

# Office of International Programs

The Office of International Programs is located in West Hall, 3rd floor, Room 320.

Telephone: +961-1-374374 ext.3147

Email: [oiip@aub.edu.lb](mailto:oiip@aub.edu.lb)

Website: [www.aub.edu.lb/oiip](http://www.aub.edu.lb/oiip)

## International Student Services

The Office of International Programs provides support to all international students studying at AUB by providing the following services:

- Pre-arrival advice (following admission to AUB)
- On-site orientation, mentoring and intercultural activities
- Demystification of processes and procedures on campus
- Advice on obtaining student visas or student residence permits
- Forums (both electronic and in-person) for interaction with other AUB student populations
- For international degree-seekers, advice on studying abroad as part of their AUB degree

## Passports, Visas, and Residence Permits

International students joining AUB, meaning any student who does not hold a Lebanese passport or Lebanese identity card, must have their foreign passports valid for a period of not less than 13 months from the date of joining the University. All such students should also check with the nearest Lebanese Embassy or consulate in their country as to whether they require an entry visa in order to legally enter Lebanon or are eligible to obtain a one-month entry visa at the airport.

Once registered, all students who do not hold Lebanese passports are required to obtain a residence permit before the expiration of the entry visa stamped in their passports. Students must apply for this permit within one month of arrival in Beirut, and ONLY after registering and paying AUB tuition fees. For this reason, the OIP strongly advises students not to enter Lebanon more than two weeks prior to the beginning of the semester in which they plan to first enroll.

The Office of International Programs, in coordination with the Office of the Registrar, will help provide the necessary certificates for registered non-Lebanese students to acquire residence permits from the Lebanese authorities. Information about obtaining a residence permit is distributed at International Student Welcome Day at the beginning of each semester or may be obtained in room 322 of West Hall, as well as on the OIP website [www.aub.edu.lb/oiip/intlstds/Pages/stay\\_legal.aspx](http://www.aub.edu.lb/oiip/intlstds/Pages/stay_legal.aspx)

## Study Abroad and Student Exchange

AUB has several study abroad and exchange programs for undergraduate and graduate students. AUB's growing number of international partner institutions include but are not limited to:

- American University, USA
- American University of Cairo, Egypt
- Aarhus University, Denmark
- Boston University, USA
- Danish School of Media and Journalism, Denmark
- Freie Universität Berlin, Germany
- George Washington University (Elliot School of International Affairs), USA
- Institut d'Etudes Politiques ("Sciences Po"), France
- Institut LaSalle-Beauvais, France
- Koc University, Turkey
- Lund University, Sweden
- Middle East Technical University, Turkey
- Politecnico Di Torino, Italy
- Salzburg Academy on Media and Global Change, Austria
- Södertörn University, Sweden
- Technical University of Munich, Germany
- Toulouse Business School, France
- Universidad Carlos III de Madrid, Spain
- Université de Genève, Switzerland
- Université de Montréal, Canada
- University of California, Berkeley, USA
- University of California, Irvine, USA
- University of New Mexico, USA

Undergraduate students are required to complete at least 24 credits at AUB before beginning a period of study abroad, while graduate students are required to complete at least six (6) credits at AUB before studying abroad; additional academic policies and procedures also apply. For a complete list of exchange and other study abroad options at AUB, or to review the guidelines for study abroad, please visit <http://www.aub.edu.lb/oip> or Room 320 in West Hall.

## OIP Resources for Faculty

The Office of International Programs is pleased to provide information to faculty on international standards of practice for credit transfer and grade transfer upon request. In addition, OIP maintains a current listing of all institutions/consortia/universities with which AUB maintains formal agreements for purposes of student exchange and study abroad. Please note that exchange agreements cannot be put into effect at AUB without the approval of the Provost, for whom the Office of International Programs serves as the official record-keeper. Guidelines for the setting up of new international academic exchange agreements and similar linkages are available by request from the Director.



