American University of Beirut
Application for Non-Degree and Visiting Students
2017–18
Application Instructions for Non-Degree and Visiting Students

We are delighted that you are planning to apply to the American University of Beirut (AUB). Please use this application if you are applying for a short term of study, not for a degree program. If you wish to apply to an AUB degree program, please inquire through AUB's New York Office, through the Office of Admissions on the AUB campus in Beirut, or consult AUB’s web page at www.aub.edu.lb/admissions.

Please carefully read the descriptions of each category, 'Student Not Working for a Degree' and 'Visiting Student.' Indicate which category is appropriate on the application. You may apply for only one category.

Applicants for either category should submit the following:

- A completed application form
- An official copy of your most recent college/university transcript with information on the grading scale if not on a US 4.0 or percentage
- Adviser/professor/supervisor recommendation form(s): two letters of recommendation are required for visiting students, one from an academic or study abroad adviser, and one from a current professor
- A photocopy of passport or ID
- A non-refundable application fee of LL 120,000 or USD 80

How to Pay Application and Enrollment Fees

Applicants who send their applications by mail should include a check payable to the American University of Beirut. The application fee may also be paid through bank transfer, with reference to the applicant’s name, to HSBC Bank Ras Beirut Branch, Bank Swift Code BBMELBBX, Account Name: American University of Beirut, USD Account Number: 003 - 013687 - 104, USD IBAN: LB620007000000000003013687104, LBP Account Number: 003 - 013687 - 003, LBP IBAN: LB730007000000000003013687003.

US Bank address
JP Morgan Chase Bank NA, 270 Park Ave. Floor 43, New York NY 10017

US Bank account details
J P MORGAN CHASE BANK
Account #: 134 – 195493 [US currency only]
Routing #: 021000021
Swift code: CHASUS33
Account name: AUB – Lebanon Account
Do not send cash. Applicants who hand-deliver their applications should pay the fee at the Cashier’s Office located on the first floor of College Hall.

Admission as an Exchange or Visiting Student

This category applies to a student who is currently enrolled in a degree program outside Lebanon, is applying to take courses at AUB as part of a recognized study abroad or exchange experience, and intends to request or receive credit transfer for AUB courses towards the degree program at the home university. Admission is offered normally for two semesters if the student is joining AUB starting fall or for one semester if starting in spring (registration may be extended to another semester depending on course offerings and achievements in courses taken at AUB upon submission of a petition to this effect). Visiting students may take up to seventeen credits per semester and are normally expected to complete their degrees at their home universities.

- Students may normally take up to 17 undergraduate credits or 9 graduate credits per semester.
- Students must be enrolled in a graduate or undergraduate degree program at a recognized university outside Lebanon.
- Applicants should have completed the sophomore year at their home university before starting studies at AUB.
- Students should have a GPA of 3.0/4.0 or its equivalent.
- Exchange applicants need to confirm with their home universities that they have exchange agreements with AUB.
- Students must meet the English Language Proficiency Requirement (ELPR) (see below). Exemption is given to candidates whose native language is English, or to those who have completed two years of higher education with English as the primary language of instruction, or to those who are enrolling ONLY in Arabic language courses.

Important Note: Admission to AUB as a non-degree or visiting student does not guarantee admission to a regular degree program at AUB.

Admission as a Non-degree Student

For a student not working for a degree

This category applies to persons enrolled in a recognized degree program within Lebanon, having completed at least one semester (12 credits) of course work, and who do not wish to apply to a degree program at AUB. It also applies to persons who have a recognized secondary school diploma or degree from a recognized university, who are not enrolled in a degree program of any sort, but wish to take AUB courses for personal or professional enrichment. Non-degree students may take up to seventeen credits per semester. Admission is normally offered for two semesters if the student is joining AUB starting fall or for one semester if starting in spring (registration may be extended to another semester depending on course offerings and achievement in courses taken at AUB upon submission of a petition to this effect). Please note the conditions below.

- Students may normally take up to 17 undergraduate credits or 9 graduate credits per semester.
- Students must have a high school diploma, school-leaving certificate, government secondary school certificate or higher level of education recognized by AUB.
- Students must have completed at least one semester at another university recognized by AUB.
- Credits taken at AUB may be considered toward AUB degrees if the student reapplies for admission as a regular student, and is accepted based on the admission criteria.
- Students must meet the English Language Proficiency Requirement (ELPR) (see below). Exemption is given to candidates whose native language is English, or to those who have completed two years of higher education with English as the primary language of instruction, or to those who are enrolling ONLY in Arabic language courses.

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Non-degree and Visiting Student Application
American University of Beirut, Office of Admissions, Beirut, Lebanon

Applying for:

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<thead>
<tr>
<th></th>
<th>Non-Degree</th>
<th>Visiting</th>
<th>Exchange</th>
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<tbody>
<tr>
<td>Deadline</td>
<td>Fall 2017–18</td>
<td>End of June</td>
<td>Fall 2017–18</td>
<td>End of March</td>
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<td></td>
<td>Spring 2017–18</td>
<td>Mid November</td>
<td>Spring 2017–18</td>
<td>End of October</td>
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<td>Summer 2018</td>
<td>End of April</td>
<td>Summer 2018</td>
<td>End of March</td>
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1. Name: Mr./Ms. ______________________ / ______________________ / ______________________
   Last First Middle (or father's name)

2. Mother's full maiden name
   ______________________ / ______________________ / ______________________
   Last First Middle (or father's name)

3. Current mailing address (Valid until ________________):
   [Complete and valid address is mandatory: PO Box alone is not sufficient]
   Building ______________________ / ______________________ / ______________________
   Street ______________________ / PO Box (not AUB box) ______________________ / ______________________
   Area/Caza ______________________ / City ______________________ / State ______________________ / Zip Code ______________________ / Country
   Telephone (home): ______________________ / ______________________ / ______________________
   Fax: ______________________ / ______________________ / ______________________
   Email address. Application status and admission decision are notified by email, it is very important to clearly write email.
   Address(es) of applicant: ______________________ @ ______________________

4. Permanent address:
   [preferably home address] Building /Floor ______________________
   Street ______________________ / PO Box (not AUB box) ______________________ / ______________________
   Area/Caza ______________________ / City ______________________ / State ______________________ / Zip Code ______________________ / Country
   Telephone (home): ______________________ / ______________________ / ______________________
   Fax: ______________________ / ______________________ / ______________________
   Email address, Application status and admission decision are notified by email, it is very important to clearly write email
   address(es): ______________________ @ ______________________

5. Gender: ☐ Male ☐ Female

6. Date of birth: ________ / ________ / ________

7. Country of birth: ______________________

8. Nationality: ☐ Lebanese ☐ Other* (check both if applicable)

* Holders of dual nationalities are urged to indicate their second nationality here

9. Social Security No (SSN for US citizens or permanent residents): ______________________

10. Passport number: ______________________ Expiry Date: ________ / ________ / ________
    [Provide copy of passport]

11. College/university currently attending, if you are not currently enrolled, state name and dates of last institution attended, name of degree and date received: ______________________
12. Major: ____________________________  Minor: ____________________________

13. Present cumulative GPA and scale (e.g., 4.0 scale): ____________________________

14. Current class standing:  

☐ Fr  ☐ Soph  ☐ Jr  ☐ Sr  ☐ Grad  ☐ Not enrolled, specify ____________________________

15. In case of emergency, please notify (if in Lebanon):

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<th>Name</th>
<th>Relationship</th>
<th>Building</th>
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<table>
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<tr>
<th>Street</th>
<th>Relationship</th>
<th>PO Box (not AUB box)</th>
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<th>Area/Caza</th>
<th>City</th>
<th>State</th>
<th>Zip Code</th>
<th>Country</th>
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Telephone (home): ____________________________ / ____________________________ / ____________________________
Fax: ____________________________ / ____________________________ / ____________________________

Email address: ____________________________ @ ____________________________

16. Have you ever been to Lebanon?  

☐ Yes  ☐ No  Please state the dates and the purpose.  ____________________________

17. How did you hear about AUB?  ____________________________

18. Do you have AUB alumni in the family (list name, degree and graduation date):

<table>
<thead>
<tr>
<th>Full name</th>
<th>Relationship to you</th>
<th>Degree</th>
<th>Year of graduation</th>
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19. Do you have AUB staff or faculty in the family (list name, position, and office/department):

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<th>Full name</th>
<th>Relationship to you</th>
<th>Degree</th>
<th>Office/department</th>
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</table>
20. What other study abroad Universities are you applying to?

________________________________________________________________________________________

21. Why did you select AUB over other study abroad destinations that were open to you (for visiting only)?

________________________________________________________________________________________

22. Why do you think you are a good ‘Non-degree’ or ‘Visiting’ candidate’ for study at AUB?

________________________________________________________________________________________

23. Describe yourself and your personal interests (hobbies, sports, talents, etc):

________________________________________________________________________________________

24. What do you hope to achieve during your period of study at AUB?

________________________________________________________________________________________

25. What is your proposed plan of study at AUB? List the courses that you would like to study at AUB in order of priority. Courses should be as listed in the official numbering style see [http://www.aub.edu.lb/Registrar/Pages/catalogue16-17.aspx](http://www.aub.edu.lb/Registrar/Pages/catalogue16-17.aspx). To check courses offerings during a specific semester, please go to [https://www-banner.aub.edu.lb/catalog/schedule_header.html](https://www-banner.aub.edu.lb/catalog/schedule_header.html)

Please make sure that you have completed the prerequisites of selected courses.

<table>
<thead>
<tr>
<th>Course Code (Ex. MATH 201)</th>
<th>Course Title</th>
<th>Number of credits</th>
<th>Term</th>
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PS. Courses number 300 and above are normally graduate courses except in the Faculty of Engineering and Architecture. A regular course load ranges between 12 and 17 credits.
ATTENTION APPLICANT

Please submit the following:

a. A completed application form
b. An official copy of your most recent college/university transcript
c. Adviser/professor recommendation form(s)—see instructions
d. A photocopy of passport or ID
e. A non-refundable application fee of LL 120,000 ($80)

Correspond to

American University of Beirut
New York Office
Attn: Admissions
3 Dag Hammarskjold Plaza, 8th Floor
New York, NY 10017-2303
USA
(Second Avenue and 47th Street)
Tel: +1-212-583-7665
Fax: +1-212-583-7650
Email: OIP@aub.edu.lb

American University of Beirut
Office of Admissions
PO Box: 11-0236
Riad El Solh, 1107 2020
Beirut, Lebanon
Tel: +961-1-374374
Ext.: 2590 / 2890
Fax: +961-1-750775
Email: admissions@aub.edu.lb

Course catalogue online www.aub.edu.lb/registrar/Pages/catalogue.aspx

How do you expect to meet the cost of tuition and other expenses?
Check all that apply.

☐ Self ☐ Parents ☐ Sponsor ☐ Exchange Agreement

I declare that I have read and understood the requirements and regulations stated in the university catalogue and that I will comply therewith.

I certify that the information provided in this application is, to the best of my knowledge, complete and accurate. I further understand that misrepresentations or material omissions made in this application render me morally and legally liable.

Applicant’s Signature: _________________________ Date: _______ / _______ / _______
• 61.43 acres, including athletic fields, private beach, repository of native and non-native trees and shrubs, bird sanctuary.

Students
• Up to 8,683 students, representing nearly 77 countries
• Percent: male 48%, female 52%

Faculty
• Number of faculty members: 890
• Student/faculty ratio: 11/1
• Most faculty members have their highest degrees from leading institutions in the US, Europe, and the Middle East

Programs
• AUB offers more than 120 undergraduate and graduate programs in six faculties:
  Faculty of Agricultural and Food Sciences
  Faculty of Arts and Sciences
  Suliman S. Olayan School of Business
  Faculty of Engineering and Architecture
  Faculty of Health Sciences
  Faculty of Medicine

Merit scholarships
• Each year AUB awards full-tuition merit scholarships to ten new undergraduates with outstanding academic qualifications.

Tuition 2016–17*

<table>
<thead>
<tr>
<th>Faculty</th>
<th>Undergraduate (per credit)</th>
<th>Graduate (per credit)</th>
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<tbody>
<tr>
<td>Arts and Sciences</td>
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</tr>
<tr>
<td>1. Arts</td>
<td>LL1,009,000 ($669)</td>
<td>LL1,296,000 ($859)</td>
</tr>
<tr>
<td>2. Sciences</td>
<td>LL1,069,000 ($709)</td>
<td>LL1,341,000 ($889)</td>
</tr>
<tr>
<td>Suliman S. Olayan School</td>
<td>LL1,167,000 ($774)</td>
<td>LL1,467,000 ($973)</td>
</tr>
<tr>
<td>of Business</td>
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</tbody>
</table>

* See the AUB website for tuition fees of other faculties.

Alumni
• Total number of living alumni: 63,819 residing in more than 100 countries around the world. Majority of AUB Alumni reside in Lebanon, MENA region, North America and Europe.
• AUB alumni hold leadership positions in education, government, banking, business, engineering, science and medicine. Many served as cabinet ministers, members of parliament, governors of central banks, diplomats, CEOs, and university presidents.