AMERICAN UNIVERSITY OF BEIRUT
Mediterraneo

Version Number	0001
Document Category	Guideline
Implementation Office(s):	Deans, Rector
Approved On:	24/02/2026

BEIRUT RESIDENCY REQUIREMENT – STUDENT GUIDANCE DOCUMENT

Overview of the Beirut Residency

The Beirut Residency is a required, non-credit component of the General Education (GE) Program at the American University of Beirut – Mediterraneo (AUB Mediterraneo). It is designed to ensure that all students engage meaningfully with the intellectual, cultural, and civic life of the American University of Beirut (AUB) in Beirut, Lebanon.

AUB Mediterraneo, as the twin campus of AUB, considers the Beirut Residency as a central component of the student experience. Through sustained engagement at AUB, students deepen their understanding of the region, connect academic learning to lived experience, and participate in the broader AUB academic community.

The Beirut Residency requirement must be completed prior to graduation and is recorded as part of the Undergraduate Experience component of the General Education Program. The residency is not intended to be recreational or incidental; it must be purposeful, structured, and clearly connected to the student's program of study and GE learning goals.

Learning Outcomes

Upon successful completion of the Beirut Residency, students will be able to:

1. Engage with the academic, cultural, and civic environment of AUB
2. Connect the residency experience to their program of study and/or GE coursework
3. Demonstrate intercultural awareness and regional understanding
4. Reflect critically on the academic, personal, and civic dimensions of the experience

Ways to Fulfill the Beirut Residency Requirement

Students may fulfill the residency requirement through one of the approved pathways below. All options require prior approval and a post-residency reflection or report.

- Time spent at AUB to fulfill the civic engagement component of the GE requirements.
- Internship (especially, for the programs that are requiring an internship).
- One or two semesters as agreed with the student adviser.
- Research visits to work with the researchers at AUB on graduate projects.

All approved pathways must demonstrate:

- A meaningful duration and level of engagement
- Clear academic, civic, or professional relevance
- Alignment with the student's study plan and GE goals

Students should note that availability of specific options may vary by academic year due to visa, housing, or administrative constraints. Across all programs, students are responsible for initiating the approval process and completing all required documentation prior to departure.

Advising, Timing, and Planning Considerations

- **Undergraduate Students:** The majority of undergraduate students complete the Beirut Residency in their third year of study. Students are expected to plan accordingly when mapping their academic trajectory, housing arrangements, and co-curricular commitments.
- **Graduate Students:** Graduate students typically complete the Beirut Residency at the end of their program, most commonly during the summer term. The residency is usually fulfilled through coursework at AUB and/or capstone or thesis-related research or writing.

Students are encouraged to begin planning their Beirut Residency early to ensure academic alignment and timely approvals.

- **2–3 semesters before residency:** Discuss possible residency pathways with your academic adviser and identify the preferred semester or summer term.
- **At least one semester before residency:** Submit the Beirut Residency Approval Form and obtain all required approvals. All AUB courses must be approved in advance.
- **Before departure:** Confirm housing, visa requirements (if any), health and travel insurance, and financial arrangements.
- **During residency:** Complete the approved academic, civic, or professional activities.
- **After completion (within one semester):** Submit the post-residency reflection/report and final approvals so the residency can be recorded by the Office of the Registrar.

Restrictions

- Students completing the Beirut Residency through coursework at AUB must normally have completed at least 48 ECTS at AUB Mediterraneo before beginning their residency.
- Undergraduate students are not permitted to complete the residency during their final semester of study.

Financial Considerations

- Students completing coursework at AUB pay tuition at AUB Mediterraneo.
- Financial aid, scholarships, or assistantships awarded by the home campus continue according to their existing terms.
- Students will also be charged directly by AUB for activity fees, IT fees, and HIP (health insurance) fees.
    - HIP (health insurance) fees could be waived if the student presented a private health insurance that covers Lebanon
    - activity fees will be credited to the student's account at AUB Mediterraneo
- Students are responsible for all other expenses beyond tuition, including travel, housing, visa fees (if applicable), dormitory or other campus-related charges, and any additional personal or AUB fees.

Required Documentation and Approval

Completion of the Beirut Residency requires:

1. Submission and approval of the **Beirut Residency Approval Form** *prior to departure.*
2. If the residency includes coursework at AUB, these must be approved in advance to ensure credits can be applied toward degree requirements.
3. Completion of the approved residency activity.
4. Submission of a **post-residency reflection or report,** together with supporting documentation evidencing completion of the approved activities, and final approvals.
5. Submission of the completed form to the **Office of the Registrar.**

Waiving the Requirement

The Beirut Residency is a required component of the student experience at AUB Mediterraneo and is generally not waived. Exceptions may be granted only in exceptional circumstances and only with the approval of the Board of Deans. Board of Deans decisions are final.

Exemption for Transfer Students from AUB

Students who transfer to AUB Mediterraneo from AUB and who have completed at least one full academic semester of enrollment at AUB prior to transfer are exempt from the Beirut Residency requirement. Documentation of prior enrollment will be verified by the Office of the Registrar.

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BEIRUT RESIDENCY APPROVAL FORM

PART A STUDENT INFORMATION

Student Name: _____ ID #: _____

Student Email: _____ Major: _____

Year: _____ Adviser: _____

PART B PROPOSED RESIDENCY PLAN (PRE-APPROVAL)

Residency Type (check one):

☐ Study at AUB*
☐ Research visit
☐ Internship / Practicum
☐ Civic Engagement Experience

Proposed Dates of Residency: _____

Host Unit/Department/Program: _____

Residency Activities or Courses _____

If you plan to study at AUB, list all requested courses, including their CRNs. _____

For other residency types describe your planned activities and how they connect to your academic civic, or professional development: _____

*If you select this option, meet with your academic adviser to choose AUB courses; submit your list to the Office of the Registrar.

Browse courses at https://sturegss.aub.edu.lb/StudentRegistrationSsb/ssb/courseSearch/courseSearch. You can review AUB-AUB Mediterraneo approved equivalent courses at https://aubmed.ac.cy/office-of-the-registrar/general-academic-information/course-coding/ You can see all AUB General Education course classifications here (any course with a classification that matches AUB Mediterraneo can be taken for credit): https://aub.edu.lb/generaleducation/Documents/List%20of%20General%20Education%20Courses.pdf

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PART C PRE-DEPARTURE APPROVALS

Adviser Confirmation:

Name: _____ Signature: _____ Date: _____

Dean Approval:

Name & Title: _____ Signature: _____ Date: _____

Office of the Registrar (*required if selecting Study at AUB):**

Name & Title: _____ Signature: _____ Date: _____

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BEIRUT RESIDENCY APPROVAL FORM

PART D POST-RESIDENCY REFLECTION OR REPORT (COMPLETED UPON RETURN)

Students must submit a **Post-Residency Reflection or Report** addressing the outcomes and experiences of their Beirut Residency. Submissions should be attached to this form and may take one of two forms:

Option 1: Reflective Statement
A reflective statement should provide a personal and analytical account of your residency experience, addressing the following:

- Key academic, cultural, or civic experiences during the residency
- Connections between the residency and your program of study or GE learning outcomes
- Personal, intellectual, or professional growth resulting from the experience
- How the residency shaped your understanding of AUB, the region, and your role as a student

Option 2: Post-Residency Report
A report may be more formal and structured, focusing on documenting the residency activities and their outcomes. It should include:

- A detailed description of activities completed during the residency
- Evidence of engagement, such as deliverables, presentations, or projects
- Connections to academic, civic, or professional goals and GE outcomes
- Reflection on key learning, insights, or contributions resulting from the residency

Supporting Documentation (Required)
In addition to the reflection or report, students must submit official documentation confirming completion of their approved residency activities. Documentation may include:

- Official AUB transcript (for coursework)
- Internship or practicum supervisor confirmation letter
- Research mentor verification
- Civic engagement certificate of participation or host confirmation
- Other appropriate official documentation evidencing participation and completion

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PART E FINAL VALIDATION AND COMPLETION

Adviser Confirmation:

I confirm that the student has satisfactorily completed the approved Beirut Residency and submitted the required documentation.

Name: _____ Signature: _____ Date: _____

Dean Final Approval:

Name & Title: _____ Signature: _____ Date: _____

SUBMISSION INSTRUCTIONS

The fully completed and signed form, including the Post-Residency Reflection or Report and all required supporting documentation, must be submitted to the **Office of the Registrar** for official recording of the Beirut Residency requirement. Submission may be made in hard copy or via email.