



**STUDENT ACCOUNTS**  
**AMERICAN UNIVERSITY OF SHARJAH**

P.O. Box 26666, Sharjah, UAE  
**Phone** (971-6) 515-2233 or 515-2282, **Fax** (971-6) 515-2190  
**Email address:** Studentaccounts@aus.edu

**METHODS OF PAYMENT**

**All Payments to AUS whether a deposit or payment of fees, can be made in the following manner:**

<b>CASH PAYMENT</b>	In UAE dirham only is payable at the University cashier's office in the main building from Saturday through Wednesday <b>from 09:00 to 16:00 (Ramadan Timings from 9:00 to 15:00)</b> . The Sharjah Islamic Bank has a branch located in the University's Main Building. The bank provides exchange facilities.
<b>BANK TRANSFER *</b>	Should be made payable to the "American University of Sharjah", account number 0029-200170-001, Swift Code NBSHAEAS, at the Sharjah Islamic Bank, Sharjah, UAE. <b><u>Ensure the student Name, Identification No. are included on the transfer, then fax a copy to +9716-5152190</u></b> <b>*Note:</b> Funds may be subject to correspondent bank charges. To avoid those charges please collect and follow procedures on 'Correspondent Banks' list
<b>BANK DEPOSITS</b>	Should be paid at any branch of the Sharjah Islamic Bank, into the "American University of Sharjah", account number 0029-200170-001, Swift Code NBSHAEAS. <b><u>Include student name &amp; Identification No. in the 'Details of payment' on the bank deposit form then fax a copy to +9716-5152190</u></b>
<b>BANK DRAFT</b>	All bank drafts should be made in Arab Emirates Dirhams (AED). Drafts should be made payable to the "American University of Sharjah" and sent to: American University of Sharjah Attention: Student Accounts, P.O. Box 26666, Sharjah, UAE <b><u>Include on the draft, the student's Name, Identification No.</u></b>
<b>PERSONAL CHECK</b>	Personal checks will only be accepted in Dirhams and if drawn on banks located within the UAE. All checks should be made payable to the "American University of Sharjah" and sent to the American University of Sharjah, Attention: Student Accounts, P.O. Box 26666, Sharjah, UAE <b><u>Include at the back of the check the student's Name &amp; Identification No.</u></b>
<b>CREDIT &amp; DEBIT CARDS</b> (Used only at AUS cashiers)	Accepted at the University Cashier's office during the hours mentioned above; AMEX, Diners, MasterCard, Visa, Visa Electron, Electron, Maestro and NSwitch are subject to 2% handling fees of the total amount.
<b>CREDIT CARDS</b> (online payment )	For existing students that have AUS Banner IDs and passwords, payments can be completed by logging to <a href="http://www.aus.edu">www.aus.edu</a> then clicking on 'Banner'. For more information on how to do your payment online please visit our webpage on <a href="http://www.aus.edu/admin/finance">http://www.aus.edu/admin/finance</a> . Payments are subject to 1% handling fees of the total amount.
<b>CREDIT CARDS ONLY</b> (Paid via written authorization)	Payments can be made through a credit card ( <b><i>Debit cards Not accepted</i></b> ) by filling out the credit card charge authorization form (Found on <a href="http://www.aus.edu">www.aus.edu</a> ) and faxing this form to the AUS Cashier fax number +971-6-5152190. All Payments are subject to 2% handling fees of the total amount paid.