



# Haigazian University

Undergraduate Application



# MAJORS

## **FACULTY OF BUSINESS ADMINISTRATION AND ECONOMICS**

### **Bachelor of Business Administration:**

Business Administration

Business Administration with emphasis in:

- Accounting
- Advertising and Communication
- Finance
- Hospitality Management-Certificate
- Hospitality Management-Diploma
- Human Resources Management
- Legal Studies
- Management Information Systems

### **Bachelor of Arts:**

- Economics
- Hospitality Management

## **FACULTY OF SCIENCES**

### **Bachelor of Sciences:**

- Biology
- Medical Laboratory Sciences
- Chemistry
- Computer Science
- Mathematics
- Physics

## **FACULTY OF SOCIAL AND BEHAVIORAL SCIENCES**

### **Bachelor of Arts:**

- Christian Education
- Education - Early Childhood
- Education - Elementary
- Political Science
- Psychology
- Social Work

**Normal Diploma** (Teaching Diploma)

## **FACULTY OF HUMANITIES**

### **Bachelor of Arts:**

- Arabic
- Armenian Studies
- English Language
- English Literature
- History
- Music



# GENERAL INSTRUCTIONS & CHECKLIST

(TO BE FILLED IN BY ADMISSIONS OFFICER)

APPLICANTS MUST SUBMIT THE FOLLOWING ITEMS TO THE ADMISSIONS OFFICE ALONG WITH THE APPLICATION FORM.

I.D.	
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Note: This is to remind you that your application form is incomplete and cannot be considered by the Admissions Committee. Only complete applications will be considered for admission.

Name of applicant ..... Date .....

## I. THE ITEMS CHECKED BELOW ARE MISSING FROM YOUR FILE:

- A photocopy of the identity card or passport (for non-Lebanese applicants).
- Two recent passport-size photographs.
- The grades of the last three years of secondary school on the recommendation form provided with the application. The recommendation form must be sent or presented with the application to the Admissions Office in a signed and sealed envelope.
- A certified copy of the certificate received upon completion of secondary education.
- A certified copy of the equivalence of the Lebanese Baccalaureate for Lebanese students holding foreign official certificates.
- An official transcript of all previous university work.
- A certified copy of University Degree.
- Permission to join the Freshman class from the Lebanese Ministry of Education for candidates who have followed a foreign program.
- Application fee of ..... L.L. (not refundable).

## II. YOU ARE REQUIRED TO PASS THE ENTRANCE EXAMINATION CHECKED BELOW: FOR SOPHOMORE

- TOEFL or SAT I (Critical Reading)

### FOR FRESHMAN

- TOEFL or SAT I (Critical Reading)
- SAT I
- SAT II

## III. PLEASE READ THESE INSTRUCTIONS CAREFULLY BEFORE FILLING OUT THE APPLICATION FORM:

### 1. The final dates for submitting the application for admission are:

*Fall semester*

*April 30*

*Spring semester*

*December 30*

*Applications received after these dates will be considered only on space availability basis.*

### 2. Only Applicants to the Normal Diploma Program may apply to begin in the Summer Session.



# Haigazian University

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## APPLICATION FOR UNDERGRADUATE ADMISSION (The application must be filled by the applicant using BLOCK letters)

<b>1.</b>	Name in accordance with identity card or passport:		
	In English .....	.....	.....
	In Arabic .....	.....	.....
	First name or names	Family name	Maiden name (for married women)
<b>2.</b>	Name as you wish it to appear on diploma or certificate:		
	In English .....	In Arabic .....	.....
<b>3.</b>	Father's Name:		Still living:
	In English .....	In Arabic .....	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Occupation .....		
<b>4.</b>	Mother's full name:		Still living:
	In English .....	In Arabic .....	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Occupation .....		
<b>5.</b>	Number of brothers .....	Number of sisters .....	.....
<b>6.</b>	Date and place of birth according to the identity card or passport:		
	.....	.....	.....
	Day	Month	Year
			City & country
<b>7.</b>	First nationality .....	Other nationality (if any) .....	.....
<b>8.</b>	Gender, marital status and family:		
	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	Marital status: <input type="checkbox"/> Married <input type="checkbox"/> Single	.....
	Name of spouse .....	N° of children .....	.....
<b>9.</b>	Do you have any family member(s) currently enrolled at HU?		
	Name	Relationship	.....
	1. ....	.....	.....
	2. ....	.....	.....
	3. ....	.....	.....
<b>10.</b>	Permanent address:		
	Building .....	Street .....	.....
	P.O.Box .....	City .....	.....
	Country .....	E-mail .....	.....
	Telephone (Home):.....	(Mobile):.....	Fax: .....

**11.** Date you expect to join HU: Year .....  Fall (October)  Spring (February)

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Indicate your choice of major in order of preference (majors are listed on page 1):

**12.** a. ....  
b. ....

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**13.** Class you expect to join:  Freshman  Sophomore  Junior  Senior  
 Special  Auditor

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**14.** Have you applied for admission to other institution(s)?  No  Yes. If yes, give names  
a. ....  
b. ....

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Exams taken: SAT I, SAT II, TOEFL, or other exams:

	Name of Exam	Date
<b>15.</b>	.....	.....
	.....	.....
	.....	.....

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Secondary Schools attended:

	Name of School	Class Completed	Dates Attended (From - To)	Diploma/Certificate (Received or Expected)
<b>16.</b>	1. ....	.....	.....	.....
	2. ....	.....	.....	.....
	3. ....	.....	.....	.....

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Universities attended:

	Name of University	Class Completed	Dates Attended (From - To)	Diploma/Degree (Received or Expected)
<b>17.</b>	1. ....	.....	.....	.....
	2. ....	.....	.....	.....
	3. ....	.....	.....	.....

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**18.** If you were not enrolled in an academic institution after completion of secondary education, describe how you spent your time:  
.....  
.....  
.....

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**19.** Rank by order (from 1 being the most influential to 7 being the least influential) the source that influenced you to apply to Haigazian University:

Relative  Friend  Recruiter's visit to your school  
 School principal  Teacher  Educational fairs  Other.....





# Haigazian University

## STUDENT LIFE Co-Curricular Activities

Paste a recent photograph here.  
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Name and major .....

Telephone (Home): ..... Mobile: ..... E-mail .....

ID ..... Box # ..... Date .....

Do you consider yourself sociable? Why? .....

Do you envisage yourself as an active participant in university life? How? .....

Were you in any school club/s? If yes, specify .....

Were you in any sports team/s? If yes, specify .....

Which activity club/s would you like to join after enrolling in Haigazian University? (Check the box next to it)

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Actors Club          | <input type="checkbox"/> Environmental Club               | <input type="checkbox"/> Seniors Society        |
| <input type="checkbox"/> Arts and Crafts Club | <input type="checkbox"/> The <i>Focus</i> Club            | <input type="checkbox"/> Social Activities Club |
| <input type="checkbox"/> Cinema Club          | <input type="checkbox"/> The <i>Haigazian Herald</i> Club | <input type="checkbox"/> Sorority Club          |
| <input type="checkbox"/> Dance Club           | <input type="checkbox"/> Heritage Club                    | <input type="checkbox"/> Spiritual Life         |
| <input type="checkbox"/> Debate Club          | <input type="checkbox"/> Music Club                       |   |
| <input type="checkbox"/> Desert Streams Club  | <input type="checkbox"/> Photography Club                 |   |

Would you like to join any other activity club/s? Specify .....

Which sports team/s would you like to join after enrolling in Haigazian University?

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Men's Basketball Team   | <input type="checkbox"/> Horseback Riding      | <input type="checkbox"/> Table Tennis Team |
| <input type="checkbox"/> Women's Basketball Team | <input type="checkbox"/> Men's Football Team   | <input type="checkbox"/> Tennis Club       |
| <input type="checkbox"/> Chess Club              | <input type="checkbox"/> Women's Football Team |  |
| <input type="checkbox"/> Extreme Sports Team     | <input type="checkbox"/> Martial Arts Club     |  |
| <input type="checkbox"/> Futsal Team             | <input type="checkbox"/> Swimming Team         |  |

Would you like to join any other sports team/s? Specify .....

Do you play any musical instrument? Specify .....

Do you have any health problems/physical disabilities? Specify .....

Family Status:

Father still living?

Yes  No

Mother still living?

Yes  No

N° of brothers ..... N° of sisters .....

Father's occupation .....  
 Mother's occupation .....

Who to contact in case of emergencies?

Name ..... Tel. N° .....

How do you assess yourself in your previous school?

	Excellent	Very Good	Good	Average	Below Average
Respect for School Authority, Rules and Regulations					
Peer Relationship					
Social Attitude and Behavior					

Are you active in any community activities? Specify:

- Scouting                       Community Service  
 Philanthropic                 N.G.O.s  
 Other .....

Which skills would you like to enhance after joining certain co-curricular clubs/societies/teams?

- Social Skills                       Communicative Skills  
 Self Esteem                       Self Confidence  
 Personality Growth             Leadership  
 Project Management            Team Building  
 Advertising                       Other .....

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Academics .....
Activities .....
.....
Achievements .....
.....
Disciplinary Issues .....
Comments .....



10. Give the applicant's final **grades, average** and **rank** for the last three years. If still a student, indicate the grades that are available for the current year.  
 Grades should be reported according to the grading system of the secondary school concerned.

Class & Section	.....	.....	.....
Year	.....	.....	.....
Arabic Lang. & Literature	.....	.....	.....
English Lang. & Literature	.....	.....	.....
French Lang. & Literature	.....	.....	.....
Other Languages:	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
Mathematics	.....	.....	.....
Physics	.....	.....	.....
Chemistry	.....	.....	.....
Biology	.....	.....	.....
Philosophy	.....	.....	.....
Civics	.....	.....	.....
History	.....	.....	.....
Geography	.....	.....	.....
Sociology	.....	.....	.....
Economics	.....	.....	.....
Translation	.....	.....	.....
Computer	.....	.....	.....
Technology	.....	.....	.....
Fine Arts	.....	.....	.....
Physical Education	.....	.....	.....
Other Subjects	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
<b>Passing average at school</b>	.....	.....	.....
<b>Applicant's average</b>	.....	.....	.....
<b>Rank in class</b>	.....	.....	.....
<b>Number of students in class</b>	.....	.....	.....

Name .....	Title .....
Signature .....	Date .....
School Stamp/Seal	



# Haigazian University

## RECOMMENDATION FORM

**Note:** This form is to be completed by the principal of the **technical** school(s) attended by the applicant; it should be sent to the Admissions Office in a closed, sealed envelope. All information will be treated as strictly confidential.

**1.** Name of applicant .....  
 First Name ..... Father's / Middle Name ..... Family Name .....

**2.** Class completed ..... Date .....

**3.** Name of School .....  
 Type:  Public/Official  Private  
 Address:  
 Street ..... Quarter ..... City ..... Country .....  
 P.O.Box ..... Tel. .... Fax ..... E-mail .....

**4.** Name of principal .....

**5.** Full name of certificate .....  
 Date expected ..... Date received .....

Please rate the applicant according to the following criteria:

	Excellent	Very Good	Good	Average	Below Average	No Information
<b>6.</b> Emotional Stability						
Honesty & Integrity						
Learning Capacity						
Respect for School Authority						
Peer Relationship						

List any extra-curricular activities the applicant has excelled in at school:

**7.** .....

Indicate any special problems (personal, financial, physical, etc.) relating to the applicant:

**8.** .....

Indicate the applicant's chances of success in university work:

**9.**  Excellent  Very Good  Good  Average  Below Average



# FOR OFFICE USE ONLY

(Not to be filled in by the applicant)

Date .....

Received by .....

## EXAMINATIONS TAKEN

	Date	Score
Internet-Based TOEFL	.....	.....
Institutional TOEFL	.....	.....
	.....	.....
SAT I (Critical Reading)	.....	.....
SAT I	.....	.....
	.....	.....
	.....	.....
SAT II	.....	.....
	.....	.....
	.....	.....

## PLACEMENT TESTS TAKEN AT HU

	Date	Score
English Placement Test	.....	.....
Math Placement Test	.....	.....
	.....	.....
	.....	.....
	.....	.....

## DECISION OF THE ADMISSIONS COMMITTEE

Date .....

Comment .....

Accepted       Prov. Accepted       Waiting List       Rejected

## REMARKS

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## **Admissions Office - Haigazian University**

Mexique Street, Kantari  
P.O.Box: 11-1748, Riad El Solh 1107 2090, Beirut – Lebanon  
Tel/Fax: (01) 349230/1 – (01) 353010/1/2  
[admissions@haigazian.edu.lb](mailto:admissions@haigazian.edu.lb)  
[www.haigazian.edu.lb](http://www.haigazian.edu.lb)

