



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 Science:

Biology

Chemistry

Computer Science

Mathematics

Medical Laboratory Sciences

Nutrition Sciences and Dietetics

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.

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

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

1. ☐ A photocopy of the identity card or passport (for non-Lebanese applicants).
2. ☐ Two recent passport-size photographs pasted on pages 7 and 11.
3. ☐ 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.
4. ☐ A certified copy of the certificate received upon completion of secondary education.
5. ☐ A certified copy of the equivalence of the Lebanese Baccalaureate for Lebanese students holding foreign official certificates.
6. ☐ An official transcript of all previous university work.
7. ☐ A certified copy of University Degree.
8. ☐ A certified copy of the permission to join the Freshman class from the Lebanese Ministry of Education for candidates who have followed a foreign program.
9. ☐ Application fee of L.L. (not refundable).

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

1. ☐ TOEFL or SAT I (Critical Reading)
2. ☐ SAT I
3. ☐ SAT II

FOR SOPHOMORE

1. ☐ TOEFL or SAT I (Critical Reading)

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 the following category of applicants may apply to begin in the Summer session: Special, Auditor, and Normal Diploma Program.

Application received by Date

GENERAL INSTRUCTIONS & CHECKLIST

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Application received by Date



Haigazian University

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recent
photograph
here.
Do not staple

APPLICATION FOR UNDERGRADUATE ADMISSION

(The application must be filled by the applicant using **BLOCK** letters)

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

10.	Date you expect to join HU: Year <input type="checkbox"/> Fall (October) <input type="checkbox"/> Spring (February)																			
11.	Indicate your choice of major in order of preference (majors are listed on page 1): a. b.																			
12.	Class you expect to join: <input type="checkbox"/> Freshman <input type="checkbox"/> Sophomore <input type="checkbox"/> Junior <input type="checkbox"/> Senior <input type="checkbox"/> Special <input type="checkbox"/> Auditor																			
13.	Have you applied for admission to other institution(s)? <input type="checkbox"/> No <input type="checkbox"/> Yes. If yes, give names a. b.																			
14.	Exams taken: SAT I, SAT II, TOEFL, or other exams: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;">Name of Exam</th> <th style="width: 40%;">Date</th> </tr> </thead> <tbody> <tr><td>.....</td><td>.....</td></tr> <tr><td>.....</td><td>.....</td></tr> <tr><td>.....</td><td>.....</td></tr> </tbody> </table>				Name of Exam	Date								
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1.																	
2.																	
3.																	
17.	If you were not enrolled in an academic institution after completion of secondary education, describe how you spent your time:																			
18.	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: <input type="checkbox"/> Relative <input type="checkbox"/> Friend <input type="checkbox"/> Recruiter's visit to your school <input type="checkbox"/> School principal <input type="checkbox"/> Teacher <input type="checkbox"/> Educational fairs <input type="checkbox"/> Other.....																			

19.	How do you expect to meet all educational expenses? Indicate:		
	<input type="checkbox"/> Parents	<input type="checkbox"/> HU Financial Aid	<input type="checkbox"/> Other
20.	Do you have any physical disabilities? <input type="checkbox"/> Yes <input type="checkbox"/> No		
	If yes, describe		
21.	Name and telephone number of two persons not related to you, who know you well:		
	Name:	Tel. N°:	
	Name:	Tel. N°:	
22.	Person to notify in case of emergency:		
	Name		
	Address		
	Tel. N°	Fax	E-mail
23.	Persons you authorize to request and collect academic documents on your behalf*:		
	Name	Relationship	Tel. N°
	1.		
	2.		
	*These references may be changed during study in the University upon your request.		
24.	<p>Write a statement in English and in your own handwriting about your personal and educational background and academic interests, and your motive for selecting Haigazian University.</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>		
<p>I, the undersigned, certify that the answers to the above questions and statements on this application form were completed by me. To the best of my knowledge, they are true and complete. I authorize verification of all statements given. I understand that any misrepresentations or omissions made on this form render me morally and legally liable.</p> <p>I declare that I abide by the objectives of Haigazian University as they are stated in the University catalog. I pledge to conform to the standards and rules of this institution and abstain from engaging in political activities while studying at Haigazian University.</p> <p>I accept that all documents submitted to Haigazian University become the property of the University and will not be returned to me.</p>			
<p>Signature of applicant Date</p>			



Haigazian University

STUDENT LIFE Co-Curricular Activities

Paste a
recent
photograph
here.
Do not staple

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

FOR OFFICE USE

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



Haigazian University

RECOMMENDATION FORM

Note: This form is to be completed by the principal of the secondary 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

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
6. 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

- 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
.....
.....
.....
Passing average at school
Applicant's average
Rank in class
Number of students in class

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

Name of School

Type: ☐ Public/Official ☐ Private

3. Address:

Street Quarter City Country

P.O.Box Tel. Fax E-mail

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HAIGAZIAN UNIVERSITY
Rue Mexique, Kantari, P.O.Box: 11-1748
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www.haigazian.edu.lb