

Fee Payment Guide for Undergraduate Students Spring 2024

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www.aus.edu

For Inquiries and Payments by Installments

| Title | Time | Phone | Email |
|------------------|------------------------|------------------------------------|--|
| Student Accounts | 8:00 a.m. to 6:00 p.m. | +971 6 515 2233 +971 6 515 2184 | studentaccounts@aus.edu |

Payment of AUS Tuition Fees

| | | | | | | | | | | | | | |
|---|--|-------|----------------------|---------------|--------------------------------|-----------------|-----------------|---------|----------------------------------|--------|----------|-------|------------------------------|
| E-Payment | <p>Students can log in to the banner system using their AUS username and password and complete the following steps:</p> <ol style="list-style-type: none"> 1. Login into banner.aus.edu We recommend using desktop/laptop and Google Chrome as browser 2. Select Student Services 3. Student records 4. E-payment 5. Make payment 6. Enter the amount you want to pay in the box of (press on add), then continue. 7. Put your card details and complete the payment <ul style="list-style-type: none"> • This system accepts both <u>debit and credit card</u> | | | | | | | | | | | | |
| Direct Cash Deposits at Al Ansari Exchange | <ul style="list-style-type: none"> • Deposits can be made at any branch of Al Ansari 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"> <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> </table> <ul style="list-style-type: none"> • The student's name and ID number must be mentioned in the transfer instructions. • Scan the transfer confirmation and 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 |
| 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 | | | | | | | | | | | | |

Deadlines for Settlement of Tuition and Fees for the Current Semester

| Semester Payment | Payment Deadline | Final Deadline (including late fees) |
|--------------------|------------------|--------------------------------------|
| Spring 2024 | A | B |
| Returning Students | January 18, 2024 | February 1, 2024 |
| New Students | January 25, 2024 | February 1, 2024 |

- 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 (**Exchange and Visiting students need to pay their fees in full by the payment deadline of 18-Jan-2024**):

| | | |
|------------------|---|--|
| Due Dates | January 18, 2024 (4 p.m.) (January 25, 2024 for new students) | 60% of full fees (net of scholarship amount) |
| | February 18, 2024 (4 p.m.) (February 25, 2024 for new students) | 20% of full fees (net of scholarship amount) |
| | March 18, 2024 (4 p.m.) (March 25, 2024 for new students) | 20% of full fees (net of scholarship amount) |

How to pay by Installment:

1. Login into banner.aus.edu We recommend using desktop/laptop and Google Chrome as browser
 2. Select Student Services
 3. Student records
 4. E-payment
 5. Enroll in a payment plan
 6. Choose the term and the available payment plan, then continue
 7. Put your card details and agree to the terms and conditions
 8. The system will automatically charge your card on each due date
- Enrollment in the online payment plan should be completed before 4 p.m. on January 18th, 2024.
 - Declined Credit Card Fee (per transaction for deferred payments if a credit card is declined or if the student does not schedule their payment and the system failed to charge any card on the due date)
 - 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 online payment plan for the first installment is returned for insufficient funds, then the remaining installments shall be reversed, and the student shall be requested to complete the full payment in cash. In this case, the student 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. on January 25, 2024 | Full tuition refund less AED 500 pre-registration fee |
| After 4 p.m. on January 25 to 4 p.m. on February 1, 2024 | 50% of the tuition |
| After 4 p.m. on February 1 to 4 p.m. on February 8, 2024 | 25% of the tuition |
| After 4 p.m. on February 8, 2024 onwards | 0% |

Undergraduate Tuition Applicable During the Academic Year 2023-2024

| Credit Hours | Per Semester (AED) |
|----------------------|---|
| Less than 12 credits | 4,480 per credit hour |
| 12 to 16 credits | 51,480 |
| Over 16 credits | 51,480 + 3,430 per credit hour exceeding 16 credit hours |
| Achievement Academy | 33,440 |

Undergraduate Fees Applicable During the Academic Year 2023-2024

| 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. | 1,440 | - |
| Lab/Technology Fee B | Applies for each registered course that has a fee "B" attached as per AUS catalog. | 1,580 | - |
| Activity Fee | Compulsory for all undergraduate and AA students | | 300 + 5% VAT |
| IXO Outings and Events Fees | All Incoming Exchange/ Visiting Students | | 700 + 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 (Al Buhaira Medical Insurance coverage) | AUS-Sponsored Students | - | 600 + 5% VAT |
| Plan II (University Health Services Coverage at AUS campus) | 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+ 5% VAT |
| Student Housing Fees Applicable During the Academic Year 2023-2024 | | | |
| 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 |
| Private | Single occupancy with private bath and kitchenette | | AED 15,000* |
| Semi Private | Single occupancy with a shared bath and kitchenette | | AED 11,000* |
| Sharing | Double occupancy with a shared bath and kitchenette | | AED 7,000* |
| 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 |

* New first-time students joining Fall 2023 will receive a 50% discounted rate for any room type. This discount will continue for Fall 2023 and Spring 2024. **Exchange and visiting students are excluded from the discounted rate.**

Calculation Sheet (Full-Time Students)

Name: _____

ID @: _____

Select relative fees and fill in the selection column.

| Fee Type | Amount (AED) | Selection |
|---|----------------|-----------|
| Achievement Academy | 33,440 | |
| Tuition fees Less than 12 credits/ per credit | 4,480 | |
| Tuition (12 to 16 credits) | 51,480 | |
| Extra Credits (per credit over 16) | 3,430 | |
| Medical Insurance—Plan I | 600 + 5% VAT | |
| Medical Insurance— Plan II | 300 | |
| University Hospital Sharjah Charge | 112.50+ 5% VAT | |
| Activity Fee | 300 + 5% VAT | |
| Residential Hall—Private Room | 15,000* | |
| Residential Hall— Semi Private | 11,000* | |
| Residential Hall— Sharing | 7,000* | |
| 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 | 1,440 | |
| Lab/Technology fee (per lab) Rate B as per AUS catalog | 1,580 | |
| 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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