### 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 Exchange Nomination Form.</th>
</tr>
</thead>
</table>
| **Exchange Nomination Deadlines** | Fall Semester or Academic Year: March 15, 2016  
Spring Semester: October 15, 2016 |

<table>
<thead>
<tr>
<th>Global Scholars Program Student Nomination</th>
<th>Our Global Scholars Program affiliates are expected to nominate their exchange students applying to AUB by completing the Global Scholar Program Nomination Form</th>
</tr>
</thead>
</table>
| **Global Scholars Program Nomination Deadlines** | Fall Semester or Academic Year: March 15, 2016  
Spring Semester: October 15, 2016 |

| 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: April 1, 2016  
Fall Semester or Academic Year: April 1, 2016  
Spring Semester: October 31, 2016 |

| 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;  
- Applicants must meet the English Language Proficiency Requirement (ELPR)(see below). |

| English Language Proficiency Requirements (ELPR) | The ELPR must be met prior to enrollment. 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:  
www.aub.edu.lb/admissions/ADM_REQ/Pages/2016-17SpecialVisiting.aspx |

<table>
<thead>
<tr>
<th>Exam</th>
<th>Undergraduate Students</th>
<th>Graduate Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOEFL (Computer Based)</td>
<td>230</td>
<td>250</td>
</tr>
<tr>
<td>TOEFL (Paper Based)</td>
<td>573</td>
<td>583</td>
</tr>
<tr>
<td>TOEFL (Internet Based)</td>
<td>88</td>
<td>97</td>
</tr>
<tr>
<td>EEE( English Entrance Exam, Given at AUB)</td>
<td>500</td>
<td>530</td>
</tr>
<tr>
<td>IELTS</td>
<td>5.5</td>
<td>7.0</td>
</tr>
</tbody>
</table>

| Arabic Study at AUB | 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>
</tr>
</thead>
<tbody>
<tr>
<td>Fall 2016</td>
<td>August 29</td>
<td>December 6</td>
<td>December 12-22</td>
</tr>
<tr>
<td>Spring 2017</td>
<td>January 24</td>
<td>May 2</td>
<td>May 8-18</td>
</tr>
<tr>
<td>Summer 2017</td>
<td>June 5</td>
<td>July 22</td>
<td>July 26-31</td>
</tr>
</tbody>
</table>

University Calendar: [www.aub.edu.lb/REGISTRAR/Pages/universitycalendar.aspx](http://www.aub.edu.lb/REGISTRAR/Pages/universitycalendar.aspx)

Contact Information

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</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>
</tr>
<tr>
<td>Basma Zeidan</td>
<td>Associate Director and Inbound and Outbound Student Mobility Coordinator</td>
<td><a href="mailto:bz06@aub.edu.lb">bz06@aub.edu.lb</a></td>
</tr>
<tr>
<td>Olga Safa</td>
<td>Associate Director Visa &amp; Residence Permit Support</td>
<td><a href="mailto:os10@aub.edu.lb">os10@aub.edu.lb</a></td>
</tr>
<tr>
<td>Bayan Jaber</td>
<td>Study Abroad Advisor &amp; Social Media Manager</td>
<td><a href="mailto:bj09@mail.aub.edu">bj09@mail.aub.edu</a></td>
</tr>
<tr>
<td>Dania Dabbousi</td>
<td>Administrative Assistant</td>
<td><a href="mailto:dd23@aub.edu.lb">dd23@aub.edu.lb</a></td>
</tr>
<tr>
<td>Megan Scanlon</td>
<td>Enrollment Advisor for North American Students New York Office</td>
<td><a href="mailto:mscanlon@aub.edu.lb">mscanlon@aub.edu.lb</a></td>
</tr>
<tr>
<td>Olga Safa</td>
<td>Associate Director Visa &amp; Residence Permit Support</td>
<td><a href="mailto:os10@aub.edu.lb">os10@aub.edu.lb</a></td>
</tr>
</tbody>
</table>

Mailing Address
American University of Beirut (AUB)
Office of International Programs (OIP)
PO Box 11-0236, Riad El Solh 1107
2020
Beirut - Lebanon

Mailing Address (Via FedEx, Aramex, UPS)
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, 8th Floor
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: [www.aub.edu.lb/oip](http://www.aub.edu.lb/oip)
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/INTERNATIONAL/ACCEPTED/Pages/Orientation.aspx

Arrival Dates
We recommend that students arrive in Beirut no later than a day prior to the Visiting and Exchange Student Orientation Program.

AUB Orientation Dates - Tentative

<table>
<thead>
<tr>
<th>FALL 2016-17</th>
<th>SPRING 2016-17</th>
</tr>
</thead>
<tbody>
<tr>
<td>Visiting /Exchange Student Orientation Program Tuesday, August 23</td>
<td>Visiting /Exchange Student Orientation Program Thursday, January 12</td>
</tr>
<tr>
<td>International Student Welcome Day Friday, August 26</td>
<td>International Student Welcome Day Tuesday, January 17</td>
</tr>
</tbody>
</table>

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

Pick up and Transportation Options
OIP usually offers a fee-paying transport service from the airport to the AUB campus on two specific dates 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/international/accepted/Pages/practical-guide.aspx

Mandatory Document Check-In
All international students are required to check in with OIP and submit the following documents:
1) Address and emergency contact information
2) Passport copy showing: picture, name, passport validity dates and entry visa. This can be done during Orientation Week.

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 (which includes the 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/main/academics/Pages/index.aspx

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 (Fall 2016-2017) 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](http://www.aub.edu.lb/oip/international/accepted/Pages/accepted.aspx)

<table>
<thead>
<tr>
<th><strong>Acceptance Email</strong></th>
<th>AUB’s Office of Admissions will send an electronic acceptance letter by email.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Responding to your offer</strong></td>
<td><a href="http://www.aub.edu.lb/oip/international/accepted/Pages/accepted.aspx">www.aub.edu.lb/oip/international/accepted/Pages/accepted.aspx</a></td>
</tr>
<tr>
<td><strong>Pre-arrival assistance</strong></td>
<td>New exchange/visiting students will receive a welcome 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>
</tbody>
</table>
| **Required Medical Form** | Students can visit their doctor or family medicine practitioner in their home country and obtain the required vaccinations in accordance with the following [Medical Form](http://www.aub.edu.lb/oip/international/accepted/Pages/accepted.aspx).
Instructions on how to submit their medical records are found [HERE](http://www.aub.edu.lb/oip/international/accepted/Pages/accepted.aspx). |
| **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/international/accepted/Pages/tuitionfees.aspx](http://www.aub.edu.lb/oip/international/accepted/Pages/tuitionfees.aspx)

**Note:** Exchange Applicants are exempted from paying the 80$ application fee and the 300$ confirmation fee. [www.aub.edu.lb/admissions/ADM_REQ/Pages/2015-16SpecialVisiting.aspx](http://www.aub.edu.lb/admissions/ADM_REQ/Pages/2015-16SpecialVisiting.aspx) |

Visas

**For more information please visit**
[www.aub.edu.lb/oip/international/accepted/Pages/VisasandResidency.aspx](http://www.aub.edu.lb/oip/international/accepted/Pages/VisasandResidency.aspx)

| **Visas & Residence Permits** | 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/international/accepted/Pages/VisasandResidency.aspx](http://www.aub.edu.lb/oip/international/accepted/Pages/VisasandResidency.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.

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/international/accepted/Pages/VisasandResidency.aspx](http://www.aub.edu.lb/oip/international/accepted/Pages/VisasandResidency.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](mailto: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/international/accepted/Pages/practical-guide.aspx](http://www.aub.edu.lb/oip/international/accepted/Pages/practical-guide.aspx)

### Medical Insurance

The Health Insurance Plan (HIP) is mandatory for all AUB students, undergraduate and graduate who register 6 credits or more per semester. Note that HIP can be waived if a student has a valid private healthcare insurance. For more information: [www.aub.edu.lb/hr/benefits/Pages/hip_regulations_na.aspx](http://www.aub.edu.lb/hr/benefits/Pages/hip_regulations_na.aspx)

#### Health Insurance Plan Details

Please see the HIP website for details:

[www.aub.edu.lb/hr/benefits/Pages/hip_regulations_na.aspx](http://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 fee is around L.L.248,000 ($164) per semester.
### 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/international/accepted/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

www.aub.edu.lb/registrar/Pages/academic-information.aspx

### Transcripts

**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. [http://www.aub.edu.lb/oip/international/accepted/Pages/practical-guide.aspx](http://www.aub.edu.lb/oip/international/accepted/Pages/practical-guide.aspx)

<table>
<thead>
<tr>
<th>On-Campus Student Housing</th>
<th><a href="http://www.aub.edu.lb/sao/housing/Pages/indexation">www.aub.edu.lb/sao/housing/Pages/indexation</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Checking In &amp; Drop off Locations</td>
<td>Students rooming on-campus should request to be dropped off at: AUB Bliss Gate: Men’s Dorms AUB Sea Gate: Women’s Dorms <a href="http://www.aub.edu.lb/protection/Documents/Gate-Hours.pdf">www.aub.edu.lb/protection/Documents/Gate-Hours.pdf</a></td>
</tr>
<tr>
<td>AUB Campus Map</td>
<td><a href="http://www.aub.edu.lb/facilities/fpdu/PublishingImages/AUB%20CAMPUSMEDICAL%20CENTER%20MAP.pdf">www.aub.edu.lb/facilities/fpdu/PublishingImages/AUB%20CAMPUSMEDICAL%20CENTER%20MAP.pdf</a></td>
</tr>
<tr>
<td>On-Campus Housing Application and Payment</td>
<td>Application Steps: <a href="http://www.aub.edu.lb/sao/housing/Documents/Guideline%20for%20application%20submission%20process,%202014.pdf">www.aub.edu.lb/sao/housing/Documents/Guideline%20for%20application%20submission%20process,%202014.pdf</a> Payment of the confirmation fee and submission of the enrollment form MUST BE COMPLETED before applying for student housing.</td>
</tr>
</tbody>
</table>
For more information on AUB student services please visit:

<table>
<thead>
<tr>
<th>Service</th>
<th>Website Link</th>
</tr>
</thead>
<tbody>
<tr>
<td>Charles W. Hostler Health and Fitness Center</td>
<td><a href="http://www.aub.edu.lb/sao/sports/chsc/Pages/index.aspx">www.aub.edu.lb/sao/sports/chsc/Pages/index.aspx</a></td>
</tr>
<tr>
<td>Student Activities</td>
<td><a href="http://www.aub.edu.lb/SAO/ACTIVITIES/Pages/index.aspx">www.aub.edu.lb/SAO/ACTIVITIES/Pages/index.aspx</a></td>
</tr>
<tr>
<td>Counseling Center</td>
<td><a href="http://www.aub.edu.lb/sao/counseling/Pages/index.aspx">www.aub.edu.lb/sao/counseling/Pages/index.aspx</a></td>
</tr>
<tr>
<td>AUB Medical Center</td>
<td><a href="http://www.aubmc.org/pages/home.aspx">www.aubmc.org/pages/home.aspx</a></td>
</tr>
<tr>
<td>University Health Services</td>
<td>staff.aub.edu.lb/~webfamed/uhs.html</td>
</tr>
<tr>
<td>Student Comptroller’s Office Fees and Payments</td>
<td><a href="http://www.aub.edu.lb/comptroller/Pages/index.aspx">www.aub.edu.lb/comptroller/Pages/index.aspx</a></td>
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</tbody>
</table>