# Application

<table>
<thead>
<tr>
<th>Exchange Nomination (Exchange Students ONLY)</th>
<th>Our partner institutions are expected to nominate their exchange students applying to AUB by completing the <strong>Exchange Nomination Form</strong>.</th>
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</thead>
</table>
| Exchange Nomination Deadlines | Fall Semester or Academic Year: February 17, 2019  
Spring Semester: September 15, 2019 |
| **Application Procedure** | Visiting and Exchange Students* must complete and submit the following application form to the Office of Admissions by the application deadlines below.  
*Exchange Students must be nominated by their home institution first. |
| **Application Deadlines** | Summer Semester: March 1, 2019  
Fall Semester or Academic Year 2019-2020: March 1, 2019  
Spring Semester: October 1, 2019 |
| **Application Requirements** | • Applicant must be enrolled in a graduate or undergraduate degree program at a recognized university outside Lebanon;  
• Applicant must have completed the sophomore year at his/her home university before starting at AUB;  
• Applicant should have a GPA of 3.0/4.0 or its equivalent;  
• Exchange applicants need to confirm with their home universities that they have exchange agreements with AUB;  
• Students may normally take up to 17 undergraduate credits or 9 graduate credits per semester;  
| **English Language Proficiency Requirements (ELPR)** | The ELPR must be met prior to enrollment. We recommend that students complete this step prior to their arrival in Lebanon. Exemption is given to candidates whose native language is English, or to those who have completed two years of higher education with English as the primary language of instruction, or to those who are enrolling ONLY in Arabic language courses. Competency may be met by achieving the minimum scores in any of the following exams. For more information, visit: [http://website.aub.edu.lb/admissions/english/Pages/EnglishRequirements.aspx](http://website.aub.edu.lb/admissions/english/Pages/EnglishRequirements.aspx) |
| Arabic Study at AUB | [www.aub.edu.lb/fas/cames/Pages/arabic_study_aub.aspx](http://www.aub.edu.lb/fas/cames/Pages/arabic_study_aub.aspx) |
Office of International Programs

<table>
<thead>
<tr>
<th>Term</th>
<th>Classes Start</th>
<th>Classes End</th>
<th>Final Exam Period</th>
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<tbody>
<tr>
<td>Fall 2019</td>
<td>August 29</td>
<td>December 3</td>
<td>December 9-19</td>
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<tr>
<td>Spring 2020</td>
<td>January 22</td>
<td>May 2</td>
<td>May 7-18</td>
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<tr>
<td>Summer 2020</td>
<td>June 1</td>
<td>July 16</td>
<td>July 20-27</td>
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Contact Information

<table>
<thead>
<tr>
<th>Name</th>
<th>Title/Responsibility</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hala Dimechkie</td>
<td>Director</td>
<td><a href="mailto:hd23@aub.edu.lb">hd23@aub.edu.lb</a></td>
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<td><a href="mailto:os10@aub.edu.lb">os10@aub.edu.lb</a></td>
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<td><a href="mailto:lb39@aub.edu.lb">lb39@aub.edu.lb</a></td>
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<tr>
<td>Ghassan Afram</td>
<td>Executive Officer</td>
<td><a href="mailto:ga27@aub.edu.lb">ga27@aub.edu.lb</a></td>
</tr>
<tr>
<td>Megan Scanlon</td>
<td>North American Representative - New York Office</td>
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</tr>
<tr>
<td>Abbas Hammoud</td>
<td>International Students Visa and Residency Permit Assistant</td>
<td><a href="mailto:ah219@aub.edu.lb">ah219@aub.edu.lb</a></td>
</tr>
</tbody>
</table>

Mailing Address
American University of Beirut (AUB)
Office of International Programs (OIP)
West Hall, 3rd Floor, Room 322
Bliss Street, Hamra
Tel: +961 1374374 Ext: 3147
Beirut - Lebanon

US Mailing Address
3 Dag Hammarskjold Plaza, 8thFloor
New York, NY 10017-2303
Tel. (212) 583-7600
Fax (212) 583-7651

Office Hours
Winter Hours: Monday through Friday: 8 am to 1 pm & 2 pm to 5 pm
(Closed on weekends and national holidays)

Summer Hours: Monday through Friday: 7:30 am to 3:00 pm

Websites
American University of Beirut: [www.aub.edu.lb](http://www.aub.edu.lb)
Office of International Programs: [http://website.aub.edu.lb/oip/Pages/index.aspx](http://website.aub.edu.lb/oip/Pages/index.aspx)
Arrival and Orientation

New exchange/visiting students must attend the International Visiting/Exchange Student Orientation program and the International Student Welcome Day. For more information, visit: www.aub.edu.lb/oip/internationals/Pages/accepted.aspx

Arrival Dates
We recommend that students arrive in Beirut no later than a day prior to the International Student Welcome Day.

AUB Orientation Dates- Tentative
Fall Semester: International Student welcome Day (all new degree-seeking and visiting/exchange students: Sunday August 25, 2019 & visiting and Exchange group advising meeting: Monday August 26, 2019
Spring semester: International Student welcome Day (all new degree-seeking and visiting/exchange students: Tuesday January 14, 2020 & Visiting and Exchange group advising meeting: Thursday January 16, 2020

Orientation Program Details
Details about AUB’s International Visiting and Exchange Students Orientation Program can be found at: www.aub.edu.lb/oip/internationals/Pages/accepted.aspx

Pick up and Transportation Options
OIP usually offers a fee-paying transport service from the airport to the AUB campus for flights arriving between 8:00 am and 8:00 pm ONLY. Information regarding this service will be communicated to students when they receive their acceptance.
For more information on other transportation options, please visit: www.aub.edu.lb/oip/internationals/Pages/accepted.aspx

Mandatory Document Check-In
All international students are required to send a scanned copy of their passport (showing picture, name, validity dates and entry visa) to visa.residency@aub.edu.lb and to fill the online Emergency Contact Information Form

Academics

The American University of Beirut has long been admired for the strength and breadth of its academic programs and its commitment to a broad-based liberal arts education. The University’s Faculties of Agricultural and Food Sciences, Arts and Sciences, Engineering and Architecture, Health Sciences, Medicine, Rafic Hariri School of Nursing, and the Suliman S. Olayan School of Business offer more than 120 undergraduate and graduate programs.

AUB students benefit enormously from the constantly expanding resources and services that are available at the University’s libraries, laboratories, and computing centers that are conveniently located throughout the campus. For more information: www.aub.edu.lb

Majors and Programs
www.aub.edu.lb/main/academics/Pages/majors_programs.aspx

Course Catalog
www-banner.aub.edu.lb/pls/weba/bwckctlg.p_disp_dyn_ctlg

Class Schedule
The class schedule for the upcoming semester will be available online under Dynamic Course Catalog
www-banner.aub.edu.lb/catalog/schedule_header.html
**Acceptance**

**Detailed information on post acceptance steps can be found here:**
www.aub.edu.lb/oip/international/accepted/Pages/accepted.aspx

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<thead>
<tr>
<th><strong>Acceptance Email</strong></th>
<th>AUB’s Office of Admissions will send an electronic acceptance letter by email.</th>
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<tbody>
<tr>
<td><strong>Responding to your offer</strong></td>
<td><a href="http://www.aub.edu.lb/oip/internationals/Pages/accepted.aspx">www.aub.edu.lb/oip/internationals/Pages/accepted.aspx</a></td>
</tr>
<tr>
<td><strong>Pre-arrival assistance</strong></td>
<td>New exchange/visiting students will receive an email from OIP soon after they receive a notification from the Office of Admissions. Students are advised to read the email carefully and follow ALL the required steps.</td>
</tr>
<tr>
<td><strong>Required Medical Form</strong></td>
<td>Students should visit their doctor or family medicine practitioner in their home country and obtain the required vaccinations in accordance with the following Medical Form. Instructions on how to submit their medical records are found HERE. Students unable to complete this form or obtain the required vaccinations prior to their arrival can do so at the University Health Services. In this case, students will be responsible for settling any vaccination fees incurred as these will not covered by HIP.</td>
</tr>
</tbody>
</table>
| **Fees** | Tuition amounts depend upon the student's degree level, program of study, and status (Visiting, Exchange or Degree Seeker):
www.aub.edu.lb/oip/internationals/Pages/current.aspx
Visiting Students are responsible for paying tuition, on-campus housing and miscellaneous fees.
Exchange students are waived AUB’s tuition fees BUT are responsible for settling other AUB fees such as on-campus housing and miscellaneous. Miscellaneous fees include the following:
General deposit (refundable) $200 Social Activity fee (per year) $33 AUB Health Insurance payment fee (HIP): per year $351; per semester $176 (Starting in Fall); for spring semester including summer ($263).Late Registration fee $100 Deferred Payment Application fee $33 Technology fee: Per semester $183; Per summer session $188. More information can be found on this page: website.aub.edu.lb/comptroller/Pages/students.aspx
Note: Exchange Applicants are exempted from paying the $80 application fee and the $300 confirmation fee.  
website.aub.edu.lb/admissions/ADM_REQ/Pages/2019-20SpecialVisiting.aspx |
| **Visas** | For more information please visit
www.aub.edu.lb/oip/international/accepted/Pages/VisasandResidency.aspx
Visas: ANY non-Lebanese student coming to Lebanon needs to have a valid passport for a period of at least 13 months longer than they intend to stay in Lebanon AND to secure an entry visa. A student may obtain an entry visa in one of two ways. For more information visit: www.aub.edu.lb/oip/internationals/Pages/residencepermit.aspx
Note: A Student will be denied entry to Lebanon if he/she has any visa stamps from the State of Israel, including stamps from the land border posts in Jordan and Egypt.
Note: Students or AUB visitors who are born in occupied Palestine (and even though they might not have any "Israeli" stamp on their passport) may face delays during check-in at the General Security Post at Beirut International Airport. No specific directives from General Security cover this, whoever, General security keeps the right to allow or deny entry of anyone into Lebanon |
| **Visas & Residence Permits** |  |
Visas & Residence Permits

Residence Permit: A student who does not hold a Lebanese passport is required to obtain a residence permit before the expiration of the entry visa stamped in their passport. We strongly recommend that students apply for this permit immediately after registering for their courses and paying tuition fees: www.aub.edu.lb/oip/internationals/Pages/residencepermit.aspx

Students must leave the country before their residence permit/visa expires to avoid any problems at the airport. For further assistance, contact visa.residency@aub.edu.lb

Off-Campus Housing

Off-campus housing is plentiful in the neighborhood surrounding the University (Hamra) as well as in up-and-coming neighborhoods such as Ain Mreisseh, Achrafieh, and Gemmayzeh.

Although it is difficult to finalize housing before arriving in Beirut, most visiting students find satisfactory housing within a few days of their arrival. The most effective way to find roommates is via Facebook. The best Facebook sites in Beirut are:

- ‘AUB Off Campus Housing and Roommate Search’ (contact the Office of International Programs if you would like to be added to this group)
- ‘Apartments in Beirut (for renters and rentees)’

These websites also give an idea of the price of renting rooms in Beirut (currently around $500 a month for a flat share in Hamra). We advise students not to finalize housing before visiting the rooms.

On-Campus Food Services

There are three cafeterias on campus. Students can purchase a prepaid meal card and use it to purchase meals until their credit runs out. All three cafeterias serve three meals a day. Students who use the cafeterias regularly may spend up to $2,000 per semester.

Restaurants in the neighborhood

In addition to the campus cafeterias, students will find a variety of restaurants and take-aways facing AUB on Bliss Street. Restaurants with western and eastern themes are plentiful in Hamra and in Greater Beirut. There are also cafes for tea and Arabic coffee, as well as pubs.

Cost of living

www.aub.edu.lb/oip/internationals/Pages/accepted.aspx

Medical Insurance

All exchange students are required to purchase the HIP regardless whether they have another insurance coverage.

Health Insurance Plan Details

Please see the HIP website for details: www.aub.edu.lb/hr/benefits/Pages/hip_regulations_na.aspx

Cost

Students who register at the beginning of the Fall Semester will be covered by HIP for twelve months, provided they remain enrolled (i.e. they don’t graduate; they are not suspended and/or expelled from the University). The HIP fees is around L.L. 530,000 (US$353.3) per year.
Credits and Full-Time Status
AUB follows the American system of education. One AUB course is usually worth 3 US credits.
Undergraduate students must register for at least 12 US credits (24 ECTS) per semester to maintain full-time status. This is equivalent to 4 AUB courses.
Graduate students must register for at least 9 US credits (18 ECTS) per semester to maintain full-time status. This is equivalent to 3 AUB courses.

Restrictions
Not available to exchange/visiting students:
- Faculty of Medicine

Pre-enrollment and Course Registration
New exchange and visiting students are eligible for pre-enrollment in their classes to guarantee a spot in the courses they are planning to take. For more information:
www.aub.edu.lb/oip/internationals/Pages/accepted.aspx

Academic Advising
Every new student has an Academic Advisor. Students can view the name and location of their Advisor on their AUBsis account during Orientation Week.
Students must contact their Advisor to receive an ‘Alternate PIN’ before Registration. They will need this PIN to complete their online registration on AUBsis.
www.aub.edu.lb/registrar/Pages/academic-information.aspx

Assessment and Grading
Exchange students: Once a student has been cleared, OIP will courier the official transcript to the student’s home university.
Visiting students: Visiting students should request their transcript by filling out a transcript request form as soon as possible. This form can be found at the Office of the Registrar in College Hall. If a student is unable to collect the official transcript before leaving, the student may request that the Office of the Registrar mail it to them. For more information visit:
www.aub.edu.lb/REGISTRAR/Pages/forms.aspx

Housing, Food Services and Cost of Living
AUB offers its students the opportunity to live in its residence halls and share a rich community life on its beautiful campus. We provide quality housing facilities and services to ensure a wholesome living environment that enables students to thrive both personally and academically. Students who opt to live off-campus are responsible for finding their own housing. website.aub.edu.lb/sao/housing/Pages/index.aspx

On-Campus Student Housing
website.aub.edu.lb/sao/housing/Pages/index.aspx

Checking In & Drop off Locations
Students rooming on-campus should request to be dropped off at:
AUB Bliss Gate: Men’s Dorms
AUB Sea Gate: Women’s Dorms
www.aub.edu.lb/protection/Documents/Gate-Hours.pdf

AUB Campus Map
website.aub.edu.lb/communications/Documents/map_posters.pdf

On-Campus Housing Application and Payment
Application Steps:
www.aub.edu.lb/SAO/housing/Pages/default.aspx
Payment of the confirmation fee and submission of the enrollment form MUST BE COMPLETED before applying for student housing.
# Student Services at AUB

For more information on AUB student services please visit:

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<th>Service</th>
<th>Website Link</th>
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<tbody>
<tr>
<td>Charles W. Hostler Health and Fitness Center</td>
<td><a href="http://www.aub.edu.lb/sao/sports/chsc">www.aub.edu.lb/sao/sports/chsc</a></td>
</tr>
<tr>
<td>Student Activities</td>
<td><a href="http://www.aub.edu.lb/SAO/activities/Pages/default.aspx">www.aub.edu.lb/SAO/activities/Pages/default.aspx</a></td>
</tr>
<tr>
<td>AUB Libraries</td>
<td>website.aub.edu.lb/ulibraries/Pages/index.aspx</td>
</tr>
<tr>
<td>Counseling Center</td>
<td><a href="http://www.aub.edu.lb/SAO/Pages/Counseling-Center.aspx">www.aub.edu.lb/SAO/Pages/Counseling-Center.aspx</a></td>
</tr>
<tr>
<td>AUB Medical Center</td>
<td><a href="http://www.aubmc.org">www.aubmc.org</a></td>
</tr>
<tr>
<td>University Health Services</td>
<td><a href="http://www.aubmc.org.lb/clinical/FM/Pages/main/UHS.aspx">www.aubmc.org.lb/clinical/FM/Pages/main/UHS.aspx</a></td>
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<tr>
<td>Student Comptroller’s Office Fees and Payments</td>
<td><a href="http://www.aub.edu.lb/comptroller">www.aub.edu.lb/comptroller</a></td>
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<tr>
<td>Safety Security Information</td>
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