

Fee Payment Guide for Undergraduate Students Spring Semester 2021

PO Box 26666, Sharjah, UAE

Tel +971 6 515 2282

www.aus.edu

Title	Time	Phone	Email
Student Accounts Office	8:00 a.m. to 5:00 p.m.	+971 6 515 2039 +971 6 515 2282	studentaccounts@aus.edu

Payment of AUS Fees

E-Payment	<p>Students can log in into his/her banner system with their AUS username and password and do the following steps:</p> <ol style="list-style-type: none"> 1.Student services 2. Student records 3. E-payment Main Menu 4. Submit E-payment 5. Then, you can insert the amount you wish to pay as on account payment 												
Debit and Credit Cards	<ul style="list-style-type: none"> • Payments can also be made through a credit card (not debit card) either online through the Banner online access or by filling out the Credit Card Authorization Form and scanning the form to studentaccounts@aus.edu • Debit cards with no online facilities are not accepted for deferred and/or online payment 												
Direct Cash Deposits at Al Ansari Exchange	<ul style="list-style-type: none"> • Deposits can be made at any branch of Al Ansari Exchange or UAE Exchange; where available all over UAE. • Deposits are accepted in the form of cash only. • The student's name and AUS ID number must be mentioned on the deposit instructions. • Scan the deposit confirmation and email to studentaccounts@aus.edu 												
Direct Bank Transfer and/or Bank Deposits	<table border="1" style="width: 100%;"> <tbody> <tr> <td>Bank:</td> <td>Sharjah Islamic Bank</td> </tr> <tr> <td>Account Name:</td> <td>American University of Sharjah</td> </tr> <tr> <td>Account Number:</td> <td>0011 200170 001</td> </tr> <tr> <td>Branch:</td> <td>University City - Sharjah Branch</td> </tr> <tr> <td>Swift:</td> <td>NBSHAEAS</td> </tr> <tr> <td>IBAN:</td> <td>AE02 0410 0000 1120 0170 001</td> </tr> </tbody> </table> <ul style="list-style-type: none"> • The student's name and ID number must be mentioned on the transfer instructions. • Email to studentaccounts@aus.edu. • Deposits can be made at any Sharjah Islamic Bank Branch or the cash deposit machines where available. 	Bank:	Sharjah Islamic Bank	Account Name:	American University of Sharjah	Account Number:	0011 200170 001	Branch:	University City - Sharjah Branch	Swift:	NBSHAEAS	IBAN:	AE02 0410 0000 1120 0170 001
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Deadlines for Settlement of Tuition and Fees for the Current Semester

Semester Payment	Payment Deadline	Final Deadline (including late fees)
<i>Spring 2021</i>	<i>A</i>	<i>B</i>
Returning Students	January 28, 2021	February 11, 2021
New Students	February 4 2021	February 11, 2021

- If payment is not completed by the deadline, late fees of AED 500 (plus 5% VAT) will be charged.
- If payment is not completed by deadline B, registration will be dropped and only reinstated when the full fees and the AED 1,500 (plus 5% VAT) reinstatement fee and AED 500 (plus 5% VAT) late payment fee are fully paid. Failure to attend a course (no show) does not result in a refund for courses registered. Students must drop excess credits before the add/drop deadline in order to receive a refund.
- Payment can be made any time before registration.

Payment by Installment

If full fees cannot be paid immediately, installments can be arranged with the Student Accounts Department as follows:

Due Dates	January 28, 2021 (4 p.m.) for returning students, February 4 for new students	60% of full fees (net of scholarship amount)
	February 28, 2021 for returning students, March 4 for new students	20% of full fees (net of scholarship amount)
	March 28, 2021 for returning students, April 4 for new students	20% of full fees (net of scholarship amount)

- Deferment by Credit Card Authorization is subject to approval by the Student Accounts. Fill the form as per the above dates and equivalent to the above dues and then submit to studentaccounts@aus.edu before 4 p.m. January 28, 2021 for returning students, February 4 2021 for new students for approval.
- Deferred credit card payments rejected/not authorized on the date of withdrawal will be subject to AED 500 (plus 5% VAT) charges per transaction.
- If student has two or more rejected credit card payments, then credit cards are no longer a valid method for installments.
- Failure to attend a course (no show) does not result in a refund of charges. Students not planning to attend must drop their registration during the drop/add period. Students reported as "no show" in class will be withdrawn from the class without a refund. These students shall be placed on a drop/delete hold and will not be able to register in future semesters unless the fees are paid in full in advance.
- If the check or credit card authorization for the first installment is returned, then the balance of credit card authorizations for the remaining installments shall be reversed and the student shall be requested to complete the full payment in cash. The student in this case will no longer have the privilege of paying in installments.

Withdrawals and Refunds

Withdrawal from the university is subject to the following refund policy:

Before 4 p.m. February 4	Full tuition refund less AED 500 pre-registration fee
After 4 p.m. February 4—4 p.m. February 11	50% of the tuition
After 4 p.m. February 11 —4 p.m. February 18	25% of the tuition
After 4 p.m. February 18 onwards	0%

Undergraduate Tuition Applicable During the Academic Year 2020 - 2021		
Credit Hours	Per Semester (AED)	Fees For Summer (AED)
Less than 12 credits	4,180 per credit hour	4,060.00 per credit hour
12 to 16 credits	48,070	-
Over 16 credits	48,070 + 3,200 per credit hour exceeding 16 credit hours	-
Achievement Academy	31,220	4,060 per credit hour

Undergraduate Fees Applicable During the Academic Year 2020 - 2021				
Fee Type	Compulsory	Per Course AED	Per Semester AED	
Lab/Technology Fee A	Applies for each registered course that has a fee "A" attached as per AUS catalog.	1,340	-	
Lab/Technology Fee B	Applies for each registered course that has a fee "B" attached as per AUS catalog.	1,480	-	
IXO Outings and Events Fees	All Incoming Exchange/ Visiting Students		700 + 5% VAT	
Student Activities	All Students	-	290 + 5% VAT	
Reinstatement Fee	If Applicable	-	1,500 + 5% VAT	
Late Registration	If Applicable	-	500 + 5% VAT	
Late Payment	If Applicable	-	500 + 5% VAT	
Health Insurance: Plan I Plan II	AUS-Sponsored Students	-	600 + 5% VAT	
	For all students who are not on Plan I	-	300	
	For all Students - Medical Services at University Hospital Sharjah's Primary Care Clinic & Emergency Room		112.50	

Student Housing Fees Applicable During the Academic Year 2020 - 2021			
AUS has residence halls for men and women. Living on campus is optional. Students should contact the Office of Student Affairs for information regarding individual requirements.			
Room		Per Semester	
	Refundable Dorm Damage Deposit - AED 1,000	AED	
Private	Single occupancy with private bath and kitchenette	17,230	
Semi-Private	Single occupancy with a shared bath and kitchenette	12,200	
Sharing	Double occupancy with a shared bath and kitchenette	9,280	
Sharing	Double occupancy with a shared bath and kitchenette – newly admitted first time students for one academic year only (first two consecutive semesters only, excluding summer session), offered on a First-come First-served basis	2,000	
Single	Single occupancy with a common bath and no kitchenette (men only)	6,430	
Double	Double occupancy with a common bath and no kitchenette (men only)	3,740	
Utilities Service Fee	Compulsory for all students residing in dormitories – will be added to the respective room rate when charged to the student account	290 + 5% VAT	

The above fees and charges are exclusive of UAE Value Added Tax (VAT). Effective January 1, 2018, VAT shall be introduced in the UAE. VAT will NOT be applied on Tuition Fees or Dorm Charges or Health Insurance (Plan II). However it will be applied on Activities Fee, Health Insurance (Plan I) and Dorm Utilities Service Fee at the rate of 5% in accordance with the Federal Decree Law No (8) of 2017 on Value Added Tax and its Executive Regulations issued under Cabinet Decision No. (52) of 2017. Therefore, effective 1 January 2018 the VAT charges, where applicable, shall be made to the statement of fees. Other Fines and charges may also be subject to VAT at 5% in accordance with the UAE VAT Law

Calculation Sheet (Full-Time Students)

Name: _____

ID @: _____

Select relative fees and fill in the selection column.

Fee Type	Amount (AED)	Selection
Achievement Academy	31,220	
Tuition (12 to 16 credits)	48,070	
Extra Credits (per credit over 16)	3,200	
Student Activities Fee	290 + 5% VAT	
Medical Insurance—Plan I	600 + 5% VAT	
Medical Insurance— Plan II	300	
University Hospital Sharjah Charge	112.50	
Residential Hall—Private Room	17,230	
Residential Hall—Semi-private	12,200	
Residential Hall—Sharing	9,280	
Residential Hall—Sharing Special Rate	2,000	
Residential Hall—Single	6,430	
Residential Hall—Double	3,740	
Utility Fee (added to any type of residential hall room)	290 + 5% VAT	
Refundable Dorm Deposit (one-time fee for new residential hall registrations)	1,000	
Lab/Technology fee (per lab) Rate A as per AUS catalog	1,340	
Lab/Technology fee (per lab) Rate B as per AUS catalog	1,480	
Total Fees		
Less Grants (if applicable)		
Less Merit/Other Scholarships (if applicable)		
Less Payments Made		
Net Balance Payable to AUS (AED)		

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Credit Card Authorization Form

Credit Cards Payments
(paid via written authorization)

Payments can be made through a credit card (debit cards not accepted) by filling out this Credit Card Authorization Form and submitting it to the AUS Cashier by email it to studentaccounts@aus.edu .

I authorize American University of Sharjah to charge the amounts given below in the schedule on the dates specified.

Amount to be Debited on Each Installment	Date to Debit Credit Card

Please complete the credit card information below:

Name of Card Holder _____

Signature of Card Holder _____

Credit Card type: Visa MasterCard Diner's American Express Other (please specify) _____

Credit Card Expiry Date: Month _____ Year _____

Credit Card Number _____ - _____ - _____ - _____

UAE Tel (_____) _____ **Other Tel** (_____) _____

Fax (_____) _____

Date of Submitting This Document _____

Please complete the student's information below:

Student Name _____

Student ID No. _____

Email Addresses (1) _____ (2) _____

Remarks and Reason for Payment _____