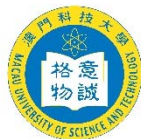


2020/2021 Admission Regulations (For Postgraduate programs)

www.must.edu.mo/en/sgs/admission



澳門科技大學
MACAU UNIVERSITY OF SCIENCE AND TECHNOLOGY



CONTENTS

I.	NOTES FOR ADMISSION.....	2
1.	APPLICATION PROCEDURES.....	2
2.	STUDENT VISA AND STAY PERMIT.....	2
3.	CANCEL ADMISSION.....	3
II.	WAYS OF ADMISSION	4
	PRIORITY ADMISSION	4
	ADMISSION BY RECOMMENDATION.....	4
	ADMISSION THROUGH EXAMINATION	4
III.	APPLICATION DOCUMENTS.....	5
	REQUIRED DOCUMENTS FOR MASTER APPLICANTS	5
	REQUIRED DOCUMENTS FOR DOCTORAL APPLICANTS	7
IV.	DORMITORY	8
V.	ENQUIRIES	9

This Admissions Regulations lists important information in addition to the prospectus. Please read it carefully before submit an application. Before application, please confirm the way of admission and prepare relevant application documents, then log in to the [Online Application System](#) to submit an application.

The University has never authorized any institution or individual to recruit students. All application issues must be completed and submitted by applicants themselves through the University's [Online Application System](#) (OAS).



I. Notes for Admission

1. Application Procedures

- (1) Applicants must log into the Online Application System (OAS) (<https://oas.must.edu.mo/admission/index.htm>) before the designated application deadlines to complete all application procedures include: fill in all required information, upload application documents and submit for initial assessment, and pay application fee (qualified recommended applicants and applicants applying through the way of priority admission will be exempted from application fee).
- (2) Applicants are required to upload application documents through the Online Application System. If the applicant lacks any necessary document(s), it will result in the disqualification of the first round initial assessment.
- (3) **The Online Application System will be closed at 6:00 pm (Beijing Time Zone) on the date of the deadline (March 5, 2020).** After the application system is closed, no applications will be accepted.
- (4) Applicants must register with valid identity document when registering. If the applicant holds the identity documents of different countries/regions, the relevant applicants should consider whether the identity documents used for registration and opening of the account can be valid for a long time during the whole study period. Please note: residents from mainland China must register and open an account with a Mainland ID card. Applicants who registered by an invalid identity document for application will be considered as invalid application, those applicants will be treated as fail in the initial assessment and the application fee paid will not be refund or transferred.
- (5) Applicants apply for Master's degree program of the Faculty of Chinese Medicine or apply for doctoral degree programs are required to fill in the proposed thesis supervisor and upload a research proposal through the Online Application System. Therefore, relevant applicants should first take a look of related list of thesis supervisors at respective Faculty's website and prepare the research proposal early. A list of thesis supervisors can be found on the relevant Faculty/Institute's [website](#).
- (6) Applicants apply for the PhD program of [Science](#), [Advanced Networking](#), [Artificial Intelligence](#), [Chinese Medicine](#), [Chinese Medicines](#), [Integrated Chinese and Western Medicine](#), [Pharmacy](#), [Fine Arts](#), [Design](#), [Communication](#), [Management in Film Industry](#), [Architecture](#), and the applicants apply for the master program of [Traditional Chinese Medicine](#), [Pharmacology in Traditional Chinese Medicine](#), and the program of [Master of Integrated Traditional Chinese and Western Clinical Medicine](#) are required to contact the intended thesis supervisors before submitting an application.

2. Student VISA and Stay Permit

- (1) According to the regulations of the Macao Special Administrative Region, non-local residents study in higher education institutions in Macau must ensure that they are eligible to enter Macau with legal documents and visas, and must go to the Macau Immigration Department to apply special stay permit for study. Non-local residents must understand on their own whether the identity documents held are in compliance with the relevant Macau law requirements for non-local students. For details, please visit the [website](#) of the Immigration Department of the Macau Public Security Police.
- (2) Non-local students should take fully responsibilities for the issues affected by the change of their identity documents problem during study.

3. Cancel Admission

The University reserves the right to cancel the applicant's admission qualifications in any of the following circumstances:

- (1) The documents and materials submitted are untrue or fraudulent
- (2) Failure to obtain the required academic qualification at the time of registration, or those who are known to be unable to obtain related academic qualification at the time of application
- (3) Failure to obtain specific recognized academic documents at the time of registration
- (4) Failure to obtain a legal entry visa to Macau at the time of registration
- (5) Other circumstances in which the University has decided to cancel the admission due to cheating in the exam, violation of academic ethics, misconduct or damage to the University's reputation etc.



II. Ways of Admission

Priority Admission

Degree	Qualification Requirements	Application Period	Written Exam	Oral Exam	Remarks
Apply master programs	Excellent undergraduates from Mainland China who meet the requirements of priority admission. For details, please visit the University's website at: Admission>Postgraduate Programs>Priority Admission	09/10~25/10 2019 (Closed)	Exempted	Required	(1) Application fee waived (2) Do not occupy the Mainland exemption quota
Direct entry to PhD from bachelor's degree			Exempted	Required	(1) Application fee waived (2) Occupy the Mainland exemption quota

Remark: Please refer to the "Application Documents" section for the list of documents to be submitted for application. Applicants apply through the way of priority admission are required to send the original copy of "Application Form for Mainland postgraduate candidates exempted from examination" stamped by their studying institution to the School of Graduate Studies. Otherwise, related applications will not be processed and be treated as unqualified.

Admission by Recommendation

Degree	Qualification Requirements	Application Period	Written Exam	Oral Exam	Remarks
Apply master programs	For details, please visit the University's website at: Admission>Postgraduate Programs>Recommended for Admission	09/10 ~15/11 2019 (Closed)	Exempted	Required	(1) Application fee waived (2) Applicants must apply for recommendation qualification from their institutions.

Remark: Please refer to the "Application Documents" section for the list of documents to be submitted for application. Recommended applicants are required to apply for the qualification of recommendation by the studying institutions. Related institutions/departments will directly send the list of qualified applicants to the University.

Admission through Examination

Degree	Qualification Requirements	Application Period	Written Exam	Oral Exam	Remark
Apply master programs	(1) Bachelor's degree holders (or potential undergraduates) (2) Compliance with relevant admission requirements	09/10/2019 ~05/03/2020	For details, please refer to the Guidelines for Admission Examination	Required	Application Fee required
Apply doctoral programs	(1) Master's degree holders (or potential graduates) (2) Compliance with relevant course admission requirements			Required	

Remark: Please refer to the "Application Documents" section for the list of documents to be submitted for application.



III. Application Documents

Required Documents for **Master** applicants

No	Documents	Requirements
1	Identity Document	<ul style="list-style-type: none"> ➤ Applicants from Macau SAR, Mainland China, Hong Kong SAR please upload the electronic copy of identity card with both sides ➤ Applicants from Taiwan please upload the electronic copy of identity card (with both sides) and the personal information page of passport ➤ International applicants please upload the electronic copy of the personal information page of passport
2	Graduation Certificate of Bachelor's Degree ^{1,2}	<ul style="list-style-type: none"> ➤ Potential graduates please upload a testimonial of study instead of graduation certificate (Except the potential graduates from MUST) ➤ Scan copy of the diploma/higher certificate is also required to upload if the applicant's bachelor degree was top-up from diploma/higher certificate level
3	Notarized academic qualification certification (Only apply for applicants from mainland China)	<ul style="list-style-type: none"> ➤ Please refer to the Chinese version for details
4	Academic Transcript of Bachelor's Degree ¹	<ul style="list-style-type: none"> ➤ Uploaded transcript must be verified and stamped by the applicant's studying institutions. Please also provide the page of the grading system explanation ➤ Potential graduates from MUST are only required to upload the E-transcript printed from the COES ➤ Scan copy of the transcript of diploma/higher certificate is also required to upload if the applicant's bachelor degree was top-up from diploma/higher certificate level
5	Recommendation Letter	<ul style="list-style-type: none"> ➤ At least one recommendation letter is required (except recommended applicants) ➤ Recommendation letters should be completed/written by academic experts (e.g. professor of a course or the applicant's reported supervisor at work), or other experts who have deeply understanding of the applicant ➤ Online recommendation form is also available in the Application System
6	Personal Photo	<ul style="list-style-type: none"> ➤ Size: Passport size (Resolution ≥ 200dpi) ➤ Color of background: Any color ➤ Other requirements: Bareheaded, facing in front, close shot in face and the upper body; recently-taken within six months
7	Certification of Employment	<ul style="list-style-type: none"> ➤ Compulsory for the applicants applying for the program of MBA or Executive MBA ➤ Submitted work certificate must be stamped by the working company. Employee cards, employment certificates will not be accepted

Optionally supporting documents include: Certification of English Proficiency (for non-native English speakers), Certification of professional qualification or other supporting documents³.

Applicants apply for master's degree program of the Faculty of Chinese Medicine are required to submit a [Research Proposal](#) during application.

Remarks:

1. All application documents which are not in Chinese or English should be accompanied with a translated version in Chinese or English issued by a recognized translation company.
2. Applicant's previous academic qualification (Bachelor's degree) must be recognized by the Macao SAR Government or the Ministry of Education of China. Once the candidates from mainland China have been accepted, they must submit the pre-requisite certification documents at the time of enrollment.
3. Applicants who apply for the program of design and arts are required to present their personal designs to the examination panel during the oral examination.
4. The electronic file of each uploaded application document cannot be larger than 2MB. Only PDF format will be accepted for upload (personal photo only accept JPG format). If there is more than one page in one document, please scan all the pages into one PDF file before upload.
5. The School of Graduate Studies has the right to require applicants provide original copy of the above documents for verification, applicants may also be required to provide any other supporting documents if necessary.



Required Documents for **Doctoral** applicants

No	Documents	Requirements
1	Identity Document	<ul style="list-style-type: none"> ➤ Applicants from Macau, Mainland China, Hong Kong please upload the electronic copy of identity card with both sides. ➤ Applicants from Taiwan please upload the electronic copy of identity card (with both sides) and the personal information page of passport ➤ International Applicants please upload the electronic copy of the personal information page of passport
2	Graduation Certificate of Master's Degree ^{1,2}	<ul style="list-style-type: none"> ➤ Potential graduates please upload a testimonial of study instead of graduation certificate (Except the potential graduates from MUST)
3	Notarized academic qualification certification (Only apply for applicants from mainland China)	<ul style="list-style-type: none"> ➤ Please refer to the Chinese version for details
4	Academic Transcript of Master's Degree ¹	<ul style="list-style-type: none"> ➤ Uploaded transcript must be verified and stamped by the applicant's studying institutions. Please also provide the page of the grading system explanation.
5	Graduation Certificate of Bachelor's Degree ¹	<ul style="list-style-type: none"> ➤ Scan copy of the diploma/higher certificate is also required to upload if the applicant's bachelor degree was top-up from diploma/higher certificate level
6	Academic Transcript of Bachelor's Degree ^{1,2}	<ul style="list-style-type: none"> ➤ Submitted transcript must be verified and stamped by the applicant's graduated institutions. Please also provide the page of the grading system explanation. ➤ Scan copy of the transcript of diploma/higher certificate is also required to upload if the applicant's bachelor degree was top-up from diploma/higher certificate level
7	Research Proposal	<ul style="list-style-type: none"> ➤ 2000~3000 words ➤ Please click here to download related requirements
8	Recommendation Letters	<ul style="list-style-type: none"> ➤ At least two reference letters should be submitted ➤ Recommendation letters should be completed/written by academic experts (e.g. professor of a course or the applicant's reported supervisors at work), or other experts who have deeply understanding of the applicant ➤ Online recommendation form is also available in the Application System
9	Personal Photo	<ul style="list-style-type: none"> ➤ Size: passport size (Resolution \geq 200dpi) ➤ Color of background: Any color ➤ Other requirements: Bareheaded, facing in front, close shot in face and the upper body; recently-taken within six months
10	Certification of Employment	<ul style="list-style-type: none"> ➤ Compulsory for applicants applying for DBA or PhD of Management in Film Industry ➤ Submitted work certificate must be stamped by the working company. Employee cards, employment certificates will not be accepted

Optionally supporting documents include: Certification of English Proficiency (for non-native English speakers), Certification of professional qualification or other supporting documents³.

Remarks:

1. All application documents which are not in Chinese or English should be accompanied with a translated version in Chinese or English issued by a recognized translation company.
2. The applicant's previous academic qualifications (Bachelor's or Master's degrees) must be recognized by the Macao SAR Government or the Ministry of Education of China. Once the candidates from mainland China have been accepted, they must submit the pre-requisite certification documents at the time of registration.
3. Applicants who apply for the program of design and arts are required to present their personal designs to the examination panel during the interview.
4. The electronic file of each uploaded application document cannot be larger than 2MB. Only PDF format will be accepted for upload (personal photos only accept JPG format). If there is more than one page in one document, please scan all the pages into one PDF file before upload.
5. The School of Graduate Studies has the right to require applicants provide original copy of the above documents for verification, applicants may also be required to provide any other supporting documents if necessary.

IV. Dormitory

The University provides off-campus dormitory for non-local students. After the applicant has been accepted, he/she can apply for the dormitory through the Online Application System. Due to limited spaces, dormitory space will be allocated by the order of tuition fee and dormitory fee payment. Applicants with rejected applications should immediately seek other accommodation before registration.

Please refer to the University website for details of dormitory fees: [Admission>Tuition Fees>Fee Table for Dormitory](#).

V. Enquiries

Application enquiry: The School of Graduate Studies

Address: Room O507, Block O Academic Building

Hotline: (853) 88972262 E-mail: sgsad@must.edu.mo

Payment enquiry: The Accounts Office

Address: Room N109a, Block N Library Building

Hotline: (853) 88972298 E-mail: accountsnew@must.edu.mo

For program enquiries, please contact the relevant academic departments:

Department	Contact Phone Number	E-mail address
School of Business	(853) 8897 2162 / 8897 1723	msb_inquiry@must.edu.mo
Faculty of Hospitality and Tourism Management	(853) 8897 2381 / 8897 2382	FHTM_inquiry@must.edu.mo
Faculty of Humanities and Arts	Communication: (853) 8897 2945 Design: (853) 8897 2345 Arts: (853) 8897 1917 Film Industry, Film Production: (853) 8897 2973 Architecture: (853) 8897 3313	fa_inquiry@must.edu.mo g_design@must.edu.mo g_arts@must.edu.mo af@must.edu.mo g_act@must.edu.mo
Faculty of Law	(853) 8897 1995 (Doctoral programs) (853) 8897 2358 (Master programs)	fl_md@must.edu.mo
University International College	(853) 8897 2976	uic_enquiry@must.edu.mo
Faculty of Information Technology	(853) 8897 2240	fi@must.edu.mo
Faculty of Chinese Medicine	(853) 8897 2421	fc_md@must.edu.mo
Faculty of Medicine	(853) 8897 2415	fmd_inquiry@must.edu.mo
School of Pharmacy	(853) 8897 2181	sp@must.edu.mo
Institute for Social and Cultural Research	(853) 8897 2124	iscr@must.edu.mo
Space Science Institute	(853) 8897 2065	ssipub@must.edu.mo
Macau Institute of Systems Engineering	(853) 8897 1758	mise_enquiry@must.edu.mo
Macau Environmental Research Institute	(853) 8897 1758	meri_enquiry@must.edu.mo
The Institute for Sustainable Development	(853) 8897 1972	isd@must.edu.mo

Office hours: Monday to Friday, 09:00 ~ 13:00 & 14:30 ~ 18:20 Close on Saturdays, Sundays and Public Holidays

※The University reserves the right to amend and interpret the above mentioned rules and regulations. All information is subject to the latest announcement. In case of disputes, the University has the final arbitration rights. ※

Remark: In the event of any discrepancies between the Chinese and English version of this document, the Chinese version will prevail.