



澳門大學
UNIVERSIDADE DE MACAU
UNIVERSITY OF MACAU

Not applicable to
Mainland China students

**ACADEMIC YEAR 2023/2024
REGISTRATION INFORMATION SHEET FOR NEW BACHELOR STUDENTS**

1. Registration Venue: **Multi-Function Hall, UM Guest House (N1)**
2. All new students must complete the registration according to the following schedule in person while we will take photos on site for production of student card:

Academic Units	Programme / Student Number*	Date	Time
Faculty of Arts and Humanities	Chinese Language and Literature	26/07/2023	09:30-10:00
	English Studies / History		10:00-10:45
	Japanese Studies / Portuguese Studies		10:45-11:15
Faculty of Business Administration	Student nos. from B-C3-0401-X to B-C3-0450-X	27/07/2023	10:00-10:45
	Student nos. from B-C3-0451-X to B-C3-0500-X		10:45-11:15
	Student nos. from B-C3-0501-X to B-C3-0550-X		11:15-12:00
	Student nos. from B-C3-0551-X to B-C3-0600-X		12:00-12:30
	Student nos. from B-C3-0601-X to B-C3-0650-X		14:30-15:15
	Student nos. from B-C3-0651-X to B-C3-0700-X		15:15-16:00
	Student nos. from B-C3-0701-X to B-C3-0750-X		16:00-16:45
	Student nos. from B-C3-0751-X to B-C3-1400-X		16:45-17:30
Faculty of Education	Chinese / English	26/07/2023	11:15-12:00
	Integrated Science / Mathematics / Pre-Primary Education		12:00-12:30
	Primary Education		14:30-15:15
Faculty of Health Sciences	Bioinformatics / Biomedical Sciences / Pharmaceutical Sciences and Technology	27/07/2023	09:30-10:00
Faculty of Law	Bachelor of Law in Chinese Law and Global Legal Studies	28/07/2023	15:15-16:00
	Bachelor of Law in Chinese Language (Daytime)		16:00-16:45
	Bachelor of Law (Conducted in Chinese and Portuguese)		16:45-17:30
	Bachelor of Law in Chinese Language (Evening) / Bachelor of Law in Portuguese Language (Evening)		17:30-19:00
Faculty of Social Sciences	Communication (Student nos. from S-C3-1951-X to S-C3-2100-X)	28/07/2023	09:30-10:00
	Communication (Student nos. from S-C3-2101-X to S-C3-2500-X)		10:00-10:45
	Economics		10:45-11:15
	Government and Public Administration		11:15-12:00
	Psychology		14:30-15:15
	Sociology		12:00-12:30
Faculty of Science and Technology	Applied Physics and Chemistry	26/07/2023	14:30-15:15
	Computer Science		15:15-16:00
	Civil Engineering / Electrical and Computer Engineering		16:00-16:45
	Electromechanical Engineering / Mathematics (Mathematics and Applications) / Mathematics (Statistics and Data Science)		16:45-17:30

* Student number has been printed on the registration form.



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3. Registration Documents

Students must upload all required documents of items 3.1 to 3.3 via online application system **by 17/07/2023** and bring along all documents of items 3.1 to 3.5 on the registration date:

3.1 Signed "Registration Form" and "Emergency Contacts"; and

- Students must download the form via the On-line Application System. There are 3 pages for the Registration Form (including personal information and emergency contacts' information) which should be printed on A4-sized white paper.
- If any information printed on the Registration Form is not correct, please cross it out and write the correct information next to it. Students have to review the form carefully and sign on it with date for confirmation.
- Please fill in and confirm the information for two emergency contacts and which hospital you prefer to be delivered to in case any medical emergency happens to you during your studies at UM.
- For students who have not reached 18 at the time of submitting the Registration Form, their parent(s) or any statutory guardian(s) have to sign the form with date for confirmation.

3.2 Original personal identification card / passport; and

3.3 Originals of required academic documents stated on the "Offer of Admission"; and

3.4 Original "Medical Examination Report": The report will be considered as valid only with signature of the doctor and stamp of the hospital or government health centre (students must check if such requirement is fulfilled and redeem it with the hospital/centre concerned when missing).

3.5 Original and a copy of the vaccination record (the copy includes the pages about personal information and vaccination record).

The University reserves the right to terminate a student's offer of admission if he/she fails to present/submit above-mentioned documents.

4. Late Registration and Admission

4.1 **Students who cannot complete registration during 26-28 July 2023 must submit a request for late registration by filling an online form at <https://reg.um.edu.mo/latereg> with supporting document no later than 10 July 2023.** The application result will be notified via email by 14 July 2023. Students who have been approved for late registration must complete registration at the Registry office on the approved date.

4.2 Students who request for late registration must settle the non-refundable tuition fee, residential college fee and security deposit within the dates specified on the bank payment slips.

4.3 Unless with prior approval by the University, **new students must complete registration no later than 3 August 2023.** Otherwise, the offer of admission will be cancelled.

5. Deferment of Study

5.1 Non-registered new students can apply for deferment of study for no more than one academic year. Such applications will only be permitted for medical reasons and students are required to submit latest medical certificates issued by hospitals. **Application of new bachelor students for such deferment must be made to Registry via email to admission@um.edu.mo by 3 August 2023.**

5.2 Non-registered new students must fulfil all the conditions stated on the "Offer of Admission" and submit the required amount of non-refundable tuition fee before they become eligible to apply for deferment of study.

5.3 Non-registered new students are not permitted to transfer to another major/programme when they apply for resumption of study.



6. Important Dates

All new students must read below carefully and complete the procedures for admission and commencement of classes:

Date	Points to note	Details
By 12/07/2023	Student Account Activation (Details will be stated in the on-line application system)	<ul style="list-style-type: none"> This will be your Student Account and the only medium for students to download the debit notes, enrol courses and receive the University's latest news. Students who have successfully activated the Student Account will be able to use the "User ID" and "Password" for accessing to the "Student Information Web" and "Student Webmail".
13-25/07/2023	Settlement of tuition fee, residential college fee and security deposit	<ul style="list-style-type: none"> Login to the "Student Information Web" at https://isw.um.edu.mo/siweb with User ID and password, then click Student Account Enquiry to download the payment slip. Penalty will be levied for late payment on required fees while the tuition fee paid is non-refundable.
26-28/07/2023	Conduct new student registration	<ul style="list-style-type: none"> Complete registration according to the schedule and procedures as listed on this "Registration Information Sheet".
In early August, 2023	Allotment announcement and move-in arrangement of Residential College	<ul style="list-style-type: none"> Allotment result will be released by Residential College in early August. The move-in dates will be during 9 and 10 August 2023. Please use the "User ID" and "Password" for accessing to the Student Webmail at https://studmail.um.edu.mo for the details of the move-in arrangement.
11-15/08/2023	New student orientation	<ul style="list-style-type: none"> Details on new students' orientation and other activities will be notified through email by Student Affairs Office.
17/08/2023	Commencement of classes for 2022/2023 academic year	- - -

Remarks:

- Above dates may subject to change under certain circumstances.
- UM medical insurance is mandatory for all registered students, except those are approved for exemption. The insurance covers out-patient visits and hospitalization benefits and scheme period from 01 August 2023 to 31 July 2024. The insurance premium for academic year 2023/2024 is MOP120 and payment is expected to be settled in September 2023. More details about the UM Medical Insurance Scheme, Waiver Guidelines and Exemption Application can be found at website: <https://srs.sao.um.edu.mo/medical-insurance/>.

7. For enquiry, please contact the Registry:

Address: Room G002, N6 Administration Building, University of Macau
 Phone: (853) 8822 4007
 Office hours: 09:00 – 13:00, 14:00 – 17:45 (Monday to Thursday);
 09:00 – 13:00, 14:00 – 17:30 (Friday)
 Online enquiry: <https://reg.um.edu.mo/adm-contact>



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Transportation Information for New Bachelor Students' Registration 2023/2024

- **By Public Transport (bus route: 71, 72, 73 or 73S):** Students can choose to take public buses to UM Campus and get off at the stop of "UM/University Hall" (shown in red box of bus route) and proceed to "Multi-Function Hall, UM Guest House (N1)" for the new student registration.

71 澳門大學 亞馬喇前地
UNIVERSIDADE DE MACAU PRAÇA FERREIRA AMARAL

每程票價 (澳門幣MOP) **\$6.0**

T550 澳門大學總站
UNIVERSIDADE DE MACAU / TERMINAL

澳大/綜合體育館 UM / COMPLEXO DESPORTIVO T555	澳大/行政樓 UM / EDIFÍCIO ADMINISTRATIVO T556
澳大/大學會堂 UM / AULA MAGNA DA UNIVERSIDADE T554	T557 大學北 NORTE DA UNIVERSIDADE
澳大/大學展館 UM / GALERIA DA UNIVERSIDADE T553	T558 大學大馬路 AVENIDA DA UNIVERSIDADE
澳大/中央教學樓 UM / SALA DE AULAS/EDIFÍCIO CENTRAL T552	T551 澳大/研究生宿舍 UM / RESIDÊNCIA DE E. DE PÓS-GRADUAÇÃO
大學南 SUL DA UNIVERSIDADE T559	T425 海濱圓形地/西堤馬路 ROTUNDA MARGINAL / EST. DO DIQUE OESTE
海濱圓形地/生態保護區 ROTUNDA MARGINAL / ZONAS ECOLÓGICAS T424	T423 蓮花海濱大馬路/百老匯 AV. M. FLOR DE LÓTUS / BROADWAY
蓮花海濱大馬路/銀河-2 AV. M. FLOR DE LÓTUS / GALAXY - 2 T422	T421 皇庭海景酒店 POUSADA MARINA INFANTE
蓮花海濱大馬路/銀河-1 AV. M. FLOR DE LÓTUS / GALAXY - 1 T420	T431 西灣大橋/海洋大馬路 PONTE DE SAI VAN / AV. DO OCEANO
東亞運馬路/羅斯福 AV. DOS JOGOS DA ÁSIA ORIENTAL / ROOSEVELT T328	M172 亞馬喇前地 PRAÇA FERREIRA AMARAL
海洋廣場 PRAÇA OCEANO T335	

查詢熱線 HOTLINE: 2885-0060

72 澳門大學 湖畔大廈
UNIVERSIDADE DE MACAU EDIFÍCIO DO LAGO

每程票價 (澳門幣MOP) **\$6.0**

T550 澳門大學總站
UNIVERSIDADE DE MACAU / TERMINAL

澳大/綜合體育館 UM / COMPLEXO DESPORTIVO T555	T556 澳大/行政樓 UM / EDIFÍCIO ADMINISTRATIVO
澳大/大學會堂 UM / AULA MAGNA DA UNIVERSIDADE T554	T557 大學北 NORTE DA UNIVERSIDADE
澳大/大學展館 UM / GALERIA DA UNIVERSIDADE T553	T558 大學大馬路 AVENIDA DA UNIVERSIDADE
澳大/中央教學樓 UM / SALA DE AULAS/EDIFÍCIO CENTRAL T552	T551 澳大/研究生宿舍 UM / RESIDÊNCIA DE E. DE PÓS-GRADUAÇÃO
海濱圓形地/西堤馬路 ROTUNDA MARGINAL / EST. DO DIQUE OESTE T425	T426 蓮花海濱大馬路/百老匯 AV. M. FLOR DE LÓTUS / BROADWAY
蓮花海濱大馬路/銀河 AV. CIDADE NOVA / GALAXY T396	T397 路氹西/銀河 COTAI OESTE / GALAXY
新城市廣場/威尼人 AV. CIDADE NOVA / VENETIAN T394	T396 排角/銀河 PAI KOK / GALAXY
望德聖母灣馬路/庫華 EST. BAI N. S. ESPERANÇA / QUARTEL T364	T361 運動場/賽馬會 ESTÁDIO / JOCKEY CLUB
運動場/體育中心 ESTÁDIO / CENTRO DESPORTIVO T347	T325 華貴花園 EDF. JARDIM DE VA POU
運動場/體育中心 ESTÁDIO DE MACAU / 澳門運動場 T324	T339 花城公園 JARDIM CIDADE DAS FLORES
奧林匹克奧林匹克馬路 AVENIDA OLÍMPICA / 奧林匹克馬路 T368	T408 湖畔大廈 EDIFÍCIO DO LAGO
EDF. CHUN LEONG 泉亮花園 T309	T341 聖公會中學 COLÉGIO ANGLICANO
CHUN LAI GARDEN 泉亮花園 T402	T432 昇輝樓 EDIFÍCIO IAT SENG
宋玉生博士園形地 ROTUNDA DR. CARLOS A. C. P. D'ASSUMPTÃO T307	T428 登龍明珠/葵苑 JUI LONG SEA VIEW / BLOCO 1

查詢熱線 HOTLINE: 2827-1122

73 澳門大學 黑沙環衛生中心
UNIVERSIDADE DE MACAU CENTRO DE SAÚDE DA ÁREA PRETA

每程票價 (澳門幣MOP) **\$6.0**

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海洋花園/玫瑰苑 JARDINS DO OCEANO / ROSE GARDEN T430	M247 海上層 LA MARINA
亞馬喇前地 PRAÇA FERREIRA AMARAL M172	M219 馬場東大馬路/黑沙環衛生中心 CENTRO DE SAÚDE DA ÁREA PRETA
勞動節大馬路/廣華 AV. 1º DE MAIO / KWONG WA M50	
勞動節大馬路 AV. 1º DE MAIO M219	

查詢熱線 HOTLINE: 2885-0060

73S 澳門大學 黑沙環衛生中心
UNIVERSIDADE DE MACAU CENTRO DE SAÚDE DA ÁREA PRETA

每程票價 (澳門幣MOP) **\$6.0**

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查詢熱線 HOTLINE: 2885-0060

- **By Car:** Students can choose to come to UM Campus by private cars or motorcycles. Parking is available at our “Visitor Carpark P3”. Please follow the driving route to the carpark and proceed to “UM Guest House - Multi-Function Hall (N1)” for the new student registration. The daytime (08:00-20:00) hourly fees for light vehicles and motorcycles are MOP 6.00 and MOP 2.00 respectively, while the night time (20:00-08:00) hourly fees are MOP 3.00 and MOP 1.00 respectively.

- **Location of UM Guest House (N1)**



- **For the campus map of the University, please visit the website at:**
<https://www.um.edu.mo/wp-content/uploads/2023/02/UMMap2023.pdf>.