



AMERICAN
UNIVERSITY
OF BEIRUT



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WELCOME TO AUB

**MINISTRY OF EDUCATION AND HIGHER EDUCATION (MEHE) REQUIREMENTS
FOR DEGREE ATTESTATION AND EQUIVALENCY**

Office of the Registrar | American University of Beirut



How does the Office of the Registrar support you with MEHE processes?

- The Ministry of Education and Higher Education (MEHE) follows the below guidelines in processing student documents at the different sections of MEHE:
- All Lebanese students must process their documents themselves, in person or through a legal representative (direct family member or notary representation)
- All non-Lebanese students are represented by the AUB representative at MEHE except for the high-school equivalency (addressed later in this presentation)
- All students seeking freshman permission must process it at MEHE in person
- All students seeking freshman equivalency must process it through AUB representative.



What is Equivalency?

- Degree/certificate equivalency is an official confirmation from MEHE that your degree/certificate is equivalent/comparable to the same degree offered at the Lebanese School/University.
 - This step is a REQUIREMENT and a crucial step when the student seeks to move from one level to another in their educational journey.
 - This step is also crucial for professions that require licensing, whether within Lebanon or outside it.
- 👉 For international students: the degree equivalency is one of the requirements to proceed with your student residency.



High School Equivalency and Freshman Equivalency

- This is the first step for any subsequent degree equivalency.
- Required documents for High-School Equivalency:
 - This step is done by the student him/herself or through a legal representative, regardless of the nationality
 - Original school grades + a certified copy from: the Ministry of Education, the Ministry of Foreign Affairs, the Lebanese Embassy in the country of study, and then the Lebanese Ministry of Foreign Affairs and Emigrants.
 - Original High School Diploma + copy certified from: the Ministry of Foreign Affairs, the Lebanese Embassy from the country of study, and the Lebanese Ministry of Foreign Affairs.
 - Copy of Passport.
 - For any further inquiries or questions, please refer to the Office of Admissions at AUB (admit@aub.edu.lb).



High School Equivalency and Freshman Equivalency

- **Required documents for Freshman Equivalency:**

Request the following documents from AUB:

- **Official transcript of grades**
- **Certificate in Arabic for completion of 30 credit hours in freshman requirements.**
- **Freshman clearance statement.**

Add to the AUB requested documents the following documents:

- **Exemption from the Lebanese Program/permission to do freshman (true copy of the original document).**
- **Copy of high-school certificate.**
- **School certificate of completion of grades after receiving the exemption from the Lebanese Program, certified by the Regional Educational Office.**
- **SAT score.**
- **Copy of your passport (for Lebanese Passport holders, you are also requested to provide a copy of your National ID). Make sure to bring your passport/ID with you to the window of the Office of the Registrar for verification purposes.**
- **Stamp equivalent to 50,000 LBP.**



Requirements for Undergraduate Degree Equivalency

- High School Equivalency/Freshman Equivalency
 - AUB BA/BS degree attested by MEHE
 - Authenticated degree copy.
 - Official Transcript
 - Exit and Entry Document from General Security (if international student, to be obtained by the student him/herself from General Security)
 - Passport copy (if international student)
- ☞ If you're an international student, this step is done by the AUB representative on your behalf, but you are required to prepare your documents and submit them to the Office of the Registrar.



Requirements for Graduate Degree Equivalency (MA/MS)

- High School Equivalency/Freshman Equivalency
- BA/BS degree equivalency
 - If AUB degree or a degree issued in Lebanon, follow the steps in the previous slide
 - If BA/BS degree was issued outside Lebanon
 - Degree and transcript attested by education ministry in the origin country, the foreign affairs ministry in the origin country, and the Lebanese Embassy in the country of origin. If the Lebanese Embassy is not available in the country of origin, then it needs to be attested by the Lebanese Ministry of Foreign Affairs.
- MA/MS degree attested by MEHE
 - Authenticated degree copy
 - Transcript
 - Exit and Entry Document from General Security (if international student, to be obtained by the student him/herself from General Security)
 - Passport copy (if international student)

👉 If you're an international student, this step is done by the AUB representative on your behalf; you are required to prepare your documents and submit them to the Office of the Registrar.



Requirements for Graduate Degree Equivalency PhD

- High School Equivalency/Freshman Equivalency
 - BA/BS degree equivalency
 - MA/MS degree equivalency
 - PhD Degree attested by MEHE
 - Authenticated degree copy
 - Transcript
 - Exit and Entry Document from General Security (if international student, to be obtained by the student him/herself from General Security)
 - Passport copy (if international student)
- ☞ If you're an international student this step is done by the AUB representative on your behalf; you are required to prepare your documents and submit them to the Office of the Registrar.



Tips and Reminders

- Start early – processes take time
- Keep multiple certified copies
- Make sure all stamps are complete
- Always keep your receipts from MEHE

The Office of the Registrar is here to guide you and be with you every step of the way!



Contact us

 : College Hall, Ground Floor

 : regist@aub.edu.lb

 : 01-350000 (ext. 2570)

We'll support you step-by-step through the process.

THANK YOU



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