



AMERICAN  
UNIVERSITY  
OF BEIRUT

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## OFFICE OF THE REGISTRAR

August 23, 2023

Dear AUB Students,

Paid membership in the NSSF (National Social Security Fund) is mandatory by law for all Lebanese and French students **excluding freshman students and students older than 30 years.**

All new, continuing, and former returning students must complete the NSSF declaration form for academic year 2023-24.

The declaration period runs from **September 1 through September 29, 2023.** You must come in person to the Office of the Registrar's window on the east end of College Hall from **Monday through Friday, 9:00 am through 4:00 pm.**

**Declaration forms** are available at the Office of the Registrar's window.

Please read the following carefully before you fill out the form:

### A. Those who benefit from NSSF:

1. Students who benefit through one of their parents from the NSSF or any other relative, or
2. Students who are working and have their own NSSF number.

**Bring a certificate showing your NSSF number or your parent's NSSF number to refund the charged fee. (NB: the fee is non-refundable after the deadline.)**

### B. Those who do not benefit from NSSF:

1. Students who do not benefit from their parents' NSSF, or
2. Students who do not work

**Bring a family registration form (إخراج قيد عائلي) or copy of the Identity Card to have your own NSSF number.**

**AUB staff dependents must also declare.**

For any questions, kindly contact Mr. Samir Hajj Youssef at +961 1 374 374, ext. 2578, or email: [sh20@aub.edu.lb](mailto:sh20@aub.edu.lb).

Kind Regards,

Office of the Registrar

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