



IMPORTANT: PLEASE SEE NOTE OVERLEAF.

FOR TREASURY SECTION USE ONLY		FOR REG USE ONLY
Fees Outstanding	<input type="checkbox"/> Yes* \$ _____ Received \$ _____	<input type="checkbox"/> Macau Pass at REG
	<input type="checkbox"/> No Signature: _____	<input type="checkbox"/> BOC Quick Pass at REG
		<input type="checkbox"/> MPay at REG

Name: _____

Student No.: □-□□-□□□□-□

Contact No.: _____

❖ I declare that the information provided in this application form is correct and I have acknowledged and understood the following <Personal Data Collection Statement of the Registry of the University of Macau> stated below:

The University of Macau, in accord to the purpose of providing the related administrative services requested by applicants, requires applicants to fill in this application form and submit to the Registry. The personal data collected in the form will only be used for the mentioned purpose and may also be transferred within the University and to entities that are in accordance with legal provision or with your prior consent, for the purpose of carrying out the related procedures. The transmission of personal information over the Internet may lack protection and security. There is a risk that your information may be accessed or used by an unauthorized third party.

The application will not be proceeded if applicants fail to fill in any of the mandatory fields as required in the application form in accord to the personal-identification and education-related information.

To make correction of your personal data held by the University or to apply for related testimonials, undergraduate students can submit the request to the Registry while postgraduate students should contact the Graduate School.

Applicant's Signature: _____ Date: _____

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FOR OFFICE USE ONLY	Registry Stamp	Treasury Stamp
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RECEIPT

Payment of MOP/HK\$55 for English Translation of Diploma from student no.: _____ received.

Date: ____/____/____

Payment
<input type="checkbox"/> Macau Pass at REG / TRE
<input type="checkbox"/> BOC Quick Pass at REG / TRE
<input type="checkbox"/> MPay at REG / TRE
<input type="checkbox"/> Cash at TRE

Note: ❖ Please bring along with you this receipt for collection after 2 working days.
 ❖ Please find the "Authorization Letter" on the overleaf if applicable.

✂=====

FOR OFFICE USE ONLY

Payment of MOP/HK\$55 for English Translation of Diploma from student no.: _____ received.

Date: ____/____/____ Signature & Stamp: _____

Payment
<input type="checkbox"/> Macau Pass at REG / TRE
<input type="checkbox"/> BOC Quick Pass at REG / TRE
<input type="checkbox"/> MPay at REG / TRE
<input type="checkbox"/> Cash at TRE

NOTE

1. This English Translation of Diploma is only issued to students having awarded the Chinese/Portuguese bilingual graduation certificates.
2. MOP/HK\$55 is charged for each diploma.
3. Students must allow 2 working days of processing time (from the date of application) for a diploma to be issued.
4. This English Translation of Diploma can be applied once only and there will be no second printing.
5. Additional bank charges are required for foreign cheque payments. **
6. If you want to settle the application fee by credit card, please complete the "Authorization of Credit Card Payment" form (REG/Form/036), which can be downloaded from the Registry's webpage: <https://reg.um.edu.mo>.

Place of Issuing Bank	Currency / Cheque	Bank Charges
Macao	Hong Kong Dollar	-----
Macao or Outside Macao	Foreign Currency	MOP50

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AUTHORIZATION LETTER

I (Name) _____ (I.D. No. _____) hereby authorize (Name) _____ (I.D. No. _____) to act on my behalf to collect my English Translation of Diploma.

I declare that the information provided in this authorization letter is correct and I have acknowledged and understood the <Personal Data Collection Statement of the Registry of the University of Macau>.

Signature: _____ Date: _____

Note: Please submit the Authorization Letter together with I.D. copies of both parties.

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