Application Instructions for Special 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 not applying as a degree candidate and are applying for a short-term of study. 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, “Special Student Not Working for a Degree” and “Visiting Student,” then indicate on the application for which category you are applying. You may apply to 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
- A copy of high school diploma or secondary school certificate
- Adviser/professor/supervisor recommendation form(s); two recommendations are requested for visiting students, one from an academic or study abroad adviser, one from a current professor. Please duplicate the form supplied here for a second recommender.
- A photocopy of passport or ID
- An application fee of LL75,000 (US$50)

Non-Degree Undergraduate and Graduate Admission

A special student not working for a degree

- may normally take up to 16 credits only per semester;
- may register for two semesters only;
- must have at least high school diploma, school leaving certificate, government secondary school certificate or higher level of education;
- must have completed at least one semester (12 credits) at another university;
- 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 (student will be considered based on his/her academic record/standing prior to joining AUB as a special student);
- and must meet the English Language Proficiency Requirement (ELPR) (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.

A visiting student (junior year abroad or who may continue his/her education at AUB)

- Undergraduate students may normally take up to 16 credits per regular semester; graduate students may take up to 9 credits per regular semester;
- may register for two semesters only;
- must have completed the equivalent of the sophomore year in good academic standing;
- credits transferable to an AUB degree program if student applies for regular student status; may not be applicable to graduate students;
- must meet the ELPR (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.

Deadlines

<table>
<thead>
<tr>
<th>For admission to</th>
<th>Application deadline</th>
<th>Notification by</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall 2011–12</td>
<td>June 30, 2011</td>
<td>July 29, 2011</td>
</tr>
<tr>
<td></td>
<td>*Rolling till August 15</td>
<td></td>
</tr>
<tr>
<td>Spring 2011–12</td>
<td>November 1, 2011</td>
<td>December 2, 2011</td>
</tr>
<tr>
<td></td>
<td>*Rolling till January 10, 2012</td>
<td></td>
</tr>
</tbody>
</table>

English Language Proficiency Requirement (ELPR)

There are a variety of ways one may meet the ELPR (see catalogue for complete listing of exams).

Competence may be met by achieving the minimum scores on the following exams:

<table>
<thead>
<tr>
<th></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 (written)</td>
<td>573</td>
<td>600</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>550</td>
</tr>
<tr>
<td>IELTS</td>
<td>5.5</td>
<td>7.0</td>
</tr>
</tbody>
</table>

* Rolling applications (submitted after the deadlines above) will be considered; however there is no guarantee that the following notification dates will remain the same.
Special and Visiting Students Application

Applying for:

☐ Special Student Not Working for a Degree
☐ Visiting Student

Term(s) you plan to attend:

☐ Summer (July–August) 2011
☐ Fall (October–February) 2011–12
☐ Spring (February–June) 2011–12
☐ Summer (July–August) 2012

1. Name: Mr./Ms. _______________________ / ______________________ /  _________________________
   Last First Middle (or father’s name)

2. Mother’s maiden name ______________________ / ______________________ /  ___________________
   Last First Middle (or father’s name)

3. Current mailing address (Valid until ________________):
   ______________________________________
   [Complete and valid address is mandatory: PO Box alone is not sufficient]
   Building
   __________________________ / __________________________
   Street
   __________________________ / __________________________ / __________________________ / __________________________
   Mohafazat (County)                        City                                                      State                                                Zip Code                                Country
   Telephone (home):                    /                    /                    ______________________
   Fax:                        /                    /                    ______________________
   Email address: ______________________________

4. Permanent address: ________________________________________________________________________
   [preferably home address]
   Building
   __________________________ / __________________________
   Street
   __________________________ / __________________________ / __________________________ / __________________________
   Mohafazat (County)                        City                                                      State                                                Zip Code                                Country
   Telephone (home):                    /                    /                    ______________________
   Fax:                        /                    /                    ______________________
   Email address: ______________________________

5. Gender: ☐ Male ☐ Female  6. Date of birth: _____________ /____________ / ___________

   [as on passport or ID card provided with this form]

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

10. Major: _____________________________________  Minor:  ______________________________________

11. Present cumulative GPA and scale (e.g., 4.0 scale): ____________________________________________

12. Current class standing: ☐ Fr ☐ Soph ☐ Jr ☐ Sr ☐ Grad ☐ Not enrolled, specify
13. School certificate: ________________________________________________________________

14. In case of emergency, please notify:

Name ______________________ / Relationship ______________________ / Street ______________________

City and State ______________________ / Country ______________________ / Zip Code ______________________ / Home phone _______________ / Work phone _______________

15. Have you ever been to Lebanon? □ Yes □ No

Please state the dates and the purpose.

_________________________________________________________________________________________

_________________________________________________________________________________________

16. What is your proposed plan of study at AUB? List specific courses and their faculties if you know them.

☐ Undergraduate Courses

___________________________________________

___________________________________________

___________________________________________

___________________________________________

___________________________________________


☐ Graduate Courses

___________________________________________

___________________________________________

___________________________________________

___________________________________________

___________________________________________


17. Why do you think AUB should accept you as a special or visiting student? Use an additional sheet if necessary.

_________________________________________________________________________________________

_________________________________________________________________________________________

_________________________________________________________________________________________

_________________________________________________________________________________________

_________________________________________________________________________________________

Applicant’s signature: _____________________________ Date: ________ / _______ / _______

Day Month Year

Attention Applicant

Please submit the following:

a. A completed application form
b. An official copy of your most recent secondary/high school or college/university transcript
c. Adviser/professor/supervisor recommendation form(s)—see instructions
d. A photocopy of passport or ID
e. An application fee of LL75,000 ($50) or the equivalent in other currencies

Correspond to

American University of Beirut
New York Office
3 Dag Hammarskjold Plaza, 8th Floor
New York, NY 10017-2303
USA
(Second Avenue and 47th Street)
Tel: +1-212-583-7678
Fax: +1-212-583-7650
Email: mills@aub.edu.lb

American University of Beirut
Office of Admissions
PO Box: 11-0236
Riad El Solh, 1107 2020
Beirut, Lebanon
Tel: +961-1-374374
Ext.: 2585 / 2590 / 2596
Fax: +961-1-750775
Email: admissions@aub.edu.lb

Course catalogue on-line http://www.aub.edu.lb/registrar/Pages/catalogue.aspx
Recommendation for Special and Visiting Students

Applicant: If you are applying as a visiting student, please duplicate this form for a second adviser. Two recommendations are requested for visiting students, one from your academic or study abroad adviser, one from a current professor.

To be completed by applicant

1. Applicant’s name: ______________________ / ______________________ / ____________________
   Last  First  Middle (or father’s name)

2. College/university or work currently attending: ____________________ Dates: ___________________

3. Proposed courses of study and faculties while at AUB:
   __________________________________________________________________________________________
   __________________________________________________________________________________________
   __________________________________________________________________________________________

4. Proposed major at home institution: _______________________________ Minor: ________________

   Applicant: You may waive your right to see recommendations for admission. Please indicate whether you wish to waive this right by checking the appropriate line below. The committee on admissions places no value on your decision on this matter.

☐ I waive my right of access to this recommendation form.
☐ I do not waive my right of access to this recommendation form.

Signature: __________________________________________ Date: __________________

To be completed by recommender

1. Your name, please print clearly: ______________________ / ______________________ / ________________
   Last  First  Title

2. Relationship to applicant: __________________________________________________________________

3. Please comment on the applicant’s readiness to undertake the proposed course of study at AUB, and his/her maturity, independence, and readiness to live in a foreign environment.
   Additional comments may be added on a separate page.
   __________________________________________________________________________________________
   __________________________________________________________________________________________
   __________________________________________________________________________________________

Signature: __________________________________ Date: __________ /__________ / __________

Title: ___________________________________________________________________________________

Mailing address: _________________________ / __________________________________
   Building  Street [Complete mailing address is mandatory; PO Box alone is not sufficient]
   PO Box / _____________________ / _____________________ / _____________________ / __________
   Mohafazat (County)  City  State  Zip Code  Country

Telephone: __________________ / __________ / ______________
   Fax: __________________ / __________ / __________________

Email address: ______________________________ @ __________________________
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
- 64 buildings, including a medical center, four libraries, three museums, six dormitories
- 64 acres, including athletic fields, private beach and numerous gardens

Students
- Up to 7,828 students, representing nearly sixty seven countries
- Percent: male 50%, female 50%

Faculty
- Number of faculty members: 717
- Student/faculty ratio: 13/1
- Most faculty members have their highest degrees from leading institutions in the US, Europe, and the Middle East

Programs
- AUB offers more than 120 undergraduate and graduate programs in six faculties:
  - Faculty of Agricultural and Food Sciences
  - Faculty of Arts and Sciences
  - Suliman S. Olayan School of Business
  - Faculty of Engineering and Architecture
  - Faculty of Health Sciences
  - Faculty of Medicine

Merit scholarships
- Each year AUB awards full-tuition merit scholarships to ten new undergraduates with outstanding academic qualifications.

Tuition 2010–11

<table>
<thead>
<tr>
<th>Faculty</th>
<th>Undergraduate</th>
<th>Graduate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arts and Sciences</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. Arts</td>
<td>LL775,000 ($514)</td>
<td>LL995,000 ($660)</td>
</tr>
<tr>
<td>2. Sciences</td>
<td>LL822,000 ($545)</td>
<td>LL1030,000 ($683)</td>
</tr>
<tr>
<td>Suliman S. Olayan School of Business</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Business</td>
<td>LL897,000 ($595)</td>
<td>LL1,126,000 ($747)</td>
</tr>
</tbody>
</table>

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

Financial Aid
- Last year, 41% of undergraduates received financial aid ranging from 10% to 65% of tuition; eligibility for financial aid is determined on the basis of both academic merit and demonstrated financial need.

Alumni
- Number of living alumni: 51,000 residing in approximately ninety countries around the world, most in the Middle East.
- AUB alumni hold leadership positions in education, government, banking, business, engineering, science and medicine. They have served as cabinet ministers, members of parliament, governors of central banks, diplomats, CEOs, and university presidents.