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 carefully read 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 LL 120,000 or 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 HSBC Bank Ras Beirut Branch, Bank Swift Code BBMELBBX, Bank Routing Number: 0070031
Account Name: American University of Beirut
IBAN: LB620007000000000003013687104, Account Number: 00313687104.

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 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, or to those who are enrolling ONLY in Arabic language courses.

Important Note: Admission to AUB as a Non-Degree or Visiting Student does not guarantee admission to a regular degree program at AUB.

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, 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 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, or to those who are enrolling ONLY in Arabic language courses.

continued inside back cover
Non-Degree and Visiting Student applications
American University of Beirut, Office of Admissions, Beirut, Lebanon

Applying for:

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<thead>
<tr>
<th></th>
<th>Non-Degree</th>
<th>Visiting</th>
<th>Exchange</th>
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<tbody>
<tr>
<td>Deadline</td>
<td>Fall 2015–16</td>
<td>Fall 2015–16</td>
<td>Fall 2015–16</td>
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<td></td>
<td>June 30</td>
<td>April 1</td>
<td>April 1</td>
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<td>Spring 2015–16</td>
<td>Spring 2015–16</td>
<td>Spring 2015–16</td>
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<td></td>
<td>November 15</td>
<td>October 30</td>
<td>October 30</td>
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<td>Summer 2016</td>
<td>April 1</td>
<td>April 1</td>
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1. Name: Mr./Ms. ___________________________ / ___________________________ / Middle (or father’s name)

2. Mother’s full maiden name ___________________________ / ___________________________ / Middle (or father’s name)

3. Current mailing address (Valid until ___________________________):
   Building ___________________________ / ___________________________ / ___________________________
   Street ___________________________ / ___________________________ / PO Box (not AUB box)
   Area/Caza ___________________________ / City ___________________________ / State ___________________________ / Zip Code ___________________________ / Country ___________________________
   Telephone (home): ___________________________ / ___________________________ / ___________________________ / Fax: ___________________________ / ___________________________ / ___________________________
   Email address: ___________________________ @ ___________________________

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

5. Gender: □ Male □ Female

6. Date of birth: ________ / ________ / ________

7. Country of birth: ___________________________

8. Nationality: □ Lebanese □ Other (check both if applicable)

9. Social Security No (SSN for US citizens or permanent residents): ___________________________

10. Passport number: ___________________________ Expiry Date: ________ / ________ / ________
    [Provide copy of passport]

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

13. Present cumulative GPA and scale (e.g., 4.0 scale): ___________________________

14. Current class standing:  ☐ Fr  ☐ Soph  ☐ Jr  ☐ Sr  ☐ Grad  ☐ Not enrolled, specify

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

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<th>Name</th>
<th>Relationship</th>
<th>Building</th>
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<th>Street</th>
<th>PO Box (not AUB box)</th>
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<th>City</th>
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Telephone (home): _______ / _______ / _______  Fax: _______ / _______ / _______

Email address: ____________________________@

16. Have you ever been to Lebanon?  ☐ Yes  ☐ No  Please state the dates and the purpose.

___________________________________________________________________________

___________________________________________________________________________

17. How did you hear about AUB?

___________________________________________________________________________

___________________________________________________________________________

18. Do you have an 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>Year of graduation</th>
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19. Do you have an 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>Degree</th>
<th>Office/department</th>
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</table>
20. What other study abroad locations are you applying to?

__________________________________________________________________________

__________________________________________________________________________

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

__________________________________________________________________________

__________________________________________________________________________

22. Why do you think you are a good ‘Non-Degree’ or ‘Visiting’ candidate’ for study at AUB?

__________________________________________________________________________

__________________________________________________________________________

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

__________________________________________________________________________

__________________________________________________________________________

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

__________________________________________________________________________

__________________________________________________________________________

25. 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 https://www-banve.au.edu.lb/catalog/schedule_header.html or https://www-banner.au.edu.lb/pls/webabwckclg.p_disp_dyn CTLG.

Please make sure that you have completed the prerequisites of selected courses.

<table>
<thead>
<tr>
<th>Course Code (Ex. 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 Faculty of Engineering and Architecture. A regular course load ranges between 12 and 17 credits.
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. An application fee of LL 120,000 ($80)

Correspond to

<table>
<thead>
<tr>
<th>American University of Beirut</th>
<th>or</th>
<th>American University of Beirut</th>
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</thead>
<tbody>
<tr>
<td>New York Office</td>
<td></td>
<td>Office of Admissions</td>
</tr>
<tr>
<td>Attn: Admissions</td>
<td></td>
<td>PO Box: 11-0236</td>
</tr>
<tr>
<td>3 Dag Hammarskjold Plaza, 8th Floor</td>
<td></td>
<td>Riad El Solh, 1107 2020</td>
</tr>
<tr>
<td>New York, NY 10017-2303</td>
<td></td>
<td>Beirut, Lebanon</td>
</tr>
<tr>
<td>USA</td>
<td></td>
<td>Tel: +961-1-374374</td>
</tr>
<tr>
<td>(Second Avenue and 47th Street)</td>
<td></td>
<td>Ext.: 2585 / 2590 / 2596</td>
</tr>
<tr>
<td>Tel: +1-212-583-7665</td>
<td></td>
<td>Fax: +961-1-750775</td>
</tr>
<tr>
<td>Fax: +1-212-583-7650</td>
<td></td>
<td>Email: <a href="mailto:admissions@aub.edu.lb">admissions@aub.edu.lb</a></td>
</tr>
<tr>
<td>Email: <a href="mailto:OIP@aub.edu.lb">OIP@aub.edu.lb</a></td>
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</tbody>
</table>

Course catalogue online [www.aub.edu.lb/registrar/Pages/catalogue.aspx](http://www.aub.edu.lb/registrar/Pages/catalogue.aspx)

How do you expect to meet the cost of tuition and other expenses?
Check all that apply.

- [ ] 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.

Applicant’s Signature: ___________________________  Date: _____ / _____ / _______
**Faculty**
- Number of faculty members: 838
- Student/faculty ratio: 10/1
- 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 2014–15***

<table>
<thead>
<tr>
<th>Exam</th>
<th>Undergraduate (per credit)</th>
<th>Graduate (per credit)</th>
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</thead>
<tbody>
<tr>
<td>TOEFL (computer-based)</td>
<td>230</td>
<td>250</td>
</tr>
<tr>
<td>TOEFL (paper and pencil)</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>

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

**Financial Aid**
- During 2013-14, 42% of undergraduates received financial aid ranging from 20% to 100% of tuition. Eligibility for financial aid is determined mainly on the basis of demonstrated financial need.

**Alumni**
- Number of current alumni: 58,036 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. Many served as cabinet ministers, members of parliament, governors of central banks, diplomats, CEOs, and university presidents.

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**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:

- TOEFL
- TOEFL (paper and pencil)
- TOEFL (internet-based)
- EEE (English Entrance Exam, given at AUB)
- IELTS

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**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 seven student residences, the AUB Medical Center, the Charles W. Hostler Student Center, five libraries, computer labs, two art galleries, the Archaeological and Natural History Museums, and one of Lebanon’s few geological collections.
- 61 acres, including athletic fields, private beach and numerous gardens

**Students**
- Up to 8,315 students, representing nearly 76 countries
- Percent: male 48%, female 52%