

**Admission Guidelines Governing PhD and Other Doctoral Degree
Programmes 2023/2024
(Applicable to Macau, Hong Kong, Taiwan and Foreign Students)**

1. Admission Requirements

1.1) General Entry (for Master's Degree Holders)

Possess a Master's degree or academic background recognized as equivalent by the University of Macau.

1.2) Accelerated Entry (for Master's Students)

Have been registered in a Master's Programme at the University of Macau for at least one year.

Have successfully finished the coursework part with outstanding performance and have demonstrated strong research ability.

1.3) Direct Entry (for Bachelor's Degree Holders)

Possess a Bachelor's degree with outstanding performance and have demonstrated strong research ability.

1.4) Proof of English Proficiency

Applicants who received their Bachelor's/Master's degree from a university where the medium of instruction was not English are required to provide any of the following as proof of English proficiency:

- Obtained a TOEFL* score of 550 (paper-based examination) / 80 (Internet-based examination) or above or,
- An IELTS* overall score of 6.0 or above with no sub-score lower than 5.5 or,
- College English Test (CET) score is acceptable to some academic units, please visit corresponding website of each academic unit for details.

*Note: TOEFL and IELTS scores are valid for two years from the test date.

For exceptional cases, admission should be endorsed by the Dean/Director of the academic unit concerned and be approved by the Graduate School.

Note:

Doctor of Business Administration (DBA) applicants should own Master degree and at least 10 years of senior managerial experience.

Doctor of Education (EdD) applicants should own Master degree in a related field and have a minimum of 3 years of administration experience in schools.

Doctor of Public Administration (DPA) applicants should own Master degree and have at least 3 years of relevant work experience.

Some programmes may have additional admission requirements. Please visit the corresponding website <https://grs.um.edu.mo/> for more details.

2. Application Procedures

Online application forms will be available during the application period. Applicants should submit their application via the Online Application System of the University at https://isw.um.edu.mo/naweb_grs/faces/index.jspx.

- 2.1) Read carefully the important notes before you proceed with your application.
- 2.2) You must have an email address to register as a new user in order to submit an application. Applicants who have successfully registered will receive a reference number (e.g. 2XXXXXXX) and password by email. You must keep such information to login to your account throughout the whole application procedure. (If you fail to receive the email within 2 days, please contact us by phone at 8822 4898 or by email at gradschool@um.edu.mo.)
- 2.3) Complete all relevant sections of the Online Application. It is recommended that you supply a local mobile number so that the University may notify applicants of any news by email and SMS.
- 2.4) Scan and upload all required documents to the Online Application System. All submitted documents must be in A4 size, PDF format and the total size for all attached documents should NOT be greater than 6MB.

The documents should include:

- 2.4.1) Identification card copy.
- 2.4.2) Personal curriculum vitae.
- 2.4.3) Passport size photo (in JPG format with 300dpi, with no border and white background).
- 2.4.4) Certificates and academic transcripts :
 - 2.4.4.1) General Entry (for Master's Degree Holders): each of the certificate and academic transcript of both the Bachelor's degree and Master's degree
 - 2.4.4.2) Accelerated Entry (for Master's Students): Bachelor's degree certificate and academic transcript, Master's academic transcript in University of Macau
 - 2.4.4.3) Direct Entry (for Bachelor's Degree Holders): Bachelor's degree certificate and academic transcript.
- 2.4.5) Non-UM current students must submit a testimonial which must be issued in not more than 60 days prior to the submission of the application for the PhD and other doctoral degree programme.
- 2.4.6) Applicants currently studying in the final year of a Master's degree programme at the University of Macau do not need to submit the Master's degree transcript and testimonial.
- 2.4.7) Recommendation forms. Applicants must use the recommendation forms provided by the Graduate School. Each application must contain two completed recommendation forms. At least one of the two recommendation forms must be completed by a university academic. The other one can be completed by either a university academic or an employer. Applicants can submit them either online or by post. However, to avoid possible postal delay, online recommendations are recommended.

- 2.4.7.1) If you prefer to submit online recommendations, you must make sure your referees submit your recommendations to us before the application deadline. An automatic notification email will be sent to the applicant once we receive the recommendations. If applicants do not receive this email, it means your referee has not submitted the online recommendation for you yet. You should contact your referee as soon as possible to make sure that it is submitted by the application deadline.
 - 2.4.7.2) If you choose to submit by post, the forms should be sealed in an envelope by your referee and forwarded/sent to the Graduate School directly. Please write on the envelope your application number YP-CX-XXXX-X or reference number 2XXXXXXX before sending the recommendation form to us.
- 2.4.8) A statement addressing the area or topic of the applicant's interest in pursuing PhD and other doctoral studies. The statement must be of no more than 15 pages or of size less than 1 MB.
- 2.4.9) Proof of English proficiency (Please refer to Item 1.4 under Admission Requirements for details).
- 2.4.10) Applicants who received their Bachelor's/Master's degree from a university where the medium of instruction was English are required to provide a proof of English as the medium of instruction, if deemed necessary, issued by the applicants' university where their Bachelor's/Master's degree was obtained (UM's current students and graduates are not required to provide such proof).
- 2.4.11) Other documents as requested by the programme for which the applicant is applying (if applicable).
- 2.4.12) Application without the above mentioned documents enclosed will not be processed.
- 2.4.13) Documents submitted to the University will not be returned to the applicant.
- 2.5) Verify all application data before submitting the application. Once the application is submitted, no data can be changed. Each applicant can submit only one application in the same academic year. If necessary, the applicant can indicate in his/her application a maximum choice of two programmes in one application with priority given to each programme. Although the applicant can apply for two programmes, application fee will be charged once only.
- 2.6) Settle the application fee by the deadline of the application period (For more details, please refer to 2.11).
- 2.7) Once the application fee is settled, an acknowledgment email with an application number (YP-CX-XXXX-X) will be sent to you by email. Applications without an application number will not be regarded as valid. If you do not receive any acknowledgment email, please contact us by email at gradschool@um.edu.mo.
- 2.8) Academic documents (such as recommendation forms, certificates, testimonials, academic transcript, etc.) submitted must be of the same language version as that of the thesis language of the programme being applied. Otherwise, the application will not be considered.

2.9) Admission for PhD and other doctoral degree programmes in principle is open all year round. For practical purpose, most students should be admitted in the first semester of the forthcoming academic year. However, if necessary they can also be admitted in the second semester as requested by the academic unit concerned.

2.10) Applicants will be given conditional offer in the following circumstances.

2.10.1) Applicants currently studying in the final year of Bachelor's degree programmes (Direct Entry) / Master's degree programmes (General Entry) will be conditionally offered and will only be formally admitted upon successful completion of their Bachelor's degree programmes (Direct Entry) / Master's degree programmes (General Entry) with overall result satisfying the admission requirements.

2.10.2) In special cases, applicants are required to submit proof of English proficiency before formally admitted.

2.11) The application fee for each application is MOP200.00. The application fee is non-refundable.

The application fee payments must be made by the deadline of the application period:

2.11.1) by online credit card payment (please follow the payment instructions on the website);

2.11.2) by cheque, bank draft or cashier's order drawn on a bank in Macao and made payable to the "University of Macau". An additional handling charge of MOP50 is required for each foreign bank draft or cashier's order. However, the exact amount of handling fees depends on the amount charged by banks. Our University reserves the right to recover the difference.

(Applicants who choose option 2.11.2 must print the application fee payment slip after they have completed the application at the Online Application System and submit the slip to the Treasury Section at Room 1012, Administration Building for payment.)

3. Interview

If interviews are required, the academic unit concerned will inform the applicants about the interview details.

4. Tuition Fees

4.1) Please refer to the Tuition Fees Scheme for postgraduate programmes (which is available at GRS webpage: <https://grs.um.edu.mo/index.php/current-students/tuition-fee/>) for further details.

4.2) Tuition Fees are subject to revision annually.

5. PhD Scholarship

The UM PhD Scholarship and the UM PhD Teaching Research Assistant are available to PhD students of the University which serve as a source of stipend for students. Please refer to the *Guidelines for the UM PhD Scholarship and the UM PhD Teaching Research Assistant* for further details.

6. Application Period for Admission

1st Batch: 01 August 2022 – 31 October 2022 (to be admitted in 1st Semester, normally commences in mid-August 2023).

2nd Batch: 01 November 2022 – 28 February 2023 (to be admitted in 1st Semester, normally commences in mid-August 2023).

3rd Batch: 02 May 2023 – 31 July 2023 (to be admitted in 2nd Semester, normally commences in Early January 2024).

7. Notification of the Result of Application

Applicants will be informed to check the admission result via the Online Application System from August 2022 to July 2023 (to be admitted in 1st Semester) and from August 2023 to October 2023 (to be admitted in 2nd Semester).

8. Termination of Application or Study

- 8.1) Applicants must guarantee that the information given in the application form is TRUE and the UM reserves the right to terminate an application or study at any time if any information given in his/her application form is found later to be untrue, false or incorrect.
- 8.2) Students should not enrol/register in any other higher education programme in Macao in the same academic year, including programme offered by the University of Macau. If students are found to be registered for more than one higher education programme, the UM reserves the right to terminate his/her application or study at any time.

9. Deferment of Study for New Students

- 9.1) New students can apply for deferment of study for not more than one academic year. Application for such deferment should be made before class commencement. New students must fulfill all the conditions stated in their offer letters and submit the required amount of non-refundable deposit before they become eligible to apply for deferment of study. Such applications will only be permitted for medical reasons and exceptional cases with sound justification. For medical reasons, students are required to submit medical certificates issued by hospitals at the time of application. For exceptional cases with sound justification, students are required to specify the reason and submit written certifications at the

time of application.

- 9.2) Students who have deferred their studies and wish to return to the University should apply for resumption of study. Resumption is not granted automatically. Besides, new students are not permitted to transfer to another programme when they apply for resumption of study.
- 9.3) If students neither apply for resumption of study nor submit another deferment application before class commencement of the next semester after they have reached the previously approved deferment period, they will be considered having withdrawn from the University, and they have to apply for re-admission of study later if they wish to return to the university.

10. Personal Identification

Applicants must hold valid personal identification documents for admission:

- 10.1) Valid Macao identification card for local students;
- 10.2) Valid Hong Kong identification card for Hong Kong students;
- 10.3) Valid Mainland China identification card for Mainland China students;
- 10.4) Valid passport for non-local students

For Mainland China identification card or passport holders, please refer to the admission guidelines for PhD and other doctoral degree Programmes for Mainland China applicants at <http://grs.um.edu.mo/>.

11. Submission of Documents

- 12.1) For Application:
Applicants must scan and upload all required documents to the Online Application System of the University for application. Otherwise, the application will not be considered. (For details, please refer to Point 2.4.)
- 12.2) Upon Offer of Admission:
Upon offer of admission, candidates will be requested to provide certified true copies of their academic documents or to present the originals before/during registration, otherwise, the offer of admission will be cancelled and the candidate will not be eligible for registration. All submitted documents will not be returned.

All documents submitted must be in A4 size. Applicants who fail to provide the required documents for verification will be disqualified from admission and subsequent enrolment in the University.

12. Enquiries

Tel. : (853) 8822 4898
Fax : (853) 8822 2327
E-mail : gradschool@um.edu.mo
Website : <http://grs.um.edu.mo/>
Address : Room G001, Administration Building,
University of Macau, N6
Avenida da Universidade, Taipa,
Macau, China.

Further enquiries related to the programmes, please contact the academic unit concerned directly.

Faculty of Arts and Humanities	Department of Chinese	Tel : (853) 8822 9259 Fax : (853) 8822 2323 E-mail : fah.chinese@um.edu.mo Website : http://fah.um.edu.mo/chinese/
	Department of English	Tel : (853) 8822 8201 Fax : (853) 8822 2322 E-mail : fah.english@um.edu.mo Website : http://fah.um.edu.mo/english/
	Department of Portuguese	Tel : (853) 8822 8903 Fax : (853) 8822 2324 E-mail : PORT_ENQUIRY@um.edu.mo Website : http://fah.um.edu.mo/portuguese/
	Office of Philosophy and Religious studies Programme	Tel : (853) 8822 4768 Fax : (853) 8822 2326 E-mail : fah.philosophy@um.edu.mo Website : http://fah.um.edu.mo/philosophy/
	Department of History	Tel : (853) 8822 8801 Fax : (853) 8822 2341 E-mail : fss.history@um.edu.mo Website : https://fah.um.edu.mo/history/
Faculty of Business Administration	Tel : Fax : E-mail : Website :	(853) 8822 4183 (853) 8822 2377 fba.enquiry@um.edu.mo https://fba.um.edu.mo/
Faculty of Education	Tel : Fax : E-mail : Website :	(853) 8822 8773 / 8822 4118 (853) 8822 2402 fed.enquiry@um.edu.mo https://fed.um.edu.mo/
Faculty of Health Sciences	Tel : Fax : E-mail : Website :	(853) 8822 4998 / 8822 4966 (853) 8822 2314 fhs.enquiry@um.edu.mo http://fhs.um.edu.mo/
Faculty of Law	Tel : Fax : E-mail : Website :	(853) 8822 4772 / 8822 4090 / 8822 4779 / 8822 4767 (853) 8822 2380 fll.suggestion@um.edu.mo https://fll.um.edu.mo/
Faculty of Social Sciences	Department of Government and Public Administration	Tel : (853) 8822 8301 / 8822 8321 Fax : (853) 8822-2340 E-mail : fss.gpa@um.edu.mo Website : http://www.um.edu.mo/fss/pa/
	Department of Communication	Tel : (853) 8822 8961 / 8822 8978 Fax : (853) 8822 2338 E-mail : fss.comm@um.edu.mo Website : https://comm.fss.um.edu.mo/
	Department of Sociology	Tel : (853) 8822 8816 Fax : (853) 8822 2343 E-mail : fss.sociology@um.edu.mo Website : https://soc.fss.um.edu.mo/
	Department of Economics	Tel : (853) 8822 8916 Fax : (853) 8822 2339 E-mail : fss.econ@um.edu.mo Website : http://www.um.edu.mo/fss/economics/
	Department of Psychology	Tel : (853) 8822 8361 / 8822 8381 Fax : (853) 8822 2342 E-mail : fss.psychology@um.edu.mo Website : http://www.um.edu.mo/fss/psychology

Faculty of Science & Technology	Tel : Fax : E-mail : Website :	(853) 8822 4963 (853) 8822 2426 fst.enquiry@um.edu.mo https://www.fst.um.edu.mo/
Institute of Applied Physics and Materials Engineering	Tel : Fax : E-mail : Website :	(853) 8822 4142 (853) 8822 2454 iapme.enquiry@um.edu.mo http://iapme.um.edu.mo/
Institute of Chinese Medical Sciences	Tel : Fax : E-mail : Website :	(853) 8822 4685 (853) 2884 1358 icms.enquiry@um.edu.mo https://sklqrcm.um.edu.mo/

Office Hours:

Monday – Thursday : 09:00 a.m. – 01:00 p.m. and 02:00 p.m. – 05:45 p.m.

Friday : 09:00 a.m. – 01:00 p.m. and 02:00 p.m. – 05:30 p.m.

Office will be closed on Saturdays, Sundays and public holidays.

13. PhD Specializations

學術單位 Academic Unit	專業範疇 Specializations	專業範疇 Specializations
人文學院 Faculty of Arts and Humanities	LINGUISTICS (CHINESE)	語 言 學 - 漢 語
	LINGUISTICS (ENGLISH)	語 言 學 - 英 語
	APPLIED LINGUISTICS (PORTUGUESE)	應 用 語 言 學 - 葡 語
	LITERARY STUDIES (CHINESE)	文 學 - 中 文
	LITERARY STUDIES (ENGLISH)	文 學 - 英 文
	LITERARY AND INTERCULTURAL STUDIES (PORTUGUESE)	文 學 及 跨 文 化 研 究 - 葡 文
	PHILOSOPHY AND RELIGIOUS STUDIES	哲 學 及 宗 教 學
	HISTORY	歷 史 學
工商管理學院 Faculty of Business Administration	ACCOUNTING	會 計 學
	BUSINESS ECONOMICS	商 業 經 濟 學
	DECISION SCIENCES	決 策 科 學
	FINANCE	金 融 學
	GAMING MANAGEMENT	博 彩 管 理
	HOSPITALITY MANAGEMENT	款 客 服 務 管 理
	INFORMATION SYSTEMS	資 訊 系 統
	MANAGEMENT	管 理 學
	MARKETING	市 場 學
教育學院 Faculty of Education	EDUCATION	教 育 學
健康科學學院 Faculty of Health Sciences	BIOMEDICAL SCIENCES	生 物 醫 藥

法學院 Faculty of Law	CONSTITUTIONAL LAW, BASIC LAW AND ADMINISTRATIVE LAW	憲法、基本法與行政法學
	CIVIL, PROCEDURAL AND COMMERCIAL LAW	民商法學
	COMPARATIVE LAW	比較法學
	CRIMINAL AND PROCEDURAL LAW	刑事法學
	EUROPEAN UNION LAW	歐盟法學
	INTERNATIONAL BUSINESS LAW AND DISPUTE RESOLUTION	國際商法與爭議解法
	INTERNATIONAL LAW	國際法學
	JURISPRUDENCE AND LEGAL HISTORY	法哲學與法制史
	LAW ON TECHNOLOGY AND MEDICINE	科技法與醫療法
社會科學學院 Faculty of Social Sciences	COMMUNICATION	傳播學
	ECONOMICS	經濟學
	PSYCHOLOGY	心理學
	SOCIOLOGY	社會學
	PUBLIC ADMINISTRATION	公共行政
	POLITICAL SCIENCE	政治學
科技學院 Faculty of Science & Technology	CIVIL ENGINEERING	土木工程
	ELECTRICAL AND COMPUTER ENGINEERING	電機及電腦工程
	ELECTROMECHANICAL ENGINEERING	機電工程
	COMPUTER SCIENCE	電腦科學
	MATHEMATICS	數學
應用物理及材料工程研究院 Institute of Applied Physics and Materials Engineering	APPLIED PHYSICS AND MATERIALS ENGINEERING	應用物理及材料工程
中華醫藥研究院 Institute of Chinese Medical Sciences	BIOMEDICAL SCIENCES	生物醫藥

For the specializations of doctoral degree programmes to be offered in 2023/2024, please refer to the Graduate School's webpage for details.
(Webpage: <https://grs.um.edu.mo/>)