Student Housing Guidelines Fall 2013-14

I. Student Housing Priorities:

Priority is for undergraduate students starting with freshman among the new applicants. First year freshman students are required to live in the University residence halls by policy. Nevertheless, to reserve a place, the scholar must complete and submit this application on time.

Among other new undergraduate students, priority is given to students coming from abroad, considered international students, and those from beyond the greater Beirut area in Lebanon.

Current residents who apply on time will retain their spots.

Graduate and medicine students may be considered subject to availability (graduate and medicine students are entitled to stay in dorms for two academic years only).

Under each of the above categories, applications are processed on a first come first served basis.

Only active AUB students are entitled to benefit from student housing residences at AUB.

II. Application Submission

For all new dorm applicants (both current and new AUB students):

A payment of a deposit of LL300,000 (DDEP) must be paid for all first-time applicants to dorms. (The DDEP is paid once and is reimbursable upon graduation). You will receive an e-mail from Student Housing notifying you of the deposit to be paid. You will then be asked to pick up the invoice from the Office of Student Housing and settle it in cash at the Cashier’s Office – College Hall building. The invoice must be picked up and settled between August 23 and September 4, 2013.

1. Deadlines for Submitting Dorm Application

CURRENT AUB STUDENTS: May 8 - 15, 2013

NEW AUB STUDENTS: June 17 - July 10, 2013

Applications received after the stated deadlines will only be considered subject to availability.

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1 If a freshman student has alternative lodging, he/she must submit the Waiver of Residence Requirement for Freshman Students form (available on our website). In the event where the Student Housing office does not receive any of these two forms, no housing arrangement can be made.
2. Notification

You will receive an e-mail confirming receipt of your application upon your online submission. This is your proof of having submitted your application.

3. Waiting List

Due to limited space, your application may be on the waiting list. If you are on the waiting list, you will receive a notification e-mail by Tuesday August 6, 2013. We will update you by e-mail if availabilities arise.

4. Confirmation of Dorm/Room Assignments

Confirmation of dorm/room assignments will be announced on our webpage by Monday August 26, 2013.

5. Cancellation of Application

Students may cancel their application without financial penalty by Sunday August 4, 2013. Cancellations must be submitted via e-mail to the Office of Student Housing (stating your full name and AUB ID). Students who cancel after this date will be charged a LL300,000 penalty fee.

6. Failure to check-in and early departure:

Failure to check-in within the first week of the semester (by Tuesday September 10, 2013) will result in automatic cancellation of your reserved spot and loss of dorm fees.

Those who deliberately 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.

7. Move-in

The move-in period is between Monday September 2 and Tuesday September 10, 2013.

III. Student Residences Rules and Regulations

1. Personal Property Insurance

AUB cannot assume responsibility for personal property kept in a student’s room.

2. 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 and may be subject to further disciplinary measures.

3. Room Assignment and Roommate Criteria

Your roommate preference will be accommodated provided that you and your preferred roommate write each other’s name on your respective applications. Student Housing reserves the right to change a resident’s assigned room in case of cancellation and/or overbooking. Students who do not specify a roommate will be assigned a roommate from among the pool of applicants we have.

4. 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 exempted from the curfew policy.

5. Smoking and Alcohol

As part of the AUB community, residents are required to abide by the smoking policy that is applicable on campus. Smoking is strictly forbidden in the residence halls.

Possession or consumption of alcohol is strictly prohibited in all areas of the student housing buildings.

6. CCTV Cameras

The corridors and the lounge areas in Penrose and Kerr I are under CCTV camera surveillance.

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.

Please visit our webpage to know more: http://www.aub.edu.lb/sao/housing/Pages/index.aspx
## Fees (Fall 2013-14)

<table>
<thead>
<tr>
<th>ROOM TYPE</th>
<th>FEES PER PERSON PER SEMESTER FALL 13-14</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ON CAMPUS</strong></td>
<td></td>
</tr>
<tr>
<td>Double</td>
<td>2,000,000 LBP</td>
</tr>
<tr>
<td>Semi-private (for women only)</td>
<td>2,470,000 LBP</td>
</tr>
<tr>
<td><strong>AUB DORMS ON SIDANI STREET (for women only)</strong></td>
<td></td>
</tr>
<tr>
<td>Double</td>
<td>2,862,000 LBP</td>
</tr>
<tr>
<td>Suite double</td>
<td>5,418,000 LBP</td>
</tr>
<tr>
<td>Private</td>
<td>5,056,000 LBP</td>
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</tbody>
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