



PAYMENT INSTRUCTIONS (Applicable to Non-local Students)

Students should settle the **designated amount**^I on or before the **payment due date**^{II} as stated in the “E-Debit Note” or “Debit Note” issued by the University through the following means:

1. Payment by Telegraphic Transfer (T/T)

Student can make a remittance directly to either one of the following bank accounts of the University of Macau through any local banks in his/her own country. Student should provide the listed information in English in the remittance application, so as to ensure the clarity and validity of each transfer.

Items	Bank Account at BNU	Bank Account at BOC (Macau Branch)	Bank Account at ICBC (Macau Branch)	Bank Account at TFB
Payee's Bank	BANCO NACIONAL ULTRAMARINO, S.A.	BANK OF CHINA, MACAU BRANCH	INDUSTRIAL AND COMMERCIAL BANK OF CHINA MACAU BRANCH	TAI FUNG BANK LIMITED
Payee's Bank Account No.	130227-114-2	00180101207888979	0108000100000020575	226-1-00008-1
Address of Payee's Bank	AVENIDA ALMEIDA RIBEIRO 22, MACAU	NO. 323 AVENIDA DOUTOR MÁRIO SOARES, MACAU	ALM. DR. CARLOS D' ASSUMPCÃO, NO. 393-437, ANDAR E-H EDF. DYNASTY PLAZA, MACAU	418 ALAMEDA DR. CARLOS D'ASSUMPCAO MACAU
SWIFT Code of Payee's Bank	BNULMOMX	BKCHMOMX	ICBKMOMX	TFBLMOMX
Payee	UNIVERSITY OF MACAU			
Address of Payee	UNIVERSITY OF MACAU, AVENIDA DA UNIVERSIDADE, TAIPA, MACAU, CHINA			
Remarks	Application Number (DP-C#-####-# or YP-C#-####-# for Tuition Fee or non-refundable deposit payment), Student Name, email & Purpose of Payment (This part is compulsory for easy identification of individual remittance)			

Please contact your bank if you have any queries of remittance. All remittance charges should be borne by payer. Students should keep the receipt properly for future reference. The remittance required around 7 working days to process. If payments received by UM cannot be verified or the payment is not sufficient for outstanding fees, students will be requested to make supplementary payment. Students should ensure their remittance is received by UM on or before due date. Otherwise, payment will be considered late.

2. Payment by cashier order/bank draft (Post-dated/Personal cheques / Cash are not accepted)

Students can purchase a cashier order/bank draft^{III} payable to the “**University of Macau**”. The payment order should be enclosed with detailed information such as application number (for tuition fee or non-refundable deposit payment), student name, student number, purpose of payment and contact information (e.g. e-mail address or phone number).

In order to avoid postal delay and to ensure that they are received before the payment deadline, please deliver the payment order together with the enclosures by registered post or by courier to the following address:

Treasury Section of Finance Office, Room 1012, Administration Building,
University of Macau, N6, Avenida da Universidade, Taipa, Macau, China

^I All fees are charged in MOP. Any payments in foreign currency should be made equivalent to the payable amount. Students are required to settle the underpayment due to the conversion of foreign currency to MOP.

^{II} Payments should be made before the stated due dates; otherwise late payment will only be accepted with endorsement obtained from relevant office and overdue administrative charge (3% on the overdue payment) will be levied.

^{III} For handling of payment by cashier order or bank draft not issued by Macau local banks, a fee of MOP50 per payment order will be levied by the banks. The said fee will vary according to the actual amount charged by banks and the University retains the rights to claim for any underpayments as a result of bank charges.