



澳門科技大學

MACAU UNIVERSITY OF SCIENCE AND TECHNOLOGY

補考入學考試申請表

APPLICATION FOR MAKE-UP ADMISSION EXAMINATION

注意事項 Notes

- 申請人必須於缺考後一週內向教務處提出申請，一切行政程序於收妥本申請所需文件及繳妥申請費(澳門幣/港幣 300 元)後始行生效。
Applicants must submit the application to Academic Registry within 1 week after the admission examination. The administrative procedure will become effective only after the applicants submit all the required documents and pay the application fee (MOP/HKD300).
- 申請的審批結果將透過申請人於 OAS 填報之電郵地址作通知。
The result of application will be sent via e-mail registered by the applicant in OAS.
- 申請人可能會被要求遞交有助審批的其他任何資料/文件。
Applicants may be required to submit other supporting documents/materials during the process.
- 逾期申請或未能提交所需證明文件者，校方有權一律不予受理。
Late application or application without the required supporting documents will not be accepted.
- 大學保留修訂及闡釋上述規定的一切權利。
The University reserves all rights and privileges in revising and interpreting the above regulations.

申請所需文件 Required Documents

- 填妥之本表格
The completed application form
 - 申請人之身份證副本*
A copy of the applicant's Identity Card*
 - 缺考原因之證明文件副本* (如適用)
Supporting documents for the absence of the admission examination* (if applicable)
 - 授權書及被授權人的身份證副本* (授權辦理適用)
An authorization letter together with a copy of the authorized person's Identity Card* (applicable for application through an authorized person)
- *上述文件須提供正本進行核實
*The original copy needs to be provided for verification

申請人資料 PARTICULARS OF APPLICANT

中文姓名
Name in Chinese _____

網報使用者名稱
OAS Username B□□□□□□□□

聯絡電話
Contact No. _____

外文姓名
Name in English _____

申請編號
Application No. □□□□AP□□-B□□□□

申請補考之科目 Applying to make-up for	原考試日期 Original Date of Examination (yyyy/mm/dd)	缺考原因 Reason for Absence
<input type="checkbox"/> 中文 Chinese	_____	_____
<input type="checkbox"/> 英文 English	_____	_____
<input type="checkbox"/> 數學 Mathematics	_____	_____
<input type="checkbox"/> 色彩 Color	_____	_____
<input type="checkbox"/> 素描 Sketch	_____	_____

附上補考入學考試申請費澳門幣/港幣 300 元 Application fee for make-up admission exam of MOP/HKD300 enclosed

銀行本票 Cashier's order 銀行匯票 Bank Draft 支票 Check 現金 Cash

銀行名稱 Name of Issuing Bank _____ 號碼 Number _____

個人聲明 PERSONAL DECLARATION

本人確認申請表中所提供的資料真實無誤，並聲明已知悉及明白『澳門科技大學教務處個人資料收集聲明』的內容。
I declare that the information provided in this application form is true and correct; I have also acknowledged and understood the [Personal Data Collection Statement of Academic Registry of Macau University of Science and Technology](#).

學生簽名
Student's Signature _____

日期
Date _____

校方專用 FOR OFFICE USE ONLY**A) 教務處櫃台 ACADEMIC REGISTRY COUNTER** 已收妥申請所需文件 Received required Documents收件人
Received by日期
Date**B) 會計處櫃台 ACCOUNTS OFFICE COUNTER** 已收取申請費\$300 Application fee of \$300 received負責人簽名
Authorized Signature日期
Date**C) 教務處 ACADEMIC REGISTRY** 已記錄學生申請 Application details recorded

報讀課程 Program applied

(第一志願)
1st choice(第二志願)
2nd choice(第三志願)
3rd choice(第四志願)
4th choice

缺考科目 Subject(s) absent from

 中文 Chinese 英文 English 數學 Mathematics 色彩 Color 素描 Sketch負責人簽名
Authorized Signature日期
Date核實人簽名
Verified Signature日期
Date**D) 教務處核准 ACADEMIC REGISTRY'S APPROVAL**

補考科目 Make-up exam for

 中文 Chinese 英文 English 數學 Mathematics 色彩 Color 素描 Sketch

批核 Approval

 批准 Approved 不批准 Not approved

意見 Comments

負責人簽名
Authorized Signature日期
Date**E) 資訊處 IT OFFICE** 已刪除 OAS 准考證 Examination Permit deleted in OAS AF 成績更改為 DX(如適用) "AF" grade changed to "DX" (if applicable)負責人簽名
Authorized Signature日期
Date**F) 教務處 ACADEMIC REGISTRY** 已登記審批結果 Application result recorded 已完成 E 部分(資訊處) Finished Part E (IT OFFICE) COES 錄取狀況已改為 PENDING(如適用) Acceptance status changed to "PENDING" in COES (if applicable) 已通知學生審批結果 Student notified about the result負責人簽名
Authorized Signature日期
Date