# Admission Regulations



1. This set of Admission Regulations is applicable to Local, Hong Kong, Taiwan, International applicants, and Mainland China applicants who are currently enrolled in other tertiary institutions in Macao and Mainland China applicants with international academic qualification.

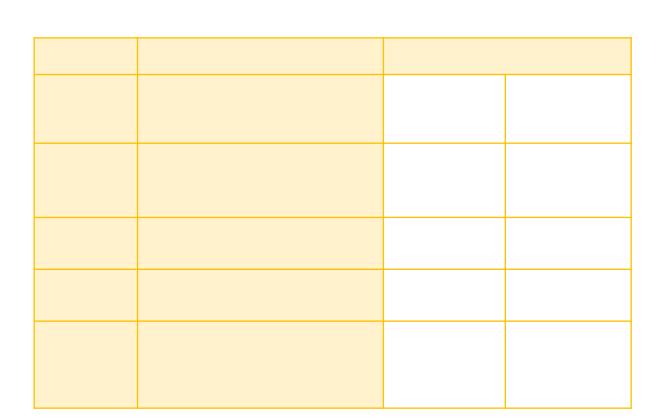
[ Mainland China applicants who are taking the National College Entrance Examination, please refer to the "Admission Regulations for Mainland China students who take the current year National College Examination" for application details.]

[Recommended Students from high schools of Macao and students of Pre-University studies, please refer to relevant Admission Regulations.]

- 2. The currency payment standard mentioned in this Admission Regulation: payments for applicants holding Macao ID card are settled in MOP, and applicants without Macao ID card in HKD.
- 3. The schedule and arrangements mentioned in this handbook are planned under normal circumstances. For any contingency leading to required changes, please refer to the latest update from the University.
- 4. This Admission Regulation is subject to change according to the latest announcements of the University. The University reserves all rights and privileges to revise and interpret the mentioned rules and regulations. In the case of any dispute, the University also has the ultimate right of arbitration.
- 5. This document has been produced in Chinese and English. Should there be any discrepancy in the content, the Chinese version will prevail.

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	(Mainland China students who are currently enrolled in other tertiary institutions in Macao)
<b>&gt;</b>	(Mainland China students with international academic qualification)
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<b>&gt;</b>	
	(Acceptance and Admission Period)
Admission (Mainland China students who are currently enrolled in other tertiary institutions in Macao)	>
(Mainland China students with international academic qualification)	
>	
	>
(Application Period)	
	<b>&gt;</b>

Exemption from Examination and Bonus schemes (Applicable to applicants who apply for Admission through Written Examination)



- The whole application procedures will be completed online. Applicants must create account and <u>login</u> to the Online Application System (OAS) within the application period (For details, please refer to <u>Application Procedures</u>).
- The University has never given permission to any institution or individual agent for admission and acceptance. For any information of application and acceptance, applicants should <u>login</u> to the OAS and go through the related information.

(Mainland China students who are currently enrolled in other tertiary institutions in Macao)	
(Mainland China students with international academic qualification)	

Applicants are deemed to give up their applications if they fail to complete the application procedures by the deadlines and the University will not process such applications any further.

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1) Chromatic Sense Checking: Applicants who have color blindness or color weakness cannot be admitted to the program of Bachelor of Traditional Chinese Medicine, Bachelor of Pharmacy in Chinese Medicine, Bachelor of Arts in Art Design, Bachelor of Fine Arts in Digital Media, Bachelor in Film and Television Production, Bachelor in Acting, Bachelor of Medicine and Bachelor of Surgery Bachelor of Food and Nutritional Sciences and Bachelor of Pharmacy. Applicants who are color blind cannot be admitted to the program of Bachelor of Science and Bachelor of Science in Artificial Intelligence.

#### 2) Science Requirement:

- Applicants of Bachelor of Pharmacy in Chinese Medicine, Bachelor of Medicine and Bachelor of Surgery or Bachelor of Pharmacy and Bachelor of Food and Nutritional Sciences must be from the science stream and must have senior high school Chemistry grades or equivalent (Applicants of Bachelor of Medicine & Bachelor of Surgery who have knowledge in Chemistry and biology are preferable).
- Applicants of Bachelor of Science in Artificial Intelligence or Bachelor of Engineering in Interdisciplinary Engineering (Technology and Management) must be from the science stream and must have senior high school Physics/Chemistry/Biology grades or equivalent.
- Therefore, applicants who apply for the above programs are required to submit the high school transcripts according to the "Required Documents for Application". Late submission will not be accepted and the University will only consider applicants' other choices.
- Applicants of Bachelor of Science in Automation and Systems Engineering and Bachelor of Environmental Science and Engineering who have senior high school Physics/Chemistry/Biology grades or equivalent are preferable. Applicants could submit the high school transcripts correspondingly.
- 3) Course Syllabus and Study plan: Bachelor of Medicine and Bachelor of Surgery adopts the academic year system; other programs adopt credit-based system. The above programs are full-time. Details about the course syllabus and study plan can be checked from the MUST Website.

- 4) When selecting the choices of programs, applicants must fill in four choices of programs (including faculty, program, and major). Applicants of Bachelor of Arts in Foreign Language Studies, Bachelor of Science are required to select the major during the application:
  - Applicants of Bachelor of Arts in Foreign Language Studies need to select the major during the application, and it will be considered as a reference for admission. Students admitted to this program is accepted with designated major, and they must register in the program and major that are specified on the acceptance letter.
  - Applicants of Bachelor of Science will need to select the intended major during the application, and it will be considered as a reference for allocation by the Faculty when they register.
  - Allocation of major for other programs will be made after the students have registered. The Faculty will make final decision for allocation based on students' academic performances in common courses (which means the applicants are not required to select major during the application period).
- 5) During the application, Bachelor of Medicine and Bachelor of Surgery could only be placed as the first choice of program; Bachelor of Arts in Art Design and Bachelor in Acting could only be placed as the first or second choice of program.
- 6) Programs available:
  - Macao, Hong Kong, Taiwan, Mainland China and Malaysian Applicants: All programs.
  - Other International Applicants: Bachelor of Science, Bachelor of Science in Artificial Intelligence, Bachelor of Science in Automation and Systems Engineering, Bachelor of Engineering in Interdisciplinary Engineering (Technology and Management), Bachelor of Environmental Science and Engineering, Bachelor of Medicine and Bachelor of Surgery, Bachelor of Business Administration, Bachelor of Applied Economics, Bachelor of International Tourism Management, Bachelor of Hotel Management, Bachelor of Leisure Management, Bachelor of Commerce, Bachelor of Arts in Foreign Language Studies English and Bachelor of Arts in Journalism and Communication. Applicants could make a request to the University to apply for other bachelor degree programs with proof of Chinese education in senior high school or Chinese proficiency in public examinations.

The available programs are subject to change as announced by the University.

## (Mainland China students who are currently

#### enrolled in other tertiary institutions in Macao

■ Applicants who are Form 6 or equivalent (or above) graduates, and meet the following qualifications and requirements of public exams can apply for Direct Admission:

Hong Kong Diploma of Secondary Education Examination (HKDSE)	General Scholastic Ability Test (GSAT), Taiwan Region	Subject Tests(ST), Taiwan Region
General Certificate of Education Advanced Level / International Advanced Level (GCE A Level / IAL)	Unified Examination Certificate (UEC), Malaysia	Malaysian Higher School Certificate (STPM)
International Baccalaureate Diploma (IB)	SAT	ACT
Advanced Placement Examinations (AP Exams)	Canadian High School Diploma	Australian Tertiary Admission Rank (ATAR)

- with qualifications of public exam from other countries/districts; or
- have been offered admission to bachelor's program of other recognized higher education institutions; or
- are currently or were once enrolled a bachelor program in other recognized higher education institution; or
- Associate Degree or above holder.
- Hong Kong, Taiwan and International applicants who are Form 6 (or above) graduates can apply via "Direct Admission". The information provided by the applicants and the assessment from interview (if any) will be considered jointly by the University to make the acceptance decision.
- Some programs have requirements on chromatic senses, for details please refer to "Notes for Choices of Programs".

- Applicants of Bachelor of Arts in Art Design who get through the initial screening might need to attend the Fine Art Examination. Details about the arrangement of Fine Art Examination will be notified by the Faculty.
- Applicants of Bachelor of Bachelor in Acting and Bachelor of Medicine & Surgery who get through the initial screening must attend the Program-specific Examination (Interview & Audition). Details about the arrangement of Program-specific Examination will be notified by the Faculty.
- Details for the Program-specific Examinations can be found from the University Website <u>Program-specific Examinations > Applicants with Direct Admission/Direct Admission</u>
  (Mainland China students who are currently enrolled in other tertiary institutions in Macao).
- Applicants who apply for other bachelor degree programs may need to attend interviews or other assessments based on actual situations. Respective faculties will contact those applicants for further arrangements.

## (Mainland China students with international academic qualification)

- Mainland China applicants who currently study at school in Mainland China (students of international program) or school outside of Mainland China with international academic qualifications; and
- have the following international academic qualifications/education level/public exam results, can apply via "Direct Admission (Mainland China students with international academic qualification):

Hong Kong Diploma of Secondary Education Examination (HKDSE)	General Scholastic Ability Test (GSAT), Taiwan Region	Subject Tests(ST), Taiwan Region
General Certificate of Education Advanced Level / International Advanced Level (GCE A Level / IAL)	Unified Examination Certificate (UEC), Malaysia	Malaysian Higher School Certificate (STPM)
International Baccalaureate Diploma (IB)	SAT	ACT
Advanced Placement Examinations (AP Exams)	Canadian High School Diploma	Australian Tertiary Admission Rank (ATAR)
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- with qualifications of public examinations from other countries/districts
- Some programs have requirements on chromatic senses, for details please refer to "Notes for Choices of Programs".
- Selection of qualified candidates is based on the results of public examinations, high school transcripts, the results of Program-specific Examinations/interviews, and etc.

- Before filling in the online application, please self-check the <u>admission requirements</u> and choose the appropriate <u>way of admission</u> for which you are qualified.
- Unqualified applicants will not be considered admission, and all the fees paid are not refundable, transferable or retainable.
- Click on <a href="https://oas.must.edu.mo/admission/">https://oas.must.edu.mo/admission/</a> (Online Application System (OAS)) to access the application system.
- Get into the "Create New Account" page, fill in the personal information, and then create an application account.
- Applicants who succeed in opening a new account will get a "User Name" (Format: B24XXXXX) and a "Password" for login immediately.
- Read the "Guidelines for Online Application" (please click here, or login to the OAS and click on the related link on the top-right corner.).
- Go through this "Admission Regulations" carefully.
- <u>Login</u> to the OAS, and then fill in the application/upload the related documents according to the instructions on the page.
- You must pay attention to all the instructions (and the "Notes for Choices of Programs") before choosing your four choices of programs. You must indicate the priority of your choices as well as whether you are willing to accept any designated program / apply to Pre-University Studies program if none of your four choices is accepted.

- After filling in the application/uploaded documents, applicants must complete the submission of the application on the "Important Notes and Declaration" page. Incomplete application will not be accepted.
- Personal Data Amendment:
  - Applicants who are qualified for Direct Admission / qualified for Direct Admission (Mainland China students who are currently enrolled in other tertiary institutions in Macao) / Direct Admission (Mainland China students with international academic qualification): you are not allowed to change any data after the online application has been submitted (except for submissions as required by the University).
  - > Others applicants: you can <u>login</u> to the OAS to change the personal data as well as the files uploaded before the application deadline. You are not allowed to change the personal data or choices after the application period (except for submissions as required by the University).

After the above application period, if you have special circumstances and have to amend your personal information, please contact Registry and apply for Personal Data Amendment (Attention: you are not allowed to change the choices of programs/majors/allocation and etc.).

- Applicants must pay the application fee within the application period. Application will become effective only after the applicant submits online application in the Online Application System (OAS) and pays the application fee. Applicants are deemed to give up their applications if they fail to pay the fee within the application period and the University will not process such applications any further.
- Amount of Application Fee and Payment method: please refer to <u>Payment Method of Application Fee</u> for details.
- Remarks of making payment:
  - > All application fees paid (including duplicate payments) are not refundable, transferable or retainable.
  - Applicants who pay via Online Payment Gateway, if the page display a message of "Payment Incomplete" or "Payment Fail", please make the payment again 30 minutes later. If "Payment Processing" is still shown, please choose other payment methods in order to meet the due date as late payment will not be accepted.
- Upload proof of payment: Applicants who pay the application fee at the Student Service Center (Finance Counter), or via Online Payment Gateway will NOT be required to upload the receipt to the OAS. Applicants who use other payments method will be required to upload payment receipts (e.g. Application for Funds Transfers) to OAS for verification.

- After the application fee has been confirmed by the Finance Office, a reminder "You have completed the payment of application fee!" will be shown on the page of "Application Fee" on the OAS.
- If applicants fail to find any information of successful payment of application fee within two weeks after payment or before the payment due date from the system, please make enquiries to the Finance Office (email: fo\_news@must.edu.mo).
- For applicant who has completed the "Submit Online Application" and "Application Fee has been Confirmed by the Finance Office", the application number (Format: 2409APXX-BXXXX) will normally be assigned within two days. At that time, you will also be notified via e-mail/SMS.
- This number is an unique number, which can be used for identification. Please remember your application number (or you can <u>login</u> to OAS and check it on the Personal Info page.
- Applicants should attend the required admission examinations (written examination, program-specific examination, and etc.) of the chosen ways of admission. For details please refer to "Admission Examinations" .

Below are the Important dates of the application and examination period for each ways of admission:			
(Mainlan institutio	d China Students who a ons in Macao)	re currently enrolled in other tertiary	
(Mainlan	d China students with ir	nternational academic qualification)	
	January 3 – 17		

- Arrangement of program-specific examination-interview: details about the arrangement will be notified by Faculty of Humanities and Arts before the examination, and then the applicants can <u>login</u> to the OAS to download the exam permit
- .\*\* Arrangement of program-specific examination-interview: applicants who are qualified for the interview will be notified by Faculty of Medicine before the interview, and then the applicants can login to the OAS to download the exam permit.
- \*\*\*Release of JAE results and application for Rechecking: If candidates have any queries about JAE results, they can apply for score rechecking before the prescribed deadline after the release of JAE result. No Late application will be accepted. Please refer to the <u>JAE page > Rechecking of JAE Results</u> for details.
  - (Mainland China students who are currently enrolled in other tertiary institutions in Macao)

	January 25 to April 19	OAS Online Application
		Program-specific Examination - Interview & Audition (for applicants to Bachelor in Acting) *
	Early in May	Program-specific Examination – Fine Art Examination (for applicants to Bachelor of Arts in Art Design) *
		Program-specific Examination - Interview (for applicants to Bachelor of Medicine & Bachelor of Surgery)**
	After submission of online application	Applicants to other Bachelor Degree Programs attend interviews upon request (if applicable).
	Release by batches	Check the Acceptance Results on OAS

<sup>\*</sup> Arrangement of program-specific examination-interview: details about the arrangement will be notified by Faculty of Humanities and Arts before the examination, and then the applicants can <u>login</u> to the OAS to download the exam permit.

<sup>\*\*</sup> Arrangement of program-specific examination-interview: applicants who are qualified for the interview will be notified by Faculty of Medicine before the interview, and then the applicants can <u>login</u> to the OAS to download the exam permit.

# (Mainland China students with international academic qualification)

April 22 to May 31	OAS Online Application
	Program-specific Examination - Interview & Audition (for applicants to Bachelor in Acting) *
June 14 to 18	Program-specific Examination – Fine Art Examination (for applicants to Bachelor of Arts in Art Design) *
	Program-specific Examination – Interview (for applicants to Bachelor of Medicine & Bachelor of Surgery)**
After submission of online application	Applicants to other Bachelor Degree Programs attend interviews upon request (if applicable).
Release by batches	Check the Acceptance Results on OAS

<sup>\*</sup> Arrangement of program-specific examination-interview: details about the arrangement will be notified by Faculty of Humanities and Arts before the examination, and then the applicants can <u>login</u> to the OAS to download the exam permit.

<sup>\*\*</sup> Arrangement of program-specific examination-interview: applicants who are qualified for the interview will be notified by Faculty of Medicine before the interview, and then the applicants can <u>login</u> to the OAS to download the exam permit.

(Please <u>click here</u> to view the "Notes for Preparation of Documents / Uploading" )

- 1) Valid identification documents;
- 2) High school graduation certificate (applicable to graduates only);
- 3) Transcripts of the final three years (Form 4 to Form 6) in secondary education (Potential graduates of the current academic year should provide the latest transcript containing grades of the most recent semester);
- 4) Other educational qualifications, such as transcripts of public examinations (if applicable);
- 5) Extracurricular activities awards, certificates of social services, sports, artisticrts,

6)Acceptance Letter of a bachelor's degree program from other higher education institution (if applicable);

7)All testimonials and transcripts issued by the higher education institution in which you are currently enrolled (if applicable);

8) National College Entrance Examination Results (applicable to Mainland China applicants who are currently enrolled in other tertiary institutions in Macao);

9)Exit-entry Permit for Travelling to and from Hong Kong and Macao - bio-page and Type D-Stay (applicable to Mainland China applicants who are currently enrolled in other tertiary institutions in Macao only).

### (Mainland China students with international academic qualification)

(Please <u>click here</u> to view the "Notes for Preparation of Documents /Uploading" )

- 1) Valid identification documents (The People's Republic of China Identity Card and Passport);
- 2) High school graduation certificate (applicable to graduates who already received the certificates);
- 3) Transcripts of the final three years (Form 4 to Form 6) in secondary education (the senior 3 or Form 6 transcript should contain grades of the most recent semester);
- 4) Proof of your academic qualification, such as the public exam results, certificates, and etc.:
- 5) Extracurricular activities awards, certificates of social services, sports, artistic skills, etc. (if applicable)
- 6) Acceptance Letter of a bachelor's degree program from other higher education institution (if applicable).

(except

for submissions as required by the University).

2) All the transcripts submitted must be attached with an explanation of the grading system.

Applicants who apply with us via "Direct Admission", "Direct Admission (Mainland China students who are currently enrolled in other tertiary institutions in Macao)" or "Direct Admission (Mainland China students with international academic qualification)", please pay attention:

3) If the public examination

- All documentary proofs that are uploaded to the Online Application System (OAS), including educational qualifications, results of public examinations, extracurricular activities awards, certificates of social services or artistic skills, etc.
- Results from admission examinations/program-specific examination/interviews\*, admission requirements and quotas of each program;
- Applicants' priority of choices. If applicants fail to meet the program requirements for the 1st choice, the 2nd choice will be considered, then the 3rd and the 4th accordingly. If none of these program requirements is met and they have chosen to accept any designated program, the University will consider whether they can be admitted to other programs.
- \* The University will not consider the program if applicants are absent in the program-specific examination/interview. The University will only consider their other choices.
- Applicants will be notified by e-mail or SMS. Admitted applicants can <u>login</u> to the OAS to check the admission results immediately.
- Admitted applicants\* can <u>login</u> to the OAS immediately and download the Acceptance letter, Debit Note for tuition fee and other acceptance documents\* from the OAS>Download Acceptance Documents page after receiving the e-mail or SMS notice sent by the University.
- \* Some admitted students may have to take relevant Remedial Courses/ Intensive Basic Courses (Chinese/English/Mathematic). For details, please refer to Guidelines sent out with Acceptance Letter. For tuition fees, please refer to the University website > Admission > Tuition Fees >> Tuition Fee Table for Pre-U & Undergraduate.

- The tuition fees and due date of payment will be listed on the Debit Note. Admitted students must pay related fees and upload the proof of payment before the payment due date as specified in the Debit Note.
- Students who do not pay or fail to provide proofs of payment before the due date as specified on the Debit Note will be treated as giving up admission and no retention will be made.
- For tuition fees and dormitory fees, please refer to the University website > <u>Admission > Tuition Fees >> Tuition Fee Table for Pre-U & Undergraduate</u> and <u>Fee Table for Dormitory</u> for details, and pay attention to the latest announcement of the University.
- Admitted students must <u>login</u> to the OAS to complete the confirmation procedures/fill in the required information according to the Guidelines for Online Confirmation Procedures for Admission. For details, please refer to the related guidelines.
- Students who fail to complete the online confirmation procedures

	start from early May	
(Mainland China students who are currently enrolled in other tertiary institutions in Macao)	release by batches	Check the acceptance results online read through the acceptance documents
(Mainland China students with international academic qualification)	release by batches	
	will be notified as	pay the tuition fee
	the acceptance	complete the online
	results are released	confirmation procedure
	start from May 1, till online registration	complete the health examination (applicable to local students)
		complete the online registration
	start from late July	make appointment for in- person registration
		make appointment for health examination (applicable to non-local students)
	late August	Complete the in-person registration procedures
	September 2	Commencement of class

- Applicants with disabilities who need to apply for special examination arrangements and apply with us via "Admission through Written Examination", please refer to the <u>JAE</u> Website > Special Examination Arrangement for Students with Disabilities for details.
- The University also provides support and service for admitted students with disabilities. For details, please refer to the University Website <u>Student with Disability</u>.

- does not possess the qualification for admission;
- is being dishonest (e.g. providing information which is incomplete, incorrect or untrue);
- submits falsifying documents (e.g. forged certificates or testimonials);
- is found to have misconduct or misbehavior during the admission process;
- fails to pay fees or other related charges on time (such as application fee, tuition fee, etc.);
- fails to complete/does not complete all the online registration or in-person registration procedures on time;
- fails to complete/does not complete all the medical

- 1. Online Application System (OAS) https://oas.must.edu.mo/admission/
- 2. E-mail or telephone number as provided by applicants on the OAS
- 3. Correspondence address as provided by applicants on the OAS
- 4. The University website > UG Admission Home

- > Applicants must therefore check the contact points mentioned above to learn about the latest news immediately. Applicants are also responsible for any consequences that may arise due to your negligence.
- ➤ Further, the University will contact applicants or notify applicants of relevant application results via e-mail/SMS/written notice regarding individual matters or matters concerning your applications.
- For e-mail, to prevent our emails from being marked as spam mail or junk mail, please add us (oas.administrator@must.edu.mo) to your e-mail address book.
- ➤ There might be problems with e-mail delivery and as result applicants may fail to receive the admission information sent by the University. Therefore, it's suggested that applicants <a href="Login">Login</a> to the OAS or visit the University website regularly to check the latest information.

- For any enquiries, please contact related departments directly.
- For applicants who have created an account in the Online Application System (OAS),

E-mail: admission@must.edu.mo	Mondays to Fridays
Telephone: (853) 8897-2221	9:00 am– 1:00pm,
Location: Room O204, Academic Building, Block O	2:30 pm– 6:20 pm, (closed on public holidays)
E-mail: reg.newstu@must.edu.mo	Mondays to Fridays
Telephone: (853) 8897-2228	9:00 am– 1:00pm,
Location: Room R102, Academic Complex, Block R,	2:30 pm– 6:20 pm, (closed on public holidays)
E-mail: fo_news@must.edu.mo	Mondays to Fridays
Telephone: (853) 8897-2298	9:00 am– 1:00pm,
Location: Room R102, Academic Complex, Block R,	2:30 pm– 6:20 pm, (closed on public holidays)
E-mail: sa@must.edu.mo	
Telephone: (853) 8897-2277	Mondays to Fridays 9:00 am– 1:00pm,
Location: Room R102, Academic Complex, Block R,	2:30 pm– 6:20 pm, (closed on public holidays)
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	E-mail: itsc@must.edu.mo	Mondays to Fridays 9:00 am– 1:00pm, 2:30 pm– 6:20 pm, (closed on public holidays)
	Telephone: (853) 8897-2080	
	Location: Room R102, Academic Complex, Block R,	
		•
	please refer to the contact list	

<sup>\*</sup> The abovementioned office locations and service hours are subject to changes according to the latest announcements of the University

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Telephone: (853) 2888 1122

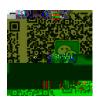
Address: Avenida Wai Long, Taipa,

Macau, China

Official Website: <a href="http://www.must.edu.mo">http://www.must.edu.mo</a>
Official WeChat Account: 澳科大MUST







Official WeChat Account