

Fee Payment Guide for Undergraduate Students Spring 2025

PO Box 26666, Sharjah, UAE
Tel +971 6 515 2233 Fax +971 6 515 2190
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 +971 6 515 2039	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 (press on add), then continue 7. Put your card details and complete the payment <p>❖ This system accepts both debit and credit card</p>												
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
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Deadlines for Settlement of Tuition and Fees for the Current Semester

Spring 2025 Semester Payment	Payment Deadline
Returning Students	January 16, 2025
New Students	January 23, 2025

- If payment is not completed by the deadline, late fees of AED 500 plus 5% VAT will be charged.
- If payment is not completed **before January 27**, 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 16-Jan-2025):

Due Dates	January 16, 2025 (4 p.m.) (January 23, 2025, for new students)	60% of full fees (net of scholarship amount)
	February 16, 2025 (February 23, 2025, for new students)	20% of full fees (net of scholarship amount)
	March 16, 2025 (March 23, 2025, 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

Installment plan policy:

- Enrollment in the online payment plan should be completed before 4 p.m. on January 16, 2025
- The second and the third installments are **due dates** not deadlines; therefore, if you are enrolled in a plan and you wish to pay by bank transfer or cash deposit, you should pay **three working days** before the due date to avoid any fines.
- If you make the payment through any method three working days before the due date, please email studentaccounts@aus.edu to confirm your payment is allocated to the next installment due.
- If you receive a scholarship from AUS after enrolling in your installment plan, please email studentaccounts@aus.edu to make the necessary adjustments to your installment plan amounts.
- 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. 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. on January 23	Full tuition refund less AED 500 pre-registration fee
After 4 p.m. on January 23 to 4 p.m. on January 30	50% of the tuition
After 4 p.m. on January 30 to 4 p.m. on February 6	25% of the tuition
After 4 p.m. on February 6 onwards	0%

Undergraduate Tuition Applicable During the Academic Year 2024-2025

Credit Hours	Per Semester (AED)
Less than 12 credits	4,570.00 per credit hour
12 to 16 credits	52,510.00
Over 16 credits	52,510.00 + 3,500.00 per credit hour exceeding 16 credit hours
Achievement Academy	34,110.00

Undergraduate Fees Applicable During the Academic Year 2024-2025			
Fee Type	Compulsory	Per Course AED	Per Semester AED
Lab/Technology Fee A	This applies to each registered course that has a fee "A" attached as per the AUS catalog.	1,470.00	-
Lab/Technology Fee B	This applies to each registered course that has a fee "B" attached as per the AUS catalog.	1,610.00	-
Activity Fee	Compulsory for all undergraduate and AA students		400.00 + 5% VAT
IXO Outings and Events Fees	All Incoming Exchange/ Visiting Students		700.00 + 5% VAT
Reinstatement Fee	If Applicable	-	1,500.00 + 5% VAT
Late Registration	If Applicable	-	500.00 + 5% VAT
Late Payment	If Applicable	-	500.00 + 5% VAT
Health Insurance: - Plan I	AUS-Sponsored Students (Al Buhaira Medical Insurance coverage)	-	600.00 + 5% VAT
- Plan II	For all students who are not on Plan I (University Health Services Coverage at AUS campus)		300.00
Hospital Charge	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 2024-2025		
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 1,000.00
Private	Single occupancy with private bath and kitchenette	AED 15,000.00*
Semi-Private	Single occupancy with a shared bath and kitchenette	AED 11,000.00*
Sharing	Double occupancy with a shared bath and kitchenette	AED 7,000.00*
Utilities Service Fee	Compulsory for all students residing in dormitories – will be added to the respective room rate when charged to the student account	290.00 + 5% VAT

*New first-time students joining Spring 2025 will receive a discounted rate for any room type. This discount structure provides sustained financial support throughout your academic journey, helping you manage your housing costs more effectively over the long term.

Year 1: 25 percent

Year 2: 20 percent

Year 3: 15 percent

Year 4 and beyond: 10 percent

❖ **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	34,110.00	
Tuition fees Less than 12 credits/ per credit	4,570.00	
Tuition (12 to 16 credits)	52,510.00	
Extra Credits (per credit over 16)	3,500.00	
Medical Insurance—Plan I	600.00 + 5% VAT	
Medical Insurance— Plan II	300.00	
University Hospital Sharjah Charge	112.50+ 5% VAT	
Activity Fee	400.00 + 5% VAT	
Residential Hall—Private Room	15,000.00*	
Residential Hall— Semi-Private	11,000.00*	
Residential Hall— Sharing	7,000.00*	
Utility Fee (added to any type of residential hall room)	290.00 + 5% VAT	
Refundable Dorm Deposit (one-time fee for new residential hall registrations)	1,000.00	
Lab/Technology fee (per lab) Rate A as per AUS catalog	1,470.00	
Lab/Technology fee (per lab) Rate B as per AUS catalog	1,610.00	
Total Fees		
Less Grants (if applicable)		
Less Merit/Other Scholarships (if applicable)		
Less Payments Made		
Net Balance Payable to AUS (AED)		

❖ **Exchange and visiting students are excluded from the discounted rate**