

# Fees and Expenses

The American University of Beirut is a non-profit institution. Costs to students in tuition and other university fees, are kept at a minimum consistent with the provision of high quality instruction and adequate facilities and equipment. The University reserves the right to change any or all fees at any time without prior notice. Such changes are applicable to students currently registered with the University as well as to new students.

Students are not permitted to enter classes at the beginning of the term until their fees are paid or special arrangements have been made with the Office of the Comptroller (see below). All fees are quoted in Lebanese pounds and US dollars.

## Payment of Fees

- Each AUB student must pay all his/her tuition and other university fees.
- Statements of fees are available on the AUB website.
- All students must complete registration and the payment of tuition fees and other charges, according to the academic calendar on pp. 14–17 for the first and second semesters. Under special circumstances, late payment is permitted during a period of no more than five working days after the announced deadline, and is subject to a late payment fee of \$100.
- Checks must be issued to the order of the bank concerned using the following format: Pay to the order of **(Name of Bank)—Account AUB.**
- Students with zero or credit balances must inform the Office of the Comptroller—Students Section via e-mail at [comptroller@aub.edu.lb](mailto:comptroller@aub.edu.lb)— to finalize their registration.
- Sponsored students, staff dependents, graduate assistants, and student staff members should contact the Office of the Comptroller—Students Accounts Section-- before the payment deadline in order to finalize their registration.
- Students who demonstrate financial need must formally apply to the Office of the Comptroller for deferred payment arrangements for tuition fees, according to the academic calendar on pp. 14–17 for the first and second semesters. Applications for deferrals are not accepted thereafter. Deferred payments are not a right and are only agreed to under specific and special circumstances. Students who arrange for deferred payments are still required to complete all registration formalities within the set deadlines. Deferred payment arrangements are not permitted for the summer session in any faculty.
- Applications for deferred payment arrangements are reviewed by the Office of the Comptroller which is responsible for administering all deferred payment arrangements.
- A continuing student, as well as a graduate student who has studied at AUB, who applies for deferred payment arrangements, must pay at least 50% of the net amount of tuition due. All other charges must be paid in full with no deferrals. A student must pay a deferred payment application fee of \$33, whether the application is approved or not. Should the student's application be approved, the student must pay the balance of tuition, the deferred application fee of \$33, and the late payment fee, if applicable. All payment must be concluded by the announced deadlines.

- Every student granted deferred payment arrangements must sign a statement indicating agreement that failure to complete payment by the set deadline will result in receiving no credit for the semester in which the student has defaulted on payment.
- **Due dates are not extended nor are late payment fees waived for any reason.**
- Students are expected to meet all financial obligations to the University by the appropriate due date. For any student who fails to promptly meet his/her financial obligations the University reserves the right to place an encumbrance on the student's record that prevents registration for future semesters and the release of transcripts and diplomas, and also prevents access to other university services. It is each student's responsibility to be informed of all registration and fee payment dates and deadlines.

Up-to-date schedules for registration and payment of fees are available through the Office of the Registrar. This information, as well as the tuition fee tables, is also at the following websites:

<http://staff.aub.edu.lb/~webcompt/students.html>

<http://webfaculty.aub.edu.lb/~webregist/Announcement.htm>

### Office of the Registrar

American University of Beirut  
PO Box 11-0236  
Riad El Solh 1107 2020  
Beirut, LEBANON

Tel: +961 1 374274/374444

Ext: 2570/2571

Fax: +961 1 744469

E-mail: [registrar@aub.edu.lb](mailto:registrar@aub.edu.lb)

## Withdrawals

In the event a student withdraws for justifiable reasons after registration, fees are refunded according to the following schedule for the fall and spring semesters:

- |  |  |
|--|--|
| • Before the official start of classes | 100% of full tuition and other fees <sup>1</sup> |
| • During the first week of classes     | 75% of tuition                                   |
| • During the second week of classes    | 50% of tuition                                   |
| • During the third week of classes     | 25% of tuition                                   |

<sup>1</sup> AUB NET Computing, HIP, NSSF, and activity fee

The following schedule is applied in refunding fees for the summer session:

- Before the official start of classes      100% of full tuition and other fees<sup>1</sup>
- During the first week of classes          75% of tuition
- During the second week of classes        25% of tuition

For additional information, contact

**Office of the Comptroller**  
**Student Accounts Section**  
**American University of Beirut**  
 PO Box 11-0236  
 Riad El Solh 1107 2020  
 Beirut, LEBANON  
 Tel: +961 1 353195/350000  
 Ext: 2473/2478  
 Fax: +961 1 744465

<sup>1</sup> AUB NET Computing, HIP, NSSF, and activity fee

# Financial Aid

AUB offers financial aid to qualified students in the form of need-based financial aid grants and loans, merit scholarships, student work-study, and graduate assistantships. In 2005–06 the University awarded over \$8 million in need-based grants and merit awards, and this amount is expected to increase for academic year 2006–07. Last academic year an additional amount of approximately \$5 million was awarded in funds for student work scholarships and graduate assistantships.

Financial need is a necessary condition for a financial aid grant. Need is assessed for each student, yearly, on the basis of factors such as family income, number of siblings enrolled in school/university, assets such as home(s), car(s), and other property, and major changes in financial status. Assessments are made by the Interfaculty Committee for Financial Aid using an application for financial aid completed by a student and his/her family before the required deadline. For new students living in Lebanon, an interview is usually required to help the committee assess need. Further need assessment may be carried out through house visits when deemed necessary. Need is a necessary but not sufficient condition for financial aid.

## Need-Based Financial Aid

Grants are outright awards of assistance, mainly for undergraduate and medical students, based on demonstrated need. Other graduate students may receive such grants, if eligible, in small amounts to cover a small part of the tuition. Selection is based first on need and then on academic performance. Students applying for the first time for financial aid may obtain applications from the Office of Financial Aid, West Hall, American University of Beirut, P.O. Box 11-0236, Riad El-Solh 1107 2020, Beirut, Lebanon, or can download the application from the AUB homepage: [www.aub.edu.lb](http://www.aub.edu.lb) under the link Admissions then Financial Aid. New students applying for the academic year 2007–08 must complete and submit the application with all required supporting documents by February 2, 2007. Previous financial aid applicants re-applying for the academic year 2007–08 must complete the application on-line and submit a printed copy of the on-line application along with supporting documents by March 31, 2007. The required documents should be delivered in person to the Office of Financial Aid in the basement of West Hall. Awards are usually announced by the end of May for students admitted to the fall semester and by mid-January for students admitted to the spring semester.

As part of the need-based financial aid program, AUB started a loan program in September 2003 for medical students enrolled in the Faculty of Medicine. The purpose of the loan program is to allow further financial support to medical students who find it otherwise difficult to complete their studies. These students may apply for financial aid as usual; and, if eligible, they may receive a financial assistance package in the form of a grant from AUB and a loan from a bank assigned by AUB. Participating students take the loan during each year of study. The loan is subsidized by AUB during a student's years of study until graduation. Accordingly, AUB pays the loan's interest, relieving the student from this financial burden until graduation. After graduation the student must repay the loan at a low interest rate over a six year period.