy, in collaboration with the International Institute for Counter-Terrorism (ICT) at IDC Herzliya, is a cutting edge M.A. program which combines academic study, simulations and workshops, which offer special tools for critical thinking in this field. The courses provide concentrated, in-depth exposure to the phenomenon of modern terrorism and its characteristics, modus operandi, scope and dissemination throughout the world. Students will obtain an understanding of the challenge this phenomenon presents to decision-makers, security establishments, first responders, legal systems and the business sector, based on the experience Israel has accumulated in the field.

Core Courses:

Research Methods	4 hours
Workshop in Decision Making	2 hours
M.A. Seminar	1 hour

Required courses:

Required course for this specialization:

Terrorism and Counter-Terrorism	2 hours
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In addition, 3 courses from the Following:

Theories and Approaches to Politics	2 hours
The Political System of Israel	2 hours
Economic and Social Policy	2 hours
Political Leadership in the Middle East	2 hours
Conflict Analysis and Resolution	2 hours
Public Administration and Policy	2 hours
Diplomacy and Conflict in the Era of Globalization	2 hours
Marketing Foreign Policy	2 hours

Specialization:

Issues in National Security	2 hours
Terrorism, Guerilla Warfare & Insurgency Ideologies in the 19th-21st Centuries	2 hours
Democratic Dilemma and Counter-Terrorism	2 hours
Counter-Terrorism Issues & Challenges for Homeland Security	2 hours
Post-Modern Terrorism - CBRN	2 hours
Negotiation with Terrorists	2 hours
Psychological Aspects of Terrorism	2 hours
Terrorism Fundraising	2 hours

Electives (10 hours): All M.A. courses at IDC Herzliya may be taken as electives.

Final Project

Specialization in Public Policy and Administration

Head of specialization: Prof. David Nachmias

About the Program

The M.A. program with specialization in Public Policy and Administration offered by the Lauder School of Government, Diplomacy and Strategy combines theories and practices in the fields of public policy and public administration in Israel and around the world. Students will be exposed to classical and contemporary theories as well as to empirical research and practical concerns. The courses will focus on the central processes in public policy, emphasizing in particular the three main stages within the policy processes: policy formation, policy implementation, and systematic evaluation. In addition, courses will cover the following topics: public sector ethics, regulation, and privatization, local governance, public sector reforms, public budgeting, public entrepreneurship and e-government.

The specialization will provide its graduates with interdisciplinary training and with a critical understanding of public, political, economic, social and legal processes. It also will provide its students with analytical and practical tools for senior level positions in the public sector and the third-sector.

Core Courses:

Research Methods	4 hours
Workshop in Decision Making	2 hours
M.A. Seminar	1 hour

Required courses:

Required course for this specialization:

Public Administration and Policy	2 hours
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In addition, 3 courses from the Following:

Theories and Approaches to Politics	2 hours
Economic and Social Policy	2 hours
The Political System of Israel	2 hours
Political Leadership in the Middle East	2 hours
Conflict Analysis and Resolution	2 hours
Marketing Foreign Policy	2 hours

Specialization:

Public Policy and Political Economy	2 hours
Local Government	2 hours
Ethics in the Public Sector	2 hours
Public Policy: Theory and Practice	2 hours
Public Policies in Democracies	2 hours
E-Government Workshop	2 hours
Budgeting in the Public Sector	2 hours

Electives (10 hours): All M.A. courses at IDC Herzliya may be taken as electives.

Final Project

M.A. in Government – with Thesis

Head of track: Prof. Alex Mintz

About the Program

The M.A. program with thesis at the Lauder School of Government, Diplomacy and Strategy prepares students for an academic career involving research and teaching. Students should select an advisor from the permanent faculty of the Lauder School of Government at IDC, at the end of the first semester, to guide the M.A. student in preparing the thesis and to devise together a degree plan.

Length of Study

The M.A. with thesis program is a two year, four-semester program (39 hours).

Exams and papers may be submitted in Hebrew or English, including the M.A. thesis. Approval of the thesis proposal and a grade point average of 80 are required to proceed to the second year of study.

Structure of Program

Core courses	15 hrs
Basic Courses	6 hrs
Directed Studies	6 hrs
Electives	12hrs
Total	39hrs

Core Courses:

Research Methods	4 hours
Theories and Approaches to Politics	2 hours
Economic and Social Policy	2 hours
Workshop in Decision Making	2 hours
Research Seminar	4 hours
M.A. Seminar	1 hour

Basic courses; Three Courses from the Following

The Political System of Israel	2 hours
Diplomacy and Conflict in the Era of Globalization	2 hours
Terrorism and Counter-Terrorism	2 hours
Public Administration and Policy	2 hours
Conflict Analysis and Resolution	2 hours
Marketing Foreign Policy	2 hours
Political Leadership in the Middle East	2 hours

Directed Studies 6 hours

Electives:

All M.A. courses at IDC Herzliya may be taken as electives, with approval of the student's thesis advisor, including the following courses:

On Deterrence	2 hours
The Arab-Israeli Conflict in the International Arena	2 hours
International Political Economy	2 hours
Comparative Study of Elites	2 hours
Negotiation Workshop	2 hours

The final grade in the MA with thesis program consists of:

- 1) The weighted average of grades in M.A courses and seminars: 50% of the final grade
- 2) The M.A. thesis: 40%, and,
- 3) The final exam: 10%

THE M.A. THESIS

The M.A. thesis is at the core of the M.A. with thesis program and consists of the following steps:

1. Identify a thesis advisor during the first semester of study. The advisor should be a member of the Lauder School's permanent faculty at the rank of senior lecturer or higher. The student should submit to coordinator of the MA program a form signed by the thesis advisor agreeing to advise the student.
2. Submit the M.A. proposal within a year of beginning of M.A. studies. The proposal requires written approval of the thesis advisor.
3. Submit the M.A. thesis. The student will submit the thesis to the thesis advisor by the end of the fourth semester. The student will defend the thesis in an oral test in front of a thesis exam committee. The thesis exam committee will consist of three members (including the M.A. thesis advisor), all of whom will be at the rank of senior lecturer or higher. The remaining two committee members will be researchers from educational institutions of higher learning and chosen by the thesis advisor. The degree will be granted on successful completion of this exam. The committee will determine the grade of the thesis and the grade of the thesis defense (two different grades).

Descriptions of Courses

Core and Basic Courses:

24001 Research Methods

Prof. David Nachmias

This course provides an introduction to research methods and elementary statistics as tools for collecting, analyzing and understanding data related to social sciences. The course emphasizes the understanding of the logic, tools, and designs of research so that students can be better problem solvers by thinking about issues clearly, weighing alternatives, recognizing biases, and evaluating evidence critically.

Paper

24004 Workshop in Decision Making

Prof. Alex Mintz

This workshop consists of three parts: 1) Basic concepts, theories and models of decision-making; 2) advanced topics such as games in strategic interaction and computerized process tracing experiments, and 3) computerized simulations.

Exam

24005 M.A. Seminar

Dr. Hani Zubida

This seminar is offered by IDC faculty and leading practitioners on variety of topics relevant to students' specialization in the area of political marketing and decision making, terrorism and homeland security studies, diplomacy and conflict analysis, and public policy and administration.

24007 The Political System of Israel

Prof. David Nachmias

The class covers central topics of politics and governance in Israel. These are discussed and analyzed in the context of conceptual frameworks and mainstream research. We will examine the political and institutional heritage, the ideologies of the founders, the politics of institution building and maintenance, socio-economic cleavages, elections and coalitions and major public policies.

Exam: 80%, Paper: 20%

24002 Theories and Approaches to Politics

Dr. Hani Zubida

One of the most important tasks of the M.A. program is the training of the students toward scholarly research. Students should be able to assess the state of the scholarly literature, identify interesting questions, form strategies for answering them, locate suitable

methodological tools which will enable them to conduct the research, and finally understand how to write the results in an academic fashion.

Although in almost every course these questions are addressed indirectly, in this course they will become the center of attention. We will analyze these issues in multiple contexts and variety of political theories. We will try to uncover the various paths to political analysis by focusing on empirical methods, both qualitative and quantitative, and extend these to various political schools of thought. All that will be done using various examples from Israeli politics, comparative politics and other subfields of political science. The aim of the class is to address the importance and centrality of the various approaches to political inquiry. We will discuss various types of empirical evidence: historical, quantitative and more. We will also explore the various methodologies commonly used in political research, such as survey research, experiments, statistical analysis, case studies and more.

Paper

24008 Diplomacy and Conflict in the Era of Globalization

Prof. Galia Golan

The seminar will attempt to ascertain the impact of globalization on old and new conflicts around the world, including an examination of the different forms of diplomacy adopted. The growing importance of non-state actors, from security companies to ngo's, international organizations and courts, diasporas, and organized crime, along with the effects of technology and cyber-space, will be analyzed. Cultural factors, multiple identities, and the place of human rights will also be examined.

Paper

24009 Terrorism and Counter-Terrorism

Dr. Boaz Ganor

The scope of terrorist attacks launched in the US post-September 11, the growing use of unconventional weapons, and the spread of a radical-Islamic network of terrorism have transformed the once localized threat of terrorism into an international problem. By intentionally targeting civilians while exploiting the freedom embedded in liberal-democratic values, terrorism presents a difficult and complicated challenge to decision makers and counter-terrorism experts. In order to effectively deal with the phenomenon of terrorism, decision makers must address various dilemmas related to counter terrorism: coping with the threat on an offensive, preemptive, and defensive level; collecting intelligence; and responding to terrorism through deterrent, punitive, and legislative measures. This seminar course will address topics related to a discussion of counter terrorism, focusing on the typical dilemmas at the heart of the debate. By drawing on a substantial amount of reading material each class, the seminar will present both practical and theoretical perspectives on a range of topics, such as intelligence gathering, targeted killings, international cooperation, the media, the difficulty of defining terrorism, and the balance between liberal democratic values and effective counter-terrorism measures. Students will themselves engage in the dilemmas facing decision makers and counter-terrorism experts by participating in a group simulation exercise. Focusing on real-life scenarios in counter-terrorism, students will prepare policy recommendations and analyses based on testimonies by expert witnesses, relevant literature,

and outside research. In addition, the class will host guest lecturers specializing in the field of counter-terrorism – senior researchers, heads of security institutions, decision makers and more.

Paper

24012 Political Leadership in the Middle East

Prof. Emmanuel Sivan

The course will look at modern Middle Eastern history through the angle not of structural forces but rather through that of political and spiritual leadership. It will begin with theoretical underpinnings, inspired by psychology, anthropology and political science. The course will then move to the study of test cases from Khomeini to Saddam.

Paper & Exam

24019 Conflict Analysis and Resolution

Prof. Jacob Bercovitch

Examination of topics relating to the analysis or resolution of conflicts. Topics vary but may include nature of different conflicts, responses to conflict, conflict escalation, internal conflicts and issues of international responses and involvement in different conflicts. Attention will be given to how best to approach conflict.

Public Administration and Policy

The role of the state and its relationship to bureaucracy and to citizens are undergoing substantial transformation, not only in the minds of the people but also in scientific thinking. In rapidly changing environment, public administration has a major function and new aims that must be clearly recognized. This course introduces students to these challenges by providing them a general overview of the evolution of the public administration, content and substance of public policy and policy analysis aimed at redefining the boundaries of public administration systems in the new era.

Prof. David Nachmias/ Dr. Liza Ireni-Saban

Directed Studies (for students in the M.A. with Thesis program only)

Lauder faculty

Courses in the Program in Diplomacy and Conflict Studies

24024 International Mediation

Lesley Terris

This course surveys and analyzes the practice and theory of mediation in international politics. The course is built on two levels of discussion. On the theoretical level, the course surveys and analyzes different approaches to the study of mediation within the wider scope of negotiation and bargaining theories, including historical approaches, game theory, and psychological and cultural approaches. Substantial attention is devoted to issues of mediator roles and styles, trust issues, and power concerns. On the practical level, the course seeks to encourage rigorous analysis of mediation and assessment of the applicability of the concepts learned to historical and current mediation cases through readings, exercises, and role-plays.

Paper

24025 War, Peace and Strategic Aspects of International Relations

Amnon Sella

The course investigates the principal theories relating to war and peace, from ancient times to the present. The material addresses a number of key questions as to the causes of war as well as the use of force in international relations, efforts to regulate or limit the outbreak and conduct of war, the changing nature of armed conflict – "the new wars" and the future of war and peace. The course will also provide insights into the relationship between theories of war and the experience of our time.

Exam

24013 On Deterrence

Prof. Uzi Arad

The course aims to provide the student with broad and in-depth knowledge regarding the theoretical and practical aspects of nuclear deterrence. The course intends to provide tools for critically examining various doctrines of deterrence while analyzing the element of deterrence as a component of decision-making and policy planning.

Paper

24022 Psychological and Cultural Aspects of Conflict Management

Prof. Daniel Bar-Tal

Covers deeply rooted intractable or protracted cultural, social and psychological factors in dealing with conflict. Attitudes around core issues of identity, ethnicity, religion, and nationalism and their impact on conflict management will be examined.

Paper

24023 Law and International Conflict

Prof. Nathan Lerner

The role of international law, the ICC and other international bodies with regard to intervention in international conflicts, from sanctions to military intervention, today.

Exam: 80% Paper: 20%

24020 International Intervention and Peacekeeping

Dr. Isaac Kfir

The course explores the growing discipline of peacekeeping, peace enforcing and peace-building, as well as changes and problems encountered by peacekeepers as the endeavor to fulfill their mandate.

Paper

24021 Public Diplomacy**Dr. Ben Mor**

This course looks at the influence of public opinion and the communications revolution on the practice of contemporary diplomacy, its role in the grand strategy of states, and its impact on rhetorical bargaining and ideological conflicts in international relations.

Exam**Courses in the Program in Counter-Terrorism and Homeland Security Studies****24032 Terrorism Fundraising****Dr. Eitan Azani**

The course will deal with issue of terrorism financing of global jihad on three levels: the nature of the threat and financing sources, the phenomenon of terrorist financing according to region, and the campaign of the international community against terrorism financing. The first part of the course will deal with the systematical nature and significance of the threat of terrorism financing; in this section a general model will be presented to clarify the ways and methods of the financing. This section will also deal with the role and characteristics of the activities of state sponsors/financers of terrorism, with an emphasis on Iran, Syria and Saudi Arabia. In the second part of the course we will discuss the particularized character of financing terrorism, focusing on specific regions (such as Asia, Europe, America and Africa) and the modus operandi of the financing bodies along with the behavior and position of the terrorist organizations in the campaign. The global Daa'wa infrastructure will be emphasized as a means used to advance the enlistment of finances to terrorist organizations on the one hand, and for legitimate purposes on the other. The third part of the course will deal with the developments in the international campaign against terrorism financing around the globe, led by the U.N. In this section we will do a case study comparison of the American campaign against terrorism financing vs. the European campaign.

Exam**24033 Ideology of Modern Terrorism & Guerrilla Warfare****Dr. Jonathan Fine**

The ideology of modern organized violence is deeply rooted in European political thought since the French Revolution. This course will focus on the different methods and thoughts of the major master minds who advocated the use of modern terrorism and guerrilla warfare in the framework of three major phases: The classic era (from the French Revolution to the end of World War I), the Modern Era (from the end of World War II until our times), and the Post Modern Era (from our times to what lays ahead). A Special emphasis will be placed on the transition from secular oriented terrorism to religious oriented terrorism, underlining its unique implications after the Islamic revolution in Iran and the emergence of the "*Afghan Alumni*".

Paper

24030 Negotiation with Terrorists

Adv. Lior Lotan

Hostage taking was, and still is, a common practice of terror organizations. Nevertheless, the evolving nature of extortion events varying in different types and magnitudes – from the instrumental approach (70' – 80') to expressive behavior (90' – today) – combined with the development of operational modes to negotiate with terrorists and the emerging scholarly work examined its various aspects, makes terrorists' practice of extortion one of the most dynamic and fascinating themes within the context of Homeland Security Studies. The unique nature of this course, delivered by two professionals with academic backgrounds, aims to present the participants with the cutting-edge analysis frameworks as well as case-studies in order to create a vivid and interactive learning experience.

Paper

24029 Post-Modern Terrorism – CBRN

Dr. Ely Karmon

The course will examine the history of chemical and biological warfare in modern times and analyze the incidents of non-conventional (Weapons of Mass Destruction – WMD) terrorism since the 1960s. Some major case-studies will be analyzed in depth: the activities of the Japanese Aum Shinrikyo cult; the biological attack by the Rajneshee cult in the US; the anthrax attack of October 2001 in the US; Palestinian attempts of chemical and biological terrorism. The course will also examine the various policies and doctrines for preparedness and response to chemical, radiological, nuclear, and biological terrorist attacks.

Exam.

24026 Issues in National Security

Dr. Ben Mor

This course presents several theoretical approaches to the study of national security such as rational-choice and game theory, grand strategy, the psychology of decision-making, securitization, and constructivism, and applies them to a variety of events and issues in the Arab-Israeli conflict, Europe in the 20th century, the Cold War, and the post-Cold War system.

Exam

24028 Counter-Terrorism Issues and Challenges for Homeland Security

Dr. Bruce Hoffman and Dr. Boaz Ganor

This course examines the nexus of terrorism, counterterrorism and homeland security. It is intended to acquaint students with the dynamics, policy options, and challenges involved in countering terrorism and defending the home land and by doing so to establish a solid foundation upon which further expertise can be built.

The course considers a wide range of questions in order to provide students with a deeper understanding of the how terrorism can best be fought, pre-empted and prevented and, should attack(s) occur how effective response, recovery, and remediation efforts can be implemented. Among the questions it examines are: How has terrorism changed and evolved over time and what are the contemporary implications of these changes? What accounts for the success or failure of government counterterrorist/homeland security

efforts? What are the essential components of an effective counterterrorist strategy and homeland defense? Specifically, the course will assess and analyze the application of various government terrorism countermeasures and homeland security initiatives and the challenges governments at federal and local level face in crafting a response to this threat. An added feature of the class is the viewing of videos to enhance student understanding of terrorism and how to counter it by hearing directly from the terrorists themselves and those charged with fighting them. To that end, the class will view and discuss such landmark films as “The Battle of Algiers” as well as various award-winning documentaries as appropriate.

24031 Psychological Aspects of Terrorism

Prof. Ariel Merari

The academic discipline of psychology specializes in understanding human behavior and the factors which influence it. As terrorism is a (destructive) form of human behavior, psychology can make a significant contribution towards a better comprehension of terrorist behavior, its effects, and ways of coping with it. The course will present psychological theories and claims concerning terrorist personality, motivation, and behavior, as well as on the effects of terrorism, weighing them against the accumulating empirical evidence, while distinguishing between speculative and empirically substantiated assertions. Implications concerning policies designed to cope with terrorism will also be discussed.

Exam

24027 Democratic Dilemma of Counter-Terrorism

Adv. Daniel Reisner

Democratic countries, faced with the constantly developing threat of local, international and global terrorism, increasingly face operational, moral and legal dilemmas when required to balance between the appropriate response to terror threats and the moral and legal principles upon which the modern democratic states are founded.

This reality, coupled with enhanced media reporting and a greater international willingness to initiate post-conflict judicial proceedings, has forced countries facing terror attacks to walk an ever narrower line between legitimacy and illegitimacy in their counter-terror response.

The course will attempt to map the various factors and processes relevant to this field, through an in-depth comparative analysis, primarily from the legal perspective, of the counter-terror policy and operational practice of Israel, the US and the UK, both before and after the new millennium.

Paper

Other Courses:

24017 Negotiation Workshop

Prof. Jacob Bercovitch

This workshop introduces various negotiation and mediation tactics and techniques and demonstrates their application to international relations and comparative politics. It also assesses the pros and cons of using each technique and discusses the effectiveness of

negotiation and mediation techniques and the factors contributing to their success or failure.

24036 The Rise of Modern Political Religious Violence

Dr. Jonathan Fine

Political religious violence is not a new phenomena in human history, but it seems that religious motivated violence has been enjoying an impressive reappearance during the last quarter of the 20th century and the beginning of the 21st. This contemporary political trend is led by various fundamental groups in all major religions, who pursue a consistent social - political agenda which in most cases is extremely violent. If it was the *Kach* movement or the Jewish Underground in the Israeli case, the Anti - Abortionist movement in the US, or radical Islamist groups such as Al Qaeda, one thing seems quite clear: without a better understanding as to the role religion plays in contemporary international politics, both counter - terrorist and conflict resolution experts, will find it very hard to understand and act accordingly.

This course will be divided in three parts: The historical perspective, theory, and the analysis of actual case studies. Firstly, the class will analyze the textual origins of *Holy War* in Judaism, Christianity, and Islam ¹, Secondly, it will focus on different methodological theories that deal with religious violence, and thirdly, it will show how religious sources are interpreted and used by modern fundamental political movements. Special attention will be devoted to the impact of religious leadership and authority on the Masses, while pointing out the differences and similarities between different existing movements, may they be Jewish, Christian, or Muslim.

Paper

24037 International Political Economy

Dr. Yair MacClanahan Shophet

This course provides a historical overview of the principle theories that have characterised the world of political economics from Medieval times until today, while touching on the effects these theories have had on the economic welfare of the world population. Firstly we will look at Mercantilism, Liberalism (Smith and Ricardo) and Marxism, followed by the writings of Jevons, Hobsbawm, Keynes and Jessop. We will then turn to the rise and development of the Social Welfare State (Esping Andersen and Offe). The course will end with an analysis of Dependency Perspectives, the economic aspects of Post Modernity, Neo-Liberalism (Von Mises and Friedman), as well as Feminist Economics.

Exam

Schedule of Classes

First semester*

October 14, 2007-January 11, 2008

Day Hour	Monday	Thursday	Friday
08:30-10:00			Terrorism and Counter-Terrorism Dr. Boaz Ganor (room L201)
10:30-12:00			International Mediation Lesley Terris (room L204)
12:15-13:45			Research Methods Prof. David Nachmias & Dr. Asaf Matstkin (room L201)
14:00-15:30		Political Leadership in the Middle East Prof. Emmanuel Sivan (room A206)	
15:45-17:15	English** Dr. Isabel Berman (room L105)	The Political System of Israel Prof. David Nachmias (room A206)	
17:45-19:15	Research Methods (B.A.) Dr. Maoz Rosenthal (room C109 Efi Arazi) 17:45 - 20:15	Theories and Approaches to Politics Dr. Hani Zubida (room A206)	
19:30-21:00	_____	Workshop in Decision Making Prof. Alex Mintz (room A206+labs: A107, A319)	

* All other M.A. courses at IDC may be taken as electives with approval of the head of specialization/student's thesis advisor.

** Required for those who did not pass the English proficiency test

Schedule of Classes

Second semester*

February 17, 2008-June 6, 2008

Day Hour	Sunday	Thursday	Friday
08:30-10:00			On Deterrence Prof. Uzi Arad (room A111)
10:30-12:00			Psychological and Cultural Aspects of Conflict Management Prof. Daniel Bar-Tal (room CL03 Efi Arazi)
12:15-13:45		M.A. Seminar (6-7 meetings) Dr. Hani Zubida (room L101) (12:00-13:30)	Law and International Conflict Prof. Nathan Lerner (room A111)
14:00-15:30		War, Peace and Strategic Aspects of IR Prof. Amnon Sella (room L103)	Negotiation with Terrorists – Workshop Adv. Lior Lotan (room A111)
15:45-17:15		Diplomacy and Conflict in the Era of Globalization Prof. Galia Golan (room L103)	Democratic Dilemma of Counter-Terrorism Adv. Daniel Reisner (room CL03 Efi Arazi)
17:45-19:15	Beginning Arabic Ms. Aliza Raviv (room L104) 18:45-20:15	Terrorism Fundraising Dr. Eitan Azani (room L103)	The Rise of Modern Political Religious Violence Dr. Jonathan Fine (room A111)
19:30-21:00		Ideology of Modern Terrorism & Guerrilla Warfare Dr. Jonathan Fine (room L103)	International Intervention & Peacekeeping Dr. Isaac Kfir (room A111)

○ All other M.A. courses at IDC may be taken as electives with approval of the head of specialization/student's thesis advisor.

Schedule of Classes

Summer semester

June 22, 2008-August 1, 2008

Day Hour	Sunday		Monday		Thursday	Friday
08:30-10:00						Public Diplomacy Dr. Ben Mor (room L203)
10:30-12:00						Counter-Terrorism Issues and Challenges for Homeland Security Prof. Bruce Hoffman & Dr. Boaz Ganor (room A111)
12:15-13:45						
14:00-15:30	Negotiation Workshop Prof. Jacob Bercovitch (room L203)	Public Administration & Policy Prof. David Nachmias (room L204)	Negotiation Workshop Prof. Jacob Bercovitch (room L203)	Public Administration & Policy Prof. David Nachmias (room L204)	U.S Foreign Policy in the Middle East Prof. Daniel Kurtzer (room L203)	
15:45-17:15	Psychological Aspects of Terrorism Prof. Ariel Merari (room L203)	the Arab-Israeli Conflict in the International Arena Prof. Galia Golan (room L204)	Psychological Aspects of Terrorism Prof. Ariel Merari (room L203)	the Arab-Israeli Conflict in the International Arena Prof. Galia Golan (room L204)		
17:45-19:15	Conflict Analysis and Resolution Prof. Jacob Bercovitch (room L203)		Public Administration & Policy Liza Ireni-Saban (room L203)	Post-Modern Terrorism – CBRN Dr. Ely Karmon (room L204)	Issues in National Security Dr. Ben Mor (room L203)	
19:30-21:00						

*"Beginning Arabic" course, with Ms. Aliza Raviv is offered on Tuesdays and Wednesdays from 17:30-19:00, room A207

Schedule of Exams

Semester	Course code	Course name	Day	Date	Time
First	24004	Workshop in Decision Making	Thursday	January 17	16:00
First	24034	Research Methods (B.A.)	Monday	January 21	16:00
First	24012	Political Leadership in the Middle East	Friday	January 25	09:00
First	24007	The Political System of Israel	Thursday	January 31	16:00
First	24024	International Mediation	Wednesday	February 6	16:00

Schedule of Exams

Semester	Course code	Course name	Day	Date	Time
Moed Bet					
First	24004	Workshop in Decision Making	Sunday	February 10	16:00
First	24034	Research Methods (B.A.)	Tuesday	February 12	16:00
First	24012	Political Leadership in the Middle East	Thursday	February 14	16:00
First	24007	The Political System of Israel	Sunday	February 17	18:00
First	24024	International Mediation	Wednesday	February 20	18:00

Schedule of Exams

Semester	Course code	Course name	Day	Date	Time
Second	24025	War, Peace and Strategic Aspects of International Relations	Tuesday	June 10	16:00
Second	24032	Terrorism Fundraising	Sunday	June 15	16:00
Second	24023	Law and International Conflict	Friday	June 20	09:00
Second	24037	International Political Economy	Wednesday	June 25	16:00
Second	24040	Beginning Arabic	Wednesday	July 2	16:00

Schedule of Exams

Semester	Course code	Course name	Day	Date	Time
Moed Bet					
Second	24025	War, Peace and Strategic Aspects of International Relations	Wednesday	July 9	16:00
Second	24032	Terrorism Fundraising	Tuesday	July 15	16:00
Second	24023	Law and International Conflict	Tuesday	July 22	16:00
Second	24037	International Political Economy	Sunday	August 3	16:00
Second	24040	Beginning Arabic	Tuesday	August 5	16:00

On-Line Registration for Courses at the IDC Website

1. General

The IDC is operating an advanced on-line registration system for various courses. The students can register for courses from their home, work or on computers available in the library or laboratories on campus.

⇒ **The Registration Process:** The online registration period for the 1st semester will start on Sunday, Oct. 14, 2007, and last until Sunday, Oct. 21, 2007, at 6:00am).

- Accessing the registration system is as follows:

Day	Date	Hours	Comment
Sunday - Thursday	Oct. 14-18, 2007	6.00pm – 6.00am (The next morning)	
Friday-Saturday	Oct. 19-20, 2007	6.00am-8:00pm	No registration
Saturday	Oct. 20, 2007	8.00pm – 6.00am (The next morning)	
Sunday	Oct. 21, 2007	Until 6:00am	

- The Registration hours will be shown at "My IDC" starting Sunday Oct. 14, 2007.
- Important messages regarding the registration process will appear on the main screen of the registration site and not on the IDC homepage.
- **Notification of rejection of registration:** in case of rejection of registration for a course, the system will provide details and reasons for the rejection on the screen.

2. Access to and Operation of the System

- Access to the registration site is through the Interdisciplinary Center Herzliya site: www.idc.ac.il. Access is accomplished by clicking on the menu Services ⇒ My IDC ⇒ Registration. Students wishing to renew their password can do so directly on the site. A student that has forgotten his/her password must **identify himself/herself personally** (with an

appropriate ID) to the support team at the Help Desk on Sunday- Thursday from 8:00-20:00, Friday from 8:00-12:00.

3. **Rules for Course Registration**

- Registration for courses through the Internet should follow each student's study program, and subject to the credits each student is required to have in accordance with:
 - * The study program listed in the Student Handbook, according to the specific track.
 - * The specialization
- In the following instances students will not be eligible to register for courses:
 - * The course is full.
 - * The course clashes with other courses on the student's course schedule.
 - * The student does not meet the course's prerequisites.
 - * The student has already registered for the course and received a passing grade or an exemption.
 - * The student owes tuition for the previous year.
 - * Over-placement, exceeding the credits required.
 - * Exam Schedule: In case of a conflict between examinations, the system will allow registration, but the student is in fact **renouncing one exam session**. (It is recommended to print the mandatory courses' exam dates prior to enrolling in electives).

4. **Making Changes**

- Cancellation of registration for a course will be possible at every stage of the registration week. For your information, immediately after cancellation and deletion of the course from your course schedule, the system will save your place in the course for 10 minutes only. This is so that should you regret the cancellation and wish to re-register for the course you may do so immediately. After these 10 minutes your place in the course will **no longer** be saved, and will be available to others registering for the course.

5. **Official Course Schedule**

At the end of the registration period, the student is requested to print his/her updated official course schedule for the 2007/8 academic year in accordance with the enrollment on the internet. Please note: This official course schedule will be the binding schedule for the 2007/8 academic year,

Athletics Program

1. Sports activities at IDC Herzliya are managed and organized by the IDC Herzliya Athletics Department. The department is responsible for the teams that represent IDC Herzliya, various sports activities and a number of student clubs.
2. Athletic Activities at IDC Herzliya:
 - a. Basketball and mini-soccer tournaments
 - b. IDC Herzliya President Uriel Reichman Chess Tournament
 - c. Prof. Ehud Sprinzak z"l Tennis Tournament
 - d. Campus Sports Day (part of Student Day)
 - e. IDC Herzliya Athletics Banquet
 - f. IDC Herzliya dance troupe
3. Athletic Activities in which IDC Herzliya competes:
 - a. Academic Sports Association (ASA) Championships for Amateurs (November, December and January)
 - b. ASA Winter Games in Eilat (February and March)
 - c. ASA International Championships (May)
4. Activities in which IDC Herzliya teams compete:
 - a. Swimming – annual competition at the ASA International Championships
 - b. Water Polo – annual tournament that is part of the ASA International Championships
 - c. Men's Mini-Soccer – three tournaments: the ASA Winter Games, the ASA Beach Mini-Soccer tournament and the ASA International Championships
 - d. Women's Mini-Soccer – three tournaments: the ASA Winter Games, the ASA Beach Mini-Soccer tournament and the ASA International Championships
 - e. Men's Basketball – three tournaments: ASA Winter Games for Amateurs, ASA Street Ball competition and the ASA International Championships
 - f. Women's Basketball – three tournaments: ASA Winter Games for Amateurs, ASA Street Ball competition and the ASA International Championships

- g. Volleyball – four tournaments: ASA Winter Games in Eilat, beach volleyball at the ASA Championship, Beach Volleyball Tournament in Herzliya and the volleyball competition at the ASA International Championship
- h. Chess – two competitions: Uriel Reichman Chess Tournament and the ASA International Championships
- i. Cross Country – two competitions: Amitzur Shapira Race and the ASA International Athletic Games
- j. Field Navigation – two competitions: annual competition at the ASA International Championships and the navigation association's competition
- k. Sailing – annual competition that is part of the ASA Championships
- l. Crew – annual competition that is part of the ASA Championships
- m. Kayaking – annual competition that is part of the ASA Championships
- n. Windsurfing – annual competition that is part of the ASA Championships
- o. Judo – annual ASA competition that is organized by the Judo Association
- p. Tae kwon do – annual competition that is part of the ASA Championships
- q. Karate – annual competition that is part of the ASA International Championships
- r. Shooting – annual competition that is part of the ASA Championships
- s. Bowling – annual competition that is part of the ASA Championships
- t. Bicycling – annual competition that is part of the ASA International Championships
- u. Tennis – two tournaments: ASA International Championships and ASA Championships in Eilat
- v. Table Tennis – annual competition that is part of the ASA International Championships
- w. Squash – annual competition that is part of the ASA International Championships

5. Sports Clubs

- a. Swimming (men and women)
- b. Mini-Soccer (men)
- c. Basketball (men and women)
- d. Chess (men and women)
- e. Field Navigation (men and women)

Students may earn elective credits equivalent to two semester hours for participating in a sports club. To receive credits, the club's coach must confirm that the student participated for two full academic years and fulfilled the club's requirements. Students

may participate in more than one club if there is space, but they may not earn more than two semester hours of credits for sports activities throughout their studies at IDC Herzliya.

A student with an injury is still required to attend practice and must provide a doctor's note in writing that details any restrictions on the student's activity. A student who is unable to fulfill the attendance requirements of participating in a sports club due to an injury or other justified reason may make arrangements with the coach or the IDC Herzliya Athletics Department to make up the requirements the following year.

Students will receive a grade of pass or fail (and the grade will be included on their transcripts). Students who excel in the sports clubs and other suitable athletes will be invited to join the teams which represent IDC Herzliya in competitions.

Outstanding athletes will receive two semester hours of credit if they are active members of teams that represent IDC Herzliya for at least two years.

6. Registration

Students interested in participating in the sports clubs can apply to do so through the Student Administration or the IDC Herzliya Athletics Department, in accordance with information publicized prior to the start of the academic year. **Students cannot register to participate in the sports clubs via the website to register for courses.** Students can participate in more than one sports club during their studies at IDC Herzliya. The number of spaces in the clubs is limited. The Athletics Department reserves the right not to operate a club if a sufficient number of students does not register for it. Acceptance to the clubs is dependant on the results of an admissions test that the coach gives. The time and location of the admissions tests will be publicized separately.

7. Insurance

A qualified physician or sports medicine institute must confirm that a student is physically fit to participate in a sports club and supply written documentation of this. Without this documentation, students may not participate, even if they pass the coach's admissions test. The Athletics Department will provide insurance for students who submit this documentation.

Marc Rich Library

The Marc Rich Library, a core element and integral part of learning and research at IDC Herzliya, is a dynamic and constantly evolving entity. The library provides a sophisticated, comfortable and beautiful study environment. Designed to meet the needs of an academic institution in the twenty-first century, the library's catalog system is computerized and is programmed to allow users to navigate the library's constantly growing collection of books, periodicals and electronic sources with ease. Students and staff members have access to the campus' computer network, specialized online databases and the internet, including the catalogs of university libraries in Israel and abroad.

Students can access the library's catalogue system and other services from any computer via the internet. The Marc Rich Library's website is: www.idc.ac.il/library

The library staff includes professional librarians and information specialists trained to assist students in their studies and provide guidance in navigating the library's computerized catalog system and searching databases. For more in-depth, time-consuming searches, students must make an appointment in advance for a computer and/or library assistance. The staff will be happy to help to help you at any time.

Please read the Library Regulations carefully. The regulations outline procedures governing library use. Please note that strict observance of the Library Regulations ensures that all users can fully enjoy the library's services.

Library Hours:

- * Sunday –Thursday 8:30 AM – 9 PM
- * Friday 8 AM – 1 PM
- * Saturday Closed

On the eve of holidays and vacations, an announcement will be posted on the library bulletin board and website to announce any changes in the library's hours.

Library Regulations

1. Borrowing and return procedures

- * Borrowing privileges are granted to students, alumni who sign up for library membership, and the academic and administrative staff. The student identification card serves as a library card as well.

Borrowing privileges are personal and non-transferable.

- * Up to three books and two CDs may be borrowed at the same time.
- * Books and other library material taken out must be returned on the due date by 5 PM on Sunday – Thursday, and 12 noon on Friday. The student is responsible for knowing the due date, which can be verified via the library website or at the library desk, and ensuring borrowed material is returned on time. The due date is the one listed in the computer!
- * Library material marked with red tape – journals, reference books, dictionaries, compilations of legislation and judicial rulings, binders and series – cannot be checked out of the library and only can be used on library premises.

Reserved textbooks marked with red tape may be checked out on weekday evenings at 9 PM and must be returned by 9 AM the following morning; they may be checked out for the weekend on Friday at 12:30 PM and must be returned by 9 AM Sunday morning.

- * Lending time for books in high demand will be limited to one or two days.
- * The library management is at liberty to change the length of time a book can be borrowed, in accordance with instructors' requests or course requirements.
- * Students may extend the borrowing period of an item, on condition that no other student has requested the book.
- * **Readers must return books on time in order to avoid incurring a fine.**
- * Any delay in returning books or other borrowed library material will incur a fine.
- * Every day that the item is late, including Saturdays and holidays, will incur a fine. Fines are as follows:

Each day's delay in returning a regular book or other item	- NIS 10
Each <u>hour's</u> delay in returning a reserved book	- NIS 10

- * Fines will be doubled on books which another reader has requested.
- * Any reader who owes the library books or a fine will be barred from borrowing, reserving and extending the due date of books until the debt has been settled. Fines must be paid in the Tests and Assignments Distribution Room and the receipt presented at the library desk.
- * Fines are subject to change, at the discretion of the IDC Herzliya management.
- * Books also can be returned via the return box located at the library entrance. The purpose of the box is to improve service by allowing readers to return books quickly without having to go to the desk, and to return books when the library is closed.
- * Borrowers are responsible for the borrowed item until its return to the library.
- * In case of loss/damage to a book, the borrower must inform the library and replace it with an identical book or pay its value.
- * **The management has the right to take additional measures against students who do not pay fines or return books.**

2. Extending Due Dates

- * **The date material must be returned can be extended via:**
 - the library desk.
 - the library website, which can be accessed by any computer on- or off-campus equipped with internet access.

Please note, extensions cannot be given via telephone.
- * **A due date can not be extended in the following cases:**
 - a book is on reserve.
 - a book has been requested or reserved by another reader.
 - a book is overdue.

3. Requesting Books

- * **Books can be requested via:**
 - the library desk.
 - the library website, which can be accessed by any computer on- or off-campus equipped with internet access.

Please note, books cannot be requested via telephone.

- * A book only can be requested if all copies of it have been checked out. If there is an available copy of a book on the shelf, the computer will not record a request to reserve it.
- * A reader who has borrowed a book cannot request another copy of it.
- * Only one copy of a book can be requested.

Requested books can be picked up from the library desk between 5 PM and noon the following day or, on Fridays and the eve of holidays, an hour before the library closes.

If a reader does not pick up a requested book within this time period, his/her request for it is cancelled and the book will be made available to the next person on the waiting list.

The reader is responsible for checking the library website to find out if the book he or she requested has arrived at the library, though the library will send an email message to the reader when the book he/she requested is available.

4. Behavior

- * Library materials – It is forbidden to damage library material in any way.
- * Smoking, eating and drinking are forbidden anywhere on library premises.
- * Book-bags and plastic bags may not be brought into the reading halls. They must be stored in the cloakroom by the guard at the library entrance.
- * Telephones – All cellular phones must be turned off before entering the library.
- * The library is protected against theft by an electronic security system. Anyone who sets off the system's sensors, even by mistake, must present his/her bag for inspection.
- * Absolute silence must be maintained in the library so as not to disturb others.
- * Study groups only can work in the hall designated for groups.

Please Note!

- * Library computers are for studying use only. It is absolutely forbidden to introduce any changes into IDC Herzliya's website or create any personal or commercial webpages within the system.

Computer Labs

The IDC Herzliya computer labs have about 80 computers.

The computer labs are designed to allow students to prepare assignments for their courses, learn various computer programs, and print papers and assignments.

To use the computer labs' printing services, follow the instructions in the regulations below.

Every student at IDC Herzliya receives an email account. The attendant at the computer labs can provide assistance in using this account.

Computer Labs Hours:

Sunday through Thursday - 8 AM – 8 PM
Friday - 8 AM – 2 PM

On the eve of holidays and vacations, an announcement will be posted indicating any changes in the labs' hours.

Please note, an updated listing of the computer labs hours also appears on the IDC Herzliya website on the personal online center for the student.

Regulations Governing Computer Labs Use

A professional attendant is always present in the labs to help solve problems related to operation of the computers as well as provide basic assistance in the use of the various programs. Students are expected to follow the attendant's directions.

- * It is forbidden to bring food or drink of any kind into the computer labs.
- * Cellular phones must be turned off upon entering the labs.
- * Silence must be maintained in the computer labs.
- * The attendant is prohibited from assisting students in solving computer exercises they are given as a homework assignment. Students who do not know how to use a program can borrow the appropriate manual from the library or turn to their teaching assistants for assistance during their office hours.
- * To allow for more efficient usage, users should make sure they know their username and email password before they come to the labs.
- * The labs must be kept clean at all times.

- * Introducing changes into the IDC Herzliya website or creating any commercial webpages within it is strictly prohibited.
- * Changing, installing or downloading any of the software or hardware at the computer labs is strictly prohibited.

Computers in Lecture Halls

These computers may be used solely with the permission of and under the supervision of an instructor, a teaching assistant from the computer department, or a staff member. The use of computers for presentations during classes must be coordinated with the faculty administration after receiving the above-mentioned permission.

Internet Access

The computers in the computer labs and in the library can be used to access the internet and to work on.

Library Computers

There are 100 computers in the library for student use. They are intended to be used to access the databases that are only available in the library. These computers are connected to a printer to allow students to print out relevant information. Library computers may not be used for any other purpose. Should any difficulty arise while using them, the user should turn to a librarian at the desk for assistance. Please note that some of the databases can be used only with the help and under the supervision of a librarian.

Wireless Network

The IDC Herzliya campus is equipped with a wireless network, making it possible to connect to network resources and the internet. Laptops and PDAs equipped with wireless cards can access the network. A username and password, which are automatically provided the first time one accesses the wireless network, are required to use the wireless network. Users who encounter difficulty should contact the helpdesk for assistance. Use of the wireless network at the IDC Herzliya campus is contingent upon following the regulations which the user is asked to read and commit to observing upon requesting a username and password.

Printing Procedures

Students may print material at the labs and library only. Printing is done by means of a student debit card, a regular credit card or a copying/printing card, which can be purchased in the library copying room.

Do not touch the printers at any time. If there is a problem, please turn to the attendant.

Printing paper is supplied by the premises and there is no need to feed it into the printers. Printing on transparencies must be done with the attendant's permission and supervision.

Most printers at IDC Herzliya are black and white. There is a color printer in the library.

Dean of Student Affairs

The dean of student affairs deals with a wide spectrum of general and personal problems that students might encounter and takes every action within his power to resolve them. The following matters, among others, fall under the dean's jurisdiction:

1. Serves as the commissioner of student complaints in accordance with the Students' Rights Law of 2007;
2. Financial assistance and IDC Herzliya scholarships that are based on financial need;
3. Assisting students with learning disabilities and other special-needs groups;
4. Dealing with the Student Union in all non-academic matters in cooperation with the vice president for student affairs;
5. Addressing students' personal problems (other than academic problems, which are handled by the dean of the relevant school);
6. Approving requests to take exams during the third (make-up) exam period and for extensions for papers for personal reasons;
7. Providing academic recognition (in cooperation with the Deans' Forum) for community activity and involvement by IDC Herzliya students;
8. The Psychological Counseling Service and the Study Skills Center;
9. Assistance to students who perform reserve duty.
10. Responsible for the operation of a 24-hour emergency hotline to assist students in distress.

The dean of student affairs also serves as a commissioner of student complaints, receiving and addressing any complaints students may want to make regarding any aspect of IDC Herzliya.

The Dean of Student Affairs' Office can be contacted at telephone: 09-952-7257/21.

Commissioner of Student Complaints

This procedure is designed to guarantee that students are able to voice a formal complaint regarding incidents in which they believe they were not treated in accordance with the academic regulations, they were harmed in any way, their rights were violated, or they were not treated appropriately by IDC Herzliya's administrative and academic staff.

The dean of student affairs is the commissioner of student complaints at IDC Herzliya.

1. All IDC Herzliya students have the right to submit a complaint to the commissioner of student complaints and he is authorized to investigate these complaints.
2. The commissioner of student complaints will investigate and clarify all complaints he receives and then respond to the complainant.
3. The commissioner is authorized to pass on his recommendations regarding the complaint to any authorized body at IDC Herzliya.
4. The commissioner of student complaints will submit a report to the IDC Herzliya president once a year on his activities to clarify the complaints submitted that year.

Scholarships

1. IDC Herzliya provides merit based scholarships and scholarships for students in need
2. Students who have difficulty in covering tuition and related expenses can turn to IDC Herzliya's scholarship committee with a request for a scholarship.
3. First-year students will find scholarship application forms with the admissions application forms. Students already enrolled at IDC Herzliya can obtain scholarship application forms from the Dean of Student Affairs' Office or the Student Secretariat at the beginning of the academic year. All forms must be fully completed in accordance with the instructions they contain and returned by 3 PM on November 1, 2007, in order to be considered.
4. Applications must be submitted directly to the Dean of Student Affairs' Office and not to the Student Secretariat.

Applications that are submitted late or are missing information will be rejected automatically.
5. Applicants must be sure to provide all the required details and documentation.
6. The scholarship committee will inform students of its decisions at the beginning of the second semester.
7. Scholarships cover up to 25% of tuition (not including supplementary charges).
8. Students who cease their studies for any reason must return all scholarship funds they receive.
9. Students who receive scholarships must perform community service, as determined by the scholarship committee. Meeting this requirement is a prerequisite for submitting additional scholarship requests. The scholarship committee has the authority to demand that a student who does not fulfill this requirement return the scholarship funds.

Detailed information on scholarships can be found in the Hebrew version of the Tuition Regulations.

The Raphael Recanati International School grants Raphael Recanati Scholarships to students who are not Israeli citizens and whose families and support systems are abroad and to students who immigrated to Israel less than four years ago. These scholarships are awarded based on financial need. For information about the scholarships, how to apply for one and the deadline for submitting a scholarship application, please contact the Raphael Recanati International School's office.

Career Development Center

The Career Development Center (CDC) at IDC Herzliya aims to prepare students and alumni for the job market and provide them with the tools to find suitable employment both before and after they graduate. CDC serves as a bridge between the educational and the professional periods in the lives of IDC Herzliya students and alumni. The CDC provides a variety of counseling, placement and informational services to IDC Herzliya students and alumni to help them define and achieve their career goals.

All CDC services are provided free of charge to IDC Herzliya students and alumni, as well as to employers. CDC services include:

- **A frequently updated database** containing a variety of full-time, part-time and short-term job and internship offers in Israel in a number of professions, selected information on potential Israeli employers in specific fields, and computerized databases of companies. This can be found on the CDC website www.idc.ac.il/cdc
- **Individualized counseling** and guidance for students and alumni regarding selecting a fulfilling career path; exploring future employment opportunities; developing job-searching skills; identifying both internships that provide vital professional experience and suitable employment opportunities; and handling employment issues.
- **Workshops and lectures** on job-searching skills and tactics (including resume writing, preparing for job interviews and composing letters to potential employers); general career guidance and development; obtaining internships; and more.
- **Special events, lectures and meetings** which allow employers and jobseekers to meet and learn about one another.
- **A resource center** with literature on job-searching skills and tactics and career selection and development. (Some of this information is posted on the CDC's Hebrew website.)

The above services are available only to IDC Herzliya students and alumni and to potential employers.

Information about Career Development Center events and activities is publicized throughout the academic year.

To make an appointment, please contact:

Ms. Ruth Moran, Director	Tel.: 09-952-7256	Areas of expertise: Law and Communications
Ms. Hagit Bergman	Tel.: 09-952-7288	Area of expertise: Business Administration and Computer Science
Ms. Rachel Kadec	Tel.: 09-952-7250	Area of expertise: Government and International students

Email: career@idc.ac.il Website: www.idc.ac.il/career/eng Fax: 09-960-2773

Psychological Counseling Service

- * IDC Herzliya's Psychological Counseling Service is designed to promote the health and wellbeing of its students. It provides professional individual counseling services for scholastic and personal dilemmas, anxieties and distress – such as social problems, difficulties in concentrating, coping with anxiety in testing situations or personal conflicts and crises.
- * The Psychological Counseling Service provides treatment in one-on-one counseling sessions. If extended treatment is recommended, the student is referred to a suitable off-campus professional.
- * All information about students who request counseling and the treatment they receive is kept **completely confidential** and will not be released to any person or body within or outside IDC Herzliya, unless the student has special academic requests concerning his/her studies that must be shared with a third party or the student has signed a written authorization for release of information. Due to the nature of the Psychological Counseling Service, and in order to preserve the privacy of those availing themselves of its services, students interested in receiving counseling should make a personal appointment by phone: 09-952-7266.

Students with Learning Disabilities

IDC Herzliya does everything possible to help students with learning disabilities complete their studies successfully. To this end, it takes steps to identify such students quickly, to provide them with suitable testing conditions, and to help them develop their study skills by teaching them the main study strategies necessary for academic success.

Suitable Testing Conditions

IDC Herzliya makes it possible for students who have been diagnosed with learning disabilities to take exams in **suitable conditions**. The conditions are designed to minimize as much as possible the effect the learning disabilities have on students while taking an exam. This is done while maintaining the exam's **reliability and validity**. Therefore, the testing conditions that IDC Herzliya provides for students with learning disabilities are only adjusted in a way that **does not change the essential character of the exams, the scope of the material on the exams, or the essence of the exams' demands upon students** (for example, comprehension, applying knowledge, etc.). To obtain special testing conditions, students **must** submit an acceptable diagnosis of their condition to the Dean of Student Affairs' Office. The most common special testing conditions offered at IDC

Herzliya are: additional time to take the exam; permission to type the exam; permission to use a sheet of equations and a calculator during the exam; having the exam read aloud in English by a computer; and having writing mistakes disregarded when the exam is graded or evaluated.

In exceptional cases, students with learning disabilities will be permitted to dictate their exam answers to a third party. Students who receive permission to do so from the dean of student affairs will be charged for the expense of hiring a third party to take dictation.

Please note that students with learning disabilities who are found eligible to have exams read to them in English by a computer **must** complete a short exercise on how to use the computer program during a special 90-minute workshop. Participation in the workshop is **mandatory** for all students interested in **actually using** this special testing condition. **Students that do not participate in the workshop will forfeit their eligibility for special testing conditions.**

Submitting Diagnoses of Learning Disabilities

Acceptable Types of Diagnoses: The diagnostic reports submitted to document students' learning disabilities must be from a certified professional who has training specifically in diagnosing adults with learning disabilities or attention or concentration disorders. The diagnoses must be **recent**, meaning they **must not be more than five years old**. The only exceptions to this are students who were examined earlier and whose diagnoses state that they were found to have an unchanging, chronic condition (such as developmental dyslexia or ADD since childhood). The professional who conducts the examination must use the standard tools accepted in the field and report scores in accordance with the accepted scales. Finally, the diagnostic reports must include a clear clinical diagnosis and a reasonable explanation for recommending special testing conditions. IDC Herzliya does not have any obligation to accept the recommendations that appear on the diagnostic report, either in full or partially. Students who previously received special testing conditions at other academic institutions are requested to submit documentation of this as well. A psychologist will evaluate all diagnoses submitted to the Dean of Student Affairs' Office and determine if they are acceptable. Students who submit diagnoses that are not acceptable will be asked to undergo a new examination to diagnose their learning disabilities.

Dates for Submitting Diagnoses to the Dean of Student Affairs' Office: Students with learning disabilities are requested to submit diagnoses as soon as they begin their studies at IDC Herzliya, meaning at the **beginning of the preparatory courses** (if they participate in one) or at the **beginning of orientation week** (which takes place the week before the academic year begins). Students who are interested in receiving special testing conditions during their first semester of studies (for example, on quizzes, midterm exams in English,

etc.) can submit the diagnoses that they have during the first semester (until the deadline noted below). **The diagnoses must be submitted to Shir Peer in the Dean of Student Affairs' Office (tel. 09-952-7221).**

Deadline for Submitting Diagnoses to the Dean of Student Affairs' Office: In order to guarantee special testing conditions to all students who need them, diagnoses will be accepted **throughout the fall semester until five weeks before it ends** and **throughout the spring semester until five weeks before it ends**. Diagnoses that are submitted after these dates will be evaluated during the following semester.

Students not Previously Diagnosed with Learning Disabilities: Students who are interested in being examined for the first time to determine if they have learning disabilities are requested to contact the Dean of Student Affairs' Office in order to receive a referral to a professional recognized by IDC Herzliya.

Alumni Association

Alumni of IDC Herzliya's first graduating class, together with IDC Herzliya's administration, founded the Alumni Association. The Alumni Association seeks to establish an ongoing relationship among graduates that will assist them in the course of their careers in Israel and around the world. The association also seeks to strengthen the ties between graduates and IDC Herzliya; to enhance IDC Herzliya's stature in the eyes of the public in Israel; and to contribute to the community and society as a whole. The association holds a variety of social and professional activities designed to cultivate an alumni community and encourage professional and personal relationships between graduates active in various sectors.

For additional information:

Alumni Association Director Adi Olmert, Adv.: tel.: 09-952-7249, email: alumni@idc.ac.il

The Alumni Association website: www.idc.ac.il/alumni/eng

Student Union

The Student Union at IDC Herzliya is an apolitical organization. Each class elects representatives to the Student Union annually in secret-ballot elections. The Student Union chairperson is chosen by the entire student body in a direct secret-ballot election each year. It is a registered non-profit organization whose budget comes from the dues which students pay.

The Student Union acts on students' behalf on a number of levels:

Academic Advancement: The Student Union cooperates on an ongoing basis with campus institutions handling student affairs and strives for continual development and improvement in this arena. One of the Student Union's main goals is to improve the status of students in Israel in general and at IDC Herzliya in particular. To advance this cause, the Student Union established a working group that drafted a bill mandating the equal distribution of government funding to all students in Israel instead of only to authorized academic institutions so student populations in all institutions of higher education would have equal access to assistance. The Knesset passed this bill and, as a result of the new law, students at IDC Herzliya are eligible for the same tuition assistance as other Israeli students.

Courses and Workshops: The Student Union offers enrichment courses designed especially for IDC Herzliya students, such as financial intelligence, the capital market, natural and alternative medicine, foreign languages, and first aid. It also organized lectures on social and economic issues. In addition, it launched preparatory courses for exams designed to help students prepare for exams more efficiently and comfortably.

Scholarships: The Student Union raises funds every year for various types of scholarships. The scholarships are awarded for academic excellence, community service, and financial need. It already has distributed scholarships sponsored by ISTA, Leumi Card, the bar association, and the Arye Gur foundation, among others.

Sports: The Student Union, in cooperation with the IDC Herzliya administration, fields a number of competitive sports teams such as men's and women's basketball, mini-soccer, swimming and judo, as well as a debating club. The teams compete with other colleges and universities in various tournaments.

Community Service: The Student Union strives to help and contribute to society and the community by organizing, initiating and encouraging various volunteer activities such as legal assistance to those in financial distress, blood donation drives, and the collection of

food, clothing and other necessities for the needy, and tutoring programs, among other activities.

Culture: The Student Union seeks to enrich the cultural life of the campus by managing the IDC Herzliya band; organizing social activities such as parties, fairs, discounted trips for students and their friends; organizing clubs for 4X4 and bicycle excursions; selling discounted tickets to concerts, plays and cultural events; and producing the Student Day festival.

IDF Reserve Duty: The Student Union assists students who perform reserve duty in the IDF during the academic year by providing them with private tutorials, cards to use in photocopying machines so they can photocopy course material they missed, assisting them in solving academic disputes with lecturers, and more.

Green Campus: The Student Union has launched a number of environmental initiatives on campus, including placing recycling bins on campus and increasing awareness among students. Funds raised from recycling bottles will go towards scholarships for students.

IDC Herzliya Customers' Club: This club was launched as a joint initiative of the Student Union, Alumni Association and administration in order to create an organization that would provide its members with special discounts on various services and goods.

Additional Services: The Student Union also provides services such as reduced prices on ink for computer printers, disks on key, and binding papers, binders with exams, and anything else that will make the academic year easier for students.

The Student Union's goal is **to provide services to students and to improve the lot of students** in all areas connected directly and indirectly to their studies. Accordingly, the union is happy to respond to any request from students and to take all actions possible to advance the interests of those studying at IDC Herzliya. The union's internet site includes comprehensive study material from all previous years, a database of exams and answers, an exam file, announcements about its activities, and a bulletin board for barterers, among other information.

The address of the Student Union internet site is: www.idc.zahav.net.il
Student Union representatives can be contacted by telephone (09-956-8398) or by email (aguda.office@idc.ac.il).

Students' Rights Law – 2007

Part I: Explanations

Definitions

1. In this law:

“Student union” is defined as the body elected by the students in accordance with the procedures described in Part IV.

“The Council for Higher Education” refers to the Israeli Council for Higher Education which is defined in the Council for Higher Education Law – 1958² (hereinafter referred to as the Council for Higher Education Law).

“Institution” refers to any one of the following:

- A. An institution which is accredited in accordance with clause 9 of the Council for Higher Education Law;
- B. An institution which has received a permit in accordance with clause 21a of the Council for Higher Education Law;
- C. An institution which grants degrees that are accredited in accordance with clause 28a of the Council for Higher Education Law;
- D. An institution which has received a license in accordance with clauses 25c and 25d of the Council for Higher Education Law or a temporary license in accordance with clause 25i of the Council for Higher Education Law;
- E. An institution for training engineers and technicians which is under the jurisdiction of the Ministry of Industry, Trade and Labor;
- F. An institution for training educational personnel in Israel; and
- G. An academic preparatory program at one of the institutions listed in clauses A-F.

“Applicant” refers to an applicant to study at an institution.

“Student” refers to a student at an institution.

² Israel Code 1958, p. 191. (Hebrew)

“Application for studies” refers to an applicant’s formal request to be accepted to study at an institution.

“The minister” refers to the minister of education.

Part II: Basic Principles

Goal

2. The goal of this law is to set out the principles regarding the right of the Israeli citizen and the Israeli resident to have access to higher education and the principles regarding the rights of the student out of recognition for Israeli society’s commitment to these rights and to equality of opportunity in higher education.

The Right to Higher Education

3. All Israeli citizens and residents have the right to an equal opportunity to be accepted to study at an institution in order to obtain a higher education and a post-high-school education, in accordance with this law.

Ban on Discrimination

4. A. An institution will not discriminate against applicants or students due to their ethnicity, country of origin, parents’ country of origin, socioeconomic status, religion, nationality, sex or place of residence in all of the following:

- (1) Application and admission to study at the institution;
- (2) Admission to fields of study; and
- (3) Admission to special study tracks.

B. The existence of separate institutions or programs of study for men and women for religious reasons will not be considered discrimination under clause 4A. The existence of special, separate study tracks to advance specific sectors of the population and easier admissions standards in accordance with clause 9B will not be considered discrimination under clause 4A.

C. Application forms for academic programs will not require applicants to provide information regarding their country of origin, parents’ country of origin, religion or nationality. This clause does not intend to prevent requests for this information on a separate form, with the applicants’ consent, and on applications to programs for men and women that are operated separately for religious reasons, applications to separate study tracks to advance specific sectors of the population, or in the case of easier admissions standards in accordance with clause 9B.

Freedom of Expression for Students

5. Without prejudice to the rights granted by law, all students have the right to express their opinions, positions and worldview regarding the content of the study material and the values conveyed in it. This clause does not limit an institution's right to organize the process of expressing one's opinions, positions or worldviews in order to guarantee the proper functioning of the educational process.

Freedom of Organization for Students

6. All students have the right to organize and demonstrate over any topic or issue, including issues related to students and their rights, in accordance with the rules that each institution sets in its regulations.

Realization of Rights

7. An institution will not prevent an applicant or student from realizing the rights described in parts II-V of this law.

Publication of the Provisions of the Law

8. A. An institution will publicize the provisions of this law at the beginning of the academic year on its website (if it has one), in its yearbook or handbook, and on bulletin boards in a central location at the institution's facility.

B. The head of an institution will bring the gist of this law to the attention of all of the institution's faculty members and administrative staff in writing at the beginning of each academic year.

Part III: Applying for Studies, Acceptance to Institutions and Provisions Regarding Studies

Admission Criteria

9. A. The admission criteria an institution sets will not discriminate against applicants and will be based on standards that the institution sets for different areas of study and academic tracks. The provisions of this clause are not intended to impinge upon the provisions of the Council for Higher Education Law.

B. Despite what is written above in clause 9A, an institution has the authority to ease admission standards in order to facilitate access to higher education for applicants from certain sectors of the population, including from certain socioeconomic groups.

Application Fee

10. There will be a fee for applying to study. It will be a uniform fee that will not exceed NIS 350. The amount mentioned in this clause will be linked to the consumer price index that the Central Bureau of Statistics publishes regularly at times the minister will set in regulations and will be publicized by the institutions.

Provision of Information by the Applicant

11. A. An applicant to an institution will act in accordance with the institution's requests and provide it with all documents and other information required for the institution's application and admissions process, in accordance with the provisions of clause 4C.

B. An institution will not make any use of the documents and information mentioned above in clause 11A other than that needed for the admissions process of the applicant or another use which has been approved by the applicant.

Right to Choose a Field of Studies

12. Applicants have the right to choose the field of studies in which they enroll, based on their personal inclinations and interests. They will not have to face restrictions and admission criteria that violate the provisions of this law.

Student Card

13. An institution or a student union acting on its behalf will issue a student card (hereinafter a student card) to each student at the institution. The student card will serve as the student's identity card for realizing his or her rights in accordance with this law.

Scholarships

14. Scholarships granted by an institution will be awarded based on criteria that are brought to the attention of the institution's student body and of applicants to the institution. In awarding scholarships, priority will be given to awarding financial aid based on socioeconomic criteria and academic achievement and scholarships based on excellence. The provisions of this clause are not intended to hinder the awarding of scholarships based on other criteria.

Exams and Papers

15. A. An institution will publish the times of all final exams for different courses (hereinafter in this clause exams) around the time of registration for courses. All changes in the exam schedule will be brought to students' attention.

B. Undergraduate students have the right to take each exam, including exams for required courses, on two dates that are set by the institution in the year that students take the course, regardless of the students' achievements on previous exams in the same conditions and without infringing upon the students' rights. This right will be realized in accordance with an institution's operating procedures, including those regarding registering for an exam and the determining grade.

C. An institution will make it possible for students to examine all exam booklets for exams they have taken and all final papers they have written after they were graded and their grades publicized. The students also have the right to receive a copy of them in exchange for the cost of producing a copy.

D. Students have the right to appeal their grades on exams or papers, as written in clause 15C, and to examine exam booklets or papers prior to filing an appeal.

Right to Temporarily Suspend Studies

16. Students have the right to temporarily suspend their undergraduate studies for a period of up to two academic years, without these years being counted in the number of years it takes to complete their studies. Students must inform the institution of their decision to temporarily suspend their studies in accordance with the institutions' operating procedures for doing so.

Behavioral Code and Disciplinary Regulations

17. An institution will establish and publicize, in accordance with the provisions of this law, a behavioral code for the behavior of applicants and students regarding their studies at the institution, including behavior during class and while at the institution's facilities, as well as in the student dormitories. The behavioral code will include disciplinary regulations that detail the expected punishments for violating the behavioral code (hereinafter disciplinary infractions).

Disciplinary Committee and Appeals Committee

18. An institution will establish a disciplinary committee and an appeals committee to try disciplinary infractions and will publicize their composition. The appeals committee will be composed of representatives of the institution's faculty and student union; if the institution does not have a student union, the committee will include representatives of the institution's students.

Disciplinary Procedures, Right to Present One's Case and Right to Appeal

19. A. A disciplinary committee or an appeals committee will not convene without the participation of the student whose actions are being considered unless the student waived this right in advance or was invited to the hearing and did not show up for reasons that are not justifiable.

B. Neither applicants nor students will be convicted of a disciplinary infraction before receiving the opportunity to present their case, in accordance with the institution's procedures, and will not be suspended from studies unless they receive the opportunity to present their case before a disciplinary committee and the right to appeal the decision to the appeals committee.

Part IV: The Student Union as an Institution

Student Union Elections

20. An institution will facilitate elections for a student union at the institution at a set time in coordination with the institution's administration.

Student Union Regulations

21. The student union will operate in accordance with the student union regulations that will be publicized to the institution's entire student body and will be available for students to examine at the student union's office.

Part V: Commissioner of Student Complaints

Commissioner of Student Complaints

22. Each institution will have a commissioner of student complaints. All applicants to and students at an institution have the right to lodge a complaint with the commissioner of student complaints or another body at the institution that is authorized to clarify complaints (hereinafter the commissioner) if they think that the rights they are guaranteed in this law have been infringed upon, including the disciplinary process described in Part IV, or that the institution's academic or administrative staff did not treat them appropriately. The commissioner will check and clarify all complaints that he or she receives and respond to the complainant. The commissioner is authorized to pass on his or her recommendations regarding the complaint to any authorized body at the institution and also will report to the head of the institution every year on his or her activities to clarify the complaints submitted that year.

Part VI: Various Provisions

Upholding the Law

23. The provisions of this law do not hamper the provisions of any other law, including the 1998 law guaranteeing equality to people with limitations.³

Implementation and Amendments

24. The minister is responsible for implementing this law and has the authority to amend it in any way related to its implementation, provided that the amendments that effect institutions under the jurisdiction of the Ministry of Industry, Trade and Labor are made with the consent of the minister of industry, trade and labor.

Amendment to the Law for Higher Education

25. The end of clause 25a of the 1958 Law for Higher Education⁴ will be amended to read, "in addition for the issue of being accepted for a job, the rank of an employee and his rank, salary and employment conditions."

Amendment to the Income Tax Code

26. In the Income Tax Code⁵:

³ Israel Code 1998, p. 152. (Hebrew)

⁴ Israel Code 1958, p. 191; 2006, p. 322. (Hebrew)

⁵ Laws of the State of Israel, New Version 6, p. 120; Israel Code 2007, p. 143. (Hebrew)

- (4) In Clause 40c:
- (a.) Subsection will be replaced with:
“(a) in calculating the taxes of an individual who is an Israeli resident (hereinafter an individual), one tax credit will be given if the individual is a candidate to receive an undergraduate degree from an institution of higher education and one half of a tax credit if the individual is a candidate to receive a graduate degree from an institution of higher education.”
 - (b.) In subsection (b), the words “one half of a tax credit as written in this clause” will be replaced by the words “one tax credit or one half of a tax credit as written in this clause, depending on the case.”
 - (c.) In subsection (c), the words “one half of a tax credit” will be replaced by the words “one tax credit” and the phrase “and in return” by “and one half of a tax credit as written in this clause in return.”
 - (d.) (1) In paragraph (1), the words “one half of a tax credit in five tax years” will be replaced by the words “one tax credit in three tax years and one half of a tax credit in two tax years.”

(2) In paragraph (2), the words “one half of a tax credit as written in paragraph (1)” will be replaced by the words “one tax credit.”
 - (e.) In subsection (e), the words “one half of a tax credit as written in this clause” will be replaced by the words “one tax credit or one half of a tax credit as written in this clause, depending on the case.”
- (5) In clause 40e, the final clause that begins with the words “to half of a tax credit” will be replaced by “to select whether to take into account in calculating his taxes one tax credit or one half of a tax credit, depending on the case, in accordance with clause 40c, or one half of a tax credit in accordance with clause 40d.”

Date of Implementation

27. A. This law, with the exception of clause 26, will take effect on September 1, 2007.

On-Campus Student Services

- Online Information Site:** IDC provides a variety of services to students via its website. The site enables students to register for courses, to view exam booklets and appeal grades, to waive a passing grade in a course, and to obtain documents such as: certification of student status, transcripts, course schedules, status of tuition bill, exam schedules, programs of studies for the remainder of one's studies, etc.

The site also contains a wide variety of information about IDC Herzliya, including the student handbook and information from the dean of student affairs, the administration and the Student Union. Students can submit requests for material from the library and extend due dates of material borrowed via the site. It also contains information for alumni, such as information compiled by the Career Development Center and announcement from the Alumni Association.

In addition, the site contains application information and provides applicants with the option of paying the application fee online by credit card.

The personal center for IDC students can be found at www.idc.ac.il/MyIDC
- Academic Information System:** Course websites contain information that can assist students during their studies, such as exercises, assignments, sample exams, announcements on changes in the timing or location of a class or make-up classes, cancellation of a class, and more.
- Wireless Network:** There is a wireless network at the IDC Herzliya campus. Students can access it in the Arison, Lauder, Arazi, Ofer, Alperen, and Ivcher buildings, as well as in the cafeteria, library and Gat lab. The network provides a variety of services, including access to the internet, email, databases and other computer resources.
- Email:** At the start of their first year at IDC Herzliya, all students receive electronic mail accounts for their personal use throughout their studies at IDC Herzliya. **IDC Herzliya considers any notices sent to students by email to be official and a binding form of communication.** Therefore, students must check their IDC Herzliya email accounts regularly.
- Messages via Cellular Phone:** Various announcements, such as grades, will be sent to students' cellular phones at IDC Herzliya's expense. Students are requested to provide the Student Administration with their cellular phone numbers and inform it of any change to the number.
- Copying Services:** Approximately 18 photocopying machines are available at the library and other locations around the campus. The price for a single copy will be published at the beginning of the academic year.

7. **Printing Services:** Printers are available for use at the computer labs and library. The price of printing will be published at the beginning of the academic year.
8. **Test and Assignments Distribution Room**
Office Hours: Sunday-Thursday 9 AM – 7 PM
Friday 8 AM – 12 noon
9. **Public Phones:** There are public phones near the cafeteria.
10. **Facsimile Services:** Faxes may be sent and received for a fee at the Tests and Assignments Distribution Room. Charges for outgoing fax transmissions are based on the length of the call, according to fees set by the telephone company.
11. **Student Lounge:** The student lounge is open to students, serving as a venue for social gatherings, meetings, relaxation and watching television. (IDC Herzliya is connected to the Hot digital cable network.)
12. **Dual-Purpose Athletic Field:** The campus has an athletic field, locker rooms and showers. Sports equipment can be borrowed from the Student Union.
13. **Bookstore:** Office Depot operates a branch on campus which carries textbooks and a selection of other reading material and stationary supplies. The franchise conducts sales at the IDC Herzliya store, as well; those interested should look for announcements of sales on campus.
14. **Cafeteria:** The cafeteria serves hot meals, sandwiches, and hot and cold beverages.
15. **Vending Machines:** Vending machines selling hot and cold beverages, snacks and cigarettes can be found throughout the campus.
16. **ATM machine for cash withdraws:** Located in the cafeteria

Academic Calendar 2007–2008

Event	Day	Date	Comments
Orientation Week	Sunday-Friday	Oct. 7-12, 2007	Academic year begins for first-year students
First Semester begins	Sunday	Oct. 14, 2007	Academic year begins for all other students
Memorial Day for Yitzhak Rabin	Tuesday	Oct. 23, 2007	Memorial Ceremony
Hannukah vacation	Sunday	Dec. 9, 2007	
First Semester ends	Friday	Jan. 11, 2008	
Second Semester begins	Sunday	Feb. 17, 2008	
Purim vacation	Friday	March 21, 2008	
Passover vacation	Monday through Sunday	April 14, 2008 through April 27, 2008	
Return from vacation	Monday	April 28, 2008	
Eve of Memorial Day	Tuesday	May 6, 2008	All classes end at 6 p.m.
Memorial Day	Wednesday	May 7, 2008	No classes are held
Independence Day	Thursday	May 8, 2008	No classes are held
Student Day		To be determined	
Second Semester ends	Friday	June 6, 2008	
Summer Semester Begins	Sunday	June 22, 2008	
Summer Semester ends	Friday	August 1, 2008	