

# Office of Student Affairs

The Office of Student Affairs oversees student activities, athletics, counseling, student housing, international student services, career and placement services. The office also manages university-wide operations such as the bursary, the New Student Orientation and the work-study programs. The Office of Student Affairs provides services to students that enhance their overall well-being and create opportunities for them to enrich and broaden their educational experience.

The website has comprehensive information on all programs: <http://staff.aub.edu.lb/~websao>.

**Contact:**

West Hall, ground floor, room 109 - 112

Tel: +961-1-374374, ext. 3170 or ext. 3171

Fax: +961-1-744478

E-mail: [sao@aub.edu.lb](mailto:sao@aub.edu.lb)

The office is open during regular work hours.

## Student Activities

Student Activities aims to provide opportunities for student development through co-curricular activities that complement AUB's academic programs. The specific aims of the department are to:

- provide opportunities for student leadership in a variety of settings such as clubs/societies, student representative committees and student publications
- serve as an information resource for students about student life at AUB
- provide support services for student organizations
- promote diversity and civic responsibility
- coordinate and facilitate the work and events of AUB student organizations
- organize major campus events, such as the Outdoor Festival, the Folk Dance Festival and the New Student Orientation Program.

All activities organized by students must be approved by the Department of Student Activities and the Dean of Student Affairs. The department's role is to supervise these activities and other student activities which take place in West Hall. West Hall hosts most student activities in addition to various AUB events sponsored by faculties, departments, centers, and alumni.

**Contact:**

West Hall, ground floor, room 112-112 D

Tel: +961-1-374374, ext. 3179 or ext. 3182

Fax: +961-1-744478

E-mail: [std-act@aub.edu.lb](mailto:std-act@aub.edu.lb)

# Counseling

Adjusting to university life can be a difficult transition and a very stressful experience for many students. Personal difficulties, whether of a recent or long-standing nature, can hinder academic success and seriously affect a student's quality of life and well-being.

Personal counseling is offered to AUB students to help them identify and address their issues and problems. This could include anxiety, depression, grief, substance abuse, eating disorders, and relationship and family problems. In fact, there are no restrictions as to what can be discussed in counseling.

The counseling team provides assistance to students with study-related issues such as test anxiety and time management. Counseling is free and confidential.

Contact:

West Hall, 2nd floor, room 210

Tel: +961-1-374374, ext. 3178, 3158, or 3196

E-mail: [ak28@aub.edu.lb](mailto:ak28@aub.edu.lb)

[nk63@aub.edu.lb](mailto:nk63@aub.edu.lb)

# Career and Placement Services

The Career and Placement Services (CPS) aims at helping AUB students in their transition from being students to becoming professionals. The CPS encourages students to develop their career plans by providing resources, contacts, activities, workshops, seminars, job fairs, career events and career counseling. CPS strives to promote:

- **Career Exploration and Decision Making**

Facilitating the exploration of career options and developing effective career planning skills.

- **Skills Development**

Helping students develop skills within their academic disciplines to enhance their professional image.

- **Experiential Learning**

Disseminating employment information and providing resources to explore changing trends in the global job market.

- **Career Placement**

Helping current and former AUB students to achieve their career goals through the development of lifetime career planning and job search skills. Assisting them in finding full-time employment, internships, and part-time jobs.

- **Employer Development**

Building and expanding long-term relationships between the American University of Beirut and the employment community.

**Contact:**

West Hall, ground floor, room 112-112 E

Tel: +961-1-374374, ext. 3172

Fax: +961-1-744488

E-mail: [mg03@aub.edu.lb](mailto:mg03@aub.edu.lb)

Website: <http://staff.aub.edu.lb/~websao/cps/index.html>

## University Sports

The University offers a wide range of sports, athletics, fitness and recreational programs through University Sports. The Charles Hostler Student Center has invigorated athletic life on the lower campus. It includes a gymnasium with three full-size basketball, volleyball, handball and futsal courts, a 25 meter indoor pool, a free weight area, cardiovascular training area, an activity room for dance and martial arts, two squash courts, a 400 meter track, an artificial turf field, an auditorium, an amphitheater, conference rooms and much more. Between May and October, students may use the AUB beach for swimming, water sports, beach volley, recreation, or relaxation.

There are four floodlit tennis courts on campus. Professional tennis lessons are available. Opportunities for competitive and team sports abound, as do options for individual recreational activities.

The following are some programs offered:

Basketball (Men, Women, Junior)

Soccer (Men, Women, Junior)

Volleyball (Men, Women)

Handball (Men)

Tennis (Men, Women)

Badminton (Men, Women)

Rugby (Men)

Track and Field (Men, Women)

Squash (Men, Women)

Table Tennis

Body Building

Judo

Aerobics

Pilates

Dance

Extreme Pump

Youth Taek Won Do

Beginning Swimming

Fitness Swimming

Swimming and Water Polo

**Contact:**

Charles Hostler Student Center

Tel: +961-1-374374, ext. 3200 or 3201

E-mail: [chsc@aub.edu.lb](mailto:chsc@aub.edu.lb)

Website: [www.aub.edu.lb/~webchsc/](http://www.aub.edu.lb/~webchsc/)

# Student Housing

AUB is a residential university in the American liberal arts tradition. It was the first, and still is one of the few, residential universities in the Middle East with a beautiful campus where a rich extracurricular and community life flourishes. Life in the AUB residence system has established strong and supportive communities.

Freshman students whose parents reside outside Beirut, or in its suburbs, are required to live in the University's residence halls throughout their first year, unless otherwise requested in writing by their parents. The Office of Student Affairs strives to create and maintain an atmosphere in the residence halls that helps students grow academically, emotionally, and socially.

Arrangements for on-campus housing are made through the Office of Student Affairs. The Office of Admissions sends each new student a student housing application form as soon as they make their commitment to enroll.

The housing form must be completed and returned to the Office of Student Affairs by the 2nd week of July for the fall semester, and by the 3rd week of December for the spring semester. Every new student applicant must pay a deposit fee of L.L. 225,000 with the dorm application. A copy of the residence application may be downloaded from the Student Housing webpage. Early application is advised. Each semester dorm students must renew their housing application. Students who do not live in a residence hall during the fall semester but wish to do so in the spring semester and/or summer session may apply and are assigned space subject to availability. Housing charges appear on the statement of fees issued to students during the registration period each semester/session, and they vary with the following three types of accommodation:

regular, double-occupancy room	LL1,785,000
semi-private double-occupancy room*	LL2,205,000
private room	LL2,900,000

Cable TV, DVD, and web-enabled computers are available in the lounge/basement of each building.

## Residence Halls

There are six student residence halls: four for women, two for men. The rooms are divided mainly into doubles (accommodating two persons); some semi-private rooms (two double-occupancy rooms with their own bathroom); and in rare instances, when availability permits, a few private rooms (single occupancy sharing the floor bathroom). Priority is given to accommodating all undergraduate applicants. In the men's halls, the semi private category is not available.

All residence halls have heating, hot water, washing machines, dryers, irons, web-enabled computers in the lounges, wireless Internet access and an internal telephone on each floor. Each room is furnished with a bed, desk, chair, and closet. All dormitories are air-conditioned. A phone service for making local and international calls through prepaid cards is available in the lobby or reception area of each dorm.

A study hall and an entertainment lobby are available for the exclusive use of residents of AUB dorms in Mary Dodge Hall which is located near the women's residence halls.

## Women's Residence Halls

The four women's halls are located on the lower campus overlooking the Mediterranean sea. The ground floor of each hall houses the reception desk, a kitchen, computer terminals with internet access, and a lounge for socializing, receiving guests, and watching television. International pay phones, laundry facilities, and vending machines with snacks and soft drinks are installed in the basement or ground floor of all buildings.

## Men's Residence Halls

The two men's residence halls are located in the west part of upper campus close to Bliss Street, with its abundance of shops and constant bustle of activity. The ground floor of each hall houses a reception desk, computer terminals with internet access, and a lounge for socializing, receiving guests, and watching television. International pay phones; vending machines with snacks, cold soft drinks and hot drinks; and laundry facilities, are installed in the basement and ground floor. An entertainment room equipped with TV, DVD, and a pool table is located in the basement of Penrose.

Contact:

West Hall, ground floor, room 112-112 A

Tel: +961-1-374374, ext. 3175

Fax: +961-1-744478

E-mail: [stdhouse@aub.edu.lb](mailto:stdhouse@aub.edu.lb)

# International Student Services

International Student Services (ISS) provides support to international students and assists AUB students interested in studying abroad. International students are strongly urged to register at ISS upon arrival in Lebanon.

Other services include

- orientation program for international students
- promoting opportunities for international students to meet each other and also to integrate into the AUB community
- pre-arrival assistance
- AUB Ambassador Program: AUB student volunteers are matched with international students on campus to help newcomers adjust to the new culture
- visa and residence permit information

## Visas, Residence Permits, and Passports

International students joining AUB should have their passports valid for a period of no fewer than 6 months from the date of joining the University. Most nationalities require a visa to enter Lebanon, and most need to arrange for a visa in advance.

Once registered, international students who do not hold a Lebanese passport are required to obtain a residence permit before the expiration of the entry visa stamped in their passport. It is strongly recommended that students apply for this permit as soon as possible after arrival and ONLY after registering and paying AUB tuition fees. Application forms are available at the ISS desk.

## Study Abroad/Student Exchange

AUB has 5 exchange programs for undergraduates. They are with: The American University in Cairo, Egypt, the American University in Washington, DC, USA, Paris Sciences Po, France, Boston University, MA, USA and Bogazici University in Istanbul, Turkey. AUB has an exchange program for graduate students with The Elliot School for International Affairs at George Washington University in Washington, DC, USA. International Student Services and the CAMES department can assist students interested in joining this program.

To obtain information about other study abroad opportunities, students should contact International Student Services directly.

Contact:

West Hall, ground floor, room 112-112 B

Tel: +961-1-374374, ext. 3176

Fax: +961-1-744478

E-mail: intlstds@aub.edu.lb, rm64@aub.edu.lb

## Bursary Program

A number of students from the Arab world and beyond are sponsored to study at AUB by their national governments, or through private institutions. The Office of Student Affairs provides administrative support and financial updates to the sponsoring institutions or embassies.

Contact:

West Hall, ground floor, room 109-109 C

Tel: +961-1-374374, ext. 3174

Fax: +961-1-744478

e-mail: sao@aub.edu.lb

## Work-Study Program

The Office of Student Affairs coordinates an extensive work-study program that provides work-study opportunities on campus for eligible full-time undergraduate and graduate students.

During the academic year 2008-09 over 450 students participated in the work-study program working with faculty and administration in various campus offices and in the Medical Center.

All full-time students in good academic standing may apply for open positions at the Office of Student Affairs. Selection is competitive.

**Contact:**

West Hall, 2nd floor, room 326

Tel: +961-1-374374, ext. 3177

Fax: +961-1-744478

E-mail: [rs19@aub.edu.lb](mailto:rs19@aub.edu.lb)

[sao@aub.edu.lb](mailto:sao@aub.edu.lb)