



澳門大學  
UNIVERSIDADE DE MACAU  
UNIVERSITY OF MACAU

## **2019 / 2020 新 生 須 知 /** **Notice for New Registered Student 2019 / 2020**

### **1. 內地學生-出境手續/往澳通行證 (逗留的特別許可)**

已獲本校錄取之學生可憑澳門大學發出之「通知書」及由澳門特別行政區政府高等教育局發出之「確認錄取證明書」，攜同所需證明文件到戶口所在地之公安部門辦理《往來港澳通行證》及半年或一年期多次往返之逗留簽註(D)。

澳大在內地招生是經過國家教育部、國務院港澳辦及公安部批准。如辦理出境手續時遇上困難，可與省招生辦/考試中心聯繫，尋求協助。來澳升學人士之出境簽注為讀書簽注 (即逗留簽註(D))。有關手續要求，必須符合國家對出境人士之規定。

由於《往來港澳通行證》是出入境證明文件，請緊記攜帶。為免遺失，建議於來澳後立即複印五份 (包括附有照片之身分資料頁、有效簽注及蓋有首次入境期之內頁) 以備用，其中兩份須於到校註冊時遞交。學生必須注意通行證簽注有效期，於通行證到期前須到研究生院申請「在學證明書」以辦理續簽簽注手續。

按照澳門特別行政區政府之規定，所有非本地人士留澳讀書，必須向【澳門治安警察局出入境事務廳】辦理臨時居留手續。學生於完成入學註冊手續後，必須於澳門出入境事務廳辦理「逗留的特別許可」。由於「逗留的特別許可」之申請手續必須於入境時憑「逗留簽註(D)」所獲得之逗留期限內 (不同月份有不同期限) 作出，故建議最早於註冊前九日或指定之入宿日期抵澳。

### **2. 前往出入境事務廳辦理「逗留的特別許可」注意事項**

#### **a. 入學**

- 首次申請所需之文件：

- i. 申請人有效的卡式「往來港澳通行證」之正本及正背面的複印本 (如使用本式通行證，複印本需包括個人資料頁及最新的「逗留簽註(D)」)；
- ii. “入境申報表”正本及複印本 (入境時派發憑條)；
- iii. 已填妥之「逗留的特別許可」申請表 (由出入境事務廳提供)；
- iv. 正面彩色白底近照一張 (1.5吋)；
- v. 在澳門大學註冊和所修讀課程期限之證明文件。

b. 在學

學生於首次辦理「逗留的特別許可」後，於每學年初或簽注到期日前必須自行到「澳門治安警察局出入境事務廳」辦理續簽手續。根據澳門法律規定，所有非本地學生必須辦理「逗留的特別許可」，否則將觸犯法律而引致逾期逗留，後果相當嚴重，輕則罰款，重者將被禁止入境。

澳門治安警察局出入境事務廳總部：

電話：(853) 2872 5488

傳真：(853) 8897 0300

網址：[http:// www.fsm.gov.mo/psp/cht/psp\\_top5\\_4\\_1.html](http://www.fsm.gov.mo/psp/cht/psp_top5_4_1.html)

地址：澳門氹仔北安碼頭一巷出入境事務廳大樓

c. 退學、休學或轉校

根據出入境事務廳通知有關外來生（包括內地生及外地生）退學及轉校時應注意事項，其中對於退學、休學或轉校的學生需辦理的手續，該等學生於校方辦妥有關退學手續後之緊接的第一個政府辦公日，親身前往出入境事務廳之外國人事務警司處辦理“轉換逗留許可”手續，以便該處為其註銷作就讀目的之逗留許可，及轉發作離境所需之一般逗留許可，並應在所給予之一般逗留許可有效期內離境；若擬轉校的學生，應在該逗留許可的有效期內，重新向該處提交新的“逗留的特別許可”申請，並附上新註冊課程的有關就讀證明為據；否則，自該廳接獲校方關於學生上述退學等情況的通知函日起計，有關學生原獲批予之“逗留的特別許可”即告失效，若學生仍然留澳，且並未辦理上述手續或具備其他合法逗留條件，則可能被視作逾期逗留情況，以及按嚴重情況，將可能被科處罰款，驅逐出境或於兩年內禁止申請居留、延長逗留許可的處罰。

如有任何疑問，同學可與出入境事務廳外國人事務警司處聯絡。地址：澳門氹仔北安碼頭一巷出入境事務廳大樓。

如有任何疑問，同學可與學生資源處聯絡：

電話：8822 9902

電郵：[sao.services@um.edu.mo](mailto:sao.services@um.edu.mo)



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## 1. International Students – VISA (Special Authorization to Stay) application procedures

No study visa at Macau is needed before your arrival. The Student Resources Section (SRS) will arrange the Special Authorization to Stay (Student Visa) application for all international students as a group after your arrival in Macao. However, you might need an “Entry Visa” (For details, please refer to the website of the Immigration Department of Macau: <http://www.fsm.gov.mo/psp/eng/EDoN.html#VI>).

You should enter Hong Kong or Macao with an Entry Visa (Tourist Visa). You might be requested to show your “UM Letter of Acceptance” to the officers at Hong Kong or Macao Immigration Border. This letter will be sent to you after the confirmation of the corresponding faculty acceptance.

According to the Law of Macao, all non-local students (except Hong Kong SAR Permanent Resident) who are studying at Macao's tertiary education institutions have to apply for the Special Authorization to Stay (Student Visa) after you arrive Macao. **Since you will need to apply for the Special Authorization to Stay within the stay period granted from your first arrival in Macao, it is suggested that you arrive 9 days before the registration date or on the move-in dates.**

## 2. Important Notice about “Special Authorization to Stay”

### a. Admission

Required documents for first time application:

- i. Original copy of the Travel Documents (e.g. Passport)
- ii. Filled Application form for “Special Authorization to Stay” (provided by the Macao Immigration Department)
- iii. Testimonial issued by the University of Macau
- iv. 1 Passport Photo (white background, 1.5 inch)
- v. Original and copy of the latest “Slip of Authorization to Stay (small white squared paper given on arrival)”

### b. Studying

The Special Authorization to Stay is valid for one year only. You will have to apply in person for extension from the Macao Immigration Department prior to the expiration date if you are continuing your studies at UM. Failure to comply with this requirement will result in violation of the law.

Macao Public Security Police Force Immigration Department Office:

Tel: (853) 2872 5488

Fax: (853) 8897 0300

Web: [http://www.fsm.gov.mo/psp/eng/psp\\_top5\\_4\\_1.html#ppsp\\_top](http://www.fsm.gov.mo/psp/eng/psp_top5_4_1.html#ppsp_top)

Add: Immigration Department Office Building, Travessa Um do Cais de Pac On, Taipa, Macao



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c. Withdrawal from study, deferment of study or finishing study early

All non-resident students who have enrolled at a higher institute in Macao and been granted “Special Authorization to Stay” by the Immigration Department of the Public Security Policy have to pay attention to the following if you are no longer studying because of withdrawal, deferment of study or finishing study early:

- i. You should leave Macao on or before the first government working day following the completion of the school leaving procedure.
- ii. If you need to extend your limit of stay in Macao, you should cancel your original “Special Authorization to Stay” – student type in person at the Foreigners Subdivision of the Immigration Department and apply for ordinary “Special Authorization to Stay” for the purpose of extension of stay and single departure from Macao during office hours on the first government working day following the completion of the school leaving procedure.

Otherwise, starting from the second government working day following the receipt of the formal notification by the Immigration Department, you will become ‘overstayers’ if you remain stay in Macao.

If you have any enquiries, please contact Student Resources Section:

Tel: 8822 9902

E-mail: [sao.services@um.edu.mo](mailto:sao.services@um.edu.mo)



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### 3. 2019/2020學年學費及其他費用一覽表 / Tuition Fees & other charges of Postgraduate Programmes

學費 / 每學分 (澳門幣)

課程		澳門學生*	內地、台灣及 香港學生	外國學生	註釋
1.	博士學位課程	2,600	3,310	4,190	i
2.	碩士學位課程				ii
	a. 理學碩士 (國際綜合度假村管理) 課程	2,500	3,090	3,860	
	b. 其它課程	2,100	2,650	3,310	
3.	學士後證書/文憑課程				
	a. 學士後教育證書課程 (幼兒教育/小學教育/中學教育)	800	1,000	1,320	
	b. 澳門法律導論課程	400	560	660	
	c. 法律實務及法律術語進修課程	600	780	1,000	
	d. 法學院一年制學士後證書課程	2,100	2,650	3,310	
	除獲批准豁免者外，所有註冊學生均須參加澳門大學『學生醫療保險計劃』。保險期由新生註冊日至二〇二〇年七月三十一日，當中包括門診及住院醫療保障。	120 (每學年)			
	所有2019/2020學年註冊入學新生必須於入學前繳交MOP1,000.00保證金，在沒有欠費的情況下，保證金將於退學或畢業退回。				

\* 指持有澳門特別行政區居民身份證的學生。

註釋：

- i. 博士論文共計 18 個學分，其學費按照每學期 3 個學分計算及收取。即使學生註冊論文後，用少於六個學期完成論文並通過答辯考試，亦必須全數繳付 18 個學分的學費。
- ii. 學生須按照碩士學位課程學習計劃所指明的學分數目繳交學術論文、項目報告或實習報告的學費。即使學生於規定時間之前完成學術論文並通過答辯考試，或於規定時間之前完成項目報告或實習報告，亦必須全額繳交上述論文和報告的學費。
- iii. 所有研究生必須每學期註冊最少 3 個學分或繳交相當於 3 個學分的學費以保持其在讀學生身份。
- iv. 參與為期一個學期或以上的境外交流 / 留學計劃的研究生，每學期應繳交之學費如下。交流 / 留學期間之學費可包含下列一項或多項費用。



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- a) 相當於 3 個學分的交流註冊費。已繳交之費用將不予部分或全數退還，亦不得保留至其後的學期。
- b) 若需將交流 / 留學期間所獲得之學分從外地的大學轉移至澳門大學，則須繳交相當於轉移學分數目之學費。
- c) a)項訂定之 3 個學分的註冊費，可用於抵銷研究生在澳門大學所修讀之學分的部分或全部費用，及 / 或在交流 / 留學期間從外地的大學轉移至澳門大學之學分的部分或全部費用。

於2019/2020學年入學或復學之學生須按上述學費表繳交學費。

學生可到相關學術單位之網頁查閱各研究生課程的學分要求。

#### Tuition Fees per Credit (MOP)

	Programmes	Macao Students*	Mainland China, Taiwan and Hong Kong Students	Foreign Students	Remark
1.	Doctoral programmes	2,600	3,310	4,190	i.
2.	Master programmes				ii.
	a. Master of Science in International Integrated Resort Management	2,500	3,090	3,860	
	b. Other Master programmes	2,100	2,650	3,310	
3.	Postgraduate Certificate/Diploma Programmes				
	a. Postgraduate Certificate in Education (Pre-Primary Education/Primary Education/Secondary Education)	800	1,000	1,320	
	b. Introduction to Macau Law	400	560	660	
	c. Improvement of Legal Practice and Language	600	780	1,000	
	d. One-year Postgraduate Certificate Programmes offered by the Faculty of Law	2,100	2,650	3,310	
	UM medical insurance is mandatory for all registered students, except those are approved for exemption. The insurance scheme period starts from registered date to 31/07/2020 and covers out-patient visits and hospitalization benefits.	120 per academic year			
	All 2019/2020 new registered students need to pay the Security Deposit MOP1,000 before semester starts. The Security Deposit will be refunded upon graduation or withdrawal of studies subject to no outstanding fees to the University.				

\*Macao students refer to those holding the Macao SAR identity card.

#### Remarks :

- i. A PhD thesis carries 18 credits. The tuition fees therefor are charged for 3 credits per semester. Where students finish the theses and pass the oral defences in less than 6 semesters upon being enrolled for thesis writing, they still have to settle the tuition fees in full amount for the 18 credits.
- ii. Students have to pay tuition fees of an academic thesis, a project report or an intern report of a Master



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programme according to the number of credits as stated in the study plan of their respective programmes. Where students finish the academic theses and pass the oral defences, or finish the project reports or intern reports, earlier than the specified duration, they still have to settle the tuition fees in full amount for the academic theses, project reports or intern reports.

- iii. All postgraduate students are required to have at least 3 credits of enrollment per semester or to pay a fee equivalent to 3 credits per semester in order to maintain an active status.
- iv. Postgraduate students who join an outgoing exchange programme/study abroad programme for one or more semesters should pay the tuition fees of each of the outgoing semesters as stated below. Tuition fees of each of the outgoing semesters may include one or more of the following items as applicable.
  - a) An exchange registration fee equivalent to 3 credits will be charged. No partial or full refund and/or carry-forward of the paid fee will be arranged.
  - b) If credit(s) is/are to be transferred from the overseas university to UM during exchange/study abroad period, a fee equivalent to the actual number of credit(s) to be transferred to UM will be charged.
  - c) The 3 credits charged as mentioned in item a) above could be used to offset in part or in full the fee equivalent to the actual number of credit(s) enrolled in UM and/or the actual number of credit(s) to be transferred from the overseas university to UM during the exchange/study abroad period.

Students who begin or resume their studies in academic year 2018/2019 have to pay tuition fees according to the rates as listed in the above table.

Students can refer to the respective Academic Unit webpage for the number of credits required by each postgraduate programme.

#### 4. 繳交學費手續 / Tuition Fee Settlement

學生抵澳完成選科手續後才需要繳交第一期學費，屆時請依照學費單上的金額和付款期限按繳費指引繳費。每當電子繳費單發出時，有關訊息會以短訊傳遞至已登記的手機號碼及以電郵通告至同學的大學電子郵箱內。學費單可於學生資訊網上服務網頁內下載有關學費之電子繳費單 (<https://isw.um.edu.mo/siweb>)。學生須於繳費通知單上規定的期限內全額繳清學費及其他費用。如對繳費期限的垂詢，可參閱網址：[https://fo.um.edu.mo/student/tuition\\_fee/payment\\_schedule/](https://fo.um.edu.mo/student/tuition_fee/payment_schedule/)。如有經濟困難的學生，可於指定日期內向學生事務部尋求幫助。詳情請參閱：[http://www.um.edu.mo/sao/sds/std/en/sds\\_financial\\_aid.php](http://www.um.edu.mo/sao/sds/std/en/sds_financial_aid.php)。有關繳費的方法可細閱網址：[https://fo.um.edu.mo/student/tuition\\_fee/payment\\_method/](https://fo.um.edu.mo/student/tuition_fee/payment_method/)。如有任何其它關於學費的垂詢，可參閱網址：[https://fo.um.edu.mo/student/faq\\_student\\_chi/](https://fo.um.edu.mo/student/faq_student_chi/)。

Students need to settle the 1st semester of tuition fee with the amount shown on the tuition fee debit notes before deadline after completed the whole enrollment process including add/drop period. Upon the debit note issued, the notification will be sent to student's registered local mobile number and student email account. The E-debit notes can be downloaded from the Student Information Web Services (<https://isw.um.edu.mo/siweb>). Students are required to fully settle the tuition fees within the payment period indicated on the debit notes. For the payment schedule, please refer to the FO website [https://fo.um.edu.mo/student/tuition\\_fee/payment\\_schedule/](https://fo.um.edu.mo/student/tuition_fee/payment_schedule/). If you are in financial difficulties to settle the fees, you may seek assistance from the Student Affairs Office within application period. For details, please visit SAO website [http://www.um.edu.mo/sao/sds/std/en/sds\\_financial\\_aid.php](http://www.um.edu.mo/sao/sds/std/en/sds_financial_aid.php). For the payment methods, please visit the FO website [https://fo.um.edu.mo/student/tuition\\_fee/payment\\_method/](https://fo.um.edu.mo/student/tuition_fee/payment_method/). For other enquiries of tuition fee, please refer to the FO website [https://fo.um.edu.mo/student/faq\\_student\\_en/](https://fo.um.edu.mo/student/faq_student_en/).



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## 5. 註冊手續 / Registration Procedure

請參閱「新生註冊須知」 / Please refer to “Registration Information Sheet”

## 6. 2019/2020學年入學開學日期 / First Day of Classes 2019/2020

6.1 第一學期入學開學日期 First Day of 1<sup>st</sup> Semester Classes

- 二零一九年八月十九日 19<sup>th</sup> August 2019

6.2 第二學期入學開學日期 First Day of 2<sup>nd</sup> Semester Classes

- 二零二零年一月六日 6<sup>th</sup> January 2020

## 7. 住宿 / Accommodation

「研究生宿舍」由學生事務部學生資源處管理，主要為研究生提供校內住宿及生活服務。所有宿舍房間均提供基本的傢俱及冷氣設備，但不包括日常衛生用品及床上用品（如枕頭、棉被、被單、床單等）。「研究生宿舍」亦提供部分公共設施（如電視室、溫習室、小型室內運動場等），但只限宿生使用。

由於宿位有限，本校只確保第一年修讀一年級的非本地生研究生的住宿。其他年級的研究生住宿申請有可能不獲批准，尤其是超出研究生課程正常學習期限的申請者。學生資源處將根據研究生宿舍規條規定的優先次序，安排宿位。有關優先次序，請參閱學生資源處（學生住宿）網頁（[http://www.um.edu.mo/sao/srs/sh/cn/srs\\_rules.php](http://www.um.edu.mo/sao/srs/sh/cn/srs_rules.php)）。

### 2019/2020「研究生宿舍」住宿費用

請注意研究新生只限申請雙人房宿位。單人房及套房宿位將視乎空置情況開放予同學申請。轉房申請（申請轉往單人房/套房/其他雙人房）一般於8月（第一學期）及1月（第二學期）舉行。如申請人數超過本校供應宿位數，將進行抽籤，幸運兒會獲得研究生宿舍積分。單人房及套房宿位分配將按申請者的總研究生宿舍積分而確定。於轉房申請期間以外收到的任何轉房申請恕不受理。每位同學只可於每個學期轉房一次。

房間類型	每人/學期住宿費	每人/暑期住宿費
套房(供一對夫婦)	澳門幣23,500元	澳門幣9,400元
單人房	澳門幣10,800元	澳門幣4,320元





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雙人房	澳門幣6,900元	澳門幣2,760元
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註:

- 1) 住宿費按下列期間計算：第一學期為8月5日至12月30日（12月31日下午2:00前退宿）、第二學期為1月1日至5月30日（5月31日下午2:00前退宿）及暑期為6月1日至7月30日（7月31日下午2:00前退宿）。
- 2) 住宿費用是按月計算。不論同學在該月何時入宿或退宿，都將繳交整月之住宿費。
- 3) 「研究生宿舍」於每年暑假期間將進行大型維修及深層清潔。考慮到部份宿生可能有暑期住宿的需要，宿舍會根據施工及清潔需要提供限量宿位，暑期宿生務必需要配合校方的工程搬房，預計暑假期間需最少有兩次搬房間安排，屆時按實際情況作準。如需申請暑期住宿，同學必須申請整段暑期住宿日期，即由6月1日至7月30日。另研究生宿舍亦有提供暑期行李寄存服務予同學選擇。
- 4) 為了配合「研究生院」之研究新生註冊安排，入宿安排如下：
  - 第一學期：研究新生可於2019年8月5日起入住「研究生宿舍」。
  - 第二學期：研究新生可於2020年1月1日起入住「研究生宿舍」。
- 5) 辦理入宿時間為早上9:00至下午6:00。如需於夜間辦理入宿，同學必須電郵通知學生住宿辦公室（電郵：sao.pgh@um.edu.mo）。請注意「研究生宿舍」**不設提前入宿服務**。

研究新生之住宿現正接受申請，請同學於指定日期登入「研究生院」之網上申請系統 ([http://isw.um.edu.mo/naweb\\_grs/faces/index.jspx](http://isw.um.edu.mo/naweb_grs/faces/index.jspx)) 申請。宿位申請結果將於7月（第一學期）及12月（第二學期）於學生資源處（學生住宿）網頁公佈。

同學需按照上述入宿日期親臨「研究生宿舍」辦理入宿手續。如未能於2019年8月21日或之前（第一學期）及2020年1月22日或之前（第二學期）辦理入宿手續，同學須於上述日期前以書面方式（電郵：sao.pgh@um.edu.mo）向學生住宿辦公室申請。逾期未能完成入宿手續，將視作自動放棄宿位處理。

如有任何疑問，請致電學生住宿辦公室（853）8822 2660、電郵至 [sao.pgh@um.edu.mo](mailto:sao.pgh@um.edu.mo) 或者傳真至（853）8822 2371。有關宿舍的住宿申請、入宿 / 退宿程序、收費、轉房、宿舍規則、設施等，請參閱學生資源處（學生住宿）網頁 ([http://www.um.edu.mo/sao/srs/sh/cn/srs\\_online\\_application.php](http://www.um.edu.mo/sao/srs/sh/cn/srs_online_application.php))。



The Student Resources Section of the Student Affairs Office manages the Postgraduate House (hereafter referred to as “PGH”), which mainly offers on-campus accommodation and living services to UM postgraduate students. All the rooms in PGH are fully furnished and air-conditioned, excluding personal necessities and beddings (such as pillow, blanket, coverlet, bed sheet, etc.). PGH offers some of the public facilities (such as TV room, study room, small indoor sport venue, etc.), which can only be used by PGH students.

Due to PGH limited bed spaces, the University ensures bed spaces for the new non-local students in their first year of study in postgraduate programmes. The PGH applications of the other grades of postgraduate

students may not be approved, particularly for those whose programmes of study are beyond the normal study period. The Student Resources Section allocates bed spaces according to the bed spaces allocation priority sequence stated in the PGH Rules. For the priority sequence, please refer to the Student Resources Section (Student Housing) website: [http://www.um.edu.mo/sao/srs/sh/en/srs\\_rules.php](http://www.um.edu.mo/sao/srs/sh/en/srs_rules.php)

#### 2019/2020 Residence Fees for PGH

Please note that **only shared rooms will be provided to new postgraduate students**. Based on the availability of single rooms and suites, the vacancies will be opened for application. In general, the change room application (change to single room/ suite/ to another shared room) will be opened in August (for 1st semester) and January (for 2nd semester). If the number of applicants is more than our number of vacancies, lucky draw will be adopted and PGH points will be added to the lucky draw winners. The allocation of single room and suite bed spaces will be determined by the applicants' total number of PGH points. Any room changing request received before/after the room changing application period will not be entertained. Students can only change rooms once per semester.

Room type	Residence fee per student per semester	Summer stay fee per student
Suite (1 couple in a room)	MOP23,500	MOP9,400
Single room	MOP10,800	MOP4,320
Shared room	MOP6,900	MOP2,760

Note:

1. Residence fee period: 1<sup>st</sup> semester lasts from 5 Aug to 30 Dec (move out by 31 Dec, 14:00), 2<sup>nd</sup> semester lasts from 1 Jan to 30 May (move out by 31 May, 14:00), and summer stay period lasts from 1 Jun to 30 Jul (move out by 31 Jul, 14:00).
2. Residence fees are calculated on monthly basis. Students will be charged the full month's residence fee if they move in or out at any day by that month.
3. In every summer, PGH implements large scale maintenance and deep cleaning. In consideration of the summer stay requirement of some students, PGH will provide limited bed spaces according to the construction and cleaning execution. Summer stay students shall cooperate with the construction need and change room during your stay. It is estimated that students need to change room for twice subject to the actual situation. If students would like to apply for the summer stay, students are required to apply for the whole period of summer stay, i.e. 1 Jun to 30 Jul. Luggage storage service is also available at PGH during summer time.
4. In order to cope with the registration arrangement of the Graduate School, PGH move-in schedule is as follows:
  - 1<sup>st</sup> semester: new postgraduate students can move in PGH starting from 5 Aug 2019 onwards.
  - 2<sup>nd</sup> semester: new postgraduate students can move in PGH starting from 1 Jan 2020 onwards.
5. The handling time for move in PGH is from 9:00 a.m. to 6:00 p.m. If students need to move in during night time, please send email to notify the Student Housing Office at [sao.pgh@um.edu.mo](mailto:sao.pgh@um.edu.mo) in advance. Please note that **no early move-in will be allowed**.

Accommodation application is now open to non-local postgraduate new students. Please access the Online Application System of the Graduate School ([https://isw.um.edu.mo/naweb\\_grs/faces/index.jspx](https://isw.um.edu.mo/naweb_grs/faces/index.jspx)) and apply within the specified period. Accommodation application results will be announced in the Student Housing website by Jul for 1<sup>st</sup> semester and Dec for 2<sup>nd</sup> semester.



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Students must approach PGH to perform the move-in procedure starting from the above dates. If students are not able to move in on or before 21 Aug 2019 for 1<sup>st</sup> semester and on or before 22 Jan 2020 for 2<sup>nd</sup> semester, please send an email to the Student Housing Office at [sao.pgh@um.edu.mo](mailto:sao.pgh@um.edu.mo) no later than the above periods for approval. If no advance delay move-in email is received, there will be no bed space reserved for arrival.

For enquiry, please do not hesitate to contact the Student Housing Office at (853) 8822 2660 or by email ([sao.pgh@um.edu.mo](mailto:sao.pgh@um.edu.mo)). For matters regarding PGH application, move-in/out procedures, fees, change rooms, rules, facilities, etc., please refer to the Student Resources Section (Student Housing) website: [http://www.um.edu.mo/sao/srs/sh/en/srs\\_online\\_application.php](http://www.um.edu.mo/sao/srs/sh/en/srs_online_application.php)



## 8. 醫療保險 / Medical Insurance

根據「學生醫療保險豁免指引」，除獲批准豁免者外，所有註冊學生均須購買由校方安排的「學生醫療保險計劃」，當中包括門診及住院醫療保障。在學期間可於本澳的指定醫療服務機構接受門診及住院服務。2019/2020學年的保險費為澳門幣120元。有關豁免規定、豁免申請及保險的最新消息，請瀏覽學生資源處網頁：  
[http://www.um.edu.mo/sao/srs/ss/insurance/cn/srs\\_medical\\_insurance.php](http://www.um.edu.mo/sao/srs/ss/insurance/cn/srs_medical_insurance.php)

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如有任何疑問，可與學生資源處聯絡：

電話：8822 9902

電郵：[sao.services@um.edu.mo](mailto:sao.services@um.edu.mo)

According to “UM Student Medical Insurance Fee Waiver Guidelines”, UM medical insurance is mandatory for all registered students, except those are approved for exemption, which covers out-patient visits and hospitalization benefits at designated medical service providers including The insurance premium for academic year 2019/2020 is MOP120. For further latest information about the UM Medical Insurance Scheme, Waiver Guidelines and Exemption Application, please visit Student Resources Section website:  
[http://www.um.edu.mo/sao/srs/ss/insurance/en/srs\\_medical\\_insurance.php](http://www.um.edu.mo/sao/srs/ss/insurance/en/srs_medical_insurance.php).

If you have any enquiries, please contact Student Resources Section:

Tel: 8822 9902

E-mail: [sao.services@um.edu.mo](mailto:sao.services@um.edu.mo)



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## 9. 大學校曆 / University Almanac

澳門大學 2019/2020 學年校曆詳列如下僅供參考。學生亦可登入網頁

<http://reg.um.edu.mo/university-almanac/> 了解大學校曆。

### 二零一九/二零二零學年校曆

第一學期	
第一學期新生註冊	05/08/2019 – 14/08/2019
課堂	19/08/2019 – 02/12/2019
複習	03/12/2019 – 05/12/2019
考試	06/12/2019 – 19/12/2019
第二學期	
第二學期新生註冊	02/01/2020 – 03/01/2020
課堂	06/01/2020 – 02/05/2020
複習	03/05/2020 – 05/05/2020
考試	06/05/2020 – 18/05/2020

Below is the University of Macau's University Almanac for Academic Year 2019/2020 for reference. For more details, please refer to the link: <http://reg.um.edu.mo/university-almanac/>.

### University Almanac for Academic Year 2019/2020

1st Semester	
1st semester's registration period	05/08/2019 – 14/08/2019
1st semester's classes	19/08/2019 – 02/12/2019
Examination study period	03/12/2019 – 05/12/2019
1st semester's final examinations	06/12/2019 – 19/12/2019
2nd Semester	
1st semester's registration period	02/01/2020 – 03/01/2020
2nd semester's classes	06/01/2020 – 02/05/2020
Examination study period	03/05/2020 – 05/05/2020
2nd semester's final examinations	06/05/2020 – 18/05/2020