Application Instructions for Non-degree and Visiting Students

We are delighted that you are planning to apply to the American University of Beirut (AUB). Please use this application if you are applying for a short term of study, not for a degree program. If you wish to apply to an AUB degree program, please inquire through AUB’s New York Office, through the Office of Admissions on the AUB campus in Beirut, or consult AUB’s web page at www.aub.edu.lb/admissions.

Please read carefully the descriptions of each category, ‘Student Not Working for a Degree’ and ‘Visiting Student.’ Indicate which category is appropriate on the application. You may apply for only one category.

Applicants for either category should submit the following:

- A completed application form
- An official copy of your most recent college/university transcript with information on the grading scale if not on a US 4.0 or percentage
- Adviser/professor/supervisor recommendation form(s): two letters of recommendation are required for visiting students, one from an academic or study abroad adviser, and one from a current professor
- A photocopy of passport or ID
- A non-refundable application fee of USD 80

How to Pay Application and Enrollment Fees

Applicants who send their applications by mail should include a check payable to the American University of Beirut. The application fee may also be paid through bank transfer, with reference to the applicant’s name, to Citibank, N.A., Bank Swift Code CITILBBE, Account Name: American University of Beirut, USD Account Number: 600224166, USD IBAN: LB9401150000000000600224166

US Bank address
JP Morgan Chase Bank NA, 270 Park Ave. Floor 43, New York NY 10017

US Bank account details
J P MORGAN CHASE BANK
Account #: 134 – 195493 [US currency only]
Routing #: 021000021
Swift code: CHASUS33
Account name: AUB – Lebanon Account

Do not send cash. Applicants who hand-deliver their applications should pay the fee at the Cashier’s Office located on the first floor of College Hall.

Admission as an Exchange or Visiting Student

This category applies to a student who is currently enrolled in a degree program outside Lebanon, is applying to take courses at AUB as part of a recognized study abroad or exchange experience, and intends to request or receive credit transfer for AUB courses towards the degree program at the home university. Admission is offered normally for two semesters if the student is joining AUB starting fall or for one semester if starting in spring (registration may be extended to another semester depending on course offerings and achievements in courses taken at AUB upon submission of a petition to this effect). Visiting students may take up to seventeen credits per semester and are normally expected to complete their degrees at their home universities.

- Students may normally take up to 17 undergraduate credits or 9 graduate credits per semester.
- Students must be enrolled in a graduate or undergraduate degree program at a recognized university outside Lebanon.
- Applicants should have completed the sophomore year at their home university before starting studies at AUB.
- Students 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 must meet the Readiness for University Studies in English (RUSE) (see below). 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.

Admission as a Non-degree Student

For a student not working for a degree

This category applies to persons enrolled in a recognized degree program within Lebanon, having completed at least one semester (12 credits) of course work, and who do not wish to apply to a degree program at AUB. It also applies to persons who have a recognized secondary school diploma or degree from a recognized university, who are not enrolled in a degree program of any sort, but wish to take AUB courses for personal or professional enrichment. Non-degree students may take up to seventeen credits per semester. Admission is normally offered for two semesters if the student is joining AUB starting fall or for one semester if starting in spring (registration may be extended to another semester depending on course offerings and achievement in courses taken at AUB upon submission of a petition to this effect). Please note the conditions below.

- Students may normally take up to 17 undergraduate credits or 9 graduate credits per semester.
- Students must have a high school diploma, school-leaving certificate, government secondary school certificate or higher level of education recognized by AUB.
- Students must have completed at least one semester at another university recognized by AUB.
- Credits taken at AUB may be considered toward AUB degrees if the student reapplies for admission as a regular student, and is accepted based on the admission criteria.
- Students must meet the Readiness for University Studies in English (RUSE) (see below). 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.
Non-Degree and Visiting Student Application
For the Academic Year 2020–21
American University of Beirut
Office of Admissions, College Hall, Beirut, Lebanon

Semester Applying for/Deadlines:

- Non-Degree (for applicants from inside Lebanon)
  - Fall 2020–21 (End of June)
  - Spring 2020–21 (Mid November)
  - Summer 2021 (End of April)

- Visiting (for applicants from outside Lebanon)
  - Fall 2020–21 (March 1)
  - Spring 2020–21 (October 1)
  - Summer 2021 (March 1)

- Exchange (for applicants from outside Lebanon)
  - Fall 2020–21 (March 1)
  - Spring 2020–21 (October 1)
  - Summer 2021 (March 1)

1. Full legal name: Mr./Ms. __________________ / __________________ / __________________ / __________________

2. Mother's full maiden name: __________________

3. Current mailing address (Valid until __________________):
   Mandatory [preferably not school address]
   [Complete and valid address is mandatory: PO Box alone is not sufficient]
   Building/Floor / Street / Nearby
   PO Box (not AUB box) / Area/Caza / City / State / Zip Code / Country
   Telephone (home): ____________ / ____________ / ____________ (cell): ____________ / ____________ / ____________
   Fax: ____________ / ____________ / ____________

4. Permanent address (preferably home address):
   [Complete this item only if different from address in no. 3]
   Building/Floor / Street / Nearby
   PO Box (not AUB box) / Area/Caza / City / State / Zip Code / Country
   Telephone (home): ____________ / ____________ / ____________ (cell): ____________ / ____________ / ____________
   Fax: ____________ / ____________ / ____________

5. If available, email address(es):
   Application status and admission decision are notified by email. It is very important to clearly write email address(es) of applicant and/or parent.

   ___________________________ @ ___________________________

6. Gender:  □ Male  □ Female

7. Date of birth: ____________ / ____________ / ____________ [e.g., 27-JUN-1998]
8. Country of birth: ____________________________________________

9. Nationality: [Holders of dual nationalities are urged to indicate their second nationality here]
   - □ Lebanese
   - □ Other
   - Check both if applicable

10. Passport information: Passport no.: _____________________ Expiration date: _______ / _______ / _______

11. Social Security No (SSN for US citizens or permanent residents): ________________________________

12. College/university currently attending, if you are not currently enrolled:
   State name and dates of last institution attended, name of degree and date received.

13. Major: ____________________________________ Minor: ____________________________________

14. Present cumulative GPA and scale: ___________________________________________________________ [e.g., 4.0 scale]

15. Current class standing: □ Fr □ Soph □ Jr □ Sr □ Grad □ Not enrolled, Specify

16. In case of emergency, please notify (if in Lebanon):

   Name ____________________________ / Relationship ____________________________

   Building/Floor __________________ / Street __________________ / Nearby ________________

   PO Box (not AUB box) __________________ / Area/Caza __________________ / City ________________

   Telephone (home): __________________ / __________________ / __________________

   (cell): __________________ / __________________ / __________________

   Fax: __________________ / __________________ / __________________

   Email address: ____________________ @ __________________

17. Have you ever been to Lebanon? □ Yes □ No [Please state the dates and the purpose.]

18. How did you hear about AUB?

19. Do you have AUB alumni in the family (list name, degree, and graduation date):

<table>
<thead>
<tr>
<th>Full name</th>
<th>Relationship to you</th>
<th>Degree</th>
<th>Date of graduation</th>
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<tbody>
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</table>
20. Do you have AUB staff or faculty in the family (list name, position, and office/department):

<table>
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<tr>
<th>Full name</th>
<th>Relationship to you</th>
<th>Position</th>
<th>Office/department</th>
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21. What other study abroad universities are you applying to? Please use a separate sheet to answer these questions.

22. Why did you select AUB over other study abroad destinations that were open to you (for visiting only)?

23. Why do you think you are a good ‘non-degree’ or ‘visiting’ candidate for study at AUB?

24. Describe yourself and your personal interests (hobbies, sports, talents, etc):

25. What do you hope to achieve during your period of study at AUB?

26. What is your proposed plan of study at AUB? List the courses that you would like to study at AUB in order of priority.

Courses should be as listed in the official numbering style see http://www.aub.edu.lb/registrar/Pages/catalogue.aspx
To check courses offerings during a specific semester, please go to https://www-banner.aub.edu.lb/catalog/schedule_header.html
Please make sure that you have completed the prerequisites of selected courses.

<table>
<thead>
<tr>
<th>Course code (e.g. MATH 201)</th>
<th>Course title</th>
<th>Number of credits</th>
<th>Term</th>
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PS. Courses number 300 and above are normally graduate courses except in the Maroun Semaan Faculty of Engineering and Architecture. A regular course load ranges between 12 and 17 credits.
ATTENTION APPLICANT

Please submit the following:

a. A completed application form
b. An official copy of your most recent college/university transcript
c. Adviser/professor recommendation form(s)—see instructions
d. A photocopy of passport or ID
e. A non-refundable application fee of $80 N/A

Correspond to:

American University of Beirut
New York Office
Attn: Admissions
3 Dag Hammarskjold Plaza, 8th Floor
New York, NY 10017-2303
USA

Tel: +1-212-583-7665
Fax: +1-212-583-7650
Email: OIP@aub.edu.lb

American University of Beirut
Office of Admissions
PO Box: 11-0236, Riad El Solh
Beirut 1107 2020
Lebanon

Tel: +961-1-374374
Ext.: 2890
Fax: +961-1-750775
Email: admissions@aub.edu.lb

Course catalogue online www.aub.edu.lb/registrar/Pages/catalogue.aspx

How do you expect to meet the cost of tuition and other expenses?

☐ Self   ☐ Parents   ☐ Sponsor   ☑ Exchange Agreement

I declare that I have read and understood the requirements and regulations stated in the university catalogue and that I will comply therewith.

I certify that the information provided in this application is, to the best of my knowledge, complete and accurate. I further understand that misrepresentations or material omissions made in this application render me morally and legally liable.

Date ____________________________ Signature in English ____________________________
### AUB Facts

#### Accreditation

The degrees of the American University of Beirut (AUB) are officially registered with the Ministry of Higher Education in Lebanon and at the Board of Education of the State of New York. AUB has institutional accreditation from the Commission on Higher Education of the Middle States Association of Colleges and Schools, Philadelphia, USA.

#### Campus

- 65 buildings, including six residence halls (in addition to one residence hall off campus within close walking distance), a medical center, computer labs, four libraries, an archaeological museum, a natural history museum, Lebanon’s only major geological museum.
- 65 acres, including athletic fields, private beach, repository of native and non-native trees and shrubs, bird sanctuary.

#### Students

- Up to 9,381 students, representing nearly 90 countries
- Percent: male 48%, female 52%

#### Faculty

- Number of faculty members: 1200
- Student/faculty ratio: 11/1
- Most faculty members have their highest degrees from leading institutions in the US, Europe, and the Middle East

#### Programs

- AUB offers more than 139 undergraduate and graduate programs in seven faculties:
  - Faculty of Agricultural and Food Sciences
  - Faculty of Arts and Sciences
  - Suliman S. Olayan School of Business
  - Maroun Semaan Faculty of Engineering and Architecture
  - Faculty of Health Sciences
  - Faculty of Medicine
  - Rafic Hariri School of Nursing

#### Tuition 2019–20*

<table>
<thead>
<tr>
<th>Faculty</th>
<th>Undergraduate (per credit)</th>
<th>Graduate (per credit)</th>
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</thead>
<tbody>
<tr>
<td>Faculty of Arts and Sciences, Arts</td>
<td>$731</td>
<td>$939</td>
</tr>
<tr>
<td>Faculty of Arts and Sciences, Sciences</td>
<td>$775</td>
<td>$971</td>
</tr>
<tr>
<td>Suliman S. Olayan School of Business, Business</td>
<td>$846</td>
<td>$1,063</td>
</tr>
</tbody>
</table>

* See the AUB website for tuition fees of other faculties.

#### Alumni

- Total number of living alumni: more than 70,000 residing in more than 115 countries around the world. Majority of AUB Alumni reside in Lebanon, MENA region, North America and Europe.
- AUB alumni hold leadership positions in education, government, banking, business, engineering, science and medicine. Many served as cabinet ministers, members of parliament, governors of central banks, diplomats, CEOs, and university presidents.

### Application Deadlines

<table>
<thead>
<tr>
<th>Admissions to</th>
<th>Application Deadline</th>
<th>Notification Date</th>
<th>Confirmation Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-degree, Fall 2020–21</td>
<td>End of June</td>
<td>End of July</td>
<td>Mid August</td>
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<tr>
<td>Non-degree, Spring 2020–21</td>
<td>Mid November</td>
<td>January 2</td>
<td>Mid January</td>
</tr>
<tr>
<td>Visiting (junior year abroad/exchange), Fall 2020–21</td>
<td>March 1</td>
<td>March 15</td>
<td>March 30</td>
</tr>
<tr>
<td>Visiting (junior year abroad/exchange), Spring 2020–21</td>
<td>October 1</td>
<td>October 15</td>
<td>October 25</td>
</tr>
</tbody>
</table>

Applicants who are accepted must pay a $300 confirmation fee as mentioned in the emailed admission notification received by the applicant (check information on methods of payment on the inside cover page).

Non-degree applications received after the end of June and mid November deadlines will be considered; however, there is no guarantee that the above notification dates will remain the same.

**Important Note:** Admission to AUB as a non-degree or visiting student does not guarantee admission to a regular degree program at AUB.

### Readiness for University Studies In English (RUSE)

There are a variety of ways one may meet the English requirement (see website for complete listing of exams).

All students must demonstrate, prior to enrollment at AUB, a level of English proficiency consistent with the demands of a program carried on almost exclusively in English. This may be done by earning a minimum score on any of the qualifying English tests listed under the Readiness for University Studies In English (RUSE) on the AUB Admissions website www.aub.edu.lb/admissions.

The TOEFL (the Test of English as a Foreign Language) is available in most countries only as a computer-based test (CBT). In Lebanon, this test is given by AMIDEAST every day, Monday–Friday throughout the year and on the second Saturday of each month. For more information, contact the AMIDEAST website at http://www.amideast.org or refer to the TOEFL website at http://www.toefl.org. The TOEFL should be taken as early as possible and not later than two months before enrolling at AUB.

The EEE (English Entrance Examination) is given at AUB in November, January, March, May, July and September of each year. For more information, contact the Office of Institutional Research and Assessment at http://www.aub.edu.lb/oira/testing/.

The International English Language Testing System (IELTS) is also available in most countries. Information on this test is available on www.ielts.org

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Consent for publishing pictures and videos taken on AUB’s premises

You hereby acknowledge that AUB may take pictures and videos from life on its premises (including but not limited to campus, dorms, AREC, and the medical center). As such, you hereby grant your consent to AUB, in the event you appear in pictures or videos, to publish such images and videos for internal use only, including AUB’s news, archival footage, and marketing and promotional material, as long as the content of these images and videos is not private in nature.