



澳門大學
UNIVERSIDADE DE MACAU
UNIVERSITY OF MACAU

2021 年榮譽學位及高等學位頒授典禮安排

日期： 2021 年 12 月 11 日（星期六）
時間： 4:00 p.m. – 6:15 p.m.
地點： 澳門大學 N2 大學會堂

為配合澳門特區政府的防疫措施，本年度的畢業典禮只安排畢業生進入主場館參與典禮，隨行最多 2 位親友需持入場券到直播區（N1 聚賢樓多功能廳）觀看典禮。典禮亦會於大學網上平台直播讓未能親臨現場之畢業生及親友觀看。關於新型冠狀病毒肺炎預防措施的詳細資料，敬請參閱本附件之防疫措施。

畢業典禮將分為兩節，於第一節時畢業生會於台下集體接受學位，而第二節時畢業生將分批上台領取證書，詳情請參閱以下畢業典禮流程。

每名畢業生將獲發最多兩張典禮直播區入場券，畢業生須於電子回覆表格內登記所需入場券的數量。入場券之最終發放數量以校方發送の確認電郵為準。入場券將與畢業生座位卡一併於典禮當天派發。

— 畢業典禮流程 —

	項目	時間	地點
1.	領取座位卡及入場券。 畢業生租用畢業袍（包括垂布和帽），如適用。	1:30 p.m.-3:00 p.m.	畢業生登記及租用畢業袍櫃位 (N21 科研大樓 G015 室)
2.	畢業生必須到典禮主場館就座，會場大門將關上。	3:00 p.m.	典禮主場館：N2 大學會堂
3.	學位頒授及領取證書示範	3:00 p.m.-3:30 p.m.	典禮主場館：N2 大學會堂
4.	第一節： 當校監和主禮嘉賓進場時，請起立並保持安靜。		
5.	唱國歌（必須肅立並把帽除下）		
6.	唱校歌（必須肅立並把帽除下）		
7.	校監致辭		
8.	校長致辭		
9.	宣讀讚辭及頒授榮譽博士學位		
10.	榮譽博士代表致辭		
11.	頒授高等學位		
12.	畢業生代表致辭		
13.	第一節結束： 當台上嘉賓離場時，請起立並保持安靜。		
14.	第二節： 頒發證書（畢業生將分批上台與校長及院長拍照留念） ▪ 博士學位 ▪ 碩士學位 ▪ 學士後證書／文憑		
15.	典禮結束		



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◆ 典禮注意事項：

1. 畢業生進場時間： 必須於下午三時前到典禮主場館（N2 大學會堂）進場就座。
2. 出席親友：
 - 親友必須憑入場券於下午三時三十分前進入直播區（N1 聚賢樓多功能廳）就座。觀看典禮直播期間必須保持安靜及留在座位，請勿在場內隨意走動。
 - 六歲以下小童恕不招待。
3. 服飾要求：
 - 典禮當天的衣著為**長袖白恤衫、深色西褲或西裙、黑領呔、深色鞋、畢業袍及畢業帽**。畢業生必須熨燙畢業袍出席畢業典禮，並須自備髮夾及扣針以作固定畢業袍及畢業帽之用。
 - 衣著不合規格者將不獲上台領取證書。
4. 租用及歸還畢業袍：

已透過畢業典禮電子回覆表格確認租用畢業袍之畢業生可於典禮當天下午一時三十分起到 **N21 科研大樓 G015 室** 設置之櫃位租用本校提供之畢業袍。如有需要，亦可於電子回覆表格預約於 12 月 10 日在辦公時間內到研究生院櫃台（N6-G001）租用畢業袍。

 - 租用畢業袍之費用如下：
 - 博士學位：每日租金澳門元 65 及按金澳門元 1,500；
 - 碩士學位：每日租金澳門元 65 及按金澳門元 500；
 - 學士後證書／文憑：每日租金澳門元 65 及按金澳門元 500；
 - 以上費用以現金支付，按金將於交還畢業袍時發還。
 - 畢業生除可於典禮當天下午七時前到 **N21 科研大樓 G015 室** 設置之櫃位歸還畢業袍外，亦可於 12 月 13 日至 12 月 17 日期間在辦公時間內到設施管理及維護處歸還畢業袍，租金為每日澳門元 65。
 - 如損毀或遺失畢業袍，須向本校作出賠償。賠償金額由本校根據重製該畢業袍所需之實際成本訂定。
5. 拍照安排： 典禮期間，本校將安排專責攝影師進行拍攝工作。相關詳情將於研究生院網頁上公佈。
6. 交通安排： 畢業生及親友可乘坐公共交通工具或自行駕車進入校園。自行駕車可使用位於 N9 澳大運動場的免費露天停泊區（開放時段為中午十二時至晚上九時）。校園內的公眾停車場 P3、P5 及 P6 亦開放停泊，收費為汽車每小時 6 元，摩托車每小時 3 元，而於停車場收費處出示校園證（如學生證或校友證）可獲豁免一半泊車費。
7. 颱風及暴雨襲澳時之安排：
 - 懸掛三號颱風信號／黃色或紅色暴雨警告信號時典禮照常舉行。
 - 若典禮中途懸掛八號或以上颱風信號／黑色暴雨警告信號，典禮繼續舉行。
 - 若當天中午十二時仍懸掛八號或以上颱風信號／黑色暴雨警告信號，典禮將會另擇日期舉行。詳細安排將以電郵通知。



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◆ 防疫措施：

為配合澳門特區政府的防控工作，典禮將實施以下防疫措施：

1. 畢業生及親友必須配戴口罩、出示當天有效的綠色澳門健康碼及接受體溫檢測方可進入會場及直播區。進入場館後必須全程配戴口罩及保持適當的社交距離。於接受體溫檢測時，若出現發熱（耳溫等於或高於 38°C / 額溫等於或高於 37.5°C ）的情況者，將會被安排在指定位置稍作休息，並於十分鐘後再次測量：
 - 若體溫仍達上述發熱溫度，將不獲准進入場館；
 - 若體溫低於上述發熱溫度，方可進入場館。
2. 未能出示當天有效的綠色澳門健康碼或持其他顏色的澳門健康碼者，將不獲准入場館。
3. 當天出席典禮的所有人士包括畢業生及親友進入學校前須出示至少已接種第一劑新型冠狀病毒疫苗的證明，或出示新型冠狀病毒核酸檢測7天內結果為陰性的證明。如未能提供上述證明，將不准參與典禮或進入直播區。

以上防疫措施會因應疫情變化及澳門衛生局最新的防疫指引隨時調整，請密切留意大學資訊。



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Arrangements for the Ceremony for the Conferment of Honorary and Higher Degrees 2021

Date: 11 December 2021 (Saturday)
Time: 4:00 p.m. – 6:15 p.m.
Venue: University Hall (N2), University of Macau

To facilitate the implementation of preventive measures of the Macao SAR Government to prevent the outbreak of novel coronavirus pneumonia, graduates will attend the ceremony on-site in the ceremony hall, whilst a maximum of two companions could watch the live broadcast of the ceremony in the live broadcast area (N1 Multi-Function Hall) by presenting admission tickets. The ceremony will also be streamed live on the University's platforms so that graduates and companions who are unable to attend the ceremony could also participate in the live broadcast. More detailed information about the preventive measures against novel coronavirus pneumonia is provided in the **Preventive Measures** of this attachment.

The Ceremony will consist of two sessions. Graduates will be conferred degrees in group off stage during Session I while they will be presented with certificates on stage in batch during Session II. Please refer to the Ceremony Proceedings below for details.

Each graduate is entitled to at most **TWO** live broadcast venue admission tickets and graduates should indicate the quantity of admission tickets they preferred in the E-form. A final confirmation email on the reservation of tickets will be sent to each graduate individually. The admission tickets and the seat card will be distributed on the day of the Ceremony.

— Ceremony Proceedings —

	Items	Time	Venue
1.	Collection of seat card and admission tickets	1:30 p.m. – 3:00 p.m.	Graduates' registration point and gown rental counter (N21 Research Building Room G015)
	Renting of graduation gown (including hood and cap), if applicable		
2.	Graduates should arrive at the ceremony hall, and the entrances of the ceremony hall will be closed.	3:00 p.m.	Ceremony Hall: N2 University Hall
3.	Demonstration on receiving degree and certificates	3:00 p.m. – 3:30 p.m.	Ceremony Hall: N2 University Hall
4.	Session I: Please rise and keep silent when the Chancellor and the procession are entering the ceremony hall.		
5.	Playing of National Anthem (Please stand as a mark of respect and take off the cap)		
6.	Playing of University Anthem (Please stand as a mark of respect and take off the cap)		
7.	Speech by the Chancellor		
8.	Speech by the Rector		
9.	Citation and conferment of Doctorates <i>Honoris Causa</i>		
10.	Speech by the representative of the recipients of Doctorate <i>Honoris Causa</i>		
11.	Conferment of Higher Degrees		
12.	Speech by the representative of the graduates		
13.	End of Session I: Please stand up and keep silent when the procession on stage is leaving the ceremony hall.		
12.	Session II: Award of certificates (Rector and Dean will take photos with graduates on stage in batch)		
	<ul style="list-style-type: none"> ■ Doctoral degrees ■ Master's degrees ■ Postgraduate certificates/diplomas 		
13.	Closing of the Ceremony		



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◆ Notes for Ceremony:

1. Arriving Time for Graduates: Please arrive at the ceremony hall (N2 University Hall) **before 3:00 p.m.**
2. Companions:
 - Companions should present the admission tickets for entering the live broadcast venue (N1 Multi-Function Hall) by **3:30 p.m.** and remain seated during the ceremony.
 - Children of age below 6 will not be admitted.
3. Dress Code:
 - Graduates are required to wear **a long-sleeve white shirt, pure black trousers or skirt, black tie, pure black shoes, the graduation gown and cap.** Please be reminded to maintain the gowns straight and stiff for attending the ceremony, and prepare hair clips and safety pins for wearing the gowns.
 - Graduates with improper attire will not be allowed to receive the certificate on stage.
4. Gown Rental and Return:
 - Only graduates who confirmed renting a gown in the E-form reply can rent a gown provided by the University at the rental counter **(N21 Research Building, Room G015)** on the day of the ceremony from 1:30 p.m.. Upon reservation made in the E-form, graduates may rent a gown at the Graduate School office (N6-G001) on 10 December 2021 during office hours.
 - The rent of graduation gowns are as follows:
 - Doctoral degrees: MOP65 per day plus MOP1,500 deposit;
 - Master's degrees: MOP65 per day plus MOP500 deposit;
 - Postgraduate certificates/diplomas: MOP65 per day plus MOP500 deposit;Payment should be made by cash. The deposit will be reimbursed upon your return of the gown.
 - Graduates could return their gowns to the rental counter **(N21 Research Building, Room G015)** before **7:00 p.m.** on the day of the ceremony or return the gown to the Facility Management and Maintenance Section from 13 to 17 December during office hours with rental fee MOP65 per day charged.
 - If the graduation gown is lost or damaged, restitution must be made to the University. The amount of restitution is to be defined by the University in accordance with the actual cost for replacing such gown.
5. Photo Taking Arrangement: The University will arrange photographers to take photos during the ceremony. Details will be announced on the Graduate School's webpage.
6. Transportation Arrangement: Graduates and companions can go to the campus by public transportation or drive by themselves. N9 outdoor parking space will be available and free for parking during 12:00 p.m. to 9:00p.m. Public parking lots P3, P5 and P6 will be also opened for use. The parking fees for light vehicle is MOP 6/hour while that for motorcycle is MOP 3/hour. Half parking fees could be waived by presenting the campus card (e.g. Student ID Card or Alumni Card) at the shroff office.
7. Congregation Arrangement in case of Typhoons and Rainstorms:
 - The ceremony will be held as usual when Tropical Cyclone Signal No. 1 or No. 3/ Yellow or Red Rainstorm Warning Signal is hoisted.
 - The ceremony will carry on when Tropical Cyclone Signal No.8 (or above)/Black Rainstorm Warning Signal is hoisted during the ceremony.
 - The ceremony will be postponed when Tropical Cyclone Signal No.8 (or above)/Black Rainstorm Warning Signal is still hoisted at 12:00 n.n. on the day of the ceremony. Detailed arrangement will be informed via email.



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♦ **Preventive Measures:**

To comply with the anti-epidemic measures of the Macao SAR government, the University will take the following preventive measures for the Ceremony 2021:

1. Graduates and companions must wear a mask, present a valid green Macao Health Code and take temperature check before entering all the venues and maintain an appropriate social distancing. Graduates and companions must wear a mask throughout the ceremony. For those who with fever (with ear temperature at 38°C or above / forehead temperature at 37.5°C or above) will be asked to rest for about 10 minutes in a designated area before taking the body temperature for the second time.
 - If the temperature is still at or higher than the level aforementioned, he/she will not be allowed to enter the venue;
 - If the temperature is below the level aforementioned, he/she will be allowed to enter the venue.
2. For those who are unable to present a valid green Macao Health Code or present one with otherwise colour will not be allowed to enter the venue.
3. All participants of the Ceremony, including graduates and companions, are required to present the proof of having received at least the first dose of novel coronavirus vaccine or the proof of negative nucleic acid test result which has been sampled within 7 days before entering the University. Failure to provide the abovementioned proof will NOT be allowed to attend the Ceremony or to enter the live broadcast area.

The above preventive measures may be adjusted subject to the actual epidemic development and the latest prevention guidelines to be issued by the Macao Health Bureau. Please pay close attention to the University notice about any updates.