

## Proof of Payment Form

International Exchange Office Refundable Deposit  
Visiting Guest in-Residence (VGiR)

All VGiR are required to provide a deposit and this covers potential liabilities that AUS may incur by hosting this visit. This will be refunded if exit requirements have been completed and all AUS property has been returned undamaged. The VGiR must ensure cancellation of the AUS-sponsored visa and health insurance; return of the temporary ID card, office keys, and books borrowed from the library; and check out of the dorm/housing unit (if applicable) before departure from AUS. Following submission and approval of the **VGiR Clearance Form to AUS Student Accounts**, the deposit will be refunded to the bank account provided within 10 to 15 working days.

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Middle Name \_\_\_\_\_ AUS ID# \_\_\_\_\_

Telephone Number 1 \_\_\_\_\_  
2 \_\_\_\_\_

Email Address \_\_\_\_\_

Arrival Date to AUS \_\_\_\_\_

Departure Date from AUS \_\_\_\_\_

Semester you are arriving at AUS \_\_\_\_\_ Payment Fee (VS/VGiR) AED 750.00

Cashier's Stamp and Date \_\_\_\_\_