Admission Regulations – Year 2020
(Undergraduate Programs)

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1. This set of Admission Regulations is applicable to applicants who are holding the following types of identification documents:

Types of Identification Documents	Applicants' Abbreviation	Remarks
➢ Macao Identity Card ➢ Investor's Resident Visa with valid staying documents	Local Applicants	
➢ Hong Kong Identity Card ➢ Taiwan Passport	Hong Kong and Taiwan Applicants	
➢ Passport from other countries	International Applicants	
➢ The People's Republic of China Identity Card	Mainland China Applicants	Only applicable to Mainland China applicants who are qualified for Direct Admission (Students who are currently enrolled in a bachelor's degree program in other tertiary institutions in Macao). For applicants taking the National College Entrance Examination, please refer to point 8.

2. The currency payment standard mentioned in this Admission Regulation: payments for applicants holding Macao ID card are settled in MOP, and applicants without Macao ID card in HK dollar.
3. This Admission Regulation is subject to change according to the latest announcements of the University. The University reserves all rights and privileges to revise and interpret the mentioned rules and regulations. In the case of any dispute, the University also has the ultimate right of arbitration.
4. This document has been produced in Chinese and English. Should there be any discrepancy in the content, the Chinese version will prevail.

1 Programs offered

Faculty	Program	Major/Area	Duration of Study (Year)	Medium of Instruction
Faculty of Information Technology	Bachelor of Science	Computer Science, Electronic and Information Engineering, Software Engineering	4	Chinese / English
School of Business	Bachelor of Business Administration	Accounting, Finance, Human Resources Management, Marketing, Supply Chain Management, Information Systems, Business Analytics, International Trade, Business Management	4	English
	Bachelor of Applied Economics	-	4	English
Faculty of Law	Bachelor of Laws	-	4	Chinese / English
Faculty of Chinese Medicine	Bachelor of Traditional Chinese Medicine	-	5	Chinese
	Bachelor of Biomedicine	-	4	Chinese
	Bachelor of Pharmacy in Chinese Medicine	-	4	Chinese / English
Faculty of Hospitality and Tourism Management	Bachelor of International Tourism Management	Hotel Management, MICE Management, Gaming Management, Cultural Tourism Management, Smart Tourism, Service Quality and Retail Management	4	Chinese / English
	Bachelor of Hotel Management	-	4	English
	Bachelor of Food and Beverage Management	Culinary Art , Restaurant Management	4	Chinese / English
Faculty of Humanities and Arts	Bachelor of Arts in Journalism and Communication	Data Journalism, Communication, Public Relations and Advertising	4	Chinese / English
	Bachelor of Arts in Art Design	Product Design, Landscape Design, Interior Design, Visual Communication Design	4	Chinese / English
	Bachelor of Fine Arts in Digital Media	Game Design, Animation Design	4	Chinese / English
	Bachelor in Film and Television Production	-	4	Chinese / English
	Bachelor in Acting	Film and Television Acting, Stage Acting	4	Chinese / English
University International College	Bachelor of Arts in Foreign Language Studies	English, Portuguese, Spanish	4	Chinese/ English/ Portuguese /Spanish
School of Pharmacy	Bachelor of Pharmacy	-	5	Chinese/ English
Faculty of Medicine	Bachelor of Food and Nutritional Sciences	-	4	Chinese / English
	Bachelor of Medicine & Bachelor of Surgery*	-	6	English

* For applicants of Bachelor of Medicine & Bachelor of Surgery, please refer to the "Admission Regulations – Year 2020 (For applicants of Bachelor of Medicine & Bachelor of Surgery)" for details.

Remarks：

① Applicants who have color blindness or color weakness cannot be admitted to the program of Bachelor of Traditional Chinese Medicine, Bachelor of Biomedicine, Bachelor of Pharmacy in Chinese Medicine, Bachelor of Arts in Art Design, Bachelor of Fine Arts in Digital Media, Bachelor in Film and Television Production, Bachelor in Acting, Bachelor of Food and Nutritional Sciences and Bachelor of Pharmacy. Applicants who are color blind cannot be admitted to the program of Bachelor of Science.

② Applicants of Bachelor of Pharmacy in Chinese Medicine, Bachelor of Pharmacy and Bachelor of Food and Nutritional Sciences must be from the science stream and must have senior high school Chemistry grades or equivalent. Therefore, applicants are required to submit the transcripts of the final three years in high school within the application period. Mainland China applicants are required to submit the National College Entrance Examination Results with integrated Science / Chemistry grades. Late submission will not be accepted and the University will only consider applicants' other choices.

③ Applicants who wish to apply for Bachelor of Arts in Foreign Language Studies or Bachelor of Food and Beverage Management must declare their major on the application. The University will make final admission decision based on applicants' intended major and actual situations. All admitted students must register in the program and major that are specified on the acceptance letter.

④ The above programs are full-time. Details about the course syllabus and study plan can be checked from the respective faculties on MUST website.

⑤ The following programs are NOT open to non-local applicants this academic year:

- **Hong Kong, Taiwan, Malaysian and Mainland China Applicants**: Bachelor of Biomedicine.
- **Other International Applicants:** Bachelor of Laws, Bachelor of Traditional Chinese Medicine, Bachelor of Biomedicine, Bachelor of Pharmacy in Chinese Medicine, Bachelor of Pharmacy, Bachelor of Arts in Art Design, Bachelor of Fine Arts in Digital Media, Bachelor in Film and Television Production, Bachelor in Acting, Bachelor of Food and Nutritional Sciences, Bachelor of Arts in Foreign Language Studies-Portuguese and Bachelor of Arts in Foreign Language Studies-Spanish.

2 Application Period

Ways of Admission	Application Period	Applicable To
Admission through Written Examination	January 3 – 17, 2020	All applicants except Mainland China applicants (Please see point 4.1.1 below for details)
Direct Admission	January 21 – April 20 & June 16 – July 17, 2020	- Hong Kong, Taiwan and International applicants; - Local applicants who have obtained the qualifications stated in point 4.2.1.1 below; - Mainland China applicants who are currently enrolled in a bachelor's degree program in other tertiary institutions in Macao.

3 Application Fee

3.1 Applicants must pay the application fee within the application period. Application will become effective only after the applicant submits online application in the Online Application System (OAS) and pays the application fee. Applicants are deemed to give up their applications if they fail to pay the fee within the application period and the University will not process such applications any further.

Type of Applicants	Application Fee
Macao Residents	MOP250
Non-Macao Residents	HKD400 (around MOP413)

3.2 Payment method: please refer to the University website > Admission > Tuition Fees > Payment Method of Application Fee for details.

3.3 All application fees paid (including duplicate payments) are not refundable, transferable or retainable.

3.4 If applicants who pay via Union Pay Online Payment find the message: *'Payment Processing', please make payment again two hours later. Should 'Payment Processing' is still shown before the deadline, please choose other payment method. Late payment is not accepted*; they should contact the issuing bank for help or choose other payment methods in order to meet the deadline as late payment will not be accepted.

3.5 Applicants who pay the application fee at the Accounts Office Service Counter, Banco Nacional Ultramarino (BNU), or via UnionPay, Jetco Payment Gateway (VISA/MASTER card) will NOT be required to upload the receipt to the OAS. Applicants who use other payments method will be required to upload payment receipts (e.g. Application for Funds Transfers) for verification.

3.6 If applicants fail to find any information of successful payment of application fee within two weeks after payment or before the payment due date from the system, please make enquiries to the Accounts Office (e-mail: accountsnew@must.edu.mo).

4 Ways of Admission

Applicants can apply for undergraduate programs through "Admission through Written Examination" or "Direct Admission" according to their qualifications. Application can be submitted only once per academic year.

4.1 Admission through Written Examination

4.1.1 Admission Requirements

Applicants can apply with us through "Admission through Written Examination" if they meet any one of the following requirements:

Admission Requirements	Required Documents
● Form 6 or equivalent graduates; or ● Applicants who are currently studying in Form 6 or equivalent (such as the Pre-University Studies at Macau University of Science and Technology); or ● Applicants who are aged 23 or above on September 1, 2020	1) Valid identification documents; 2) High school graduation certificate (applicable to graduates only); 3) Transcripts of the final three years (Form 4 to Form 6) in secondary education (Potential graduates of the current academic year should provide the latest transcript containing grades of the most recent semester); 4) Other educational qualifications, such as transcripts of public examinations (if applicable); 5) Extracurricular activities awards, certificates of social services, artistic skills, etc. (if any)

Remarks:

(1) Applicants must upload the required documents listed above to the OAS.

(2) All the transcripts submitted must be attached with an explanation of the grading system.

(3) Applicants must be holding valid identification documents.

(4) Non-local applicants must be aware that the identification documents held must comply with the Law of Macao to apply for stay permit for study purpose in Macao. For details, please refer to the Residence and Stay Affairs Department of Macao Public Security Police Force's website.

(5) Holders of Macao SAR Non-Permanent Resident Identity Card are fully responsible on their own for all the consequences resulting from the change of their resident status during the study period.

(6) Mainland China Students currently studying in Hong Kong with temporary Hong Kong Identification card are not eligible for admission.

4.1.2 Admission Examination Arrangements

4.1.2.1 Except for those who have been approved of examination exemption, applicants who apply for admission through Written Examination are required to sit for the Joint Admission Examination (Languages and Mathematics) listed below. The examination timetable is as follows:

Subject & Code	Date of Examination	Time of Examination
Chinese (JC01)	March 21, 2020 (Sat)	15:30 – 17:30 (2 hrs.)
English (JE01)	March 22, 2020 (Sun)	10:00 – 12:00 (2 hrs.)
Mathematics Standard Paper (JM01)	March 22, 2020 (Sun)	15:30 – 17:30 (2 hrs.)

4.1.2.2 Applicants of Bachelor of Arts in Art Design must also sit for the Art Examination in sketch and color:

Subject	Date of Examination	Time of Examination
Color	March 29, 2020 (Sun)	13:30 – 15:30 (2 hrs.)
Sketch	March 29, 2020 (Sun)	16:00 – 18:00 (2 hrs.)

4.1.2.3 Applicants of Bachelor in Acting must also attend Interview & Audition. Details about the arrangement of interview will be notified by Faculty of Humanities and Arts.

4.1.2.4 For details of the JAE, please refer to the University Website > Joint Admission Examination for Macao Four Higher Education Institutions (Languages and Mathematics).

4.1.2.5 Notes for examination (Art Examination / Interview & Auditon) can be found from University Website > Admission > Undergraduate Programs > Local Students > Admission through Written Examination> Admission Examination.

4.1.3 Exemption from Examination

4.1.3.1 Applicants with the following qualifications may apply for exemption from taking Chinese, English and Mathematics examinations:

Subject for Exemption	**Requirement**
Chinese	Applicants without basic education in Chinese Language during the last three years of study in secondary education. Remarks 1 & 2
English	International English Language Testing System (IELTS): Band 6.0 or above Test of English as a Foreign Language (TOEFL): Paper-based test: 550 or above; Computer-based test: 213 or above; Internet-based test: 79 or above.
Mathematics	Awarded the second prize or above in the high school group in the Mathematical Olympiad competition.

Remarks:

(1) According to the requirements of the programs, applicants whose choices include the programs of Bachelor of Laws, Bachelor of Traditional Chinese Medicine, Bachelor of Biomedicine, Bachelor of Pharmacy in Chinese Medicine, Bachelor of Pharmacy, Bachelor of Food and Nutritional Sciences or Bachelor of Arts in Art Design are required to take Chinese examination.

(2) Applicants who have been exempted from the Chinese examination may have to take the aptitude test in Chinese. They also need to take Chinese language or culture related courses taught in English for substitution of the Chinese courses prescribed in the study plan of admitted program.

4.1.3.2 Application for Exemption:

Apart from completing the online application procedures, applicants who want to apply for exemption from admission examinations are also required to submit **by person** the following documents to the Academic Registry before application deadline *:

- The completed form “Application for admission examination exemption” (Downloaded from the University Website > Admission > Undergraduate Programs > General Information > Forms Download)
- Original and copy of academic certification documents corresponding to the qualifications for exemption
- Original and copy of valid identification documents

*Recommended students who need to take the Joint Admission Examination can apply for exemption within the period of Jan 3 – 17, 2020.

4.1.3.3 Applicants will be informed of the application result via e-mail no later than one week before the examination. Applicants are required to sit for the examination of subjects that are not approved for exemption.

4.1.3.4 Apart from admission through written examination, Hong Kong, Taiwan and International students can also apply for our undergraduate programs through Direct Admission.

4.1.4 Release and Rechecking of JAE Result

4.1.4.1 The JAE results will be released through Online Application System in designated period.

4.1.4.2 If applicants have any queries about JAE results, they can apply for score rechecking before the prescribed deadline after the release of JAE results. No late application will be accepted.

4.1.4.3 For application details, please refer to the University website > Joint Admission Examination for Macao Four Higher Education Institutions (Languages and Mathematics) > Rechecking of JAE Results.

4.1.5 Important Dates

Date (2020)	**Item**
January 3 – 17	Online Application
January 3 – 17	Application for Admission Examination Exemption - Languages and Mathematics
March 7 – 15 or April 14 – 19	Interview & Audition (for applicants to Bachelor in Acting)**
March 11 – 22	Download JAE (Languages and Mathematics) Examination Permit from OAS
March 21 – 22	JAE (Languages and Mathematics) Examination
March 29	Art Examination (for applicants to Bachelor of Arts in Art Design) **
During the second week of May	Release of JAE (Languages and Mathematics) Results*
To be announced upon release of JAE results	Application for Rechecking of JAE (Languages and Mathematics) Results
Mid of May	Ongoing Release of Acceptance Results and Acceptance Documents
	Tuition Payment and Online Confirmation Procedures for Admission
Within 3 months before registration (i.e. May – July)	Health Examination for Local Students
Early August	Online Appointment for Registration/Dormitory Check-in
August 13 – 14	Registration for Local Students
August 26 – 28	Registration, Dormitory Check-in and Health Examination for Non-local Students
September 2	Commencement of Classes

* The results of Art Examination, results of Interview & Audition and JAE (Languages and Mathematics) will jointly be considered and released as acceptance results.

**Details about the arrangement of Interview & Audition and Art Examination will be notified by Faculty of Humanities and Arts separately.

4.2 Direct Admission

4.2.1 Admission Requirements

4.2.1.1 Applicants who meet with the following requirements can apply for Direct Admission:

Public Exam/Education Level	**Requirements**	**Required Documents**
Hong Kong Diploma of Secondary Education Examination (HKDSE)	● Form 6 or equivalent graduates; and ● Obtained the following results in HKDSE: - Level 3 or above in Chinese Language and English Language, level 2 or above in Mathematics and Liberal studies, and level 2 or above in an elective subject; - For applicants to Bachelor of Pharmacy in Chinese Medicine, Bachelor of Pharmacy or Bachelor of Food and Nutritional Sciences, they must have Chemistry or combined science (Chemistry, Biology) or combined science (Chemistry, Physics) as the elective subject.	1) Valid identification documents; 2) High school graduation certificate (applicable to graduates only); 3) Transcripts of the final three years (Form 4 to Form 6) in secondary education (Potential graduates of the current academic year should provide the latest transcript containing grades of the most recent semester); 4) Educational qualifications, such as transcripts of public examinations;
Hong Kong Advanced Level Examination (HKALE)	● Form 6 or equivalent graduates; and ● Obtained Grade E or above in the following subjects of HKALE: - 2 advanced level (A level) subjects and 1 AS subject in either English or Chinese language; or - 1 advanced level (A level) subject, 2 advanced supplementary (AS) subjects and 1 AS subject in either English or Chinese language.	

Public Exam/Education Level	**Requirements**	**Required Documents**
General Scholastic Ability Test (GSAT)	● Form 6 or equivalent graduates; and ● Obtained "Average" or above in the best four subjects which shall include in Chinese, English, Mathematics; ● For applicants to Bachelor of Pharmacy in Chinese Medicine, Bachelor of Pharmacy or Bachelor of Food and Nutritional Sciences, they must obtain "Average" or above in Science.	5) Extracurricular activities awards, certificates of social services, artistic skills, etc. (if any); 6) Acceptance Letter of a bachelor's degree program from other higher education institution (if applicable); 7) All transcripts issued by the higher education institution (if applicable); 8) National College Entrance Examination Results (applicable to Mainland China applicants only); 9) Exit-entry Permit for Travelling to and from Hong Kong and Macao - bio-page and Type D-Stay (applicable to Mainland China applicants only).
Aptitude Scholastic Test (AST)	● Form 6 or equivalent graduates; and ● Obtained "Average" or above in the best five subjects which shall include Chinese, English and Mathematics. ● For applicants to Bachelor of Pharmacy in Chinese Medicine, Bachelor of Pharmacy or Bachelor of Food and Nutritional Sciences, they must obtain "Average" or above in Chemistry.	
General Certificate of Education examination (GCE)	● Form 6 or equivalent graduates; and ● Obtained Grade E or above in the following subjects of GCE: - 3 advanced level (A level) subjects; or - 2 advanced level (A level) subjects and 2 advanced supplementary (AS level) subjects; - For applicants to Bachelor of Pharmacy in Chinese Medicine, Bachelor of Pharmacy or Bachelor of Food and Nutritional Sciences, they must obtain "Grade E" or above in Chemistry.	
Unified Examination Certificate (UEC), Malaysia	● Form 6 or equivalent graduates; and ● Obtained Grade C or above in at least 6 subjects; ● For applicants to Bachelor of Pharmacy in Chinese Medicine, Bachelor of Pharmacy or Bachelor of Food and Nutritional Sciences, they must obtain "Grade C" or above in Chemistry.	
Malaysian Higher School Certificate (STPM)	● Form 6 or equivalent graduates; and ● Obtained Grade C or above in at least 3 subjects; ● For applicants to Bachelor of Pharmacy in Chinese Medicine, Bachelor of Pharmacy or Bachelor of Food and Nutritional Sciences, they must obtain "Grade C" or above in Chemistry.	
International Baccalaureate Diploma (IB)	● Completed the International Baccalaureate Diploma Program Curriculum and awarded the International Baccalaureate Diploma; ● For applicants to Bachelor of Pharmacy in Chinese Medicine, Bachelor of Pharmacy or Bachelor of Food and Nutritional Sciences, they must obtain "Grade 4" or above in Chemistry.	
Scholastic Assessment Test (SAT)	● Form 6 or equivalent graduates; and ● Redesigned SAT: 1190 or above	
American College Test (ACT)	● Form 6 or equivalent graduates; and ● Composite: 24 or above	

Public Exam/Education Level	Requirements	Required Documents
Alberta High School Graduation Diploma or other Diploma from other provinces	Passes in five 5-credit courses at 30-level (Grade 12) or equivalent with an overall average of 70%. For applicants to Bachelor of Pharmacy in Chinese Medicine or Bachelor of Pharmacy or Bachelor of Food and Nutritional Sciences, they must have overall average of 70% in Chemistry at 30-level (grade 12) or equivalent.	
Associate Degree or higher	Graduates of an Associate Degree or higher degree programs	
Other	● Form 6 or equivalent graduates; and have been offered **admission** to bachelor's program of other recognized higher education institutions. ● Form 6 or equivalent graduates; and are **currently or were once enrolled** in bachelor's program of other recognized higher education institutions.	

Remarks:

(1) Applicants must upload the required documents listed above to the Online Application System.
(2) All the transcripts submitted must be attached with an explanation of the grading system.
(3) Applicants must be holding valid identification documents.
(4) Non-local applicants must be aware that the identification documents held must comply with the Law of Macao to apply for stay permit for study purpose in Macao. For details, please refer to the Residence and Stay Affairs Department of Macao Public Security Police Force's website.
(5) Holders of Macao SAR Non-Permanent Resident Identity Card are fully responsible on their own for all the consequences resulting from the change of their resident status during the study period.
(6) Mainland China Students currently studying in Hong Kong with temporary Hong Kong Identification card are not eligible for admission.
(7) Mainland China Students who applied for the following programs must have relevant examination results:

Program	Relevant Results in National College Entrance Examination
Bachelor of Arts in Art Design	Provincial Joint Examination in Fine Arts
Bachelor of Fine Arts in Digital Media	Provincial Joint Examination in Fine Arts
Bachelor in Film and Television Production	Provincial Joint Examination in Directing/Photography
Bachelor in Acting	Provincial Joint Examination in Performing Arts

4.2.1.2 Hong Kong, Taiwan and International applicants without the qualifications listed in point 4.2.1.1 can also apply for Direct Admission if they have graduated from Form 6, Senior Middle Three, Grade 12 or equivalent / above.

4.2.2 Notes for Direct Admission

4.2.2.1 Applicants to Bachelor in Acting must attend Interview & Audition. Details about the arrangement of interview will be notified by Faculty of Humanities and Arts separately.

4.2.2.2 Applicants to Bachelor of Arts in Art Design must attend Art examination in sketch and color. Details about the arrangement of Art Examination will be notified by Faculty of Humanities and Arts separately. For applicants who have public examinations' results in Art subject as mentioned above can be exempted from the Art Examination.

4.2.2.3 Applicants who apply for other bachelor degree programs may need to attend interviews or other assessments based on actual situations. Respective faculties will contact those applicants for further arrangements.

4.2.2.4 Qualified applicants can apply for Credit Transfer in designated period to respective Faculty office if they get admitted. Please refer to point 10 for details.

4.2.2.5 Applicants who are accepted through direct admission may be arranged for aptitude test in Chinese, English or Mathematics.

4.2.3 Important Dates

Date (2020)	Item
January 21 – April 20 & June 16 – July 17	Online Application
May 4 – 10 or July 25 - 31	● Applicants to Bachelor of Acting program attend Interview & Audition. ● Applicants to Bachelor of Arts in Art Design program attend the Art Examination (if applicable).
After submission of online application	Applicants to other Bachelor Degree Programs attend interviews upon request (if applicable).
Late May or Mid of August	Ongoing release of Acceptance Results and Acceptance Documents
Within 3 days after the announcement of the acceptance results	Tuition Payment and Online Confirmation Procedures for Admission
Within 3 months before registration (i.e. May – July)	Health Examination for Local Students
Early August	Online Appointment for Registration/Dormitory Check-in
August 13 – 14	Registration for Local Students
August 26 – 28	Registration, Dormitory Check-in and Health Examination for Non-local Students
September 2	Commencement of Classes

5 Application Procedures

Applicants must complete the application procedures on the Online Application System (OAS) of the University within the application period.

Step	Item	Remark
1	Check your qualifications	● Please check the admission requirements and choose the way of admission for which you are qualified. ● Unqualified applicants will not be considered admission, and all the fees paid are not refundable, transferable or retainable.
2	Create a new account & login the Online Application System	● Online Application System: https://oas.must.edu.mo/admission/ ● Please provide valid identification document number, name in Chinese/English, gender, date of birth and E-mail address to create a new account. ● Applicants who succeed in opening a new account will get a "User Name" (Format: B20□□□□□) and a "Password".
3	Go through the "Guidelines for Online Application"	-
4	Fill in application information	● Fill in the application information according to the instructions. ● Please go through all the notes and instruction before choosing your four choices of programs. ● You must indicate the priority of your choices as well as whether you are willing to accept any designated program / apply to Pre-University Studies program if none of your four choices is accepted.
5	Upload required documents	Upload the required documents according to the Instruction.
6	Submit online application	● Please go through the Important Notes and the Statement, and submit the online application. ● Incomplete application will not be accepted.

Step	Item	Remark
		● Personal Data Amendment: - Applicants who are qualified for Direct Admission / qualified for Direct Admission (Students who are currently enrolled in a bachelor's degree program in other tertiary institutions in Macao): you are not allowed to change the personal data or choices after the online application have been submitted. - Others Applicants: you are not allowed to change the personal data or choices after the application period. You can login the OAS to change the personal data as well as the files uploaded before the application deadline.
7	Pay the application fee	See point 3
8	Upload proof of payment	See point 3
9	Confirm successful application	Application will become effective only after the applicant submits online application in the OAS and pays the application fee. After the completion of relevant procedures, the application number (Format: 2009AP□□-B□□□□) will be assigned within two weeks. You can check it via the OAS>Personal Info page.

6 Acceptance

6.1 Selection of qualified candidates is based on following aspects:

- All documentary proofs that are uploaded to the OAS, including educational qualifications, results of public examinations, extracurricular activities awards, certificates of social services or artistic skills, etc.
- Results from interviews/admission examinations, admission requirements and quotas of each program.
- Applicants' priority of choices.

If applicants fail to meet the program requirements for the 1st choice, the 2nd choice will be considered, then the 3rd and the 4th accordingly. If none of these program requirements is met and they have chosen to accept any designated program, the University will consider whether they can be admitted to other programs.

6.2 The applicants who are absent in the art examination, either sketch or color, will not be considered for the program of Bachelor of Arts in Art Design unless their application for make-up examination has been approved. The University will only consider their other choices.

6.3 The applicants who are absent in Interview & Audition will not be considered for the program of Bachelor in Acting. The University will only consider their other choices.

6.4 Applicants will be notified by e-mail or SMS informing them to check the admission results on the OAS.

6.5 Admitted applicants* can download the Acceptance letter, Debit Note for tuition fee and other acceptance documents from the OAS>Download Acceptance Documents page after receiving the e-mail or SMS notice sent by the University. Documents will not be sent by post. If original documents are needed to apply for student visa, please contact Academic Registry immediately.

* Applicants recommended by high schools in Macao will get the Acceptance letter, Debit Note for tuition fee and other acceptance documents by e-mail.

6.6 The admission result is subject to the written Acceptance Letter.

7 Admission Procedures

7.1 Tuition Payment: Admitted students must pay related fees before the payment due date as specified in the Debit Note. For tuition fees and dormitory fees, Please refer to the University website > Admission > Tuition Fees for details.

7.2 Admission Confirmation: Admitted students must login the OAS to complete the following procedures according to the Guidelines for Online Confirmation Procedures for Admission within the specified period. For details, please refer to the OAS>Personal Info page.

- Verify the personal information & Upload Personal Photo
- Confirm to accept the offer of admission
- Confirm to accept scholarship / grants (for students who are offered scholarships only)
- Upload proof of payment
- Provide information for arrival and applying the student dormitory (for non-local students)
- Provide information about the PRC Exit-Entry Permit for Travelling to and from Hong Kong and Macau (for Mainland China Students)

7.3 Health Examination:
- All new students must have health examination which will indicate whether they are physically fit to pursue study at the University.
- For details, please refer to Guidelines for Health Examination as sent out with Acceptance Letter.
- The University may terminate the admission of those who fail to complete the health examination before the due date, fail to submit the health check report and relevant documents or fail the health check.

7.4 Registration: Local students will be arranged to register on August 13-14, non-local students in August 26-28. Students who fail to complete registration procedures within the specified period will be deemed as giving up admission eligibility. All fees paid will not be refunded, transferred or retained.

7.5 Class commencement date: September 2.

8 Application for Mainland China Students taking the National College Entrance Examination

Please refer to the University Website > Admission > Undergraduate Programs > General Information > Admission Regulations > Mainland China students who take the National College Examination this year for application details.

9 Admission for Students with Disabilities

9.1 Students with disabilities who need to apply for special examination arrangements should refer to JAE website for details.

9.2 The University also provides support and service for admitted students with disabilities. For details, please refer to the University website > Administrative Units > Student Affairs Office > Counseling > Services > Student with Disability.

10 Credit Transfer

Generally, students who have completed courses in a higher education program in other universities or in other higher education institutions which are recognized by the University can apply to the respective Faculty Office for credit transfer before the commencement of classes. Transferred credits normally cannot exceed third of the total credits required for graduation. Credit transfer for all relevant courses in the whole program should be submitted in one application. Please refer to the New Student Handbook sent out with the Acceptance Letter or enquire the respective Faculty Office for details.

11 Cancellation of Admission

The University will cancel a student's eligibility for admission when he or she:

11.1 does not possess the qualification for admission

11.2 is being dishonest (e.g. providing information which is incomplete, incorrect or untrue)

11.3 submits falsifying documents (e.g. forged certificates or testimonials)

11.4 fails to pay fees or other related charges

11.5 does not complete all the registration procedures

11.6 fails to complete the Medical Examination or to submit the Health Examination Report or is diagnosed to be unfit for study in the Report

11.7 fails to submit the required documents

11.8 is resolved to be ineligible for admission by the University for other reasons

For students whose admission is cancelled, all documents submitted will not be returned and payment made will not be refunded, transferred or retained. The University also reserves the rights to refuse future applications from such students.

12 Cancellation of Program

12.1 The University reserves the rights to revoke any program/major or suspend enrolling students.

12.2 The University reserves the right of not offering certain program/major as a result of insufficient enrollment.

12.3 All fees (except application fee & tuition fees for Summer Program) paid will be refunded if the University is not offering the program/major under concern.

13 Communication

13.1 The University will inform applicants of admission information in any of the following ways:

13.1.1 The University website: http://www.must.edu.mo>Admission>Undergraduate Programs

13.1.2 E-mail as provided by applicants / SMS

13.1.3 Correspondence address as provided by applicants

13.1.4 Online Application System : https://oas.must.edu.mo/admission/

13.2 Further, the University will contact applicants or notify applicants of relevant application results via e-mail / SMS/written notice regarding individual matters or matters concerning their applications.

13.3 Applicants must therefore check the contact points mentioned above to learn about the latest news. Applicants are also responsible for any consequences that may arise due to their negligence.

* There might be problems with e-mail delivery and as result applicants may fail to receive the admission information sent by the University. Therefore, it's suggested that applicants login the OAS or visit the University website regularly to check the latest information.

14 Enquiries

For any enquiries, please contact related departments directly. For applicants who have created an account in the Online Application System (OAS), **please provide your name and the username (B20□□□□□) or application number (2009AP□□-B□□□□) of OAS in all the correspondences**.

14.1 Programs Enquiries

Office of Faculty of Information Technology

Tel: 8897 2103 / 8897 2240 Fax: 2882 3280
E-mail: fi@must.edu.mo
Location: Room A206, Administration Building, Block A
Service Hours: Mondays to Fridays 9:00am – 1:00pm, 2:30pm – 6:20pm

Office of School of Business

Tel: 8897 2025 Fax: 2882 3281
E-mail: Bachelor of Business Administration bba-ad@must.edu.mo
Bachelor of Applied Economics bae@must.edu.mo
Location: Room O934, Administration Building, Block O
Service Hours: Mondays to Fridays 9:00am – 1:00pm, 2:30pm – 6:20pm

Office of Faculty of Law

Tel: 8897 2000 Fax: 2882 3289
E-mail: llb-ad@must.edu.mo
Location: Room O707, Administration Building, Block O
Service Hours: Mondays to Fridays 9:00am – 1:00pm, 2:30pm – 6:20pm

Office of Faculty of Chinese Medicine

Tel: 8897 2739 / 8897 2785 Fax: 2882 5123
E-mail: bcm-ad@must.edu.mo
Location: Room E101, Recreational Complex, Block E
Service Hours: Mondays to Fridays 9:00am – 1:00pm, 2:30pm – 6:20pm

Office of Faculty of Hospitality and Tourism Management

Tel: 8897 2381 / 8897 2382 Fax: 2882 5990
E-mail: FHTM_inquiry@must.edu.mo
Location: Room 307, Administration Building, Block O
Service Hours: Mondays to Fridays 9:00am – 1:00pm, 2:30pm – 6:20pm

Office of Faculty of Humanities and Arts

Program	E-mail	Tel
Bachelor of Arts in Journalism and Communication	bajc-ad@must.edu.mo	8897 2216
Bachelor of Arts in Art Design	baad-ad@must.edu.mo	8897 2216
Bachelor in Acting	af@must.edu.mo	8897-2973
Bachelor of Fine Arts in Digital Media	af@must.edu.mo	8897-2973
Bachelor in Film and Television Production	af@must.edu.mo	8897-2973

Location: Room P26-204, Block P Fax: 2888 0091
Service Hours: Mondays to Fridays 9:00am – 1:00pm, 2:30pm – 6:20pm

Faculty of Medicine
Tel: 8897 2415 / 8897 1757 Fax: 2882 5057
E-mail：Bachelor of Food and Nutritional Sciences bfns@must.edu.mo
Bachelor of Medicine and Bachelor of Surgery mbbs@must.edu.mo
Location: Room P25, Block P
Service Hours: Mondays to Fridays 9:00am – 1:00pm, 2:30pm – 6:20pm

Office of University International College
Tel: 8897 2144 Fax: 2899 0126
E-mail: bafls@must.edu.mo
Location: Room A312, Administration Building, Block A
Service Hours: Mondays to Fridays 9:00am – 1:00pm, 2:30pm – 6:20pm

Office of School of Pharmacy
Tel: 8897 2181
E-mail: sp@must.edu.mo
Location: Room E101, Recreational Complex, Block E
Service Hours: Mondays to Fridays 9:00am – 1:00pm, 2:30pm – 6:20pm

14.2 **Recruitment Enquiries**
Admission Office
Tel: 8897 2221 Fax: 2882 5777
E-mail: admission@must.edu.mo
Location: Room A105, Administration Building, Block A
Service Hours: Mondays to Fridays 9:00am – 1:00pm, 2:30pm – 6:20pm
Closed on Saturdays, Sundays and public holidays

14.3 **Admission Enquiries**
Academic Registry Counter
Tel: 8897 2228 Fax: 2882 7666
E-mail: ar.newstu@must.edu.mo
Location: Room N109, Library Building, Block N
Service Hours: Mondays to Fridays 9:00am – 1:00pm, 2:30pm – 6:20pm
Closed on Saturdays, Sundays and public holidays

14.4 **Dormitory Enquiries**
Student Affairs Office
Tel: 8897 2277 Fax: 2882 7111
E-mail: sa@must.edu.mo
Location: Room J108, Sports Complex, Block J
Service Hours: Mondays to Fridays 9:00am – 1:00pm, 2:30pm – 6:20pm
Closed on Saturdays, Sundays and public holidays

14.5 **Payment Enquiries**

Accounts Office Service Counter

Tel: 8897 2298 Fax: 2882 7753
E-mail: accountsnew@must.edu.mo
Location: N109a, Library Building, Block N
Service Hours: Mondays to Fridays 9:00am – 1:00pm, 2:30pm – 6:20pm
Closed on Saturdays, Sundays and public holidays

14.6 **Enquiries for Online Application System**

Information Technology Office Service Counter

Tel: 8897 2080
E-mail: itsc@must.edu.mo
Location: Ground Floor, Academic Building, Block O
Service Hours: Mondays to Fridays 9:00am – 1:00pm, 2:30pm – 6:20pm
Closed on Saturdays, Sundays and public holidays

The abovementioned office locations and service hours are subject to changes.
Switchboard: 2888 1122 Fax: 2888 0022 Website: http://www.must.edu.mo
Address: Avenida Wai Long, Taipa, Macau.