



澳門科技大學
MACAU UNIVERSITY OF SCIENCE AND TECHNOLOGY



WELCOME TO M.U.S.T!



20
24

POSTGRADUATE NEW STUDENT HANDBOOK

FOR NON-LOCAL NEW STUDENTS



澳門科技大學
MACAU UNIVERSITY OF SCIENCE AND TECHNOLOGY

WELCOME TO M.U.S.T!

The Macau University of Science and Technology (M.U.S.T.) was established in 2000 and has experienced rapid growth over the past years. Upholding the motto of “Dedication to practical studies, Enhancement of knowledge, Ability and Quality”, M.U.S.T. adheres to its mission, “to promote cultural exchange, nurture intellectual growth, foster economic development, and further societal progress”. The University aligns closely with the needs of Macao and the rapid development of the Country. M.U.S.T. has rapidly developed into the largest multi-disciplinary university in Macao. Released by the Times Higher Education (THE), M.U.S.T. has ranked among the Top 300 Universities for five consecutive years. And it ranked 26th in “Young University Rankings 2023”. M.U.S.T. has rapidly developed into the largest multi-disciplinary university in Macao. Released by the Times Higher Education (THE), M.U.S.T. has ranked among the Top 300 Universities for five consecutive years. And it ranked 26th in “Young University Rankings 2023”.

In May 2022, M.U.S.T. became the first university in Macao to receive full Institutional Accreditation (IA) by the UK Quality Assurance Agency for Higher Education (QAA). This signifies that the teaching quality of the university has reached international standards.



This handbook is a comprehensive guide for new students. It covers admission confirmation procedures, important notes, preparations before and after admission confirmation, guidelines for registration, etc. Before starting a new study journey, we recommend that new students read this handbook in detail to fully understand the university and its admission procedures, such as admission arrangements for new students, admission regulations, study plans, minimum requirements for graduation, etc.

For any questions about admission and registration, you are welcome to inquire with the relevant department of the university. Inquiries can be made by email, phone, in person at the consultation counter, or through the feedback function in the WeMust Student APP. For contact details, please refer to the information on the last page of this handbook.

Be broad in learning and selective in application, accumulate knowledge extensively and apply it judiciously.

The university eagerly anticipates embarking on a journey of excellence with you!

CONTENTS



I. Confirm Admission 04

- STEP 1 Acceptance Documents 05
- STEP 2 Confirm Admission Online 06
- STEP 3 Settle Tuition Fee 06

II. After Confirm Admission 07

- Assign Student Number 07
- Download WeMust Student APP 07
- Student Dormitory 08
- Order Textbooks 09
- Student VISA 10
- Student Group Insurance 11

III. Registration 12

- Online Registration 13
- Health Examination 14
- Course Enrollment 16
- In-person Registration 16
- Class Commencement 16
- Special Situation 17

Macao Legal Information 18


Welcome


*The contents of this handbook are subject to the latest announcement by the University. The University reserves all rights to revise and interpret the contents contained in this handbook. In case of disputes, the University has the final right to arbitrate.

If you have any questions, please contact the relevant university departments.



Confirm Admission

 Online Application System (OAS):
<https://oas.must.edu.mo/admission/>

 New Students Guide:
www.must.edu.mo/en/sgs/admission/information

STEP 01

Read Acceptance Documents

 After receiving the admission result



STEP 02

Confirm Admission Online

 Before the due date for tuition fees



STEP 03

Settle Tuition Fee

 Before the due date for tuition fees



Solemn declaration concerning Recruitment and Admission

Macau University of Science and Technology has never established any cooperation or entrusted any individuals or organizations with the recruitment and admission affairs.

Applicants should utilize the University's official platform (i.e. Online Application System <https://oas.must.edu.mo/admission/index.htm>) for application, receiving admission information, and tuition payment notifications. Any claims made by institutions or individuals regarding being agents for the university's recruitment or assisting with admission etc., are not related to the university.

Be cautious and remain alert!





STEP 01 Acceptance Documents



New students are highly suggested to fully acquainted with the Acceptance documents, relevant documents can be viewed on the university website or [Online Application System \(OAS\)](#).

Letter of Acceptance

New students can log in to the [Online Application System > Admission Documents](#) page and download the electronic version of the letter of acceptance. The name of the Program and major admitted are listed in the acceptance letter.

Please note: Change of program will not be allowed for postgraduate students, while change of major is permitted. For details, you can check with the Faculty Office after registration.

Note: The university will send the original copy of the acceptance documents to mainland new students who have paid their tuition fees (usually by the end of June) to facilitate their application for student visas. Students from other regions will not receive paper admission documents.

Debit Note of Tuition Fee

New students can log in to the [Online Application System > Admission Documents](#) page and print the debit note for tuition payment. The payment due date and amount are already indicated in the debit note.

Accepted students generally have 3-5 working days to settle payment. Please log in to the OAS immediately to download the debit note and check the payment due date and amount to make arrangements as soon as possible. The admission place is deemed reserved once the tuition/retention fee is paid. The fees paid are non-refundable or transferable. Therefore, students should ensure they have understood, agreed to, and complied with the terms stated in the "New Student Handbook" and "Declaration of Admission" before making payment.

New Students Handbook

The New Student Handbook can be downloaded from the [Online Application System > Admission Documents](#) page, or the [School of Graduate Studies website > New Student Guide](#) section. The handbook details the procedures for confirming admission and the matters that need to be completed after confirming admission. Please be sure to read it carefully. For any questions, please get in touch with the university department immediately.

Declaration of Admission

The "Declaration of Admission" can be downloaded from the [Online Application System > Confirm Admission](#) page. Signing and uploading the Declaration of Admission is an important step in confirming admission. For details, please refer to the related section on the next page.

Program Study Plan

Program Study Plan can be viewed on the [Online Application System > Admission Documents](#) page or Faculty/Institute webpage.

The program's teaching arrangements and academic requirements are specified in the study plan. Students should complete the required credits and pass the thesis defense according to the arrangements in the study plan, and will be able to complete their studies within the normal study period. If students are unable to graduate within the normal study period, they will be required to pay the tuition fee for extension student status. For details, please pay attention to the relevant content in the Graduate Student Handbook.

Guidelines for Health Exam

All students are required to undergo a health examination. New students can only officially admitted and turing to active when the health examination results meet the university's requirements. Students should prepare vaccination certificates and other documents as early as possible. Please refer to the relevant content of the health examination section for details.



<https://oas.must.edu.mo/admission/>



STEP 02 Confirm Admission Online



<https://oas.must.edu.mo/admission/>

(1) Upload the Declaration of Admission

Please login to the Online Application System and click the [Confirm Admission](#) page, download and print the **Declaration of Admission**, read it carefully, and sign your signature, acknowledging that you have read and understood all the admission regulations. Please upload the scanned copy of the signed declaration to the OAS before the tuition payment due date. Those who fail to upload the Declaration of Admission or the uploaded one without a valid signature will be deemed to have given up admission automatically, and admission place will not be reserved. All fees paid are not refundable, transferable or retainable.

(2) Fill in Correspondence

After confirming admission, please log in to the OAS, click the [Correspondence](#) page, and fill in the latest correspondence information. The correspondence information will become a part of the student's profile; students can log in to the WeMust Student APP to amend any updates during the study.

Students from Mainland China are also required to fill out the address to receive their admission documents. The original admission documents will be sent to mainland new students after the tuition payment is confirmed. Please ensure the address filled in is valid for at least six months.

STEP 03 Settle Tuition Fee



Please read all admission documents carefully and confirm your admission before completing the payment process. Those who fail to pay within the specified period, pay late, have insufficient payment, or fail to upload the payment proof after the due date will be deemed to have failed to pay the fees and will automatically give up their admission qualifications, and their places will not be reserved. All fees paid are not refundable, transferable or retainable.

Please log in to the [Online Application System > Admission Documents](#) page to print the "Debit Note for Frist Installment of Tuition Fee". The payment due date and amount are already indicated in the debit note.

Please follow the instructions on the debit note and choose the appropriate payment method on or before the payment due date. Payment methods can be viewed by clicking the "Pay" button on the Online Application System > Admission Documents page.

New students should pay the total amount shown on the Debit Note, otherwise it will be regarded as tuition fee unpaid. No unauthorized alteration is allowed. Students should read the "Important Notes" listed on the second page in the attachment of the Debit Note carefully.

New students should make payment to our designated bank account before the due date by bank remittance. The information of our bank account has been listed in the attachment of the Debit Note. In the "remark" column of the bank remittance application form, student should write/ print legibly: Name of student, application number and the debit note number. Any illegibility of any of the above information will be treated as unpaid tuition fee that students will be considered as forfeiting their admission qualification.

All bank service charges should be paid by students, or related charges will be debited from student's caution fee account. All fees paid are not refundable, transferable or retainable.

New students who have duly paid the tuition fee should upload the payment slip for verification to the "Proof of Tuition Payment" page in the [OAS](#). Students who pay the tuition fee through bank remittance should upload the bank remittance application form to the OAS. Students who pay the tuition fee through the bank in Macao should upload the receipt of "Debit Note for First Installment of Tuition Fee" with bank chop or the print screen of online remittance to the OAS.

Confirm the payment of tuition fees: Student's tuition fee payment status will be confirmed and updated on the OAS by our Finance Office. Please login to the OAS and check the Application Status page after payment.

The university will not issue payment receipts automatically. If necessary, please apply to the Finance Office for a receipt before the end of the first semester after registration.

New students should read and be aware of all regulations in the latest Graduate Student Handbook. After commencement of classes, all notices about fees payment will be posted at WeMust Student (<https://i.must.edu.mo>). Students may also login to COES for downloading and printing out the related debit note for fee payment. Students may login to COES for viewing their account details on caution fee.



● After Confirm Admission

Assign Student Number



Starting from March 2024, within four weeks after the tuition fee paid

New students who have confirmed payment of tuition fees will be assigned an official student number (student numbers will be assigned as early as March 2024). New students can check the assigned student number (224XXXXX or 324XXXXX) on the Online Application System > Student Number page. Please remember this student number at any time.

Download WeMust Student APP



After the student number and login password has been assigned

New students who already have a student number can download the WeMust Student APP. WeMust Student APP is a mobile campus service platform provided by M.U.S.T. for students, including the latest news, notices and announcements, university news, class schedules, repair applications, e-wallets, bills, class attendance, and other services. It is an essential tool for students. Please scan the QR code below to download.



WeMust Student



Student Dormitory



April-May 2024 (please pay attention to email notification)

The university provides off-campus student dormitories for new postgraduate students to apply, please see page 8 for details.

Order Testbooks (if any)



April-May 2024 (please pay attention to email notification)

The university provides a textbook ordering service, please see page 9 for details.

Student VISA




Apply as soon as possible after receiving the original acceptance documents

Non-Macau ID card holders must hold valid documents and visas when entering and leaving Macao. New students should apply as soon as possible.



Student Dormitory

 April-May 2024 (please pay attention to email notification)

Applicable to non-local new students

In order to enhance non-local students' understanding and experience of Macao local culture, the University recommends that non-local students stay in Macao to study and live during their studies.

To help with accommodation in Macao, the University provides dormitories for non-local new students. Postgraduate dormitories are generally divided into single rooms, double rooms, multi-person rooms, etc. Dormitories are located in campus dormitories and Macao dormitories. All dormitories are equipped with kitchens, bathrooms and public spaces, and are equipped with air conditioners, refrigerators, washing machines, microwave ovens, and electric kettles. Individual desks, wardrobes, beds and other facilities are provided for daily use of boarding students.

New graduate students who need to apply for a dormitory can apply for a dormitory bed and pay the dormitory fee by logging into the WeMust Student APP>dormitory application within the specified period after being assigned a student number.

Application details will be announced by the Student Affairs Office between April and May 2024. Please pay attention to the relevant email notification. Dormitory inquiries: studentdorm@must.edu.mo / (+853) 8897 1772



Photos of dormitory (for reference only)



Order Testbooks



Optionally for new students



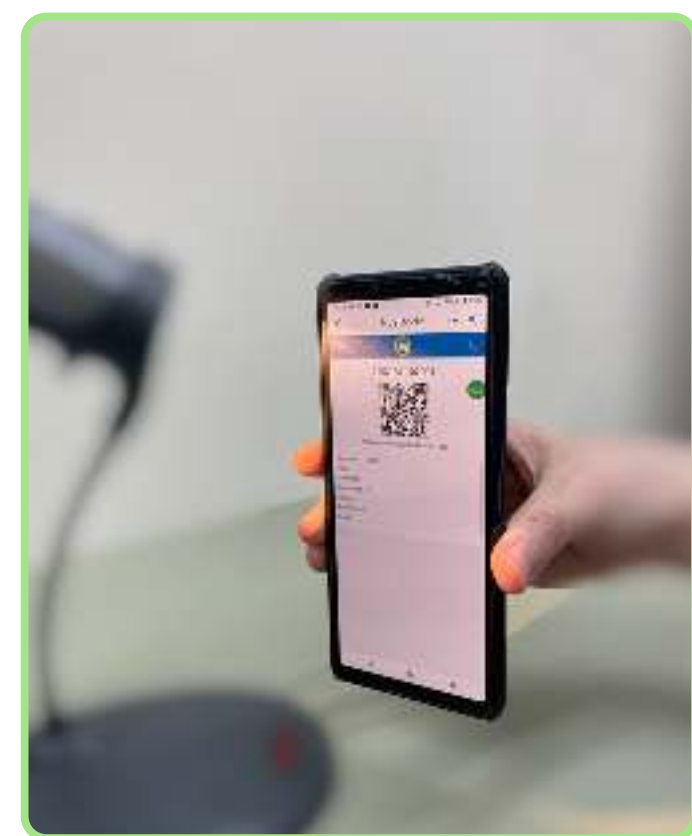
April-May 2024 (please pay attention to email notification)

Some of the postgraduate programs listed out a textbook list for students. The Library provide textbooks ordering service for those new students (for other programs without a textbook list, it means that there is no need to order textbooks).

New students can submit an application and pay the textbook fee online by logging into the [WeMust Student APP>MUSTbooks](#) within the specified period after being assigned a student number.

For details such as the method and time for ordering textbooks, please pay attention to the latest announcement in April/May 2024.

Please note: According to the provisions of the intellectual property protection agreement, no institution or individual is allowed to carry, sell or use mainland "right-purchase reprint" textbooks (commonly known as "photocopies") in Macao, otherwise it will violate Macao law.



For any questions about courses and textbook information, please contact the respective Faculty office; for questions about ordering and receiving textbooks, please contact the library's textbook services group.

Inquire:

Library - Textbook Services

Address: Room N203, 2nd Floor, Block N, Macau University of Science and Technology, Avenida Weilong, Taipa, Macau

Tel: (853) 8897 2012/ 8897 2359

Email: library_tbs@must.edu.mo

Office hours: Monday to Friday 9:00 a.m. to 1:00 a.m., 2:30 p.m. to 6:20 p.m.

Closed on Saturdays, Sundays and public holidays





Student VISA



Applicable to non-local new students



Apply as soon as possible after receiving the original admission notice

Identity and Entry Documents

Non-local residents must carry valid personal identity documents to enter and exit Macao, and are responsible for understanding whether the identity documents they hold comply with the relevant legal requirements for non-local students staying and studying in Macao. For details, please check the information on immigration management on the Macao Public Security Police website:

https://www.fsm.gov.mo/psp/cht/psp_top5.html

EEP and Endorsement (D) for mainland students

Please refer to the Chinese version of this part.



Important Notes:

(1) During the period of study, if the student withdraws, defers, is being terminated study by the University or transfers to another higher education institutes, upon completion of the University's clearance procedures, the student must go to the Stay Subdivision of the Residence and Stay Affairs Department on the next government working day to cancel the student's "Special Authorization to Stay" for study purpose and apply for the ordinary "Authorization to Stay" for departure preparation. Student should leave Macao before the expiration of the ordinary "Authorization to Stay". As soon as the Department receives a notification letter from the University about the leaving of a student owing to any of the above reasons, his/her "Special Authorization to Stay" becomes invalid immediately. If the student continues to stay without any valid "Authorization to Stay", he/she will be considered as illegally overstaying in Macao.

(2) For current students in Macao who already have a "Special Authorization to Stay" must follow the University to apply for a new one after class commencement.

Macao Stay Permit

Permit type: According to the laws of the Macao SAR, all non-local students are required to apply at the immigration building of the Public Security Police Force for "Special Authorization to Stay" (Student Visa) for study purpose.

Authorization to stay: Non-local residents will be granted an "Authorization to Stay" when entering to Macao. Please keep this permit properly while staying in Macao and remember to apply for the "Special Authorization to Stay" permit for study purpose.



After completing the registration and check-in procedures, non-local new students must go to the Macao Immigration Department at the designated time with the "Certificate of Study" and relevant documents issued by the university. For procedures and required documents, please check the relevant webpage: <https://www.must.edu.mo/student-affairs-office/student-services/visa/reminder>.

Non-local students should go personally to immigration building to apply the "Special Authorization to Stay" before the expiration date as stated on the "Stay permit". A testimonial issued by the University and other related documents are needed to submit during application. For details, please refer to the Stay Subdivision of the Residence and Stay Affairs Department website.

Students should be aware of the expiration date of their visa and the approved period of stay in Macau. The maximum period of the "Special Authorization to Stay" for study purpose is usually one year. Students must go personally to the Stay Subdivision of the Residence and Stay Affairs Department at the beginning of each academic year or before the expiration date of their visa for renewal during study.



Student Group Insurance



Applicable to non-local new students

All master's degree students (for the first two years of enrollment) and all doctoral degree students (for the first three years of enrollment) are required to get medical insurance coverage (including hospitalization and out-patient services) offered by specific insurance company.

The annual insurance premium is already included in the Debit Note of Tuition Fee. All student insurance is enrolled at specific insurance company by the University, new students should submit the "Declaration of Enrollment of Student Group insurance" to the Students Affairs Office after enrollment.

For the details of student group insurance, please refer to the University website at: [Academic support>Student Affairs Office >Student Service >Group Insurance](#).




If student is being covered by other medical insurance which is applicable in Macau for both hospitalization and out-patient services, he/she can apply for exemption at the Student Affairs Office with the original copy and photocopy of the receipt and insurance coverage details after pass the online registration.


If the student's own insurance coverage is confirm to be valid, the remaining insurance premium (From the date of the approval) will be refunded. Annual insurance premium is subject to adjustment by the insurance company. Whatever terms and issues related to insurance policy will be dealt with and responsible by the insurance company.


For payment after the debit note due date (late payment), the medical insurance coverage commencement date will thereby be postponed and will only be commenced from the following month after the confirmation of related insurance premium payment.





● Online and In-person Registration


- Online Registration**  Before 18:00 on July 25, 2024

Online registration can be done through WEMUST Student, please see the next page for details.
- Make an appointment for health check and in-person registration**  Before 18:00 on August 19, 2024

Students can make an appointment for a health examination after submitting their online registration.
After the online registration pass, students can make an appointment to in-person registration.
- Health Examination**  August 2024 (appointment required)

Students must complete the health examination at the University Hospital within the scheduled time. Please refer to the guidelines in the related section for details.
- Course Enrollment**  August 20-30, 2024

Students can select courses online through the WEMUST STUDENT APP or student portal.
- In-person Registration**  Late August 2024 (appointment required)

Students must complete the registration procedures in person at the university and present their appointment slip.
- Class Commencement**  September 2, 2024



Online Registration

All new students must submit registration documents online and pass the online registration review. To complete the online registration process, please use the following platform:

- Mobile version: WeMust Student APP (scan the QR code to download)
- Computer terminal: <https://i.must.edu.mo> (student portal)



The School of Graduate Studies Office will send out online registration email notifications to new students who have confirmed payment of tuition fees in early July. After receiving the relevant notification, new students should log in to the WeMust Student>Registration and follow the instructions to complete the online registration process, including:

1 Confirm/fill in registration information

Please be sure to carefully check whether the registration information in the system is correct. If necessary, please modify it in the system. After submitting the online registration, the university will review the registration documents and the results will be announced through WeMust Student.

2 Upload registration documents, including:

- Personal color photo with blue background
- Identity documents (ID card, passport, etc.)
- Academic certificates and final transcripts
- Certification document of academic certificate (applicable to mainland students)
- Declaration of Admission and Registration (must be downloaded from WeMust>Registration, please print, sign and upload)
- Confirmation of scholarships (applicable to those who have received scholarships)

3 Submit online registration for review

The deadline for submission of online registration is **18:00 on July 25, 2024**. Please submit your online registration before this deadline. Please log in to WeMust Student regularly and pay attention to the review results.

In addition, after passing the online registration review, mainland students must upload their EEP and endorsement (D) before entering Macao, and upload the stay permit obtained upon entry (see sample on the right) after entering Macao.

- [WeMust Student APP](#) ➔ [Me](#) ➔ [Exit-entry Permit](#)

Hong Kong, Taiwan and international students must upload the stay permit obtained upon entry into Macao (see sample on the right).

- [WeMust Student APP](#) ➔ [Orientation](#)





Health Examination



Applicable to non-local new students

Requirements

All non-local postgraduate new students must go to the University Hospital to complete the health examination and submit the vaccination record. The “Health Examination Report” will indicate whether they are physically fit to pursue study at the University. The health examination fee (Non-Medical programs: HKD600; Medical programs: HKD760) is indicated in the debit note for the first installment of tuition fee, which has to be paid together with the tuition fee.

Health examination is one of the in-person registration steps. New students must pass the health examination and all steps of in-person registration unless they will not formally become the University’s students.

Health examination for new students will be arranged in August 2024. Non-local students should make an appointment in advance. Appointment can be scheduled online after submitting the online registration.

The examination includes a physical exam, chromatic sense, chest x-ray, blood screening, urine routine and vaccination checking, etc.

For the requirement of chromatic sense, students enrolling in the following programs must meet the chromatic sense requirements. If related test result is "abnormal", please contact the School of Graduate Studies immediately before the registration deadline for further arrangement.

Students with color blindness are rejected:

- Doctor of Philosophy in Science

Students with color blindness and color weakness are rejected

- Master of Science (Information Technology)
- Master of Traditional Chinese Medicine
- Master of Pharmacology in Traditional Chinese Medicine
- Master of Integrated Western and Traditional Chinese Medicine
- Doctor of Philosophy in Chinese Medicine
- Doctor of Philosophy in Chinese Medicines
- Doctor of Philosophy in Integrated Chinese and Western Medicine
- Master of Design
- Doctor of Philosophy in Design (Theory and Practice of Art Design)
- Master of Fine Arts (Painting Practice and Theory)
- Doctor of Philosophy in Fine Arts (Painting Theory and Practice)
- Master of Architecture
- Doctor of Philosophy in Architecture
- Master of Fine Arts in Interactive Media

Students who need to conduct supplementary examinations must make an appointment with an ophthalmologist and pay for related tests. The consultation fee for the ophthalmology specialist at the University Hospital is HKD 600-1,000. Additional examination and charges may be conducted by doctors if necessary.

IMPORTANT NOTES

The University may terminate the admission qualification of those who fail to complete the health examination before the deadline. In this circumstance, all fees paid will not be refunded, transferred, nor retained.

Before the health examination

- Rest more and do not eat too much three days before the health examination.
- No fasting is required for the health examination.
- Wear glasses instead of contact lenses.
- Avoid strenuous activity the day before the health examination.
- No urine test during menstruation, test should be done no earlier than three days after menstruation.
- X-ray is not allowed during pregnancy (Students who are pregnant, please submit the original copy of the relevant medical certificate).
- Cooperate with the doctor, truthfully answer the questions and provide medical history without any concealment.
- Please prepare the proof of vaccination in advance.

On the day of the health examination

Please bring along the identification documents, the original copy and photocopy of the vaccination record (photos are not accepted, and photocopy will not be returned) to the University Hospital. Please present the appointment time from the WeMust Student APP during health examination.



Address: Block H, Avenida Wai Long, Taipa, Macau, China

Tel.: (853) 8897 2558

Email: hospital_enquiry@must.edu.mo

Health examination time slot: According to the scheduled date and time stated in the WeMust Student.



Vaccination



According to the administrative regulation of Macau SAR, no. 16/2008 “Vaccination Scheme” , students who register in education institutions should present the vaccination booklets or vaccination records issued by the Macau Health Bureau or authorized departments from their permanent residence, to prove the completion of vaccination required by the “Macao SAR Vaccination Scheme” .

Vaccination Requirements

According to the “Macao SAR Vaccination Scheme” , full-time students who first registered in all higher education institutions in Macao should fulfill specific vaccination requirements. For details, please refer to the following table.

Item	Vaccination Requirement	Important Notes
Measles Ex: MMR/MMRV	At least two doses	Applicable to students born in 1970 and after, each dose should be injected at least four weeks in between.
Rubella Ex: MMR/MMRV	At least one dose	Applicable to students born in 1970 and after.
Tetanus toxoid	At least three doses	Each dose should be injected at least four weeks in between. The last dose should be injected within the last ten years.
Diphtheria, Pertussis	At least one dose	--
Hepatitis B vaccine	Three doses	<ul style="list-style-type: none"> • Applicable to students who admitted to the following programs: • Master of Traditional Chinese Medicine/ Master of Integrated Traditional Chinese and Western Clinical Medicine/ Doctor of Philosophy in Chinese Medicine/ Doctor of Philosophy in Integrated Chinese and Western Medicine • Students who have negative results for the Hepatitis B surface antibody test should receive Hepatitis B vaccine booster shot.
Poliomyelitis	At least four doses	<ul style="list-style-type: none"> • Applicable to students from Pakistan and Afghanistan. Each dose should be injected at least four weeks in between.

All new students should present the above Vaccination record to doctors for verification during the health examination. Vaccination records issued by the authorized departments in students’ permanent residence will be accepted. If the name of the vaccine record is not the same as the ID card's name, it is necessary to submit an original copy of related proof or document.

Vaccine exemptions under the following conditions

- (1) Students with positive antibody results for Serologic tests or the doctor prove that the student had the related vaccine's disease according to his or her medical record.
- (2) The original medical certificate issued by the hospital regarding contraindications to the vaccine is required. Related students should present the above certifications to the doctor during health examination.



In-person Registration



New students must log in to the WeMust Student>Registration [before 18:00 on August 19, 2024](#), to make an appointment for in-person registration (note: students must pass the registration review before you can reserve a reporting time).

The registration time for new students is late August 2024 (according to the appointment timeslot).

New students should arrive at the scheduled time and must present the following documents on the day of in-person registration:

- In-person Registration appointment slip
- Original Identity documents:
 - › ID card (applicable to residents of HK, Taiwan and Mainland)
 - › EEP and endorsement (D) (applicable to mainland residents)
 - › Passport (applicable to residents of Taiwan, and other regions)
 - › Authorization to stay (applicable to non-Macao residents)
- Original graduation certificate(s)
- Original final transcript(s)

New students must complete the registration procedures in person at the university and cannot authorize others to do so on their behalf. Those who fail to complete the in-person registration procedures on time will be terminated the admission qualification.

Please note: New students should reserve time in the last two weeks of August to complete the in-person registration, course enrollment and other admission procedures. Those who are unable to make an appointment within the designated date due to special circumstances, please submit a defer registration application in the WeMust Student>Registration .

Notes:

Identification documents: In accordance to the laws of Macau SAR Government, all adults must have their valid identification documents (such as I.D. card /EEP/Passport) with them at all times.

Living expenses: Students should bring enough money for their expenditures for the first six months in Macau. Living expenses (not include dormitory fees) are estimated at around HKD 40,000 assuming daily meals are taken in the campus canteen.

Course Enrollment



The opening time for the online course enrollment for postgraduate new students is [from August 20 to 30, 2024](#). Students can log in to the WeMust Student > Course Enrollment application to select courses. The date for new students to add or withdraw courses is within two weeks after the start of the semester (i.e. September 2-13, 2024).

After confirming the course enrollment, new students can check the class time and venue of the courses they have added in WeMust Student>Class Schedule.

Note: Students who do not have a course enrollment record within one month after the start of the semester will be terminated from study status. For any questions about course enrollment, please contact respective Faculty/institute immediately.

Class Commencement



The start date for fall admission for the 2024/2025 academic year is [September 2, 2024](#). Please refer to the latest class schedule displayed on the system after confirming your course selection.

The latest University Calendar and the list of Macao Public Holidays can be downloaded at the University website: <https://www.must.edu.mo/en/sgs/students>.



• Special Situation

Unable to Graduate on Time

All registered new students have to submit the required graduation certificate of bachelor or master degree. For students who cannot graduate or submit the graduation certificate before registration, the University will cancel their eligibility of admission. All fees paid will not be refunded or transferred.

Application for student VISA is being refused

All non-local students must hold valid documents and visas to study in Macao. If the local immigration department refuses to issue documents or visas to and from Macao due to personal circumstances, they will not be able to register as scheduled. Therefore, please be sure to confirm that you have or are eligible to apply. Relevant documents and visas. If you are unable to complete the registration and admission procedures due to failure to obtain a visa, your admission qualification will be cancelled, and the fees paid will not be refunded or transferred.

New students who have passed the online registration will become active students. If a new student gives up the admission place due to personal reasons (including failing to apply for a student visa, failing to submit academic documents, or failing to complete their studies in person at the university, etc.), they must Submit a written and signed Application for Cancellation of Enrollment to the Graduate School to confirm the cancellation of enrolment (i.e. before September 2, 2024). Failure to submit a written application form of cancel admission, failure to complete registration procedures on time, failure to complete the health examination or the results of the health examination do not meet the requirements, or non-local students who fail to submit the necessary documents and student visas, etc., will be considered as failure to complete on time for the registration procedures, the university will cancel their admission qualification or terminate their study status in late-September without further notice.

Termination of Admission

The University will terminate a student' s eligibility for admission when he or she is involved in the following circumstances. For those whose admission qualifications have been revoked by the university, all submitted documents and fees paid will not be returned, refunded or transferred to terminated students and the University reserves the right to refuse admission application from terminated students in the future:

- giving up or cancel admission due to personal reasons (whether or not stated in writing);
- failure to complete online and in-person registration procedures within the designated period;
- failure to submit documents, certificates or visas or staying permit required, or the admission documents submitted do not meet the University' s requirements (related situations such as failure to obtain the required academic degree before admission, or failure of mainland students to provide academic qualification certification documents issued by specific government unit, or Mainland students are unable to provide EEP and "Endorsement D", or Hong Kong non-permanent residents are unable to provide long-term valid entry identity or visa, etc.);
- failure to pay tuition fees, dormitory fees or any outstanding fees within the designated period;
- failure to conduct the health examination, failing to complete it, or is found to be unfit for study in the examination report;
- any misconduct/illegal behavior is discovered (such as submitting forged documents, or documents submitted that are inconsistent with the information submitted during admission, etc.);
- other circumstances such as cheating in exams, violation of academic ethics, illegal behavior, or other circumstances that damage the reputation of the university in which the university decides to cancel the admission qualification.



Attachment: Macao Legal Information

.EDUCATION ZONE' LAW OF MACAU - II **NEW** **Notice For Carrying Inbound And Outbound Articles**



Leo, can you take me a parcel when you go to Zhuhai this evening. You will get paid!




It isn't the matter of money. The person delivering parcels for others might be held criminally liable.

Don't import or export counterfeit goods or goods infringing copyrights, and contrabands


Notice for immigration of Macao expressly provided that visitors who do not make declaration under the law, or make false or incomplete declaration to the customs, import articles under the restrictions on the previous regime without license, and import or export counterfeit goods or goods infringing copyrights, shall be liable to prosecution, and the relevant items will be forfeited.

Please be reminded that students should not import or export counterfeit goods, goods infringing copyrights and contrabands, or engage in collection for others on a fee-for-service basis for fear of violating the regulations of the University. Once the articles are classified as contrabands after seizure through customs inspection, students will be held criminally liable, and bear legal liability. The studies and prospects of students will therefore be compromised.

Students must have prudent judgement, avoid causing seizure and prosecution as a result of negligence.



China Customs Service QR Code



Macau Customs Service QR Code

Contrabands in Mainland China/ Macau Scan QR code for more details



Weapons/Cutters Flammable and explosive spray Controlled drugs Fresh food Excess luxury brand handbag/shoes Cosmetics Dutiable Commodities

Powdery substance Precious mental and their products Precious Herbs/Chinese Medicine Psychotropic drugs Illegal audio and visual products Industrial waste Wireless devices

¹ Students who collect or deliver parcels for others on a fee-for-service basis may commit the offence of illegal working in Macao. If online shopping is necessary, students should not entrust others to collect or deliver parcels, and should choose registered courier agents to deliver parcels through formal channels.

Student Affairs Office






ENQUIRIES




University Address: Macau University of Science and Technology, Avenida Weilong, Taipa, Macau, China

Office hours:
Monday to Friday 09:00-13:00 and 14:30-18:20
Closed on Macao SAR public holidays

Registration - School of Graduate Studies

-  (853) 8897 2262
-  sgsad@must.edu.mo
-  Services Counter of School of Graduate Studies, 5th floor, Block O



Tuition/Payment – Finance Office

-  (853) 8897 2298
-  fo_news@must.edu.mo
-  Room R102, Block R

Health Examination – University Hospital

-  (853) 8897 2558
-  hospital_enquiry@must.edu.mo
-  6/F, Block H, University Hospital

Textbooks– Library

-  (853) 8897 2012/ 2359
-  library_tbs@must.edu.mo
-  Room N203, Block N Library

Dormitory – Student Affair Office

-  (853) 8897 1772
-  studentdorm@must.edu.mo
-  J108, Block J

Program Enquiries



MUST WECHAT

