

NEW STUDENT HANDBOOK

20
26



New Student
Handbook

Undergraduate &
Pre-University Studies Programs

WELCOME MESSAGE

CONGRATULATIONS!

Congratulations on your admission by Macau University of Science and Technology!

Before becoming a student of MUST officially, new students must know the related arrangements and regulations of the University, particularly the information for new students.

This handbook explains the series of procedures that new student must do for admission. The four main procedures: Confirmation for Admission, Online Registration, In-person Registration, and Course Enrollment. New students must complete all the procedures as instructed in order to officially become a registered student of MUST.

Please read through this handbook carefully. For any enquiries, please contact the relevant department or faculty.

WELCOME



PLEASE
READ

TO MUST

READ ME

- This “New Student Handbook” is applicable to the following students, except for Mainland China students who take the National College Examination this year. Mainland China students who take the National College Examination this year, please refer to “New Student Handbook for Mainland Students” .
- ✓ Macao, Hong Kong and Taiwan Students
- ✓ International Students
- ✓ MUST Pre-University Studies Students
- ✓ Students who were approved to defer admission last year and resume study this academic year
- ✓ Mainland China students who are currently enrolled in other tertiary institutions in Macao
- The acceptance documents mentioned in this handbook can be obtained via the Online Application System (OAS) >Download Acceptance Materials page.
- The schedule and arrangements mentioned in this handbook are planned under normal circumstances. For any contingency leading to required changes, please refer to the latest update from the University.
- The currency payment standard mentioned in this handbook: payments for students holding Macao ID card are settled in MOP, students without Macao ID card in HK dollar.
- This New Student Handbook is subject to change according to the latest announcements of the University. For any queries, please contact relevant departments/faculties. The University reserves all rights and privileges to revise and interpret the mentioned rules and regulations. In case of any disputes, the University has the ultimate right of arbitration.
- This handbook has been produced in Chinese and English. In the event of there being any discrepancies between the Chinese and English versions of this handbook, the Chinese version will prevail.

CONCEPTS

LOCAL STUDENTS

Macao ID holders.

NON-LOCAL STUDENTS

Students who are holding Hong Kong ID/Mainland China ID /Taiwan passports /Passports from other countries :

Hong Kong Students	Hong Kong ID
Mainland Students	Mainland China ID
Taiwan Students	Taiwan Passports and ID
International Students	Passports from other countries

PRE-U STUDENTS

MUST Pre-U Studies students admitted to undergraduate programs.

RE-ENTRY STUDENTS

Students who were approved to defer admission last year and resume study this academic year.

RECOMMENDED STUDENTS

Students who are recommended by high school.

DIRECT ADMISSION STUDENTS

Students who apply to the University through Direct Admission.

IMPORTANT PROCEDURES

TIP ON HYPERLINK

☆ Click on quickly access to [hyperlink](#) and the related pages.

☆ Then you may press "Alt+⇐" to return to this page.

▶▶▶ Please click here to view the [Important Dates for Admission](#)

PLEASE COMPLETE THE FOLLOWING PROCEDURES IN ORDER:



1

CONFIRMATION FOR ADMISSION

@OAS

Confirm acceptance

Complete confirmation procedures, pay tuition fees, etc.



2

ONLINE REGISTRATION

Prepare registration documents

@WeMust Complete online registration, Make appointment for in-person registration



3

IN-PERSON REGISTRATION

@MUST CAMPUS

Complete in-person registration
Become MUST student officially



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OTHER PREPARATIONS

Some admitted students must work on preparations as required by the University



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COURSE ENROLLMENT

@WeMust

Complete course enrollment confirmation procedures



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01 RECEIVE NOTICE

The University will send the notice [via e-mail /SMS](#), but will not send a paper copy of the acceptance documents to admitted students, except for mainland students.

Non-local Students

If original documents are needed to apply for student visa, please contact the Registry immediately.

02 CHECK ADMISSION RESULTS AND CONFIRM ACCEPTANCE

Students can check the admission results on the [OAS > Admission Results](#) page.

Read through the important notices, and [click on the "Confirm Acceptance"](#).

Must confirm before the deadline of tuition fees payment,

otherwise it will be deemed as giving up the admission, and your eligibility for admission will be cancelled. At the same time, the OAS page will display a reminder that "the deadline has expired, unable to confirm".

03 READ ACCEPTANCE DOCUMENTS

Download the Acceptance letter, Debit Note, Policy on Admission Fees and other acceptance documents from the [OAS > Download Acceptance Materials](#) page.

Re-entry Students

Should download the Re-admission Letter from the e-mail sent by the University and download other acceptance documents from the [OAS > Download Acceptance Materials](#) page.

04 COMPLETE CONFIRMATION PROCEDURES FOR ADMISSION

After pressing the "Confirm Acceptance" button, the following pages will appear. Students are required to complete all confirmation/uploading procedures on the OAS :

Confirmation procedures/ filling in information for admission on the OAS : 1. Confirm Personal and Contact Information / 2. Confirm to Accept the Offer of Admission / 3. Confirm to Accept Scholarships (for students who are offered scholarships only) / 4. Upload Personal Photo / 5. Upload proof of tuition fee payment. Students who fail to complete the online confirmation procedures for admission before the deadlines will be deemed as giving up admission.

Please refer to the Guidelines for Online Confirmation Procedures for Admission which can be accessed on the [OAS > Verification of Personal and Contact Information](#) page.

Re-entry Students

are required to complete the following procedures on the OAS : (1) Confirm Personal and Contact Information, (2) Confirm to Accept the Offer of Admission, (3) Upload Personal Photo.

05 PAY TUITION FEES

Students should [check and download the Debit Note from the OAS>Download Acceptance Materials page](#): The fees details and the due date of payment have been listed on the Debit Note. All fees must be paid or remitted successfully on or before the "Due Date" according to the specified amount listed on the "Debit Note ". Late payment will not be accepted.

For details on payment, please click [here](#).

Where to check and download

Debit note can be checked and downloaded via: [OAS > Download Acceptance Materials page, Part 1 "Payment of Admission Retention Fee / Tuition Fee"](#).

06 UPLOAD PROOF OF TUITION PAYMENT

After payment, please upload the proof of payment via the [OAS > Proof of Tuition Payment](#) page for verification by the Finance Office.

A message "Pending verification" will be shown on the page after successfully upload proof of payment, which means that Finance Office is waiting for the bank' s notification of payment status.

A "Paid" message will be shown on the page after the payment is confirmed.

If the payment is made via bank remittance, more time may be needed for verification. Please wait patiently. During verification, if payment have any problem, Finance Office will contact students for follow-up.

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ONLINE REGISTRATION

01 LOCAL STUDENTS COMPLETE HEALTH EXAMINATION

Local students should do the health examination on or after May 1, 2026. Students should collect the completed Health Examination Report and submit it at Online Registration in Late July (The original report should be submitted at the time of in-person registration in Late August 2026.

For details of health examination, please refer to [Guidelines for Health Examination \(for local students\)](#).

Please note: It may need an appointment for health examination and may take time to wait for the examination results. Students are thus suggested to set aside enough time for health examination so as to be able to submit the report at Online Registration.

MUST Pre-U Students

who are admitted to the program of Bachelor of 1) [Traditional Chinese Medicine](#), 2) [Bachelor of Pharmacy](#) and 3) [Bachelor of Medicine & Bachelor of Surgery](#) are required to do Health Examination. Guidelines for Health Examination will be sent by e-mail.

02 MAINLAND STUDENTS APPLY FOR EXIT-ENTRY PERMIT

Receiving acceptance documents: start from late July, the University will arrange to mail the acceptance documents in batches in two weeks after your payment has been verified. To track the delivery status (EMS): students may login to OAS and check the delivery status from the part 4 "Track my Acceptance Documents" on the "Download Materials Documents" page.

- ◆ Already mailed: "Date of Mailing" and "Item Number / EMS Number" will be displayed on the above-mentioned field. Students can track the delivery status by themselves.
- ◆ Not yet been mailed: "Acceptance documents will be delivered from late July (within two weeks after tuition verification)" will be displayed on the above-mentioned field, and the field of item number will remain blank. The mailing of acceptance documents is carried out in batches. If the mailing information is not displayed, please wait patiently.



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02 MAINLAND STUDENTS APPLY FOR EXIT-ENTRY PERMIT

After receiving the "Acceptance Letter" and "Letter of Certificate for Acceptance" mailed by the University, the admitted applicants must go to the Public Security Bureau directly along with their identity card, and other required documents in order to apply for the PRC Exit-Entry Permit and Endorsement for Hong Kong and Macao (Endorsement D).

For details, please click [here](#).

MUST Pre-U Students

should cancel their previous endorsement and apply for a new one for Bachelor program.

03 ENTRY VISA FOR INTERNATIONAL, HONG KONG AND TAIWAN STUDENTS

International students and Taiwan students do not need to apply for a study visa (stay permit) to study in Macao, but they may need to apply for an "entry visa" before coming to Macao.

Students should hold an "entry visa (travel visa)" to enter Hong Kong or Macao. You may be requested to present your "Acceptance Letter" at Hong Kong or Macao Immigration Border.

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03 ENTRY VISA FOR INTERNATIONAL, HONGKONG AND TAIWAN STUDENTS

International students, Taiwan students and students holding Hong Kong non-permanent identity cards when entering Macao for the first time, an "Authorization to Stay" (up to 90 days) will be issued. You must apply for "Special Authorization to Stay" within the validity period of the permit (for details, please refer to [Q7](#) of FAQ in this handbook).

Students holding non-permanent resident identity cards of Hong Kong enquire the Public Security Police Force of Macao (<https://www.gov.mo/en/services/ps-1479/>) to determine whether their status is considered as Hong Kong students and whether they are eligible to apply "Special Authorization to Stay".

Students who are Hong Kong permanent residents will be issued an "Authorization to Stay" for one year each time they enter Macao and must apply for "Special Authorization to Stay" within the validity period of the permit.

Important Notice

Students must bear all consequences such as cancellation of admission or termination of student status for not being able to obtain "Authorization to Stay" to study in Macao

04 PREPARE REGISTRATION DOCUMENTS

After making the tuition payment, students should prepare the required documents so as to be able to upload the required documents to OAS as soon as receiving the Online Registration notice. If students fail to provide correct/complete required documents, online registration will not be completed.

For document list and upload tips, please click [here](#).

Important Notice

Students who have completed the online registration must bring the original copies of the documents and provide them for verification for in-person registration procedures;

otherwise, the University reserves the right not to process the in-person registration procedures.

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05 ONLINE REGISTRATION AND MAKE APPOINTMENTS

Online registration: Students whose payment of tuition fees have been verified by the Finance Office would receive the notice of online registration. Generally, this begins in late July. Details about the arrangement of online registration will be sent [via e-mail /SMS](#) by the University.

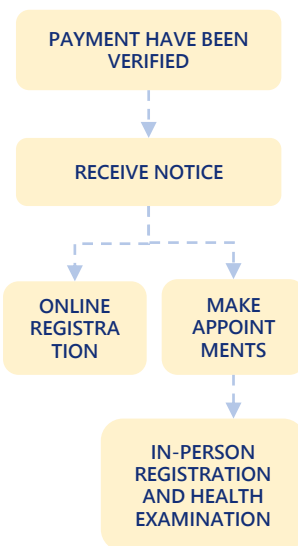
Students who fail to complete the online registration procedures in time will be regarded as giving up their eligibility for admission and all fees paid will not be refunded/transferred/retained.

Make appointment for in-person registration and health examination for non-local students: after receiving the notice of making appointment, students could make appointments for in-person registration and health examination for non-local students online:

Period for in-person registration: in late August 2026.

Period for health examination for non-local: after the in-person registration. For details of health examination, please refer to "Guidelines for Health Examination (for non-local students)" .

MUST Pre-U Students Those who are admitted to the program of Bachelor of 1) Traditional Chinese Medicine, 2) Bachelor of Pharmacy and 3) Bachelor of Medicine & Bachelor of Surgery are required to do Health Examination.



Important Notice

All non-local students must complete all the vaccinations as required before coming to Macao. Students must present the original copy of the valid proof of vaccination (e.g., vaccine booklet, vaccination certificate) when doing the health examination at the University Hospital

06 CHECK THE INFORMATION OF IN-PERSON REGISTRATION

Please refer to the announcements released in August from the University about detailed information of in-person registration, orientation events, study plan of respective program, the University Calendar and etc.

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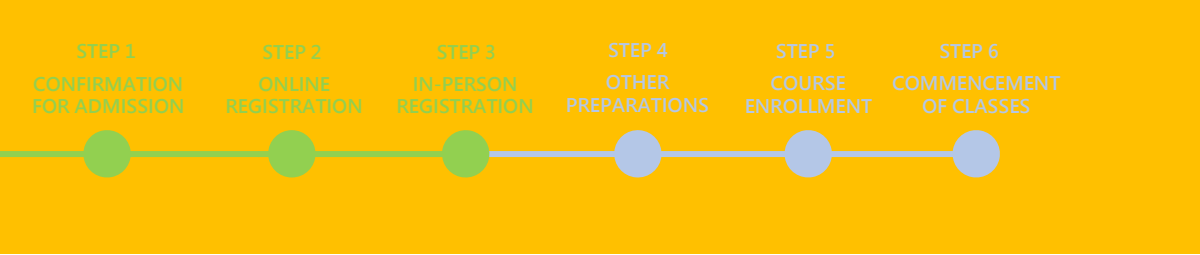
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IN-PERSON REGISTRATION



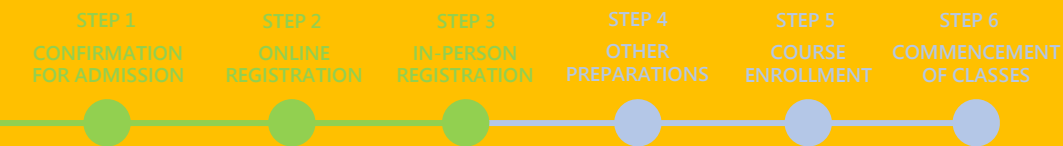
01 IN-PERSON REGISTRATION AT MUST

All admitted students are requested to complete both online registration and in-person registration at MUST in late August 2026.

Students who fail to complete the procedures in time will be regarded as giving up their eligibility for admission and all fees paid will not be refunded/transferred/retained.

Collect Textbook: The textbooks for the 1st Semester will be supplied to all new students by the Centre for Book Publishing and Supply. Students will generally be arranged to collect textbooks at the time of in-person registration. The textbook fee which is included in the Debit Note for First Installment of Tuition Fees has to be paid together with the tuition fee for the first semester.. Any outstanding or excessive prepayment will be charged or refunded at the time of collecting textbooks depending on the actual amount involved.

Please refer to the "2026/2027 First Semester Textbook Prepayment Notice" for details.



02 APTITUDE TESTS

Depending on the academic qualifications provided, students may be arranged to take aptitude tests in Chinese, English or Mathematic subject. Students will be notified at the time of in-person registration if they are required to take the tests.

Noted:

Normally, students who are non-Chinese speakers may be exempted from taking the course of Chinese reading and writing. The University will arrange students to study other course(s) to fulfill the relevant exemption credits.

03 ORIENTATION EVENTS

Students should attend all the orientation events. For details, please refer to the latest announcements on Student Portal* (<https://i.must.edu.mo>) / WeMust Student APP from the University.

The login account and password for Student Portal and WeMust Student APP will be issued to students starting in late July after the tuition fees payment has been verified.

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01 TAKE PLACEMENT EXAMINATION (JAE)

Recommended students admitted through interview must take placement examinations (JAE) in Chinese, English and Mathematics Standard Paper. The University will place students in classes based on the placement examinations results.

Please refer to the “Result of Interview” which can be accessed on the [OAS > Result of Admission Assessment for Recommended Students](#) page.

Examination Exemption: If students meet the requirements for examination exemption, they can submit exemption application to the Registry within the period of [January 2 – 16 · 2026](#).

For details of examination exemption, please refer to the latest [“Admission Regulations –Year 2026”](#) .

Applicable to

Macao recommended students admitted through Interview students admitted except for to the program of Bachelor of Medicine and Bachelor of Surgery

Date of Examination:

March 21 – 22, 2026

Students can download and print out the “JAE Examination Permit” from the OAS during the period of March 11 – 22, 2026.

02 PREPARE TO TAKE REMEDIAL COURSES/INTENSIVE BASIC COURSES

Target Students: Students whose acceptance letters clearly state the requirements to take Remedial Courses/Intensive Basic Courses.

Subjects in Remedial Courses/Intensive Basic Courses:

Remedial Courses: Remedial Chinese, Remedial English I, Remedial English II and Remedial Mathematics

Intensive Basic Courses: Intensive Basic English and Intensive Basic Mathematics.



Macao Recommended Student

According to the result of the Placement Examination, some students might be required to take Remedial Courses. Students who are required to take these courses will receive detailed information (including specific subject, related fee and debit note, course arrangement, and etc.) when the Placement Examinations results are released in May.

After receiving the notice, please refer to the “Result of Placement Examinations” which can be accessed on the [OAS > Result of Admission Assessment for Recommended Students](#) page.

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02 PREPARE TO TAKE REMEDIAL COURSES/INTENSIVE BASIC COURSES

For details, please refer to the “Introduction to Remedial Courses” or “Introduction to Intensive Basic Courses” documents or the Department of General Education.

About tuition fees: The fees for these courses which is included in the “Debit Note for First Installment of Tuition Fees” has to be paid together with the tuition fee for the first semester.. Once the fees are paid, students are deemed to have fully understood and agreed to the acceptance requirements and arrangements of the Remedial Courses/Intensive Basic Courses. Please refer to the [“Tuition Fee Table for Pre-U & Undergraduate”](#) on the University website.

When to take the courses?

After commencement of classes in September.

Please note: Some remedial courses will commence on August 18, 2026. For details of arrangement, please refer to Introduction to Remedial Courses.

03 APPLY FOR CREDIT TRANSFER

After being accepted and paying tuition fees, **if students had completed courses in a higher education program in other universities or in other higher education institutions which are recognized by the University and the results of the relative courses are “B-” or above**, can apply for credit transfer to the respective Faculty Office before the commencement of classes in the first year of study. After approval, students will be granted credits and exemption of the course (Only credits will be granted but no grade point will be counted for the course.).

About Application:

Application Period	Apply before the commencement of classes in the first year of study, i.e. on or before August 31, 2026.	
Time	Once only	Any application received after the class commencement will generally not be accepted
Credit Transfer Limit	Credits that are transferred normally cannot exceed one-third of the total credits required for graduation.	

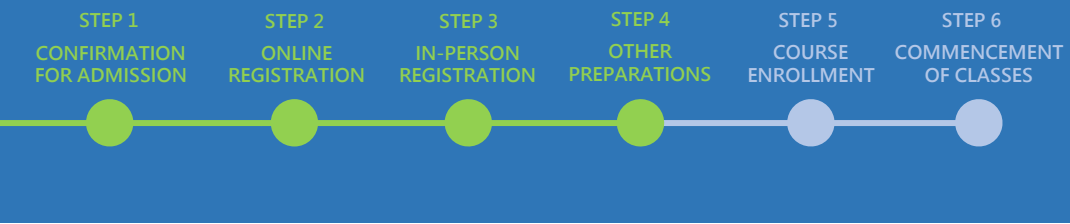
Bachelor of Pharmacy Program

To apply for credit transfer of professional courses in the Bachelor of Pharmacy program which is profession oriented, students should have taken such courses while they were enrolled in the Bachelor of Pharmacy program in other universities; and the course syllabi are basically the same as those in our program.

Not Applicable to

This credit transfer policy is NOT applicable to students admitted to the program of “Bachelor of Medicine and Bachelor of Surgery” .

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03 APPLY FOR CREDIT TRANSFER

Application Fee	\$400
Required Document	<ul style="list-style-type: none"> ① completed application forms ② acceptance Letter ③ payment slips ④ all relevant documentary proofs

All paid fees will not be refunded, transferred or retained.

Relevant documentary proofs regarding credit transfer, such as academic certification, course description, course outline, academic transcripts and other supporting documents (original copies required upon request).

For other details, please refer to [respective faculty office](#).

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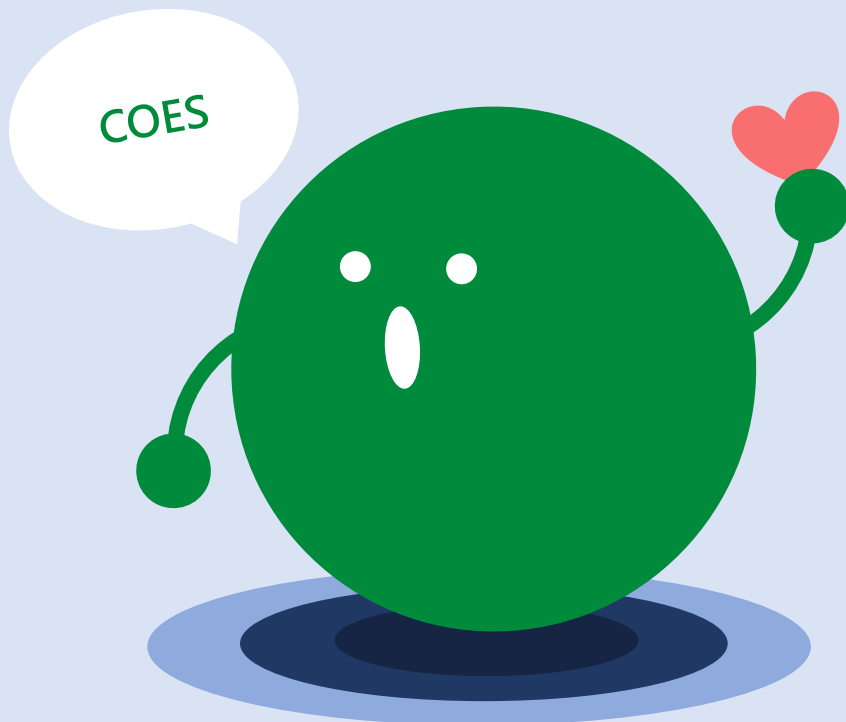
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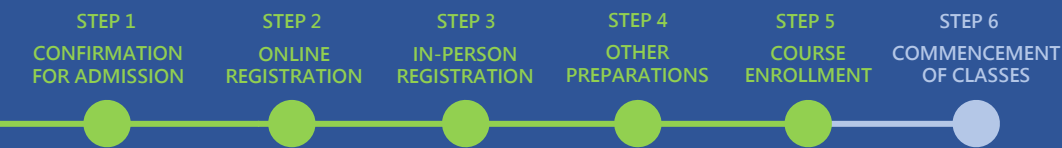
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COURSE ENROLLMENT



01 MAJOR/AREA ALLOCATION

Depending on academic arrangements and study plans of the respective program, students normally take common courses during the 1st and 2nd year. After that, students will choose their majors/areas based on the requirements and during the period as specified by the corresponding faculty. Academic performances will be used as a reference for allocation by the faculty which also reserves the right of not offering certain majors/areas as a result of insufficient enrollment.

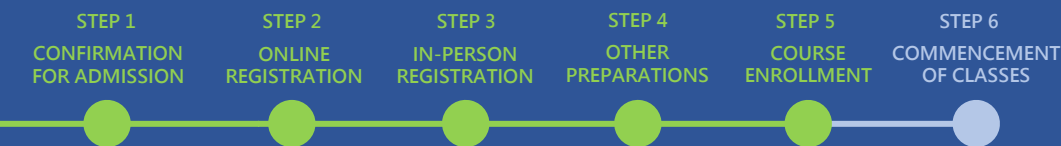
The following programs are exceptions :

- University International College – Bachelor of Arts in Foreign Language Studies:** Because of the difference in study arrangements, students admitted to this program is accepted with designated major/area. Students must register into the major/area as specified on the acceptance letter.

Major/Area		
English	Portuguese	Spanish

- Faculty of Innovation Engineering – Bachelor of Science:** The information provided by all admitted students for Bachelor of Science in the column of “Intended Major/Area” on the OAS will be used as a reference for allocation of Major/Area in the program. Students will be asked to confirm the allocated major/area at the Student Orientation held by the Faculty (orientation will normally be held before commencement of classes, students should pay attention to the information of in-person registration or the latest announcements from the faculty). Students may make their final choice based on the requirements specified. by the Faculty. Ultimate allocation will be decided by the Faculty.

Major/Area		
Computer Science	Electronic & Information Engineering	Software Engineering



02 COURSE ENROLLMENT

All new students of credit-based undergraduate programs **are required to complete procedures for course enrollment via “WeMust-Course Enrollment” before the class commencement every semester.**

The First Semester: In the first semester new students will be placed to designated classes based on the results from Admission Examinations, Placement Examinations, National College Entrance Examination, Aptitude Tests or other results provided at application in order for teaching to be catered to the needs and aptitudes of the students. Students have to confirm the courses via “WeMust-Course Enrollment” . **The period of confirmation procedures of the first semester is scheduled on 2026/08/29 (22:00) ~ 2026/09/01 (23:59).**

For details of online enrollment confirmation, courses taken and class schedules, please pay attention to the announcement from the Academic Affairs Office or faculties on Student Portal (<https://i.must.edu.mo>) (the login account and password for Student Portal will be issued to students starting in late July after the tuition fee payment has been verified).

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01 COMMENCEMENT OF CLASSES

Class commencement date for 2026/2027 academic year: September 1, 2026.

Calendar: University Calendar for Academic Year 2026/2027 and Public Holidays and University Recess for Year of 2026 can be checked via [University webpage > Undergraduate and Pre-University > Current Students > Useful Information > University Calendar.](#)

02 READ 「STUDENT HANDBOOK」

All students must read through **Student Handbook** to understand the rules and regulations for enrolment, class attendance, examinations, student status, fees, etc. If they have any queries, they should contact the respective department(s). Students must observe and comply with all the rules and regulations of the University.

Student Handbook, E-Bulletin, Study Related Information and Policies & Regulations can be checked via Student Portal (<https://i.must.edu.mo>) / WeMust Student APP (the login account and password for Student Portal and WeMust Student APP will be issued to students starting in late July after the tuition fee payment has been verified).

03 PAYMENT NOTICE AND CAUTION FEE

Related notices for tuition fee payment will be posted on Student Portal (<https://i.must.edu.mo>) / WeMust Student APP. Students should check and download the Debit Note from the WeMust Student APP and make the payment at the designated bank. The University Finance Office will not send any separate debit note to students.

Caution Fee

Students are advised to check the WeMust-COES weekly for their account details on caution fee.

APPENDICES

- [1 DETAILS ON PAYMENT](#)
- [2 EXIT-ENTRY PERMIT & ENDORSEMENT](#)
- [3 REGISTRATION DOCUMENT LIST](#)
- [4 SPECIAL CASES & FAQs](#)
- [5 FRIENDLY REMINDER](#)
- [6 ENQUIRIES](#)

DETAILS ON PAYMENT



STEP 1. CHECK THE DEBIT NOTE

Students should check and download the Debit Note from the OAS after receiving related e-mail or SMS notice sent by the University.



STEP 2. UNDERSTAND THE FEES

Once paid, the Admission Retention Fee will automatically become part of the Tuition Fee for the first semester of the first year. Details of the first installment of tuition fees for 2026/2027 are as below:

Caution fee ①	Textbook Fee for the first semester (refer to " collect textbook ")
Admission Retention Fee	Health examination fee ③
Balance of Tuition fee for the first semester (after deducting the Admission Retention Fee)	One-Off Admission Miscellaneous Fee ③
Tuition fee for the Remedial Courses / Intensive Basic Courses (if applicable)	Charges for Experimental Materials / Materials / F&B Practice Material Fee ④
Dormitory fee ②	Student Health care insurance premium ③ (Q8)

① Upon settlement/offset against whatever outstanding penalty or payment due to the University by the student, the remaining balance of student's caution fee will be refunded. Students need to submit application for caution fee refund upon their completion of graduation/withdrawal procedures.

② Applicable to dormitory students. Students only need to pay the lowest standard of dormitory fee for the first installment listed on the Debit Note. **Students have to pay the outstanding amount of the dormitory fee by mid-October if the allocated dormitory fee is higher than the paid dormitory fee.** For details, please refer to the latest announcements from the University Finance Office on the Student Portal* (<https://i.must.edu.mo>) / WeMust Student APP. Dormitory fee includes bed clothing fee, broadband service fee, water, electricity, gas, laundry and meal plan (Please refer to the [Meal Plan page of the University website](#) for details).

③ Applicable to non-local students.

④ Applicable to Students of Bachelor of Pharmacy, Bachelor of Pharmacy in Chinese Medicine, Bachelor of Food and Nutritional Sciences, Bachelor of International Tourism Management and Bachelor of Hotel Management.

Notice: The above fee items are subject to adjustment, please refer to the latest updates.



STEP 3. CHOOSE PAYMENT METHODS

Students must make the payment on or before the due date. Please click “Debit Note” to check the detail of payment methods on the [OAS >](#)
[Download Acceptance Materials page.](#)

About Official Receipts

If payment made on designated Macao bank counter, once the payment is settled, the bank will issue a receipt with payment detail. This receipt can be deemed to be official receipt and proof of payments for future reference or verification. The University will not issue official receipts for related fees.

Student who paid fees via bank remittance should treat the Bank’s remittance payment advice as official receipt and proof of payments for future reference or verification. The University will not issue official receipts for related fees.

! NOTICE !

1. Students should pay the total amount shown on the Debit Note; or it will be treated as tuition fees unpaid. No unauthorized alteration is allowed.
2. Students are required to read carefully and be aware of “Important Notes” as printed on page 2 of the Debit Note.
3. All banking charges incurred during the payment process are borne by students; or these related charges will be deducted directly from their caution fee.
4. Students must settle all the tuition fees and related expenses before registration. **Students who do not pay or fail to provide proofs of payment before the due date as specified on the Debit Note will be treated as giving up admission and no retention will be made.**
5. All paid fees will be handled according to the University's latest announced Policy on Admission Fees. The Admission Retention Fee paid is neither refundable nor transferable. The policy is available upon student' s acceptance and can be downloaded from the OAS > Download Acceptance Materials page before the commencement of classes of the current year.
6. For students NOT holding Macao ID, tuition fees will be adjusted each year. Fees for next academic year please refer to the latest announcement of the University.
7. For details of tuition fees and dormitory rental charges, please refer to the [“Tuition Fee Table for Pre-U & Undergraduate”](#) and [“Fee Table for Dormitory”](#) on the University website.

EXIT-ENTRY PERMIT & ENDORSEMENT

According to the stipulation of Chinese Ministry of Education, all Mainland students attending the full-time schooling in Macao are required to apply for PRC Exit-Entry Permit and Endorsement to Enter Macao. The Endorsement to Enter Macao is required for every entry/exit to/from Macao

Requirement:

- Acceptance Letter
- Letter of Certificate for Acceptance*
- ID card
- Other documents

* The authority to issue the “letter of Certificate for Acceptance” belongs to the Education and Youth Development Bureau of Government of Macao Special Administrative Region. This certificate is issued to mainland students admitted to Macao universities for purpose of applying visa to study in Macao.

Remark:

- Authorization to stay

If the “Authorization to Stay” is lost, students can apply for reissue at any frontier ports, Residence and Stay Affairs Department of Public Security Police Force, Macao / Taipa police office, airport police posts or Self-service Kiosks with 24-hour free service.

STEP 1. APPLY PERMIT

Mainland students should apply for PRC Exit-Entry Permit and Endorsement “D” to Enter Macao at any Public Security Bureau, bringing along the required documents listed on the left. The validity period of endorsement for stay will be aligned with the duration of their studies in Macao SAR.

MUST Pre-U Students should cancel their previous endorsement and apply for a new one for Bachelor program.

STEP 2. TO STAY

@Student Affairs Office

Students will receive a printed “Authorization to Stay” document at the time of entry, please keep properly the document, so as to apply for “Special Authorization to Stay” at Residence and Stay Affairs Department of Public Security Police Force with the help of Student Affairs Office after the semester begins.

! NOTICE !

1. Macau University of Science and Technology recruiting students from the Mainland has been approved by the Ministry of Education, the State Council and Ministry of Public Security. If students have any difficulties in going through exit formalities, please contact the University for assistance immediately. Please note that the Endorsement "D" to Enter Macao is for study purpose only; relevant requirements and procedures must be in compliance with national regulations for exit formalities.
2. Mainland students should study and stay in Macao full time within the study period and keep properly the Exit-Entry Permit and all the relevant records for the purpose of future diploma authentication by Chinese Service Center for Scholarly Exchange.
3. When students enter Macao with Endorsement to Enter Macao, they will be able to use automated customs clearance channels if they have agreed to authorize Macao Public Security Police Force to use their fingerprint information at the time of applying for electronic Exit-Entry Permit.

REGISTRATION DOCUMENT LIST

After making the tuition payment, students should prepare the following documents so as to be able to upload the required documents to Student Portal (<https://i.must.edu.mo>) / WeMust Student APP* as soon as receiving the Online Registration notice. If students fail to provide correct/complete required documents, online registration will be deemed as incomplete. For students who fail to complete the online registration, the University will have right to terminate a student' s eligibility for admission or his/her student status.

Students who have completed online registration must bring the original copies of the documents and provide them for verification for in-person registration procedures; otherwise, the University reserves the right not to process the in-person registration procedures and the in-person registration will be deemed as incomplete.

* The login account and password for Student Portal and WeMust Student APP will be issued to students starting in late July after the tuition fees payment has been verified.

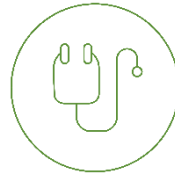
1. TYPES



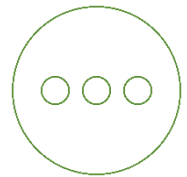
Identification
Document



Academic
Proofs



Health
Examination



Other
Documents



2. LISTS

Please check the corresponding document lists for registration:

	Local students	Hong Kong students	Taiwan students
Academic Proofs	1. High school graduation certificate	1. High school graduation certificate	1. High school graduation certificate
	2. Transcript of the final year (Form 6) in high school	2. Transcript of the final year (Form 6) in high school	2. Transcript of the final year (Form 6) in high school
	3. Other educational qualifications	3. Other educational qualifications	3. Other educational qualifications
IDs	1. Valid personal ID	1. Valid personal ID	1. Valid personal ID
			2. Valid passport (bio-page)
Health Examination	1. Completed Health Examination Report	-	-

	International students	Mainland students	MUST Pre-U students
Academic Proofs	1. High school graduation certificate	1. High school graduation certificate	-
	2. Transcript of the final year (Form 6) in high school	2. Other educational qualifications 【for students who were once enrolled in other tertiary institutions in Macao】	-
	3. Other educational qualifications		-
IDs	1. Valid passport (bio-page)	1. Valid personal ID	1. Valid personal ID
			2. Valid passport (bio-page) 【for Taiwan and International students】

Notes for MUST Pre-U students: For students who haven't graduated from the Pre- University Studies program, their registered status in this program will be cancelled automatically once they have passed the verification of online registration for the Undergraduate program. A notice will be sent from the University upon the cancellation and students can apply for the refund of caution fee by submitting the completed "Application for Withdrawal/Clearance" form along with all the required documents to the Registry within the period as prescribed in the notice (the application form can be downloaded from the [University website](#)). Moreover, Pre-U students from Mainland China should cancel their previous visa endorsement and apply for a new one with required documents in the mainland after receiving the Letter of Acceptance Letter.



3. Requirements

Document list	Special Requirements
Academic Proofs	<ul style="list-style-type: none">◆ The uploaded graduation certificate should include personal information, graduation date, and the name of the graduating institution. If the seal or school name on the graduation certificate is vague, please write down the school's name in the blank in block letters.◆ All uploaded transcripts should include the grading system (or provide a description of the grading system, such as relevant information from the school's website). If you are unable to provide the grading system for the transcript, please provide a written explanation.◆ (For all direct admission students) "Other educational qualifications" refer to the academic proofs that are used to apply for direct admission, such as certificates or transcripts of public examinations, associate degree, higher diploma, bachelor's degree or other higher degree programs or Acceptance Letter of a bachelor's degree program from other higher education institutions. <p>For academic documents issued in languages other than English (e.g., Japanese, Korean, Portuguese etc.), both the original and an official/notarized English translation must be provided.</p>
IDs	<ul style="list-style-type: none">◆ All identification documents submitted must be valid at the class commencement date(September 1, 2026).◆ If the ID card expires, you need to upload ID card with the proof of renewal.◆ Upload your "ID Card (Front)" and "ID Card (Back)" separately.◆ (Only applicable to International students and Taiwan students) Upload the bio page of passport.◆ (For all non-local students) Mainland China, Hong Kong, Taiwan and International Students must provide documents proving eligibility for the student category "Special Authorization to Stay" application. For details, please refer to Important Information for Non-local Students to Study in Macao.
Health Examination	<p>(For all local students)</p> <ul style="list-style-type: none">◆ The Health Examination Report will be deemed to be valid only when it has signature of the examiner and stamp of local hospital / Macao Government Health Centers on it.◆ Only need to upload the front side and the back side of the copy of the completed Health Examination (2 pages in total); Not required to upload other pages or other documents.



3. Requirements

Document list	Special Requirements
<p>Other Documents (should be uploaded /provided /submit separately)</p>	<p><u>(For all non-local students)</u> "Other Documents" below do not need to be uploaded during online registration, but need to be uploaded within the prescribed period separately, or provide/submit the original copies of the documents at the time of in-person registration. Please pay attention to the latest information/announcements.</p> <ol style="list-style-type: none">1) Exit-Entry Permit to Enter Macao (Only applicable to mainland students): must provide the front side as well as the back side of the permit, which means the uploaded/provided copy should include the bio-page and the page of "Endorsement to Enter Macao" . 【Notices for Mainland students】 The Endorsement "D" to Enter Macao is for study purpose. Mainland student must provide it for verification during In-person registration; otherwise, the University reserves the right not to process the in-person registration procedures.2) Printed "Authorization to Stay " document: Issued at the time of entry to Macao.3) Original copy of the valid proof of vaccination (e.g., vaccine booklet, vaccination certificate) : for health examination.4) Medical insurance receipt and related materials: (for students who have purchased medical insurance by themselves only). <p><u>APPLICABLE TO ALL STUDENTS:</u> Students can also bring along the proof of payment of tuition fee and the Acceptance Letter (original copy or printed version) as backup documents at the time of in-person registration.</p>



4. Preparing Documents

Please prepare the required documents for online registration, the instructions and requirements of online registration and uploading would be sent via email in Late July.

Format	<ul style="list-style-type: none">◆ IDs: JPG format◆ Other documents: PDF format
Color	<ul style="list-style-type: none">◆ IDs: colored. Please refer to the above requirements of IDs for details◆ Other documents: colored or black and white
Maximum upload size	<ul style="list-style-type: none">◆ IDs: 2MB◆ Other documents (each PDF): 5MB
Pages	<p>The documents must be uploaded separately as different PDF files. (e.g. the High school graduation certificate would be one item, while the Transcript of the final year in high school would be another item). If a document has more than one page (e.g. the transcript has four pages.), please scan all the pages and combine them as one PDF file (you can use the Split-Merge function of PDF to combine separate PDF files into one file).</p>
Clarity	<p>The uploaded documents must be clear: no watermarking should be put on, and all the content of the page should be shown.</p>

SPECIAL CASES

→ CANCELLATION OF ELIGIBILITY FOR ADMISSION OR STUDENT STATUS

The University reserves the right to cancel student' s eligibility for admission or student status when he or she:

- does not possess the qualification for admission;
- fails to present valid identification documents and related entry permit;
- is being dishonest (e.g. providing information which is incomplete, incorrect, untrue, or non-compliant with the University, etc.);
- submits falsifying documents (e.g. forged certificates or testimonials);
- is found to have misconduct or misbehavior during the admission process;
- fails to pay admission retention fees, tuition fees or other related charges of the University on time;
- fails to complete/does not complete all the online registration or in-person registration procedures on time;
- fails to complete/does not complete the Medical Examination or to submit the Health Examination Report on time or is diagnosed to be unfit for study in the Report;
- fails to submit the required documents for application/online registration/in-person registration on time, or fail to provide the required original copies of the documents for verification;
- concurrently register or enroll in any other bachelor' s degree programs (including programs offered by Macau University of Science and Technology). In this case, students must report to the University honestly.
- is resolved to be ineligible for admission or terminated by the University for other reasons.

For students whose admission / student status is cancelled, all documents submitted will not be returned and payment made will not be refunded, transferred or retained. All resulting responsibilities shall be borne by the students themselves and the University also reserves the rights to refuse applications from such students in the future.

→ CANCELLATION OF PROGRAM

- The University reserves the rights to revoke any program/major or stop enrolling students.
- The University reserves the right of not offering certain program/major as a result of insufficient enrollment.
- All paid fees (except application fee) will be refunded if the University fails to offer the program/major.

FAQs

Registration: Q1~3

[Q1: Can I transfer to/enroll in another program after admitted?](#)

[Q2: I am unable to arrive on campus and complete the in-person registration as scheduled by the University. Can I complete the in-person registration a few days later?](#)

[Q3: I am not able to enroll in this academic year, can I defer admission until the next academic year?](#)

Fees/Payments: Q4~5

[Q4: I fail to pay the tuition fees before the payment deadline, what should I do?](#)

[Q5: I' m unable to enroll after paying the tuition fees, what should I do to inform the University? Can I apply for a refund?](#)

Arrival Notes for non-local students: Q6~9

[Q6: Will the University arrange dormitory for all non-local students?](#)

[Q7: I am a non-local student. Do I have to apply for "Special Authorization to Stay" ? How should I apply for it?](#)

[Q8: Do non-local students have to purchase medical insurance?](#)

[Q9: I am a non-local student. How can I get to the University?](#)

Q1

Can I transfer to/enroll in another program after admitted?

A: Undergraduate students are not allowed to transfer to another program in the first year.

All admitted students must register in the program or major that is specified on the acceptance letter. Students who wish to transfer to another program* must follow the regulations and apply during the period as stipulated in the Undergraduate Student Handbook (the handbook can be checked on Student Portal (<https://i.must.edu.mo>) / WeMust Student APP after admission). Upon approval, those students will be transferred to the new program starting from the first semester in the following academic year.

Extensions of the study period and additional costs may occur if students transfer their program after admission. For details, please refer to the "Student Handbook" .

- Students who are studying in one of the three programs of Bachelor of Arts in Art Design, Bachelor in Film and Television Production and Bachelor of Fine Arts in Digital Media can apply for transfer to the other two programs, but cannot apply for transfer to other programs of the University; students from other programs are not allowed to apply for transfer to these three programs. Students who are studying in the program of Bachelor in Acting are not allowed to apply for transfer of program, and students from other programs are not allowed to apply for transfer to this program.

Q2

I am unable to arrive on campus and complete the in-person registration in late August as scheduled by the University. Can I complete the in-person registration a few days later?

A: All students who have successfully completed the online registration are requested to complete in-person registration at MUST during the designated period in late August. For those students who are able to enroll in September 2026 but are unable to arrive on campus and attend the in-person registration during the designated period due to special circumstances, they can apply for Late In-person Registration within the designated application period. The latest information about Late In-person Registration can be accessed as follows:

- After receiving the notice of making appointment for in-person registration in early August, students can login to Student Portal / WeMust Student APP > Application > Teaching & Learning (Registration), and indicate whether or not you can complete the in-person registration on time on the “Make Appointment for In-person Registration” page. For students who are unable to do that may check the latest information about late in-person registration (please pay attention to requirement, application period, and application fee). Upon acknowledgement, students who meet the conditions may submit application for late in-person registration online as instructed.

Q2

- Reminder 1: Applicants must apply for late in-person registration with valid reasons; and the applicants should choose the earliest date they can in order to complete all the admission procedures. Because many important admission procedures can only be attended after the new students have completed some of the designated procedures (especially the verification of registration documents in-person). If owing to personal reasons, registration/enrollment is done after the start of the semester, the student will be personally responsible and bear the consequences that may arise.
- Reminder 2: For those students who fail to apply for late in-person registration within the designated period, or those students who have been approved for late in-person registration but fail to complete the registration and verification procedures, or fail to complete the procedures as scheduled, they may be deemed to have automatically given up the eligibility for admission, and the paid fees will not be refunded, transferred, or retained.

Q3

I am not able to enroll in this academic year, can I defer admission until the next academic year?

A: Students who meet the conditions can apply for “Defer Admission” via OAS within the designated period. Details are as follows:

- New students who have paid the tuition fees but need to defer admission to the next academic year (September 2027) must complete online application procedure on or before August 31, 2026 (before the class commencement day of the 2026/2027 academic year), and the submitted application will take effect when the application documents pass the verification process.

Remark: Starting from the class commencement day, i.e. September 1, 2026, applications or submissions will no longer be accepted. Applications with incomplete procedures or missing the required valid supporting documents will not be processed.

- Application for deferring admission can only be applied once. If the application for deferring admission is approved, the applicant's scholarship qualification will no longer be retained or transferred.
- For details of application method, important notes, and fee policy, [please login to the “Confirm to Accept the Offer of Admission” page of OAS and click the important notes about Defer Admission application at the bottom of the page.](#)

Q4

I fail to pay the tuition fees before the payment deadline, what should I do?

A: Students who fail to complete the payment within the due date, and still intend to enroll, can login to OAS to apply for 'Retention of Admission Status'. Details are as follows:

New students who fail to complete the payment within the due date can login to OAS to apply for 'Retention of Admission Status' and pay the application fee (MOP5,000 for Macao ID holders; HKD10,000 for non-Macao ID holders). Upon approval, students will have to pay the tuition fees within the specified period (generally within 3-4 working days after notice of payment). For details, please click "what to do?" via the OAS > Download Acceptance Materials page to check related details.

Q5

I'm unable to enroll after paying the tuition fees, what should I do to inform the University? Can I apply for a refund?

A : Students who meet the conditions can apply for "Cancel Admission" via OAS within the designated period. Details are as follows:

- Applicants who want to cancel admission must complete the designated online application procedure on or before August 31, 2026 (before the commencement day of the 2026/2027 academic year) as required; the completed application will take effect once submitted.
Remark: Starting from the class commencement day i.e. September 1, 2026, applications or submissions will no longer be accepted. Applications with incomplete procedures or missing the required valid supporting documents will not be processed.
- For details of application method, important notes, and fee policy, please login to the "Confirm to Accept the Offer of Admission" page of OAS and click the important notes about Cancel Admission application at the bottom of the page.

Q5

- Student who has already paid the tuition fees and is however unable to enroll may apply for "Cancel Admission" , please send an e-mail to Registry at reg.newstu@must.edu.mo for application procedures as soon as possible.
- Applicant can apply for cancellation of admission due to "Special Reasons" or "Other Personal Reasons" .
- "Special Reasons" are only applicable to the following situations:
 - (1) Failure to graduate from high school
 - (2) Not being able to travel to and from Macao due to visa denial,
 - (3) The students/parents being suddenly diagnosed with serious illness or death after paying the tuition fee

Applicants who apply for cancellation of admission with special reasons must upload related valid supporting documents as required while submitting the online application; for details, please refer to the important notes about Cancel Admission application).

- If the applicant is unable to enroll or forfeit admission with reasons other than the above "Special Reasons", the applicant should choose to apply for cancellation of admission with "Other Personal Reasons". If such application is approved, fees will be refunded according to the relevant regulations depending on the applicant' s application submission date. For details, please refer to the important notes about Cancel Admission application.

Q6

Will the University arrange dormitory for all non-local students?

A: Under normal circumstances, pre-university students, first-year and second-year undergraduates are required to reside in the University' s dormitories. Third-year undergraduates are guaranteed accommodation in the University' s student dormitories. For more details, please refer to the "Dormitory Resident Guide."

- The University will arrange accommodation for those non-local freshmen who have already completed the payment of dormitory fee; therefore, new students do not need to apply by themselves.
- Please refer to the [University website](#) for dormitory details, and refer to the "[Fee Table for Dormitory](#)" for related charges.

Q7

I am a non-local student. Do I have to apply for "Special Authorization to Stay" ? How should I apply for it?

A: All students who are NOT holding Macao ID must have the valid documentation/endorsement when they stay in Macao and comply with the laws and regulations of Macao SAR government.

- **Note 1:**
According to the stipulation of Macao Special Administrative Region, all students NOT holding Macao ID are required to apply for "Special Authorization to Stay" (a.k.a. "Student Visa") for studying at the Residence and Stay Affairs Department of Macao Public Security Police Force. For details, please visit the website of the Residence and Stay Affairs Department of the Macao Public Security Police Force at <https://www.gov.mo/en/services/ps-1479/>, or consult with the relevant institution or department directly.

- **Note 2:**

After the in-person registration has been completed, students need to apply the “Special Authorization to Stay” at the Residence and Stay Affairs Department of Macao Public Security Police Force. Student Affairs Office generally organizes this in October. Please pay attention to the latest announcement published in the MUST website from Student Affairs Office.

- **About Renewal:**

The validity period of “Special Authorization to Stay” (a.k.a. student visa) will be aligned with the duration of study in Macao SAR. From late September to mid-October, the University verifies and renews students’ status list which is required by the Residence and Stay Affairs Department of Macao Public Security Police Force. Students should complete the renewal procedures of student visa within the given staying permit.

- **Reminders about "Special Authorization to Stay":**

According to the law of Macao, if Non-residents Students are no longer studying at Macau University of Science and Technology because of dropping out, suspending schooling, finishing studies early, failure to complete the program, terminated, transfer to other university, continuing to take other course in the same university after completing a degree and so on, they should cancel their original “Special Authorization to Stay” and apply for ordinary “Authorization to Stay” for departure from Macao.

A notification will be sent to the Residence and Stay Affairs Department of Macao when Non-residents Students are no longer studying at Macau University of Science and Technology and their “Special Authorization to Stay” will be terminated immediately.

Q7

Students should leave Macao on or before the first government working day following the completion and approval of the school leaving procedure (The date of completion and approval of the school leaving procedure: Please refer to the effective date of the notification letter issued by the University). If they need to extend their limit of stay of Macao, they should cancel their "Special Authorization to Stay" in person at Foreigners Subdivision, and apply for ordinary "Authorization to Stay" for the purpose of extension of stay and departure from Macao before the expiry date. If students transfer to the other university or continue to take other course in the same university after completing a degree, they need to apply a new "Special Authorization to Stay" at the Foreigners Subdivision of the Residence and Stay Affairs Department before the expiry of the ordinary "Authorization to Stay" .

Students who reinstate after deferral/ suspension, or need to extend the length of study program or change higher education program, should submit a new application for "Special Authorization to Stay" for non-local students.

- **More Information:**

Please refer to Student Affairs Office for further details.

Q8

Do non-local students have to purchase medical insurance?

A: All students who are NOT holding Macao ID are required to get medical insurance coverage (including hospitalization and out-patient coverage) offered by the specific insurance company. The related annual insurance premium (approximately HKD 1,100 per year) is already included in the Debit Note for First Installment of Tuition Fees has to be paid together with the tuition fee for the first semester.

- **If student is already covered by other equivalent or better medical insurance applicable in Macao and Mainland China:** he/she can apply for exemption at Student Affairs Office with copies of the insurance contract and the terms and conditions (originals are required for verification). If the student' s own insurance coverage is confirmed to be valid, the insurance premium will be refunded on a pro-rata basis.
- **Students holding an Investor' s Resident Visa:** can choose to get the medical insurance (including hospitalization and out-patient coverage) offered by the specific insurance company for the same insurance premium as above. Students who wish to purchase the insurance should contact Student Affairs Office for details.
- **Annual insurance premium:** Annual insurance premium is approximately HKD 1,100 which is subject to adjustment by the specific insurance company. All issues related to the medical insurance will be responsible by the insurance company which will handle directly with the students.
- **More Information:** For details of group insurance for students not holding Macao ID, please refer to the [webpage of Student Affairs Office](#). Please refer to Student Affairs Office for further details.

Q9

I am a non-local student. How can I get to the University?

A: Non-local students can enter Macao from several ports to the University.

Notes: Students must pay attention to the entry requirements and measures of the Macao SAR Government.

- **Macao International Airport:** LRT, Taxi or Bus(26、36、AP1、MT1、51A、N2)
- **Gongbei Port:** Taxi or Bus(51A、AP1、25AX)
- **Qingmao Port:** Taxi or Bus(51A、MT4)
- **Hengqin Port:** LRT, Taxi or Bus(25B、25BS、701X)
- **HZMB Macao Port (Hong Kong-Zhuhai-Macao Bridge):** Taxi
- **Macao Outer Harbour Ferry Terminal:** Taxi or Bus(AP1)
- **Taipa Ferry Terminal:** LRT, Taxi or Bus(26、36、51A、73S、AP1、MT1、N2)

The information above is for reference only. Public transport arrangements are subject to the actual situation announced by the Transport Bureau (<https://www.dsat.gov.mo/dsat/index.aspx>).

▶ **Remarks:**

- Bus fare is MOP6 per person, Mobile App: Macao Bus;
- Taxi Hotline: (853) 28812345; Mobile App: Macao Taxi or Website: <https://macaotaxi.com/en/>;
- Taxi is prohibited to enter the campus, students must drop off out of the campus.

FRIENDLY REMINDER

The information below is for reference only:

▶ Identification Documents

In accordance to the laws of Macao SAR Government, all adults must have their valid identification documents (such as I.D. card /passport/Exit-Entry Permit) with them at all times.

▶ Living Expenses

Students should bring with them enough money for their expenditures for the first six months in Macao. Living expenses are estimated at around HKD40,000 per academic year.

▶ Suggested Packing List

Students are recommended to bring along sufficient amount of clothing, socks and shoes, some personal daily items and stationery, etc. to Macao; other daily necessities can be purchased in Macao. Electricity in Macao is at 220V and the power plugs used in Macao are 13A. Laptops or notebook computers are also one of the indispensable supplies, mainly used for doing homework assignments, reports, learning and lectures. It is recommended that students prepare in advance.

▶ Communication

Students may communicate with friends and relatives via internet, mobile phones, public phones or Macao postal service. There are three mobile services providers in Macao, which are CTM, Hutchison Telecom and China Telecom (Macao) Company Limited. Students can choose services according to their own needs.

FRIENDLY REMINDER

The information below is for reference only:

▶ Climate

Average annual temperature in Macao varies from 8 °C to 33 °C, with high humidity from 73% to 90%. In winter (December to March), some woolen clothes are recommended as well as a thicker jacket. In summer (June to September), light cotton clothes or T-shirts are recommended. In spring and autumn, nights are cooler and therefore a cardigan or sweater will be useful.

▶ Long Holidays

Except Summer Holidays, holidays in Christmas and New Year are one week, while those during the Chinese New Year are two weeks.

▶ Hotel Reservations and Flight Tickets

Students and parents can reserve designated hotel(s) and flight ticket(s) with a special price with the offer letter from M.U.S.T. in late August (this service is provided by C-Vision Culture Development Co. Ltd, and the relevant terms and fees are subject to the final announcement of the company): Enquiries: (853) 63772988/(853) 63779088; (86) 15363772988/(86) 15363779088.

▶ Anti-Fraud Information

For details of anti-fraud information, please refer to the webpage of Judiciary Police:
<https://www.pj.gov.mo/Web/Policia/notice/?lang=en>

ENQUIRIES

For any enquiries, please contact related departments directly.
Please provide your name and application number (2609APXX-BXXXX)
in all the correspondences.

► Administrative / Academic Support Units:

For Enquiring	Department	E-mail	Contact No.	Location	Service Hours *
Admission/Registration	Registry	reg.newstu@must.edu.mo	(853) 8897-2228	Student Service Center, Room R102, Academic Complex, Block R	Mondays to Fridays 9:00 am–1:00pm, 2:30 pm– 6:20 pm, (closed on public holidays)
Fees	Finance Office	fo_news@must.edu.mo	(853) 8897-2298		
Dormitory/Student Visa/ Medical Insurance	Student Affairs Office	sa@must.edu.mo	(853) 8897-2277 / 8897-1772		
System Malfunction/Support	Information Technology Development Office	itsc@must.edu.mo	(853) 8897-2080		
Application/Offer/Scholarship	Admission Office	admission@must.edu.mo	(853) 8897-2221	Room O204, Academic Building, Block O	
Programs/Credit Transfer	Faculty / Department of General Education	Refer to the Contact List			
Health Examination	University Hospital	uhehmc@uh.org.mo	(853) 8897-2558	Science and Technology Building, Block H	Refer to "Guidelines for Health Examination"

* The service hours are subject to changes.

► Faculty / Department of General Education

Department	Program	E-mail / Contact No.
Faculty of Innovation Engineering - School of Computer Science and Engineering	Bachelor of Science	fi_e_scse@must.edu.mo (853) 8897-2103
	Bachelor of Science in Artificial Intelligence	
Faculty of Innovation Engineering - Department of Engineering Science	Bachelor of Science in Automation and Systems Engineering	fi_e_des@must.edu.mo (853) 8897-1758
	Bachelor of Engineering in Interdisciplinary Engineering (Technology and Management)	
Faculty of Innovation Engineering - Department of Environmental Science and Engineering	Bachelor of Environmental Science and Engineering	fi_e_dese@must.edu.mo (853) 8897-1758
School of Business	Bachelor of Business Administration	bba-ad@must.edu.mo (853) 8897-2025
	Bachelor of Applied Economics	bae@must.edu.mo (853) 8897-2025
Faculty of Law	Bachelor of Laws	llb-ad@must.edu.mo (853) 8897-2000
Faculty of Chinese Medicine	Bachelor of Traditional Chinese Medicine	bcm-ad@must.edu.mo (853) 8897-2203
	Bachelor of Pharmacy in Chinese Medicine	
Faculty of Hospitality and Tourism Management	Bachelor of International Tourism Management	FHTM_inquiry@must.edu.mo (853) 8897-2381 / 8897-2382
	Bachelor of Hotel Management	
Faculty of Humanities and Arts	Bachelor of Arts in Art Design	baad-ad@must.edu.mo (853) 8897-2216
	Bachelor of Arts in Journalism and Communication	bajc-ad@must.edu.mo (853) 8897-2345
	Bachelor of Fine Arts in Digital Media	af@must.edu.mo (853) 8897-2098
	Bachelor in Film and Television Production	af@must.edu.mo (853) 8897-2330
	Bachelor in Acting	af@must.edu.mo (853) 8897-2330

► Faculty / Department of General Education

Department	Program	E-mail / Contact No.
Faculty of Medicine	Bachelor of Medicine and Bachelor of Surgery	mbbs@must.edu.mo (853) 8897-1757
	Bachelor of Pharmacy	sp@must.edu.mo (853) 8897-2181
	Bachelor of Food and Nutritional Sciences	bfns@must.edu.mo (853) 8897-1757
University International College	Bachelor of Arts in Foreign Language Studies	bafls@must.edu.mo (853) 8897-2144
School of Liberal Arts	Bachelor of Commerce	sla@must.edu.mo (853) 8796-1999 / 8796-1998
	Bachelor of Leisure Management	
	Bachelor of Global Operations Management	
Department of General Education	Pre-university Studies	dgs-ad@must.edu.mo (853) 8897-2114 / 8897-2819

► Contact Us

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