

## CONFIRMATION FORM PAYMENT METHODS

When you are admitted to AUB, you will receive by email an enrollment confirmation form. To indicate your intention to enroll, you will be asked to return this form within its deadline with a non-refundable/non-transferable tuition deposit (deadline and amount are indicated on the confirmation form).

The non-refundable tuition deposit or confirmation fees can be paid in one of the following methods:

- I. **Wire transfer (recommended)** the confirmation fees from your own bank to our AUB accounts then email the bank receipt/confirmation by following the steps:
  - a) Do a wire transfer to one of our bank accounts in Lebanon or USA (listed below) and please *make sure to include* the Transfer Instruction text:

‘Enrollment Confirmation Fee for *Student Name* (AUB ID#*20xxxxxxx*)’ after updating *Student Name* and *ID number* for the specific student.

<b>Bank Address</b>	<b>Bank Account Details</b>	<b>Currency</b>
Citibank, N.A. BERYTUS Parks BCD, Reg. No. 69781 BDL 115 P.O. Box 11-1535 <b>Beirut, Lebanon</b>	<u>Account Name:</u> American University of Beirut <u>Account #:</u> 600224166 <u>IBAN:</u> LB940115000000000000600224166 <u>Swift Code:</u> CITILBBE	<b><u>USD</u></b>
Citibank, N.A. BERYTUS Parks BCD, Reg. No. 69781 BDL 115 P.O. Box 11-1535 <b>Beirut, Lebanon</b>	<u>Account Name:</u> American University of Beirut <u>Account #:</u> 600224034 <u>IBAN:</u> LB690115000000000000600224034 <u>Swift Code:</u> CITILBBE	<b><u>LBP</u></b>
JP Morgan Chase New York, NY 10016 1-12/210 <b>United States of America</b>	<u>Account Name:</u> American University of Beirut- Lebanon Account <u>Account #:</u> 134 195493 <u>Routing #:</u> 021000021 <u>Swift Code:</u> CHASUS33	<b><u>USD</u></b>

- b) Reply to your acceptance email and attach a scan of the filled confirmation form and the bank transfer receipt. Please keep the originals of those scanned documents with you (in case we ask for them once you arrive at AUB).
- c) Upon receiving your email with the confirmation/bank-receipt, we will process it and provide you feedback by email reply (usually within 1-2days).

- II. **Cash** at the cashier's office at AUB: **Please fill in the confirmation form and proceed to the cashier's office at AUB for payment. Once paid, the cashier's office will stamp it as paid. Once stamped, please bring it back to the admissions office and submit it over there.** PLEASE DO NOT LEAVE THE CONFIRMATION FORM AFTER YOU PAY AT THE CASHIER'S OFFICE NOR LEAVE IT WITH YOU. YOU MUST BRING IT BACK TO THE ADMISSIONS OFFICE OTHERWISE IT WILL NOT BE APPROVED. PLEASE DO NOT SEND CASH IN MAIL UNDER ANY CIRCUMSTANCE
- III. **Check** made to the order of the American University of Beirut (only checks of American or Lebanese origins are accepted. Also, checks in US dollars or Lebanese pounds are only accepted. Other currencies are not accepted). You can send the confirmation form along with the check to the office of admissions at AUB or you can pass by AUB to pay by check at the cashier's office. **Once paid, the cashier's office will stamp it as paid. Once stamped, please bring it back to the admissions office and submit it over there.** PLEASE DO NOT LEAVE THE CONFIRMATION FORM AFTER YOU PAY AT THE CASHIER'S OFFICE NOR LEAVE IT WITH YOU. YOU MUST BRING IT BACK TO THE ADMISSIONS OFFICE OTHERWISE IT WILL NOT BE APPROVED.