



(學生須先參閱背頁之重要事項。 Please turn over for important notes.)

姓名 Name: \_\_\_\_\_ 課程 Programme: \_\_\_\_\_

申請編號 (只適用於新生) Application Number (for newly admitted student ONLY): P

學號 Student No.: ---

學術單位 Academic Unit: FAH FBA FED FHS FLL FSS FST IAPME ICMSICI

本人將於右列日期到研究生院辦理註冊手續  
I intend to complete registration at the Graduate School on: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
DD MM YYYY

本校週六、週日及公眾假期休息 Closed on Saturdays, Sundays and public holidays

延期註冊之理由 Reason for Late Registration:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

學生簽名 Student's Signature

日期 Date

請將填妥之表格交回研究生院。 Please return the completed application form to the Graduate School.

❖ 本人確定於申請表中所提供的資料正確無誤，並聲明已知悉及明白澳門大學之《澳門大學/澳門大學研究生院收集個人資料聲明》。

I declare that the information provided in this application form is correct and I have acknowledged and understood the <Personal Data Collection Statement of the University of Macau / the Graduate School of the University of Macau>.

✂

請攜同此收據進行註冊。 Please bring along this receipt for registration.

收據 RECEIPT

申請編號 / 學號 Application Number / Student No. \_\_\_\_\_

姓名 Name \_\_\_\_\_

獲准註冊之日期為 Approved Date of Registration: \_\_\_\_\_

DD MM YYYY

研究生院人員簽署及蓋章

Signature and Chop by Graduate School Staff

日期

Date

註：申請延期註冊學生，必須按學費單上指定日期內繳交學費，否則須另交罰款。

Note: Applicants of late registration must settle the tuition fees on or before the deadline specified on debit notes. Otherwise, penalty of late payment will be levied.

## 重要事項 IMPORTANT NOTES

1. 學生若未能於指定註冊日期辦理註冊手續，必須於註冊日期前最少三個工作天遞交此表格到研究生院，逾期者須繳付罰款澳門元三百三十。  
Students who cannot complete the registration procedures within the scheduled period may submit this completed form to the Graduate School office at least three working days before the specified date of registration. A penalty of MOP330 will be charged to late applicants.
2. 本校亦會向已申請延期註冊但未能於批准日期內完成註冊手續的學生收取逾期罰款澳門元三百三十。  
Students who have applied for late registration but failed to complete the process within the approved period will also be charged a penalty of MOP330.
3. 除健康理由及其他特殊情況外，學生申請延期註冊的最長期限為開課後五天。  
Except for medical reasons and other extraordinary circumstances, registration can only be delayed for at most 5 calendar days after commencement of classes.
4. 如因健康理由申請延期註冊，學生須連同健康證明遞交此表格。  
If late registration is expected for medical reasons, a medical certificate should be submitted together with this application form.
5. 每名學生只可申請延期註冊一次。  
Late registration can only be considered once only.