

UNDERGRADUATE ADMISSIONS CHECKLIST

The university reserves the right to evaluate the adequacy of all credentials submitted for admission. Furthermore, students are reminded that omission or falsification of information constitutes sufficient reason for rejection or dismissal. This dismissal, requiring the President's approval, may occur at any time during a student's residence at AUD; i.e., upon discovery of the omission/falsification. Official English translations of all supporting educational documents must be submitted. Translations must be literal (i.e., word-for-word).

Please make sure that the following items are included with your application, your admission will depend on the receipt of all necessary documents that are required throughout the review of your application.

APPLICATION, GRADES AND DEGREES

- Completed **Application for Undergraduate Admissions**
- Official school records** **Grade 10** **Grade 11** **Grade 12**
- High School Diploma**, original needed for verification

ATTESTATIONS & EQUIVALENCIES

- High School Diploma and Grade 12 Attestation**

For British qualifications, the following standard applies to IGCSE/GCE: grade "C" or above. AS-level and A-level will also be considered with a minimum grade of "D". A combination of seven subjects (O/AS/A) or four subjects (AS/A) is required. These subjects must cover at least four areas out of the following: Math, Languages, Sciences, Humanities/Social Sciences, Arts and Design. True copy of certificates must be attested by the appropriate authority as stated below.

High school diplomas and grade 12 transcripts obtained in the U.A.E. must be attested by the appropriate authority of the U.A.E. Ministry of Education following the referring educational zone.

High school diplomas and grade 12 transcripts obtained abroad must be attested by:

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| 1. Ministry of Education of the country | OR | 1. Ministry of Education of home country |
| 2. Ministry of Foreign Affairs of home country | | 2. Embassy of the country of study in the U.A.E. |
| 3. U.A.E. Embassy in home country | | 3. U.A.E. Ministry of Foreign Affairs |

Equivalency letter is required from KHDA (following education zone) for students who graduated from the U.A.E. and from the U.A.E. Ministry of Education for those who graduated abroad.

TEST SCORE if available at the time of submission or the scheduled test date. AUD's code for TOEFL® is 0063; AUD's code for SAT® is 2688.

- International TOEFL®** or **IELTS™** **SAT® Reasoning Test**

TOEFL®	Score	IELTS™	Score	SAT®	Score
Internet Based Writing Skills range	79-80 24-30	Sum	6.5	Math	min. 560
Paper Based* Essay	550 4	Writing part	6.5		

* Accepted only from authorized and approved centers in UAE.

PERSONAL INFO

- Two (2) recent passport-size photographs** 2 x 2 inches in size, with full face, front view with a plain white background.
- passport photocopy with validity page** photocopy **U.A.E. Residency Visa** photocopy **U.A.E. ID**

- Completed **Health History Form**. This form must be signed and stamped by a Physician. (Enclosed)

FINANCIAL REQUIREMENTS

Non-refundable **application fee of AED 200**. A reservation deposit (non-refundable) of AED 5,000, which is fully applied toward tuition, is required upon acceptance for admission. Full balance of tuition is required latest one month prior to the beginning of the term.

PROGRAM-SPECIFIC ADMISSION REQUIREMENTS

In addition to satisfying AUD's general admissions requirements, students who are seeking admission to the Architecture or Engineering Programs must submit additional items.

Students applying to the **Engineering Programs** should also provide the following:

- the university computer proficiency exam
- the university Accuplacer™ Math exam
- secondary school course work in Physics and two other laboratory sciences

Students applying to the **Architecture Program** should also provide the following:

- a portfolio to be submitted online via <http://applyonline.aud.edu/arch/> consisting of
- Three artworks of the student's production, which may include but is not limited to paintings, drawings, photographs, models, calligraphy or animation (relevance to architecture is encouraged), along with a short paragraph commenting on each work;
 - Photos of three buildings selected worldwide; along with a short paragraph justifying the choice of each of the three buildings (100 words).
- the university Accuplacer™ Math exam

TRANSFER STUDENTS

Official transcripts reflecting courses for which transfer credit is sought; attested by the Ministry of Education of the country where it is in operation. Attestation not required from American-accredited universities.

- Completed **Confirmation of University Records Form**. (Enclosed)
- Courses syllabi for courses completed with a grade of "C" or above