

NEW STUDENTS' GUIDE

For Undergraduates
2023–2024



Because tomorrow matters





Your AUS journey starts here



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WELCOME

Congratulations on your admission as an undergraduate student to American University of Sharjah! We are pleased to have you as a member of our community—a university that is like no other.

This guide will help you make your transition to AUS. In addition to explaining procedures, the guide answers important questions frequently asked by newly admitted students. We encourage you to read this guide carefully and completely—we know you will have many questions along the way. If you need more information, please contact us in the Office of Enrollment Management or log in to infodesk.aus.edu and post your query.

At AUS, we believe that tomorrow matters, and we are pleased that you have chosen to spend your university years with us. We look forward to welcoming you to campus as a **#Proud_AUSer!**

**Office of Enrollment Management
Undergraduate Admissions**



Check out our YouTube channel for highlights of the AUS student experience.



Before you arrive

Before you go through this guide, please read your **Admission Letter** carefully. To complete your admission, please make sure you submit the required items before the indicated deadline. There are a number of very important dates in the letter that you need to note down on your calendar.

How do I pay deposits?

As indicated in your Admission Letter, there are limited seats available for new applicants interested in joining AUS. To ensure that a seat is reserved for you, you are required to pay a seat reservation deposit of 5,000 UAE Dirhams by the stated deadline (refer to the last paragraph of the letter). ONLY applicants who pay the required deposit before the deadline are guaranteed a seat. Failure to pay the deposit before the deadline will result in the removal of your name from the admitted students list and revocation of the offer of admission extended to you. Please don't assume anything regarding the deposit payment; instead, contact us before the deadline if you have any questions related to your deposit. In addition, if you plan to live on campus, you will need to pay a room reservation fee of 500 UAE Dirhams. Both deposits are non-refundable and non-transferable to others under any circumstances. Upon your registration for classes, the paid deposits will be deducted from your tuition and housing fees.

Payment methods

The seat reservation fee and room reservation fee can be paid online using any major credit/debit card. Please go to banner.aus.edu and log in to Web Enabled Interface for Students using your AUS email username and password. Once logged in, go to Current Applicants—E-payment Main Menu—Submit E-payments. For information on other payment methods, please visit www.aus.edu/fees-payment.

How do I apply for a visa?

If you are an international, non-resident applicant who is not a GCC national and have been accepted to full-time study in an AUS undergraduate or graduate program, the university can provide you with a sponsored student visa, enabling you to study and reside in the UAE.

The visa process can take some time to complete, so please make sure to fill out the enclosed Student Visa Request Form and send it back to AUS as soon as possible. For more information on applying for a visa, please contact AUS Visa Services at VES@aus.edu or visit www.aus.edu/admissions/international-students/student-visas.

Please note that your visa application will be reviewed by the concerned UAE authorities. AUS is not responsible for any rejection from local authorities.

If you are already a resident in the UAE, you are not obliged to change your sponsor unless you would like to. If you want to apply for visa transfer, please email VES@aus.edu.

How do I apply for on-campus housing?

Living on campus is a once-in-a-lifetime experience and an ideal way for students to engage positively with the community and be successful in their academics. The residential halls provided a safe home away from home, with separate halls for men and women. Private, semi-private and sharing rooms are available.

We also have designated halls especially for first-year students. The first-year residential halls offer our new students a great opportunity to meet new friends and to engage with staff and faculty. Our student leaders, the Resident Assistants (RAs), support new students moving to campus and provide leadership opportunities to grow in their academic, personal and career success.

New, first-time undergraduate students residing on campus will receive a 50 percent discount on housing fees (regardless of the room type) in Fall 2023 and Spring 2024. For more information on undergraduate room types, fees and payment, please visit www.aus.edu/ug-fees.

To apply for a room in the residential halls, go to banner.aus.edu and log in to Web Enabled Interface for Students using your AUS email username and password. Once logged in, go to the Housing Application Form for Applicants and fill out the required information. Applicants should pay the Refundable Maintenance Deposit Fee of AED 1000 and the seat reservation deposit of AED 5000. *Note: Applicants who cancel their room reservations after the deadline set by the Student Residential Life Department will be charged AED 500, which will be deducted from the Maintenance Deposit Fee. To find out more, please visit www.aus.edu/res-halls, call +971 6 515 2427/2244 or email roomassignment@aus.edu.

Residential community and support

As a new student, change can be overwhelming. Please reach out to your Residential Hall Coordinator or Resident Assistant if you need guidance or support, they will be more than happy to help you. We have other support services to ensure your success such as the First Year Experience, Academic Support Center and University Counseling Services.

New international students often have a lot of questions and concerns during their first weeks on campus. Our International Buddy Program (IBP) helps ease this transition. Returning international students help their new international buddies through the transition to AUS, especially during the first few weeks of the semester. International students residing on campus will receive more information regarding IBP.

How do I book English Language Proficiency tests or SAT?

To complete the requirements for admission to any college/school for any given semester, you must submit a valid English Language Proficiency test score report (see the table below).

Test Name	Minimum Required Score	Test Registration Link	Test Preparation Materials	Test Score Release	Test Score Validity	Test Venues
Institutional Paper-Based TOEFL (ITP)	550	https://www.amideast.org/uae/availabletests	https://apply.amideast.org/uae_sales/Product_Catalog.aspx	2-4 days	2 years	TOEFL ITP is offered at the AUS Testing Center. AUS accepts the TOEFL ITP score reports of the AUS Testing Center only.
TOEFL Internet-Based Test (IBT)	80	https://www.ets.org/toefl/test-takers/ibt/schedule.html	http://toeflpractice.ets.org/	4-8 days	2 years	TOEFL iBT is offered at the AUS Testing Center. AUS accepts the TOEFL iBT score reports of all approved ETS testing venues.
International English Language Testing System (IELTS Academic) (Paper-Based and Computer-Delivered)	6.5	https://ieltsregistration.britishcouncil.org/orsnbc/ors/find-test	https://takeielts.britishcouncil.org/take-ielts/prepare/courses/road-ielts	For paper-based, after 13 days from the test date; for computer-based, 3 to 5 days after the test date.	2 years	IELTS is offered at the AUS Testing Center. AUS accepts the IELTS score reports of all approved testing venues.
Emirates Standardized Tests - EmSAT Achieve English (Computer-Based)	1550	https://emsat.moe.gov.ae/emsat/EmSAT_register_en.aspx	http://emsat.moe.gov.ae/emsat/EmSAT_achieve_en.aspx	A minimum of 15 working days	18 months	EmSAT test venues are only located in the UAE.
Emirates Standardized Tests - EmSAT Achieve Math (Computer-Based)	500	https://emsat.moe.gov.ae/emsat/EmSAT_register_en.aspx	https://emsat.moe.gov.ae/emsat/EmSAT_achieve_en.aspx	A minimum of 15 working days	18 months	EmSAT test venues are only located in the UAE.
Scholastic Aptitude Test (SAT) - SAT Math Test Section	450 on SAT Math Test	https://satsuite.collegeboard.org/sat	https://satsuite.collegeboard.org/sat/practice-preparation	2 weeks	—	SAT is offered at the AUS Testing Center. AUS accepts score reports of all other centers.

If you meet the required minimum English Language Proficiency score, you will register for first-year courses after completing the required major placement tests.

If you do not attain the minimum required score but otherwise meet AUS admission standards, you will be admitted to the AUS Achievement Academy Bridge Program (AABP). For more information on the AABP placement test, see page 9.

For inquiries, please log in to infodesk.aus.edu. For information about the Bridge Program, visit www.aus.edu/achievement-academy/bridge-program.

Required Identification for All Tests

For all of the above-mentioned tests at AUS, you must present your original, valid and signed passport or UAE National ID or school ID (for SAT only) for identification purposes on the day of the test. No other form of identification document is accepted. If these documents will not be available on the day of test, contact the AUS Testing Center immediately.

How do I verify my iBT TOEFL, IELTS, EmSAT and/or SAT scores?

If you submit your English Language Proficiency (TOEFL or IELTS) score report directly from the test provider, you do not require further verification. Reports uploaded on apply.aus.edu will require online verification.

For EmSAT score verification, applicants must log in to their EmSAT account and add AUS to the institutes permitted to access their EmSAT results, which will allow AUS to verify their scores.

To verify SAT scores, applicants must request their SAT score report to be sent electronically from College Board to the AUS Testing Center. This can be done by logging in to the test provider portal and choosing the relevant AUS Designated Institution Code: 5543.

How do I certify or attest my secondary school records?

To complete your files and to register for courses at the beginning of your semester of admission, you need to submit your certified or attested original secondary education certificate and grade reports.

Students completing their secondary education in the UAE

- 1. Certificates and grade reports must be certified or attested by the UAE Ministry of Education.
- 2. British system qualifications must be certified or attested by the British Council in the UAE and the UAE Ministry of Education. The British Council requires the certificates to be attested by the school. The required attested documents are the final IGCSE/GCSE/GCE score reports, NOT the statement of results or the provisional results. Originals must also be submitted along with the certified copies for final verification by the Office of Enrollment Management. Originals will be returned.

Students completing their secondary education OUTSIDE the UAE

- 1. Certification from country of origin: Documents must be certified or attested by the authorized educational authority, the country’s Ministry of Foreign Affairs and the UAE Embassy, or
- 2. Certification in the UAE: Documents that are certified by the authorized educational authority of the county of origin must be certified or attested by the country’s embassy in the UAE and the UAE Ministry of Foreign Affairs. Applicants are required to check with the UAE embassy or UAE Ministry of Foreign Affairs to make sure that this option is available for their certificates.
- 3. British system qualifications must be certified or attested by the British Council, the country’s Ministry of Foreign Affairs and the UAE Embassy. The British Council requires the certificates to be attested by the school. The required attested documents are the final IGCSE/GCSE/GCE score reports, NOT the statement of results or the provisional results. Originals must also be submitted along with the certified copies for final verification by the Office of Enrollment Management. Originals will be returned.

For more information on required attestations, please visit www.aus.edu/attestations.

How do I apply for a Certificate of Equivalency from the UAE Ministry of Education?

The UAE Ministry of Education requires all enrolled students to obtain a Certificate of Equivalency for their secondary education certificate. This excludes students from the UAE General Secondary School Certificate system (Thanaweyya ‘Ammah).

International applicants have to prepare and attest all the required high school certificates and transcripts before leaving their home country and/or the country in which they graduated.

The first step to apply is by registering at www.moe.gov.ae under MOE Eservices – Service Catalog and getting a registration number.

For a detailed list of the requirements and documents, visit www.moe.gov.ae under the Certificate Equivalency section. You may also contact +971 800 51115 or email ccc.moe@moe.gov.ae.

Please note that AUS is not involved in the equivalency process or decisions. Issuing of the Certificate of Equivalency is controlled fully by the UAE Ministry of Education.

For more information, please see w.aus.edu/ug-uae-ce.

What are placement tests?

These tests help place students in the appropriate level of English, math and physics at AUS. All admitted applicants are required to complete the Major Placement Tests to be able to register for first-year-level courses. See the table that follows for the requirements for major.

There is no “pass or fail” for the major placement tests. No student is allowed to sit for a placement test more than once. If you do not attain the placement scores required for registering in the relevant 100-level courses, you will be enrolled in the appropriate preparatory courses. Final grades from preparatory courses count toward the cumulative grade point average (CGPA), but credits from preparatory courses do not count toward degree credits.

Upon receiving your Admission Letter, please make sure to book online for the math and physics placement tests required for your intended major. To be able to book online for the English Placement Test, you should have the minimum required English Language Proficiency score as shown on the table on page 7. Please make sure to book your placement tests as soon as possible.

Placement Test Exemption

Applicants meeting any of the placement tests exemption criteria (see <https://www.aus.edu/testing-center/aus-placement-tests#exemption-criteria>) and transfer students may be exempted from taking certain placement tests, depending on subjects/courses completed and grades earned.

If you meet any of the exemption criteria, you should send a request to testingcenter@aus.edu, attaching a copy of the reports to get a written confirmation regarding any exemption.

Booking Your Placement Tests

To book your placement tests, please go to banner.aus.edu and log in to Web Enabled Interface for Students using your AUS email username and password. Once logged in, go to Current Applicants, then go to Testing Center Registration, select Register for Test and view the test schedule, and then submit the registration request for approval at least one week prior to the test date. All major placement tests are free of charge.

AUS major placement tests are taken on your own computer at home using the AUS Learning System (<https://ilearn.aus.edu/>) and on Respondus LockDown Browser. For more information, please visit w.aus.edu/placement-tests.

Major	Required Placement Tests				
	Engineering Math	Business Math	Architecture Math	Physics	English
Architecture/Interior Design			✓		✓
Biology/Chemistry/Environmental Sciences/Physics	✓			✓	✓
Business Administration (all majors)		✓			✓
Computer Science	✓			✓	✓
Design Management		✓			✓
Engineering majors	✓			✓	✓
English Language and Literature					✓
International Studies					✓
Mass Communication					✓
Mathematics	✓			✓	✓
Multimedia Design/Visual Communications					✓
Psychology					✓
Undeclared Major	**	**	**	**	✓

* Applicants missing the required English Language Proficiency score, such as TOEFL/IELTS/EmSAT Achieve-English, cannot book for English placement tests until the required score reports are submitted. However, applicants can book for the math and physics placements tests as required by their majors.

** Applicants with undeclared majors are required to complete the placement tests relevant to their intended majors.

Placement Test Results

You can check your results by signing in to banner.aus.edu and logging in to Web Enabled Interface for Students using your AUS email username and password. Once logged in, go to Current Applicants, then Test Scores. Bridge Program Placement Test results can be accessed through Banner.

Achievement Academy Bridge Program and Bridge Program Placement Test

Students who score below the required English Language Proficiency (ELP) score for the semester of entry are invited to join the Achievement Academy Bridge Program (AABP). The ELP score will determine the Bridge Program entry level. Students are required to contact the Office of Enrollment Management (infodesk.aus.edu) to join the Achievement Academy Bridge Program (AABP). For more information, please visit www.aus.edu/achievement-academy/bridge-program.

Students admitted to the AABP are required to attend advising, registration and orientation sessions during the Orientation week. If needed, the students will be booked for the placement test by the AABP registration team. The AABP Placement Test is free of charge.

What is the Medical Record Form?

As a new student, you will be required to submit the enclosed Medical Record Form to University Health Services (UHS).

The Medical Record Form must be endorsed and stamped by a physician; you can complete it in your home country with a licensed general physician or have it completed by AUS University Health Services. Please include a copy of your vaccination record, general physical exam results and all laboratory investigations. For any inquiries related to the Medical Record Form, please contact healthservices@aus.edu.

Medical insurance is compulsory for all AUS-sponsored students (visa sponsored by AUS) and for all students who don’t have health insurance coverage of their own. For more information on student health plans, please contact studentmedicalinsurance@aus.edu.

Can I change my major?

It’s not uncommon for students to change their minds about their major once they have applied and even after they have enrolled. Now that you have been admitted to AUS, you cannot make changes to your original application before you enroll. If you want to change the major you have selected now, you will need to submit a new application for your new intended major. You will not need to pay the admission fee again, but you can only do this once before you enroll. As before, your new application will be evaluated against your school grades and availability of seats in the major you are interested in pursuing. You will be notified of the decision, and, if approved, you will receive a new Admission Letter showing the new major. If you decide to change your major after you have begun your studies at AUS, you can discuss this with your academic advisor and follow the process for changing your major with the Office of the Registrar.

How do I request airport pick-up?

New students can request pick-up service from Sharjah International Airport and Dubai International Airport (Terminals 1, 2 and 3). If you need pick-up service, please fill out the enclosed **Airport to Campus Transportation Form**. An AUS representative will be assigned to welcome you at the airport.

Rates for the transportation service are listed on the enclosed request form.

For any other transportation-related questions, please email fleetmanagement@aus.edu or visit www.aus.edu/life-at-aus/around-campus/parking-and-transportation.

Can I defer my application?

If you decide not to join AUS at this time, you can choose to defer your application. Applicants may request deferral of their applications for the subsequent two semesters only; otherwise applicants are required to submit a new application. Approval is subject to applicants' credentials as well as availability of seats. UAE citizens attending compulsory military service may defer their application to the next academic year. To submit a deferral request, log in to apply.aus.edu. Go to My Account, then My Applications and then choose your active application. Then, click View and scroll down to Deferral Request.



One Stop -The AUS Solution Center is a great resource for students and their families. Centrally located in the AUS Main Building, this one-stop shop can help you get things done!

Our friendly team can answer your questions on a variety of topics, including student accounts | financial grants and scholarships | housing | transportation | admission | IT services | library services | general information about our colleges/school | student employment | medical insurance | security services | graduate studies | visa services and more.

The center is also equipped with iPads stations where students can complete important forms and make online payments.

Visit One Stop on the Mezzanine Floor of the Main Building.
Monday through Thursday | 8:00 a.m. to 5:00 p.m.

onestop@aus.edu | +971 6 515 5555
w.aus.edu/onestop

Do you need IT help?

Our friendly IT team offers students support in a number of ways. If you need help, please reach out using one of these channels:

Chat: Dedicated WhatsApp Support:

<https://wa.me/97165154900> or 971 6 515 4900

Call: Dedicated Support Hotline:

+971 6 515 4900 or +971 6 515 2121

Email IT ServiceDesk: itservicedesk@aus.edu

Self-Service System: <https://servicenow.aus.edu>

FAQ: <https://itfaq.aus.edu>

After you arrive

What is the orientation program?

Our New Student Orientation program is packed with important information and memorable activities to help you get your AUS experience off to a great start.

Through the week-long program, we'll introduce you to AUS and your college/school, help you connect with classmates and your Peer Leader, and introduce you to the various support services available to you in your first year and beyond. You will also be engaged in social activities that will kickstart your friendship connections at AUS!

Orientation is extremely important to ensuring that you receive the best start to university life possible and is therefore mandatory. Students who don't attend the orientation sessions will have difficulties in registering for courses.

Orientation takes place the week before classes start and will include events for both you and your parents. We will email you with all the information you need to participate in orientation closer to the event.

Visit www.aus.edu/orientation for the schedule of events and other important information. This page is full of resources to help you get started as an AUSeer and make sure you have the best start to your first semester.

Is my file complete?

You will not be able to register for courses in your first semester until your admissions file is complete. Your file is considered complete only when all the requirements mentioned in the Admission Letter have been received by the admissions office. Please refer to your Admission Letter and emails received from the admissions office to see all the missing documents, as well as important dates for Early File Completion. You must book an online meeting with AUS admissions staff to complete your application file. During this session you can discuss any holds you may have on your admission file.

For more information, please visit www.aus.edu/admissions/file-completion and www.aus.edu/admissions-package.

What is Early File Completion?

Undergraduate Admissions offers the Early File Completion (EFC) service for applicants who have paid the seat reservation deposit.

Refer to your Admission Letter for a list of missing documents. To complete your file, the listed missing documents must be presented during your visit for Early File Completion.

What? Fall and spring semester applicants are invited to Early File Completion.

When? Starting in July for fall and January for spring.

An invitation email with the link to book an online meeting will be sent to you.

Where? Currently all File Completion sessions are held online using Google Meet.

How? Prepare all the requested missing documents as stated in the Admission Letter.

What if? If you don't attend a File Completion session, you will not be able to register for courses.

What are Admission Holds?

If you have been conditionally admitted to AUS, an Admission Hold might have been placed on your record. For your admission to be considered final, you must submit any missing critical document. To view the full list of holds, please go to banner.aus.edu and log in to Web Enabled Interface for Students using your AUS email username and password. Once logged in, go to Current Applicants/View Holds.

Students with active holds are required to complete their files before the registration period to be able to register for courses.

To clear holds, students are required to proceed to the concerned department(s) to deliver the requirement(s) so that the hold(s) can be resolved.

If you are a transfer student and were requested to submit your university transcript or certificate of good standing, please make sure that you submit your official university transcript showing the final CGPA.

Submitting missing document(s) can be done in one of the following ways:

- If you were requested to present forms or copies of documents, scan the forms or documents and log in to apply.aus.edu and go to View next to your application. Then, using the Supplemental Items & Documents tab, you can attach clear, colored scans to the applicable items by pressing Choose File. Only proper scans will be accepted. Snapshots by devices are not accepted.
- If you were requested to present original attested documents or transcripts, submit the documents by hand. Proceed to Undergraduate Admissions located in the Main Building-First Floor Office M 108. Prior to visiting the admissions office at AUS, please book a meeting in advance at <https://www.aus.edu/admissions/contact>. Applicants living abroad may present documents when they visit AUS one week prior to joining the university.

For enquiries, please log in to infodesk.aus.edu and post your query.

What if I have earned IB, AP, A-Level, French Baccalaureate or equivalent?

If you have achieved a minimum grade equivalent to B in IB Higher Level, GCE A-Level, the Lebanese Baccalaureate, the French Baccalaureate, the Spanish Baccalaureate, the German Abitur or the American Advanced Placement tests, you could be awarded course credits for first-year-level courses. If you have any have any questions about this, you can ask them during your File Completion session.

To seek a transfer of credits for these courses, you must submit a copy of your original secondary school certificate(s) attested by the UAE Ministry of Education or the appropriate authority, along with a copy of the AUS Admission Letter, to the Office of the Registrar, Room MG 15A. If you have earned a grade of B or higher in courses not included in the list available at **www.aus.edu/transfer-of-credits**, you can submit a course syllabus to the Office of the Registrar for consideration of transferability.

Admitted applicants who submit their documents before the end of their first semester of study will have their documents evaluated toward credit transfer. No transfer of credits will be awarded after the completion of the first semester of study at AUS. For more information, please email **registration@aus.edu**.

Can transfer students transfer credits from another university?

Completed files for admitted transfer applicants will be awarded transfer credit hours, as applicable, before the first day of registration of the student's first semester at AUS. Transfer applicants must submit their official sealed transcripts/ e-transcripts directly to the Office of the Registrar before the end of their first semester of study at AUS.

Transcripts of transfer students will be evaluated only once. Students will receive an email notification of their transferred credit hours by the Office of the Registrar. While credit hours will be temporarily transferred, the student will not be awarded his/her bachelor's degree until AUS receives verification of the host institution's transcript from the UAE Ministry of Education's Higher Education Affairs Division. All transfer students must sign the Academic Release of Information Form. For more information please, visit the Office of the Registrar, Office MG15A, on the Ground Floor of the Main Building.

How do I register for classes?

You can only register for classes after you have completed all the required placement tests and have completed your file. Advisors are available to register students and guide them. The complete process will be explained during the academic orientation session, which will be held during the orientation week. Be sure to attend this very important session (check the schedule that will be sent to you by email) and follow the instructions provided to avoid confusion and frustration.

When and where do I pay my tuition fees?

Once you register for your classes, you can view a summary of your tuition fees by logging in to banner.aus.edu and logging in to Web Enabled Interface for Students using your AUS email username and password. Once logged in, go to Student Services, click on Student Records and view the statement of fees. For more information on payment methods and important deadlines, please visit **www.aus.edu/payment-guide**. The deadline for completing your full tuition fees payment is the Thursday ending your first week of classes.

What are the laptop requirements?

To access the software and electronic resources needed to study at AUS, first-year undergraduate students must own an internet-capable laptop or similar device capable of running Microsoft Windows or macOS applications. Students may opt to use an existing laptop or device. When purchasing a new one, students should select a laptop with the recommended specifications according to their college/major here (<https://itfaq.aus.edu/faq/584>).

Please note that computers in specialized and technical labs will be available for students enrolled in specific courses that use those labs. Please also note that for specific majors, the College of Architecture, Art, and Design has specific laptop requirements in the later years, which may require purchasing a new device at that stage.

AUS provides access to Microsoft Office 365 for all registered students. Students can also utilize college/major-specific software through the university's apps store (<https://apps.aus.edu>).

If you have any questions and would like to discuss your laptop or software requirements, please contact the IT ServiceDesk at: Tel +971 6 515 2121 | **itservicedesk@aus.edu** | **<https://itfaq.aus.edu>**.

How do I get my AUS ID card and car sticker?

All new students will be issued an AUS Identification Card (ID) shortly after the beginning of their first semester at the university. This is usually done when students register for classes and complete all payments. The ID card is essential for university gate access, checking out books and materials from the library, and using lab facilities. The card also entitles students to discounts at participating shops, restaurants and other outlets in Sharjah and Dubai. AUS students are expected to keep their ID cards with them at all times. AUS ID cards are valid for one semester, so you will be required renew your card at the beginning of each semester.

If you wish to drive/park your car on campus, you will also need to get an AUS car sticker. Both the ID card and the car sticker are issued by AUS Security. To get your card ID and car sticker, visit the Security office, located on the Mezzanine Floor of the Main Building. Please make sure you have done the following before you go:

AUS ID Card

- Please ensure your status is "active" in the system.
- Email your latest picture with a white background in JPEG format and your name in Arabic to **idcards@aus.edu** after naming it as @000xxxxx. Enter your ID number in the email subject line. Make sure you have registered your blood group with University Health Services.
- Complete the survey form emailed to all new students after registration.

Car Sticker

- Apply to receive your car sticker at **<http://banner.aus.edu>**. After logging in, click the car sticker request to complete the designated form.
- Visit the security office (MM30, Main Building, Mezzanine Floor) and submit your valid AUS ID, valid UAE driving license and car registration(s) within three days to process your request; otherwise, your online application request will be cancelled.

Pre-paid parking is limited and will be issued on a first-come first-served basis. For more information, visit **www.aus.edu/id-cards-and-car-stickers** or call 06 515 2074 or 2075.

How do I open a bank account?

A branch of the Sharjah Islamic Bank is conveniently located on campus. The bank requires the following to open an account:

- your valid original passport
- your UAE national ID
- a letter certifying your enrollment

Twenty-four-hour automatic teller machines (ATMs) are available on campus.

For more information, contact Sharjah Islamic Bank at 06 599 9999.

How do I get a UAE driving license?

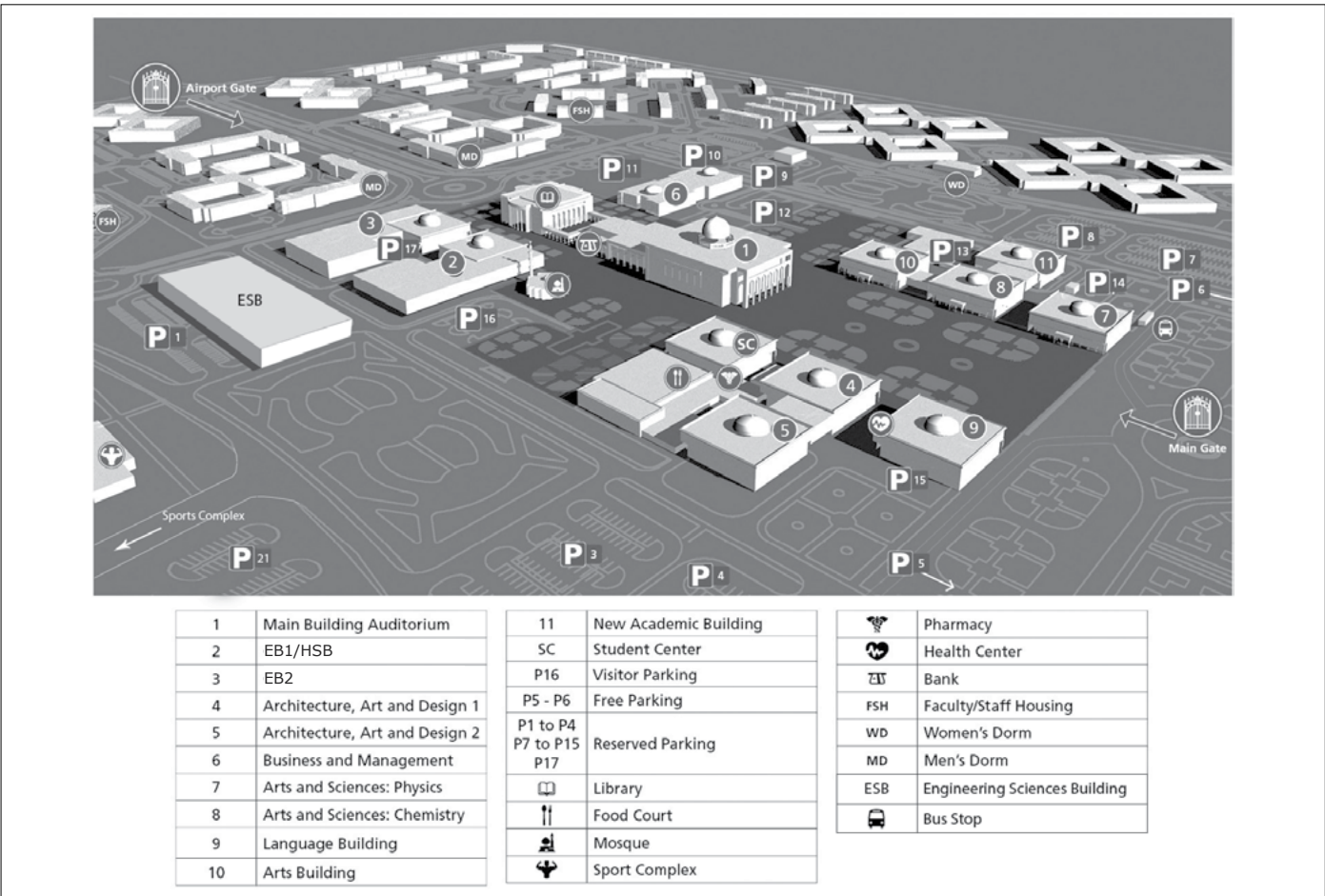
First, you must be at least 18 years old to obtain a license, but you can start the process when you are 17 and a half years old. Second, you need to do the following:

- Complete the required eye test at one of the registered eye test centers. The nearest one is Al Jaber Optics in Matajer Mall.
- Use the Ministry of Interior (MOI) App to open a driving license file and pay the required fees.
- If you choose to take your driving training on campus, visit the Sharjah Driving Institute (SDI) office located on the Mezzanine Floor of the Main Building in MM 29, and show your Emirates ID and AUS ID card to open a file for training. SDI offers discounts for the AUS community. If you have a driving license from another country, show it to the SDI staff.

Regulations for obtaining a driving license vary by nationality.



Take a 360 tour of AUS. Simply download the Google Earth App, scan the QR code and step into our campus.



Check out our
New Student
Guide website
for the latest
information!

www.aus.edu/new-student-guide



FACTS ABOUT AUS

Our curriculum is modeled on the American-style liberal arts tradition, which means that you can take a wide variety of courses beyond those just offered in your major.

New first-time students at AUS may qualify for a financial grant, a merit-based scholarship and a Family Tuition Grant to cover up to a total of 55 percent of tuition and fees.

We have 33 sports teams, with 15 teams for women. Known as the Leopards, our athletes compete in regional and international tournaments.

AUS has been ranked among the top ten Arab universities by QS Arab Region University Rankings every year for the past eight consecutive years.

There are more than 380 active student volunteers in our community service program, which connects students with a number of social service and charitable organizations.

Our campus life is vibrant, with more than 200 student-organized events on campus each semester, and 80+ active student clubs.

Through workshops and peer advising, our Academic Support Center can help students make a strong start to their academic career at AUS.

The Writing Center on campus provides free help for students who want to improve their writing.

AUS is among the top five universities with the highest percentage of international students according to the Times Higher Education World University Rankings (2022).

The College of Engineering has close to 60 labs, offering students opportunities for research, innovation and hands-on learning.

At the School of Business Administration, students get real-time access to global financial information through the Interactive Trading Floor, the largest of its kind in the MENA region.

Students from any major can take part in theatrical productions of the Performing Arts Program, the only one of its kind in the UAE.

Mass communications students get the chance to build real-world skills through hands-on projects in our \$1 million digital studio.

The University Health Services clinic is located in the heart of the campus. Its full-time team of three medical doctors and six nurses are on call 24 hours a day.

AUS hosts career forums and fairs that link students to over 64 multinational firms and potential employers.

Approximately 92 percent of our faculty hold the highest degrees in their field, with a full 82 percent of faculty holding a PhD degree.

AUS has earned a Sustainability Tracking, Assessment and Rating System (STARS) silver award for sustainability in higher education from the Association for the Advancement of Sustainability in Higher Education.

Our sports facilities cater to a wide range of athletic pursuits, including tennis, swimming, basketball, badminton, volleyball, fitness, cricket, baseball, squash and running.

Our highly qualified faculty represent 46 nationalities, combining a global perspective with a regional understanding.

AUS regularly hosts renowned speakers on campus, ranging from Nobel Laureates and noted scientists to best-selling authors and industry experts.

Need more facts about AUS? Visit www.aus.edu/about/aus-at-a-glance.

Contact Directory

Add 9716 before the number if calling from outside the UAE.

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Tel 515 1000	infodesk@aus.edu
Architecture, Art and Design	
Tel 515 2825	deancaad@aus.edu
Arts and Sciences	
Tel 515 2412	deancas@aus.edu
Business Administration	
Tel 515 2310	deanofsba@aus.edu
Engineering	
Tel 515 2948	deancen@aus.edu
General Information	
Tel 558 5555	info@aus.edu
Health Services	
Tel 515 2760	healthservices@aus.edu
IT	
Tel 515 4900/2121	ITServicedesk@aus.edu
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Tel 515 2252	auslibrary@aus.edu
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Tel 515 2031	registration@aus.edu
Residential Halls	
Tel 515 2244/2434	res-halls@aus.edu
Sponsorship Liaison	
Tel 515 1000	sponsors@aus.edu
Student Accounts	
Tel 515 2039/2233	studentaccounts@aus.edu
Student Affairs	
Tel 515 2166	studentaffairs@aus.edu
Testing Center	
Tel 515 1000	testingcenter@aus.edu
Undergraduate Affairs and Instruction	
Tel 515 2281	vpua@aus.edu
Visa and Equalization Services	
Tel 515 2117/2240	VES@aus.edu

Accreditation and Licensing

AUS is licensed and its programs are accredited by the Commission for Academic Accreditation of the Ministry of Education's Higher Education Affairs Division in the United Arab Emirates.

AUS has been accredited in the United States of America by the Middle States Commission on Higher Education (1007 North Orange Street, 4th Floor, MB #166, Wilmington, DE 19801 USA) since June 2004. The MSCHE is an institutional accrediting agency recognized by the US Secretary of Education and the Council for Higher Education Accreditation (CHEA).

The bachelor of science degree programs in chemical engineering, civil engineering, computer engineering, electrical engineering, industrial engineering and mechanical engineering offered by the College of Engineering are accredited by the Engineering Accreditation Commission of ABET, <http://www.abet.org/>. The bachelor of science degree program in computer science offered by the College of Engineering is accredited by the Computing Accreditation Commission of ABET, <http://www.abet.org/>. ABET is the global accreditor of college and university programs in applied and natural science, computing, engineering and engineering technology. AUS was the first university in the Gulf region and the second outside the United States to receive this accreditation.

The Bachelor of Architecture program of the College of Architecture, Art and Design is accredited by the National Architectural Accrediting Board (NAAB) of the United States. This is the first program outside of North America to receive this prestigious accreditation. NAAB is the only organization authorized to accredit professional degree programs in architecture in the United States.

The School of Business Administration is accredited by the Association to Advance Collegiate Schools of Business (AACSB).

Academic Calendar

Dates are subject to change. See www.aus.edu/calendar to confirm.

Fall Semester 2023
July 3, Monday Early File Completion starts
August 18, Friday Residential halls open
August 19, Saturday Welcome session for new students and parents
August 20, Sunday New student orientation begins
August 22–24, Tuesday–Thursday Placement tests for new students
August 22–24, Tuesday–Thursday Registration for new students
August 28, Monday First day of classes
Spring Semester 2024
January 2, Tuesday File Completion starts
January 12, Friday Residential halls open
January 13, Saturday Welcome session for new students and parents
January 14, Sunday New student orientation begins
January 15–18, Monday–Tuesday Placement tests for new students
January 16–18, Tuesday–Thursday Registration for new students
January 22, Monday First day of classes
Summer Term 2024
June 3, Monday First day of classes

Make Your First Year Great!

The First Year Experience (FYE) program helps first-year students like you discover your potential so that you get the most out of your university experience. We do this by supporting you from the moment you begin your journey as a #Proud_AUSer.

Visit www.aus.edu/fye to find out more!

You can also download our free guide on **How to Survive Your First Year at University: A Practical Guide for New Students.**

Get Ready for AUS!

From clubs and sports, to plays and community service, life at AUS is vibrant! Find out more by visiting www.aus.edu/student-life.



Out and about

Transportation

We offer several on- and off-campus shuttle services for the convenience of the campus community. There is also a taxi stand located in front of the Main Plaza. For more information, visit www.aus.edu/parking-and-transportation.

Sharjah: A great place to study

There are many reasons why Sharjah has become a leading destination for university study, at both an undergraduate and graduate level. The third largest city in the United Arab Emirates (UAE), and part of the Dubai-Sharjah-Ajman metropolitan area, Sharjah is a dynamic, international and exciting place for students of all ages and backgrounds.

Sharjah is widely regarded as the cultural capital of the UAE, hosting a number of world-class museums and exhibitions. It is also known for its natural beauty, located on the sparkling Arabian Gulf and the Gulf of Oman and in easy driving distance to the sand dunes of the Arabian desert.

AUS is located just minutes from the heart of Dubai and the Dubai International Airport, providing students with easy access to the world-famous attractions of the neighboring emirate.

Sharjah has an active student community, providing a culturally diverse environment from students from all around the globe to meet, explore, develop and innovate. With a mix of languages, cuisines and cultural pursuits, Sharjah is rapidly establishing itself as a world-class student city.

World Book Capital (2019)

Ranked in the Top 60 Best Student Cities (QS, 2019)

Located in the World’s Second Safest Country to Visit (Global Finance, 2021)



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American University of Sharjah

Office of Enrollment Management - Undergraduate Admissions

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