



轉讀新課程申請表

APPLICATION FOR CHANGE OF NEW PROGRAM

| 注意事項 Notes | 申請所需文件 Required Documents |
|---|--|
| <p>1. 申請人必須於指定申請期內透過電郵 ar.newstu@must.edu.mo 向教務處提交申請。一切行政程序將於收妥本申請所需文件後始行生效。 Applicants must submit the application to Academic Registry via e-mail (ar.newstu@must.edu.mo) within the specified period. Related administrative procedures will not begin until the form and related documents are submitted.</p> <p>2. 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.</p> <p>3. 轉讀新課程申請只限一次。申請一旦獲批准，不可再申請轉回原錄取課程。 Application will only be accepted once. Upon Approval, students are not allowed to return to the original program.</p> <p>4. 大學將按新課程的入學要求及招生名額作出審批。申請結果將於七月下旬回覆。 The University will refer to the admission requirement and quotas of the program for making approval decision. The result of application will be replied in late July.</p> <p>5. 獲批准轉讀新課程者，將按新課程的標準收費。若學生已繳學費，則新課程的學費差額將於下學期學費內作調整。 Upon approval, students should follow the fee policy of the new program. If tuition fee is paid, the balance will be adjusted with tuition fee for next semester.</p> <p>6. 如轉讀新課程的申請獲批准，申請人的獎學金資格將不予保留或轉讓。新課程獎學金將按該課程的標準重新審核，如符合可獲頒發入學獎學金。 If application for change of new program is accepted, the scholarships awarded will not be retained or transferred. Students will be re-assessed and awarded scholarships only if they meet the requirements of the new program.</p> <p>7. 不獲批准轉讀新課程者，原錄取的課程將獲保留。 If application for change of new program is not approved, the original program will be reserved.</p> <p>8. 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.</p> <p>9. 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 documents will not be accepted.</p> <p>10. 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.</p> | <p><input type="checkbox"/> 填妥之本表格 The completed application form</p> <p><input type="checkbox"/> 申請人之身份證 The applicant's Identity Card*</p> <p><input type="checkbox"/> 符合新課程報讀資格之學歷文件* Academic proofs for eligibility to apply for the new program*</p> <p>(有關「報讀資格」可查閱入學規則及須知；部分課程另有色覺及理科成績之要求，詳見「填報志願之注意事項」) (Please refer to "Admission Regulations" for admission requirements. Some programs have specific requirements on chromatic sense and science subjects, for details please refer to "Notes for Choices of Programs")</p> <p><small>*如有需要，上述文件可能被要求提供正本進行核實 *Students may need to provide the original copies for verification on request.</small></p> |

| I. 個人資料 PARTICULARS OF APPLICANT | | |
|---|-------------------------------|--|
| 中文姓名 Name in Chinese _____ | 外文姓名 Name in English _____ | |
| 申請編號 Application No. AP -B | 聯絡電話 Contact No. _____ | |
| II. 轉讀課程資料 INFORMATION ABOUT CHANGE OF PROGRAM | | |
| 原錄取之課程 Original Admitted Program _____ | 課程 Program _____ | 專業(如適用) Major (If applicable) _____ |
| <small>*僅適用於已分配專業的課程 Only applicable for programs with major allocated</small> | | |
| 申請轉讀之新課程 Change to New Program _____ | 課程 Program _____ | |
| 轉讀課程之理由 Reason for Change of Program _____ _____ | | |

個人聲明 PERSONAL DECLARATION

- 本人明白並接受，如申請獲批准，本人的獎學金將不予保留或轉讓。
I have understood and agreed that if the application is approved, the scholarships awarded to me by the University will not be retained or transferred.
- 本人在此聲明本申請所載一切資料及提交之申請文件均屬真實、正確及完整。本人明白所填寫及提交的資料及申請文件，如有偽造虛假、無效或不完整將被註銷申請及入學資格，以及承擔可能由此產生的法律責任。
I hereby declare that all information and documents provided in this application are true, accurate and complete. I understand that the provision of any false, invalid, incomplete and inaccurate will lead to cancellation/disqualification of my application and admission as well as subsequent legal liabilities that may arise.
- 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 also have acknowledged and understand 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 _____

教務處專用 FOR ACADEMIC REGISTRY USE ONLY

☐ 已收妥申請所需文件 Received required Documents

收件人

Received by _____

日期

Date _____

☐ 已登記申請 Application recorded

☐ 已登記審批結果 Application result recorded

☐ 已於 COES 更新學生的錄取資料 Admission information updated in COES system

☐ 已通知學生審批結果 Student notified about the result

☐ 已抄送至 Cc to : ☐ FO ☐ CBPS ☐ DGE ☐ FAC

(請在適當的空格內打✓ please ✓ in the proper blank squares)

負責人簽名

Authorized Signature _____

日期

Date _____

ACAREG/101-07/JUN23-E