ADMISSIONS CHECKLIST

AUD 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).

The below checklist will help you determine what documents are needed to complete your application. Copies of the required documents will be accepted for preliminary evaluation; however, originals should be submitted prior to the semester start date.

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 AND EQUIVALENCIES

__ **High School Diploma and Grade 12 Attestation**

High school diplomas and grade 12 transcripts obtained in the UAE must be attested by the appropriate authority of the UAE Ministry of Education - Higher Education Affairs (MOE-HEA) following the referring educational zone.

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

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 UAE
3. UAE Embassy in home country		3. UAE Ministry of Foreign Affairs

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. True copies of certificates must be attested by the appropriate authority as stated above.

For secondary school graduates following the MOE and ADEC curricula, the below is required. The underlined is specifically for Engineering Students.

Students from the General track: - **90%** Min. average in year 12 / 90% Min. average in the math and the scientiﬁc courses (Physics, Chemistry, Biology) / Pass a preparatory course in Physics at the university. Any additional Admissions requirements set by the Admissions Office. Pass the national exams with the required score.

Students from the Advanced Track: Achieve the min. score required or acceptance in the university of choice. Any additional admissions requirements set by the Admissions Office. Pass the national exams with the required score .

Students From ADEC track : Pass the advanced math (level 3) and the advanced physics courses (level 3) in the high school . Achieve the min. score for acceptance in the university. Any additional admissions requirements set by the Admissions office · Pass the national exams with the required score.

__ **Equivalency letter** is required from KHDA (following education zone) for students who graduated from the UAE and from the UAE 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* __ **Academic IELTS™** *or* __ **EMSAT** __ **SAT®** **Reasoning Test**

TOEFL®	Score	Academic IELTS™	Score	EMSAT	Score	SAT®	Score
Internet Based Writing Skills range	79-80 24-30	Overall	6.5	Sum	1550-1650	Math	min. 560
Paper Based* Essay	550 4	Writing	6.5	Writing	C1		

* 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 **UAE Residency Visa** __ photocopy **Emirates ID**
__ **Army Exemption Letter** (for all UAE nationals)

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

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** must also provide the following:
__ AUD computer proficiency exam
__ AUD Accuplacer™ Math exam
__ secondary school course work in Physics and two other laboratory sciences

Students applying to the **Architecture Program** must 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 piece.
- Photos of three buildings selected worldwide; along with a short paragraph justifying the choice of each of the three buildings (100 words).

__ AUD 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 the university 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.

FINANCIAL REQUIREMENTS

__ Non-refundable **application fee of AED 420**. 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 at least one month prior to the beginning of the term.*