I. On-campus Housing Priorities
Priority for on-campus housing is for undergraduate students -- mainly freshmen and sophomore students. Applications for new students are processed on a first come, first served basis. Early application is strongly advised. Applications beyond the stated deadline will only be considered subject to availability. Graduate students will be accommodated only if space is available. Due to our limited capacity and the high demand for private rooms are not usually available.

II. Application Submission
The completed Residence Hall application must be submitted along with a passport size photo to the Student Housing Office in West Hall, Room 112, following the payment of a deposit fee of 300,000 L.L. at the AUB Cashier’s. Students coming from abroad can send the application by mail accompanied by a certified check for 200 U.S. Dollars payable to American University of Beirut. Please do not send cash money by mail. Applications or photos sent by Email are not accepted.

III. Criteria for entry into the student residence halls
As a general principle, subject to availability, all AUB students are entitled to accommodation for on-campus housing. Choice of building is based on priority in the following order:
1. Seniors, who in their previous years at AUB, did not reside in their preferred residence hall.
2. Those wishing to remain in the same residence hall they were in the previous semester.
3. All other students --- including sophomores, freshmen and graduate students.

IV. Room Assignment and Roommate Criteria
Student Housing reserves the right to change a resident’s assigned room in cases where there is no roommate or in cases of room reservation cancellations. In cases where a roommate cannot be assigned a full charge for the room/suite applies. Students who do not specify a roommate will be assigned a roommate from among the pool of applicants we have. A request to change room/roommate may not normally be accommodated. In cases of roommate disagreements students are urged to mediate their differences and find a compromise. If no agreement is reached, Student Housing will meet with both parties and decide the appropriate course of action. Graduate students will be accommodated once all undergraduate applicants have been secured a place.

V. Residence Hall Fees for FALL 2011-2012:

<table>
<thead>
<tr>
<th>Room Type</th>
<th>Total Fee in Lebanese Lira</th>
</tr>
</thead>
<tbody>
<tr>
<td>Double</td>
<td>1,867,000 \1,238 USD</td>
</tr>
<tr>
<td>Semi Private (only in the women’s dorms)</td>
<td>2,306,000 \1,529 USD</td>
</tr>
<tr>
<td>Private</td>
<td>3,019,000 \2,002 USD</td>
</tr>
</tbody>
</table>

*Mayfair Residence for Women (off-campus)*

<table>
<thead>
<tr>
<th>Room Type</th>
<th>Fees/Semester in Lebanese Lira</th>
</tr>
</thead>
<tbody>
<tr>
<td>Double</td>
<td>2,698,000/ person \1,789 USD</td>
</tr>
<tr>
<td>Private</td>
<td>4,720,000/ person \3,130 USD</td>
</tr>
<tr>
<td>Suite for two</td>
<td>5,058,000/ person \3, 354 USD</td>
</tr>
</tbody>
</table>

* Mayfair is located on Sidani Street within a short walk from AUB. Every room has its own bathroom. The suites consist of one bedroom for two, a living room, a kitchenette, and a bathroom.
1. Deadline for Submitting Dorm Application
The completed application form should be submitted to the office of Student Affairs by Friday, July 29, 2011. Applications received after the deadline will be processed only if space is available.

2. Cancellation of Application
Students may cancel their application for dorm reservation without financial penalty by Friday August 26, 2011. Cancellations must be submitted in writing (or via email) to the Office of Student Affairs. Students who cancel after this date will lose their deposit fee. Cancellation after the start of the term will result in higher penalty fee increasing weekly after the deadline for cancellation.

3. Failure to Take up Residence and Early Departure
Failure to take up residence does not eliminate liability for fees. Failure to cancel the dorm reservation prior to the start of the semester will result in a fine starting at 10% of the student’s residence fee. Those who voluntarily depart from their dorm before the end of a semester are not entitled to receive a refund. Petitions will be considered only in cases of extreme personal circumstances.

4. Confirmation of Dorm/Room Assignments
Confirmation of dorm assignments for applicants who submitted their application forms within the deadline for applications will be announced on our webpage by Friday September 16, 2011.

5. Personal Property Insurance
AUB cannot assume responsibility for personal property kept in a student’s room. We strongly recommend private insurance coverage against risks such as fire or theft.

6. Keys and Damage to University Property
- Room keys in the dorms are given to students during the period of their stay. Responsibility for these keys during this period is solely with the student. The student must return all keys, in person, once the term of his/her stay has ended. A fine of L.L. 60,000 will be charged in case of loss or failure to return keys upon check out. Unauthorized duplication of any University key is strictly forbidden.
- Any student responsible for causing damage to AUB property will be charged the repair/replacement cost, an additional fine of L.L. 60,000 and will be subject to further disciplinary measures.

7. Curfew Policy
Curfew hours are: Sunday – Thursday from 12 midnight until 7:00 a.m.
Friday from 1:00 a.m. until 7:00 a.m.
Saturday from 2:30 a.m. until 7:00 a.m.
Students found in violation of the curfew hours will be subject to disciplinary action. Forged waiver forms will be subject to University action in accordance with the Student Code of Conduct, particularly relating to the sections on forging official papers and dishonesty.
Graduate/Medicine students are exempt the curfew policy.

8. Smoking and Alcohol
As part of the AUB community, residents are required to abide by the smoking policy that is applicable on campus. In the residence halls, smoking is not permitted in public areas of the dorms, in doubles or semi-private occupancy rooms. Alcohol is strictly prohibited at all times in all areas of the student housing buildings.

9. Living in the AUB student residence halls is a privilege that may be denied at any time a student is found in violation of residence life rules and regulations. Residents are responsible for the behavior of their guests in the dorms. Please visit our webpage to know more.
http://www.aub.edu.lb/sao/housing/Pages/index.aspx
Please Print Clearly
Spell your name exactly as it appears on your official AUB record.
Provide all 9 digits of your AUB ID Number

AUB ID □ □ □ □ □ □ □ □ □

I. PERSONAL INFORMATION
First Name : ___________________ Middle: _______________
Family Name : ____________________________________________
1st Nationality: ___________________ 2nd Nationality: ____________
Gender: □ F □ M Date of Birth: _____ / _____ / ________
Tel in Lebanon: ___________________________
Mobile (Please update if this changes) : _______________________
E-mail: ___________________________________________
Permanent Home Address : __________________________________
_________________________________________________________

Class (as of Fall 2011-12)
□ UPP
□ Freshman
□ Sophomore
□ Junior
□ Senior
□ Graduate

II. CONTACT INFORMATION (for Emergencies)
Name (parent or guardian): __________________________________
Relationship to Student: ________________________________
Tel. __________________________ Mobile ___________________
Fax # (if any) ________________ E-mail ______________________
Home Address: __________________________________________

Class (as of Fall 2011-12)
For schools like FEA:
□ 1st year
□ 2nd year
□ 3rd year
□ 4th year

Type of Student
You can check more than one
□ Regular Student
□ Exchange/Visiting
□ Special Student
□ International Student
□ Returning Residents

Expected Graduation Date
______________________________________

Do you have a disability of allergy that we should be aware of? Please specify

III. PREFERENCES:
Completion of this section will help the attempt to match your needs, but we may not be able to accommodate all of your preferences. We do not guarantee room choice or roommate preferences under any circumstances.

Please rank in order of preference 1, 2, 3, etc. and note that current residents have a priority in the dorm/room assignment process.

<table>
<thead>
<tr>
<th>WOMEN'S HALLS</th>
<th>MEN'S HALLS</th>
<th>ROOM TYPE</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ Boustani</td>
<td>□ Kerr</td>
<td>□ Private *</td>
</tr>
<tr>
<td>□ Jewett</td>
<td>□ Penrose</td>
<td>□ Double</td>
</tr>
<tr>
<td>□ Murex</td>
<td></td>
<td>□ Semi Private</td>
</tr>
<tr>
<td>□ New Women’s</td>
<td>All rooms are either double or private.</td>
<td>□ Mayfair Suite</td>
</tr>
<tr>
<td>□ Kerr II</td>
<td></td>
<td>□ Mayfair Double</td>
</tr>
<tr>
<td>□ Mayfair **</td>
<td></td>
<td>□ Mayfair Private</td>
</tr>
</tbody>
</table>

* Private is not a priority and subject to availability.
** Check the Mayfair rates before you choose double, private or suite.

Preferred Roommate:
For further consideration, your name must appear on the application of the preferred roommate.

Official Use Only
Date Received:

ASSIGNMENT
Dorm: __________
Room: __________
**IV. RELEVANT INFORMATION**

(Completing this section will help us in the roommate matching process)

- [ ] I smoke*
- [ ] I don’t smoke
- [ ] I prefer a non-smoking roommate
- [ ] I do not mind to stay with a smoking roommate*
- [ ] I usually stay up till late
- [ ] I go to sleep before 12:00 midnight
- [ ] I usually wake up early
- [ ] I go to sleep before _________ a.m.
- [ ] I listen to music while studying
- [ ] I prefer a quiet study environment
- [ ] I prefer to study outside my room
- [ ] I prefer to study in my room

**Hobbies and interests - please specify**

* Smoking is not allowed in public areas of the residence halls and all double and semi private occupancy rooms. Violators may face eviction charges.

**DECLARATION**

**Please sign and date this declaration** *(Unsigned applications cannot be processed)*

I wish to apply for on-campus housing. I have read the above information and agree to abide by AUB’s rules and regulations governing residence on campus. I also understand that any damage I cause to AUB property will be charged to my account.

Further, I understand that I will be charged the amount of 300,000 L.L. Should I fail to cancel my room reservation by August 26, 2011.

All of the information I have provided in this application is accurate and true to the best of my knowledge. I understand that any false information may lead to disciplinary action by the Dean of Student Affairs and the university administration.

**Signature:**

**Date:**

**Move-in Date**

For Fall 2011-12, the move-in may begin on Friday September 23, 2011.

*Students who fail to check-in during the first week of the semester without notifying (in writing) the Student Housing Office may lose their place. Students who fail to cancel, in writing, the room reservation prior to the start of the semester will be charged a fine between 10% - 25% of the student residence fee.*

**APPLICATION DEADLINE: FRIDAY JULY 29, 2011**