



MACAU UNIVERSITY OF SCIENCE AND TECHNOLOGY

Application & Admission Procedures for Postgraduate Programs of Academic Year 2013/2014

1. Online Application

Applicants must submit their applications through the Online Application System of our University during the application period (2013/1/15-2013/4/26) and complete the procedures as follows:

Step	Procedure	Remarks
1	Login to the Online Application System (OAS)	https://oas.must.edu.mo/admission/
2	Read carefully the instructions for Online Application and the important notes	
3	Register as a New User	Information is needed to register as a new user, including valid ID no. name, date of birth, gender and e-mail address. Applicants who have successfully registered will receive a user name (e.g. M13□□□□□ for Master's Program, D13□□□□□ for Doctoral Program) and password from the system as well as from e-mail sent by the University.
4	Complete the Application Online	<ul style="list-style-type: none"> ➢ Applicants are required to complete all relevant sections of the application online according to the instructions. ➢ If changes are to be made during the application period, please login to OAS with user name and password and amend accordingly. ➢ After completing all sections, please click the "Submit" button for submission, otherwise, the application will not be processed.
5	Pay the Application Fee	<ul style="list-style-type: none"> ➢ Applicants who have successfully submitted the application should login to OAS and download the Debit Note. Applicants are then required to pay the application fee at the prescribed bank or Accounts Office Service Counter in the University Campus with the Debit Note. ➢ For further details, please refer to University Website>Admissions>Fees>Payment Method.
6	Upload Payment Documents	<ul style="list-style-type: none"> ➢ Non-local applicants must upload the Application form for remittance to OAS after payment for confirmation by Accounts. ➢ Non-local applicants who have made the payment at the Accounts Office Service Counter do not need to upload the receipt to the OAS, so as for the local applicants.
7	Print the Application Form and submit all required documents for confirmation	<ul style="list-style-type: none"> ➢ Applicants must print and sign the completed application form from OAS and submit it with the receipt for application fee and the other required documents for confirmation of application details to Graduate Studies Office before April 26, 2013.
8	Receive Confirmation of Successful Application	<ul style="list-style-type: none"> ➢ All applications will be effective only after the submission of online application and application documents, and the completion payment of application fee. Otherwise, the application will not be processed by the University. ➢ A confirmation e-mail with the application no. (e.g. 1309AP□□-□□□□□) will be sent to the applicants by e-mail after the submission of required application documents and payment of application fee. (The Application no. is also available on OAS>Personal Information page).

2. Admission Examination

Mainland Students (May 25~26, 2013)

Local and Non-Mainland Students (June 2, 2013)

For further details, please refer to University Website>Admissions>Postgraduate Programs>Admission Examination.
List of qualified candidates for Admission Examination will be released on May 15 at Online Application System.

3. Admission Results

The admission results will be posted on OAS in early July. Applicants may also login to OAS to check the admission results upon receipt of our e-mail and download the Acceptance Letter, Debit note for Tuition Fee and relevant admission documents.

4. Download Acceptance Documents

Accepted students can login to OAS to download acceptance Letter, Debit Note for Tuition Fee and relevant admission documents upon receipt of the email about "Issuance of Acceptance Package".

5. Payment of Tuition Fee

Tuition fee must be paid within the period specified on the Debit Note.

6. Online Admission Procedures

Students being accepted should login to OAS and complete the following procedures before the deadline; for details, please refer to the Guidelines for Online Application:

- Confirmation of admission
- Confirmation of personal information
- Uploading the receipt of the settled tuition fee
- Dormitory Application (Applicable to students applying for the University Dormitory)

7. Health Examination

All new students are required to go through the health examination within the specified period in order to demonstrate that they are physically fit for admission to the programs of our University.

8. Registration

Registration is scheduled to take place in late August, 2013.

9. Commencement of Classes

Classes will commence on September 2, 2013.

The above information is subject to changes. Please note the latest updates on the University website.