

## ATTESTATION AND COMMITMENT – OUTGOING EXCHANGE/ STUDY ABROAD STUDENTS

FULL NAME OF THE STUDENT:

NAME OF YOUR HOST UNIVERSITY:

Whereas the Lebanese American University (LAU) is engaged in a student exchange agreement with \_\_\_\_\_  
\_\_\_\_\_ (specify the host university), certain rules and regulations are set forth by LAU and are to be followed and observed by **all student participants who shall:**

1. Undertake to carry themselves in a highly professional manner most becoming of responsible students representing their country and culture.
2. Abide by all the rules, regulations and instructions of the hosting institution.
3. Be a model law abiding resident in the hosting country.
4. Refrain from participating in any conduct (be it by action or verbal) that might result in a conflict with the authorities at the hosting country.
5. Be fully knowledgeable of the necessity to observe and abide by all instructions given to the participants by the immigration officers upon their admission to \_\_\_\_\_ (country of stay) and during their stay over there, including the limitation on the visas and the duration of stay allowed.

I, the undersigned \_\_\_\_\_ (student full name) do hereby acknowledge and attest that I have fully read, understood and accepted the above-mentioned Rules and Regulations. Further, I acknowledge, to undertake and **fully commit myself to:**

1. Register in full time load of courses and subsequently joining the \_\_\_\_\_ (name of the host university), \_\_\_\_\_ (specify the campus, if applicable) to regularly attend classes in the \_\_\_\_\_ semester, year \_\_\_\_\_.
2. Pay a non-refundable deposit of \$500 to reserve my exchange student position at the host university. Deposit can be refunded only in the case of a VISA rejection.
3. Submit an accurate and complete Health form as requested by Office of International Services. I hold LAU harmless of any medical related incident that might arise abroad if I fail to submit the form accordingly.
4. Abide by all the Rules and Regulations of LAU and of the \_\_\_\_\_ (host university).
5. I will not repeat at my host university any course(s) taken previously at LAU since as per LAU rules and regulations, courses taken at LAU may not be repeated at another institution and **will not be** transferred back to LAU.
6. The transfer of courses is implemented when the semester abroad is complete and an official transcript is received along with a complete signed course transfer form. Passing grade for undergraduate students abroad is the **equivalent** of C and above at host; as for graduates the passing grade is the **equivalent** of B and above at host.
7. For exchange students passing grades are transferred on a P/NP basis. As for study abroad students, passing grades are transferred on T/ NT basis.
8. At the start of my mobility abroad, I will make sure to check that all my registered courses at host university are letter graded; **P/NP or T/ NT grades at host are not transferable to LAU.**
9. In case of any course changes when arriving to my host university, I will inform the Office of International Services and provide them with an updated signed course transfer form or else the course(s) will not be transferred back to LAU.

**10.** If I am going to a host university with a European Credit Transfer System (ECTS), I will follow the below conversion formula to complete the transfer form:

- 2 ECTS + 2 ECTS = 3 LAU credits
- 3 ECTS + 2 OR 3 = 3 LAU credits
- 4 ECTS = 3 LAU credits
- 4.5 ECTS = 3 LAU credits
- 5 ECTS is not transferred as 4 US credits
- 5 ECTS = 3 LAU credits
- 6 ECTS = 3 LAU credits
- 10 ECTS = 6 LAU credits (2 courses)
- 20 ECTS = 12 LAU credits
- 25 ECTS = 15 LAU credits
- 30 ECTS = 18 LAU Credits

**11.** Fully submit to the following disciplinary actions in the event of my violation of any of the above-mentioned Rules and Regulations:

- a. Immediate termination from the Program.
- b. Absolute Liability to reimburse and compensate LAU for all expenses and damages of whatever kind or nature resulting from my action.
- c. Accept any disciplinary action my School may take as a result of my violation, including suspension or dismissal from the school.
- d. Accept all legal ramifications of whatever kind or nature that might result from my violation of the rules and regulations.

If I wish to remain in \_\_\_\_\_ (*country of stay*) beyond the end of the \_\_\_\_\_ semester, 202 \_\_, I attest and undertake to hold LAU totally, unequivocally and completely harmless from any liability of any kind or nature that might result, occur, or stem from my stay in \_\_\_\_\_ (*country of stay*).

Further, I attest that I have been fully advised that my LAU insurance coverage does not cover me in \_\_\_\_\_ (*country of the stay*). Accordingly, I hold LAU harmless from any claim of whatever kind or nature, be it financial or otherwise, that might arise, directly or indirectly, from any accident that might occur during my stay in \_\_\_\_\_ (*country of the stay*).

In acknowledgement of the above stated attestation and commitment I do hereby sign.

**STUDENT'S SIGNATURE:** \_\_\_\_\_

**DATE:**        /        /         
                  Day            Month            Year