

## Procedures and Notices of In-person Registration for the 2022/2023 Academic year (Applicable to Pre-U and Undergraduate Students)

### I. In-person Registration & Dormitory Check-in

New students must make appointment for in-person Registration on the “Make Appointment for In-person Registration” page. After making the appointment successfully, students must bring along the required documents to attend the in-person Registration at **the designated locations** on time. Non-local students can check-in dormitory from August 22, 2022 subject to the completion of the check-in procedures.

**【 Students must complete all the online registration procedures before the In-person Registration】**

### II. Preparations and Notices for the In-person Registration

1. New students must attend to all the procedures **in-person by themselves**.
2. Students must attend the in-person Registration **along with the below-mentioned documents in section IV**.
3. New students must complete **all the procedures mentioned in section III** before they will be deemed to have completed the registration of MUST.
4. New students need to use the WeMust Student APP throughout the whole process.

### III. In-person Registration Procedures

#### Notices for new students:

- On the day of In-person Registration, login to WeMust Student APP and click **【(MUST Life) Orientation > In-Person Registration】** .
- Then, read information about procedures, locations, and etc., on the APP.
- Complete the procedures according to the tips on the APP and the instructions given by the staff on site.

#### ● **Applicable to Local New Students**

Procedures	Location*
(1) Verify registration documents	Grand Auditorium, R109, Block R, Academic Complex
(2) Collect faculty uniform	Grand Auditorium, R109, Block R, Academic Complex
(3) Photo Verification	Room N101, G/F, Block N, Library Building
(4) Collect campus card	Room N101, G/F, Block N, Library Building
(5) Collect textbook	Lounge area, 3rd floor, Block N, Library Building

\*New students who will attend In-person Registration on or after August 29 please note that the locations for In-person Registration may be changed. So please login to the WeMust Student APP

and check out the information about locations on [【\(MUST Life\) Orientation > In-Person Registration](#).

● **Applicable to Non-local New Students (mainland China/Hong Kong/Taiwan/International Students)**

Procedures	Location*
(1) Upload "Authorization to Stay"	WeMust Student APP (Online)
(2) Upload Exit-Entry Permit	WeMust Student APP (Online)
(3) Complete Student Insurance Information	WeMust Student APP (Online)
(4) Dormitory check-in	The designated dormitory
(5) Verify registration documents	Grand Auditorium, R109, Block R, Academic Complex
(6) Collect faculty uniform	Grand Auditorium, R109, Block R, Academic Complex
(7) Photo Verification	Room N101, G/F, Block N, Library Building
(8) Collect campus card	Room N101, G/F, Block N, Library Building
(9) Collect textbook	Lounge area, 3rd floor, Block N, Library Building
(10) Health Examination	Block H, The University Hospital

\*New students who will attend In-person Registration on or after August 29 please note that the locations for In-person Registration may be changed. So please login to the WeMust Student APP and check out the information about locations on [【\(MUST Life\) Orientation > In-Person Registration](#).

**IV. Required Documents for procedure 5 - Verify Registration Documents**

[Notices for new students:](#)

- Must bring the original copies of the documents listed below and provide them for verification during In-person registration; otherwise, the University reserves the right not to process the in-person registration procedures.**

1. Local Students:

IDs	Academic Proofs	Health Examination
<ul style="list-style-type: none"> <li>➤ Valid personal ID (Macao)</li> <li>➤ Valid staying documents (for students holding an Investor's Resident Visa)</li> </ul>	<ul style="list-style-type: none"> <li>➤ High school graduation certificate</li> <li>➤ Transcript of the final year (Form 6) in high school</li> <li>➤ Other uploaded educational qualifications during the Online Registration (applicable to direct admission students)</li> </ul>	<ul style="list-style-type: none"> <li>➤ Health Examination Report (must be completed)</li> </ul>

## 2. Mainland China Students:

IDs	Academic Proofs
<ul style="list-style-type: none"> <li>➤ Valid personal ID (Mainland)</li> <li>➤ Valid Exit Entry Permit (bio-page &amp; page of “Endorsement to Enter Macao”)</li> </ul>	<ul style="list-style-type: none"> <li>➤ High school graduation certificate</li> <li>➤ Other uploaded educational qualifications during the Online Registration (applicable to students who are currently enrolled in a bachelor’s degree program in other tertiary institutions in Macao / mainland China students with international academic qualification).</li> </ul>

## 3. Hong Kong Students:

IDs	Academic Proofs
<ul style="list-style-type: none"> <li>➤ Valid personal ID (Hong Kong)</li> </ul>	<ul style="list-style-type: none"> <li>➤ High school graduation certificate</li> <li>➤ Transcript of the final year (Form 6) in high school</li> <li>➤ Other uploaded educational qualifications during the Online Registration (applicable to direct admission students)</li> </ul>

## 4. Taiwan Students:

IDs	Academic Proofs
<ul style="list-style-type: none"> <li>➤ Valid personal ID (Taiwan)</li> <li>➤ Valid Taiwanese passport (bio-page)</li> </ul>	<ul style="list-style-type: none"> <li>➤ High school graduation certificate</li> <li>➤ Transcript of the final year (Form 6) in high school</li> <li>➤ Other uploaded educational qualifications during the Online Registration (applicable to direct admission students)</li> </ul>

## 5. International Students:

IDs	Academic Proofs
<ul style="list-style-type: none"> <li>➤ Valid passport (bio-page)</li> </ul>	<ul style="list-style-type: none"> <li>➤ High school graduation certificate</li> <li>➤ Transcript of the final year (Form 6) in high school</li> <li>➤ Other uploaded educational qualifications during the Online Registration (applicable to direct admission students)</li> </ul>

## 6. For students graduated from MUST Pre-University Studies program (Local / Non-local Students):

Types	IDs
Local Students	<ul style="list-style-type: none"> <li>➤ Valid personal ID (Macao)</li> <li>➤ Valid staying documents (for students holding an Investor’s Resident Visa)</li> </ul>
Mainland Students	<ul style="list-style-type: none"> <li>➤ Valid personal ID (Mainland)</li> <li>➤ Valid Exit Entry Permit (bio-page &amp; page of “Endorsement to Enter Macao”)</li> </ul>
Hong Kong Students	<ul style="list-style-type: none"> <li>➤ Valid personal ID (Hong Kong)</li> </ul>
Taiwan Students	<ul style="list-style-type: none"> <li>➤ Valid personal ID (Taiwan)</li> <li>➤ Valid Taiwanese passport (bio-page)</li> </ul>

**Notices for non-local students:**

Besides the above-mentioned documents for the “Verify registration documents” procedure, please bring the documents listed below for submission/verification while going through the procedures:

- ☑ **Vaccination record**: one copy (and the original copy for verification) for health examination. Please refer to the Guidelines for Health Examination.
- ☑ **Printed “Authorization to Stay”**: Issued at the time of entry to Macao. Students must upload it to the designated area on the WeMust APP.
- ☑ **Complete Student Insurance Information**: Students must upload it to the designated area on the WeMust APP.
- ☑ **The proof of payment of tuition fee and the Acceptance Letter** (original copy or printed version): as backup documents.