



# Exchange/Visiting Student Fact Sheet 2020–21





<b>Exchange Nomination (Exchange Students ONLY)</b>  <b>Exchange Nomination Deadlines</b>	<p>Our partner institutions are expected to nominate their exchange students applying to AUB by completing the <b>Exchange Nomination Form</b>.</p> <p>Fall Term or Academic Year: February 16, 2020</p> <p>Spring Term: September 14, 2020</p>
<b>Application Procedure</b>	<p>Visiting and Exchange Students* must complete and submit the following application <b>form</b> to the Office of Admissions by the application deadlines below.</p> <p>*Exchange Students must be nominated by their home institution first.</p>
<b>Application Deadlines</b>	<p>Summer Term: March 1, 2020</p> <p>Fall Term or Academic Year 2020-2021: March 1, 2020</p> <p>Spring Term: October 1, 2020.</p>
<b>Application Requirements</b>	<ul style="list-style-type: none"> <li>• Applicant must be enrolled in a graduate or undergraduate degree program at an accredited university outside Lebanon;</li> <li>• Applicant must have completed the sophomore year at his/her home university before starting at AUB;</li> <li>• Applicant should have a GPA of 3.0/4.0 or its equivalent;</li> <li>• Exchange applicants need to confirm with their home universities that they have exchange agreements with AUB;</li> <li>• Students may normally take up to 17 undergraduate credits or 9 graduate credits per term;</li> <li>• Applicants must meet the English Language Proficiency Requirement (ELPR)(see below).</li> </ul> <p><a href="http://www.aub.edu.lb/admissions/applications/Pages/SpecialVisiting.aspx">http://www.aub.edu.lb/admissions/applications/Pages/SpecialVisiting.aspx</a></p>
<b>English Language Proficiency Requirements (ELPR)</b>	<p>The ELPR must be met prior to enrollment. We recommend that students complete this step prior to their arrival in Lebanon. 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 <b>ONLY</b> in Arabic language courses. Competency may be met by achieving the minimum scores in any of the following exams. For more information, visit:</p> <p><a href="http://www.aub.edu.lb/admissions/english/Pages/EnglishRequirements.aspx">www.aub.edu.lb/admissions/english/Pages/EnglishRequirements.aspx</a></p>
<b>Arabic Study at AUB</b>	<p><a href="http://www.aub.edu.lb/fas/cames/Pages/arabic_study_aub.aspx">www.aub.edu.lb/fas/cames/Pages/arabic_study_aub.aspx</a></p>





Detailed information on post acceptance steps can be found here:

[www.aub.edu.lb/oip/international/accepted/Pages/accepted.aspx](http://www.aub.edu.lb/oip/international/accepted/Pages/accepted.aspx)

## Acceptance Email

AUB's Office of Admissions will send an electronic acceptance letter by email.

## Responding to your offer

[www.aub.edu.lb/oip/internationals/Pages/accepted.aspx](http://www.aub.edu.lb/oip/internationals/Pages/accepted.aspx)

## Pre-arrival assistance

New exchange/visiting students will receive an email from OIP soon after they receive a notification from the Office of Admissions. Students are advised to read the email carefully and follow ALL the required steps.

## Required Medical Form

Students should visit their doctor or family medicine practitioner in their home country and obtain the required vaccinations in accordance with the following **Medical Form**. Instructions on how to submit their medical records are found **HERE**. Students unable to complete this form or obtain the required vaccinations prior to their arrival can do so at the University Health Services. In this case, students will be responsible for settling any vaccination fees incurred as these will not be covered by HIP.

## Fees

Tuition amounts depend upon the student's degree level, program of study, and status (Visiting, Exchange or Degree Seeker):  
<http://www.aub.edu.lb/oip/internationals/Pages/current.aspx>

Visiting Students are responsible for paying tuition, on-campus housing and miscellaneous fees.  
 Exchange students are waived AUB's tuition fees BUT are responsible for settling other AUB fees such as on-campus housing and miscellaneous. Miscellaneous fees include the following:

General deposit (refundable) paid only once	US\$ 200
AUB Health Insurance Plan (HIP) fees per students for twelve months beginning with Fall registration	US\$ 362
AUB Health Insurance Plan (HIP) fees per students for one term and summer session beginning with Spring registration	US\$ 271.5
AUB Health Insurance Plan (HIP) fees per students for one term	US\$ 181
Social activity fee per student per year	US\$ 33
Technology Fee per student per term	US\$ 194
Technology Fee per student Summer	US\$ 97

More information can be found on this page:

[www.aub.edu.lb/comptroller/Pages/students.aspx](http://www.aub.edu.lb/comptroller/Pages/students.aspx)

**Note: Exchange Applicants are exempted from paying the \$80 application fee and the \$300 confirmation fee.**

<http://www.aub.edu.lb/admissions/applications/Pages/SpecialVisiting.aspx>

## Arrival and Orientation

**New exchange/visiting students must attend the International Visiting/Exchange Student Orientation program and the International Student Welcome Day. For more information, visit:**  
[www.aub.edu.lb/oip/internationals/Pages/accepted.aspx](http://www.aub.edu.lb/oip/internationals/Pages/accepted.aspx)

<b>Arrival Dates</b>	We recommend that students arrive in Beirut no later than a day prior to the <b>International Student Welcome Day</b> .
<b>AUB Orientation Dates- Tentative</b>	Fall Term: International Student welcome Day (all new degree-seeking and visiting/exchange students: Sunday August 23, 2020 & visiting and Exchange group advising meeting: Monday August 24, 2020 International Student Welcome Day: Tuesday January 12, 2021 Visiting and Exchange group advising meeting: Wednesday January 13, 2021
<b>Orientation Program Details</b>	Details about AUB's International Visiting and Exchange Students Orientation Program can be found at: <a href="http://www.aub.edu.lb/oip/internationals/Pages/accepted.aspx">www.aub.edu.lb/oip/internationals/Pages/accepted.aspx</a>
<b>Pick up and Transportation Options</b>	OIP usually offers a <b>fee-paying transport service</b> from the airport to the AUB campus for flights arriving between 8:00 am and 8:00 pm ONLY. Information regarding this service will be communicated to students when they receive their acceptance. For more information on other transportation options, please visit: <a href="http://www.aub.edu.lb/oip/internationals/Pages/accepted.aspx">www.aub.edu.lb/oip/internationals/Pages/accepted.aspx</a>
<b>Mandatory Document Check-In</b>	All international students are required to send a scanned copy of their passport (showing picture, name, validity dates and entry visa) to <a href="mailto:visa.residency@aub.edu.lb">visa.residency@aub.edu.lb</a> and to fill the <b>online Emergency Contact Information Form</b>

<b>Term</b>	<b>Classes Start</b>	<b>Classes End</b>	<b>Final Exam Period</b>
Fall 2020	September 1	December 2	December 8-19
Spring 2021	January 21	April 27	May 5-19
Summer 2021	June 7	July 28	July 31-August 7

University Calendar: [www.aub.edu.lb/Registrar/Documents/calendar2019-20.pdf](http://www.aub.edu.lb/Registrar/Documents/calendar2019-20.pdf)

# Visas and Residence Permits



For more information please visit

[www.aub.edu.lb/oip/international/accepted/Pages/VisasandResidency.aspx](http://www.aub.edu.lb/oip/international/accepted/Pages/VisasandResidency.aspx)

## Visas & Residence Permits

Visas: ANY non-Lebanese student coming to Lebanon needs to have a valid passport for a period of at least 13 months longer than they intend to stay in Lebanon **AND** to secure an entry visa. A student may obtain an entry visa in one of two ways. For more information visit:

[www.aub.edu.lb/oip/internationals/Pages/residencepermit.aspx](http://www.aub.edu.lb/oip/internationals/Pages/residencepermit.aspx)

**Note: A Student will be denied entry to Lebanon if he/she has any visa stamps from the State of Israel, including stamps from the land border posts in Jordan and Egypt.**

**Note: Students or AUB visitors who are born in occupied Palestine (and even though they might not have any “Israeli” stamp on their passport) may face delays during check-in at the General Security Post at Beirut International Airport. No specific directives from General Security cover this, however, General Security keeps the right to allow or deny entry of anyone into Lebanon**



The American University of Beirut has long been admired for the strength and breadth of its academic programs and its commitment to a broad-based liberal arts education. The University's Faculties of Agricultural and Food Sciences, Arts and Sciences, Engineering and Architecture, Health Sciences, Medicine, Rafic Hariri School of Nursing, and the Suliman S. Olayan School of Business offer more than 120 undergraduate and graduate programs.

AUB students benefit enormously from the constantly expanding resources and services that are available at the University's libraries, laboratories, and computing centers that are conveniently located throughout the campus. For more information: [www.aub.edu.lb](http://www.aub.edu.lb)

<b>Majors and Programs</b>	<a href="http://www.aub.edu.lb/main/academics/Pages/majors_programs.aspx">www.aub.edu.lb/main/academics/Pages/majors_programs.aspx</a>
<b>Course Catalog</b>	<a href="http://www-banner.aub.edu.lb/pls/weba/bwckctlg.p_disp_dyn_ctlg">www-banner.aub.edu.lb/pls/weba/bwckctlg.p_disp_dyn_ctlg</a>
<b>Class Schedule</b>	The class schedule for the upcoming term will be available online under Dynamic Course Catalog <a href="http://www-banner.aub.edu.lb/catalog/schedule_header.html">www-banner.aub.edu.lb/catalog/schedule_header.html</a>
<b>Credits and Full-Time Status</b>	AUB follows the American system of education. One AUB course is usually worth 3 US credits. <b>Undergraduate students</b> must register for at least 12 US credits (24 ECTS) per term to maintain full-time status. This is equivalent to 4 AUB courses. <b>Graduate students</b> must register for at least 9 US credits (18 ECTS) per term to maintain full-time status. This is equivalent to 3 AUB courses.
<b>Restrictions</b>	Not available to exchange/visiting students: • Faculty of Medicine
<b>Pre-enrollment and Course Registration</b>	New exchange and visiting students are eligible for pre-enrollment in their classes to guarantee a spot in the courses they are planning to take. For more information: <a href="http://www.aub.edu.lb/oip/internationals/Pages/accepted.aspx">www.aub.edu.lb/oip/internationals/Pages/accepted.aspx</a>
<b>Academic Advising</b>	Every new student has an Academic Advisor. Students can view the name and location of their Advisor on their AUBsis account during Orientation Week. Students must contact their Advisor to receive an 'Alternate PIN' before Registration. They will need this PIN to complete their online registration on AUBsis. <a href="http://www.aub.edu.lb/registrar/Pages/academic-information.aspx">www.aub.edu.lb/registrar/Pages/academic-information.aspx</a>
<b>Assessment and Grading</b>	<a href="http://www.aub.edu.lb/registrar/Pages/academic-information.aspx">www.aub.edu.lb/registrar/Pages/academic-information.aspx</a>
<b>Transcripts</b>	<b>Exchange students:</b> Once a student has been cleared, OIP will courier the official transcript to the student's home university. <b>Visiting students:</b> Visiting students should request their transcript by filling out a transcript request form as soon as possible. This form can be found at the Office of the Registrar in College Hall. If a student is unable to collect the official transcript before leaving, the student may request that the Office of the Registrar mail it to them. For more information visit: <a href="http://www.aub.edu.lb/REGISTRAR/Pages/forms.aspx">www.aub.edu.lb/REGISTRAR/Pages/forms.aspx</a>

## Housing, Food Services and Cost of Living

<p>AUB offers its students the opportunity to live in its residence halls and share a rich community life on its beautiful campus. We provide quality housing facilities and services to ensure a wholesome living environment that enables students to thrive both personally and academically. Students who opt to live off-campus are responsible for finding their own housing. <a href="http://www.aub.edu.lb/sao/housing/Pages/index.aspx">website.aub.edu.lb/sao/housing/Pages/index.aspx</a></p>	
<b>On-Campus Student Housing</b>	<a href="http://www.aub.edu.lb/sao/housing/Pages/index.aspx">www.aub.edu.lb/sao/housing/Pages/index.aspx</a>
<b>Checking In &amp; Drop off Locations</b>	<p>Students rooming on-campus should request to be dropped off at:  AUB Bliss Gate: Men's Dorms  AUB Sea Gate: Women's Dorms  <a href="http://www.aub.edu.lb/protection/Documents/Gate-Hours.pdf">www.aub.edu.lb/protection/Documents/Gate-Hours.pdf</a></p>
<b>AUB Campus Map</b>	<a href="http://www.aub.edu.lb/Documents/map_posters.pdf">http://www.aub.edu.lb/Documents/map_posters.pdf</a>
<b>On-Campus Housing Application and Payment</b>	<p>Application Steps:  <a href="http://www.aub.edu.lb/SAO/housing/Pages/default.aspx">www.aub.edu.lb/SAO/housing/Pages/default.aspx</a>  Payment of the confirmation fee and submission of the enrollment form MUST BE COMPLETED before applying for student housing.</p>
<b>Visas &amp; Residence Permits</b>	<p>Residence Permit: A student who does not hold a Lebanese passport is required to obtain a residence permit before the expiration of the entry visa stamped in their passport. We strongly recommend that students apply for this permit immediately after registering for their courses and paying tuition fees:  <a href="http://www.aub.edu.lb/oip/internationals/Pages/residencepermit.aspx">www.aub.edu.lb/oip/internationals/Pages/residencepermit.aspx</a></p> <p>Students must leave the country before their residence permit/ visa expires to avoid any problems at the airport.  For further assistance, contact <a href="mailto:visa.residency@aub.edu.lb">visa.residency@aub.edu.lb</a></p>
<b>Off-Campus Housing</b>	<p>Off-campus housing is plentiful in the neighborhood surrounding the University (Hamra) as well as in up-and-coming neighborhoods such as Ain Mreisseh, Achrafieh, and Gemmayzeh.</p> <p>Although it is difficult to finalize housing before arriving in Beirut, most visiting students find satisfactory housing within a few days of their arrival.</p> <p>The most effective way to find roommates is via Facebook. The best Facebook sites in Beirut are:  '<a href="#">AUB Off Campus Housing and Roommate Search</a>' (contact the Office of International Programs if you would like to be added to this group)  '<a href="#">Apartments in Beirut (for renters and rentees)</a>'</p> <p>These websites also give an idea of the price of renting rooms in Beirut (currently around \$500 a month for a flat share in Hamra). We advise students not to finalize housing before visiting the rooms.</p>
<b>On-Campus Food Services</b>	<p>There are three cafeterias on campus. Students can purchase a prepaid meal card and use it to purchase meals until their credit runs out. All three cafeterias serve three meals a day. Students who use the cafeterias regularly may spend up to \$2,000 per term.</p>
<b>Restaurants in the neighborhood</b>	<p>In addition to the campus cafeterias, students will find a variety of restaurants and take-aways facing AUB on Bliss Street. Restaurants with western and eastern themes are plentiful in Hamra and in Greater Beirut. There are also cafes for tea and Arabic coffee, as well as pubs.</p>
<b>Cost of living</b>	<a href="http://www.aub.edu.lb/oip/internationals/Documents/2019_CostOfLivingInBeirut.pdf">http://www.aub.edu.lb/oip/internationals/Documents/2019_CostOfLivingInBeirut.pdf</a>

## Medical Insurance



<b>All exchange students are required to purchase the HIP regardless whether they have another insurance coverage.</b>	
<b>Health Insurance Plan Details</b>	Please see the HIP website for details: <a href="http://www.aub.edu.lb/hr/Pages/Regualtions_nonAcad.aspx">www.aub.edu.lb/hr/Pages/Regualtions_nonAcad.aspx</a>
<b>Cost</b>	Students who register at the beginning of the Fall Term will be covered by HIP for twelve months, provided they remain enrolled (i.e. they don't graduate; they are not suspended and/or expelled from the University). The HIP fees is US\$ 362 per year

## Student Services at AUB



<b>For more information on AUB student services please visit:</b>	
<b>Charles W. Hostler Health and Fitness Center</b>	<a href="http://www.aub.edu.lb/sao/sports/chsc">www.aub.edu.lb/sao/sports/chsc</a>
<b>Student Activities</b>	<a href="http://www.aub.edu.lb/SAO/activities/Pages/default.aspx">www.aub.edu.lb/SAO/activities/Pages/default.aspx</a>
<b>AUB Libraries</b>	<a href="http://website.aub.edu.lb/ulibraries/Pages/index.aspx">website.aub.edu.lb/ulibraries/Pages/index.aspx</a>
<b>Counseling Center</b>	<a href="http://www.aub.edu.lb/SAO/Pages/Counseling-Center.aspx">www.aub.edu.lb/SAO/Pages/Counseling-Center.aspx</a>
<b>AUB Medical Center</b>	<a href="http://www.aubmc.org">www.aubmc.org</a>
<b>University Health Services</b>	<a href="http://www.aubmc.org.lb/clinical/FM/Pages/main/UHS.aspx">www.aubmc.org.lb/clinical/FM/Pages/main/UHS.aspx</a>
<b>Student Comptroller's Office Fees and Payments</b>	<a href="http://www.aub.edu.lb/comptroller">www.aub.edu.lb/comptroller</a>
<b>Safety Security Information</b>	<a href="http://www.aub.edu.lb/emergency">www.aub.edu.lb/emergency</a>

## AUB Accessible Education Office (AEO)

The AUB Accessible Education Office (AEO) oversees the provision of reasonable accommodations, academic supports, and/or auxiliary aides and services for all eligible students with disabilities according to applicable Lebanese Law, US Federal Law, as well as AUB's own commitment to inclusion and diversity.

For more information visit <https://www.aub.edu.lb/SAO/Pages/Accessible-Education.aspx>



## Contact Information



Hala Dimechkie	Director	hd23@aub.edu.lb
Basma Zeidan	Associate Director/Inbound and Outbound Student Mobility Coordinator	bz06@aub.edu.lb
Olga Safa	Data and Special Projects Coordinator	os10@aub.edu.lb
Rana Cheaito	Study Abroad Advisor & Social Media Manager	rc64@aub.edu.lb
Ghassan Afram	Executive Officer	ga27@aub.edu.lb
Abbas Hammoud	Coordinator - International Student Services	ah219@aub.edu.lb
Megan Scanlon	North American Representative - New York Office	mscanlon@aub.edu.lb

**Mailing Address**

American University of Beirut (AUB)  
Office of International Programs (OIP)  
West Hall, 3<sup>rd</sup> Floor, Room 322  
Bliss Street, Hamra  
Tel: +961 1374374 Ext: 3147  
Beirut - Lebanon

**US Mailing Address**

3 Dag Hammarskjold Plaza, 8<sup>th</sup> Floor  
New York, NY 10017-2303  
Tel. (212) 583-7600  
Fax (212) 583-7651

**Office Hours**

**Winter Hours:** Monday through Friday: 8:00 am to 1:00 pm  
and 2:00 pm to 5:00 pm  
(Closed on weekends and national holidays)

**Summer Hours:** Monday through Friday: 7:30 am to 3:00 pm

**Websites**

American University of Beirut: [www.aub.edu.lb](http://www.aub.edu.lb)  
Office of International Programs:  
[www.aub.edu.lb/oip](http://www.aub.edu.lb/oip)