

## Notes and Procedures for In-person Registration for the 2025/2026 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 (login to WeMust Student APP and click 【(Teaching & Learning) Registration > Make Appointment for In-person Registration】). 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 20, 2025 subject to the completion of the check-in procedures.

**【Your online registration must have been approved before proceeding with the In-person Registration】**

### II. Preparations and Notes for 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 are required 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, 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) Confirm campus card info	WeMust Student APP (Online)
(2) Verify registration documents	Grand Auditorium, R109, Block R, Academic Complex
(3) Collect faculty uniform	Grand Auditorium, R109, Block R, Academic Complex
(4) Photo verification	Room N101, G/F, Block N, Library Building
(5) Collect campus card	Room N101, G/F, Block N, Library Building
(6) Collect textbook	Room N217, 2/F, Block N, Library Building

\*For new students whose application for late in-person registration are approved with arrangement on or after August 27, 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) Confirm campus card info	WeMust Student APP (Online)
(5) Dormitory check-in	The designated dormitory
(6) Verify registration documents	Grand Auditorium, R109, Block R, Academic Complex
(7) Collect faculty uniform	Grand Auditorium, R109, Block R, Academic Complex
(8) Photo verification	Room N101, G/F, Block N, Library Building
(9) Collect campus card	Room N101, G/F, Block N, Library Building
(10) Collect textbook	Room N217, 2/F, Block N, Library Building
(11) Health Examination	Block H, The University Hospital

\*For new students whose application for late in-person registration are approved with arrangement on or after August 27, 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 “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
➤ Personal ID (Macao)	<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>➤ Relevant Academic Qualifications as specified in the admission requirements of Direct Admission (can check on the “Declare” field, which is placed at the bottom of the Online Registration page in WeMust). 【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>➤ Personal ID (Mainland)</li> <li>➤ 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>➤ Relevant Academic Qualifications as specified in the admission requirements of Direct Admission (can check on the “Declare” field, which is placed at the bottom of the Online Registration page in WeMust). 【applicable to students who are currently enrolled in a bachelor’s degree program in other tertiary institutions in Macao】</li> </ul>

【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.

## 3. Hong Kong Students:

IDs	Academic Proofs
<ul style="list-style-type: none"> <li>➤ Personal ID (Hong Kong)</li> <li>➤ Documents proving eligibility for the student category "Special Authorization to Stay" application 【applicable to students holding Hong Kong Non-permanent Resident IDs】</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>➤ Relevant Academic Qualifications as specified in the admission requirements of Direct Admission (can check on the “Declare” field, which is placed at the bottom of the Online Registration page in WeMust). 【applicable to direct admission students】</li> </ul>

## 4. Taiwan Students:

IDs	Academic Proofs
<ul style="list-style-type: none"> <li>➤ Personal ID (Taiwan)</li> <li>➤ 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>➤ Relevant Academic Qualifications as specified in the admission requirements of Direct Admission (can check on the “Declare” field, which is placed at the bottom of the Online Registration page in WeMust). 【applicable to direct admission students】</li> </ul>

## 5. International Students:

IDs	Academic Proofs
<ul style="list-style-type: none"> <li>➤ 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>➤ Relevant Academic Qualifications as specified in the admission requirements of Direct Admission (can check on the “Declare” field, which is placed at the bottom of the Online Registration page in WeMust). 【applicable to direct admission students】</li> </ul>

## 6. MUST Pre-University Students apply for undergraduate programs:

Types	IDs
Local Students	➤ Personal ID (Macao)
Mainland Students	➤ Personal ID (Mainland) ➤ Exit Entry Permit (bio-page & page of "Endorsement to Enter Macao")
Hong Kong Students	➤ Personal ID (Hong Kong) ➤ Documents proving eligibility for the student category "Special Authorization to Stay" application 【applicable to students holding Hong Kong Non-permanent Resident IDs】
Taiwan Students	➤ Personal ID (Taiwan) ➤ Taiwanese passport (bio-page)

**Special Requirements for required documents:**

- ☑ All identification documents submitted **must be valid at the school commencement date (September 1, 2025).**  
(If the ID card expires, you need to provide ID card with the proof of renewal)
- ☑ Non-local New Students (mainland China / Hong Kong / Taiwan / International Students) must provide documents proving eligibility for the student category "Special Authorization to Stay" application; otherwise, the University reserves the right not to process the in-person registration procedures. For details, please refer to [Important Information for Non-local Students to Study in Macao](#).
- ☑ For academic documents issued in languages other than English (e.g. Japanese, Korean, Portuguese etc.), both copies of the original and an official/notarized English translation must be provided.

**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:

- ☑ **Original copy of the valid proof of vaccination (e.g., vaccine booklet, vaccination certificate)**: 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.
- ☑ **The proof of payment of tuition fee and the Acceptance Letter** (original copy or printed version): as backup documents.