



University of Macau Outgoing Exchange Scholarship Guideline

OBJECTIVE

The Outgoing Exchange Scholarship is created to encourage students with good academic standing or subsidize students with financial needs to join exchange programmes. The purpose of the Scholarship is to promote mobility of students and enhance the internationalization of University of Macau, as well as to enrich students' international exposure and experience.

MEMBERSHIP OF SELECTION COMMITTEE AND OPERATION

There are 17 members in the Outgoing Exchange Scholarship Committee. Committee members are:

Chair: Registrar

Secretary: Functional Head of International Affairs of Global Affairs Office

Members:

- 1 academic and 1 administrative representatives from each faculty, faculty representatives are appointed by Deans
- Head of Registry
- Head of Student Development Section.

Committee members will approve the applications by vote. In case of dissent, two-third majority of votes have to be obtained to reach the consensus.

ELIGIBILITY

Applicants are required to participate in a regular credit-bearing exchange programme at undergraduate or postgraduate level offered by University of Macau. Duration of exchange should be from one semester to one academic year, and is a formal exchange programme initiated or planned by the University at either University-level or Faculty-level, self-initiated programme or programme offered by a third-party institution are not eligible for the application.

The minimum cumulative GPA for undergraduate applicant is at least 2.7 (for Type 1) / 3.0 (for Type 2 - 4), FLL students should have a CGPA of at least 14/20. Undergraduate scholarship recipient is required to achieve at least two-thirds of the full time credit equivalence at Host University. For postgraduate recipient, academic performance during the exchange period will be evaluated.

***Successful applicant can only apply for the Scholarship *ONCE* in each academic year and *IS NOT ALLOWED* to receive double subsidy at the same time for the same exchange programme from UM and/or other entities.**

TYPES OF SCHOLARSHIP & SELECTION CRITERIA

Applicants can only apply for *ONE* of the following:

TYPE 1 – Financial Need (Minimum CGPA: 2.7 or above; 14/20 for FLL students)

This Scholarship is only open for Macao permanent residents who fulfill the average monthly household income requirement as stated in the below table. Applicants have to submit their academic transcript, ID copy of all family members, Income and Expenses Declaration (OES-F1) and its supplementary forms that reflect the family's financial situation in past 3 months.

No. of Family Members	Average monthly household income (MOP)
1	6,070.00
2	11,160.00
3	15,370.00
4	18,690.00
5	21,100.00
6	23,520.00
7	25,930.00
8 or above	28,300.00

Average monthly household income = (Total Family Income of last 3 months – Rental of last 3 months) / 3

The maximum amount of rental is MOP 3,500 per month.

Scholarship Committee will assess the application according to the following percentage: CGPA (80%), Academic Awards (20%). Priority will be given to those who have a higher grade.



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TYPE 2 – Academic Standing (Minimum CGPA: 3.0 or above; 14/20 for FLL students)

The funding criteria are mainly based on the cumulative GPA, prize, honours or scholarly awards received and activities participated. This Scholarship is open for all applicants of undergraduate exchange programmes run by the University. Priority will be given to those who have higher CGPA. In case the number of application exceeds that of the quota, applicants will be ranked according to 1) CGPA 2) Latest GPA 3) Seniority 4) Prize, honours or scholarly awards received and activities participated. Applicants who receive scholarship before will have the lowest priority, interview may be conducted for final assessment.

TYPE 3 – Special Recommended Exchange Programmes (Minimum CGPA: 3.0 or above; 14/20 for FLL students)

Special Recommended Exchange Programmes are listed on the Application Form. This Scholarship is open for all applicants of special recommended exchange programmes run by the University. In case the number of application exceeds that of the quota, applications will be assessed according to the selection criteria of Type 2.

TYPE 4 – Postgraduate Student Exchange (Minimum CGPA: 3.0 or above; 14/20 for FLL students)

The funding criteria are mainly based on the academic standing of applicant, including cumulative GPA (if any), prize, honours or scholarly awards received and activities participated. The Scholarship is open for all applicants of postgraduate exchange programmes run by the University. Committee members will approve the list of applicants based on the submitted transcript, recommendation letter, research project, journals and proof of attendance at international conference. Priority will be given to those who have a higher academic standing or performance.

TYPE 5 – UC Berkeley Visiting Student Researcher and Post Doctoral Affairs Program

Applicants shall be those nominated by Dean of Faculty and accepted by UC Berkeley Exchange Programme.

FUNDING CRITERIA

This Scholarship is aimed to partially cover the following expenses during the student's exchange period,:

- Round-trip air ticket and other modes of transportation between Macao / Hong Kong / home city and Host University on arrival and departure dates
- Medical/ health/ travel insurance
- Accommodation during exchange
- Other mandatory fees and charges imposed by Host University

The amount of Scholarship (one semester) will vary according to destination countries or regions as per the table shown below:

Destination Countries / Regions	Amount of Scholarship (One Semester)	
	Type 1	Type 2 – 4
Zone 1 Americas (South, North and Central) and Europe	MOP \$ 30,000	MOP \$ 22,000
Zone 2 Oceania (Australia and New Zealand) and Africa	MOP \$ 26,000	MOP \$ 18,700
Zone 3 Japan and South Korea	MOP \$ 18,000	MOP \$ 13,200
Zone 4 Asia (except for Japan and South Korea)	MOP \$ 14,000	MOP \$ 10,000

***Successful applicant who has an exchange period of 1 year will only receive ONE semester scholarship.**

SCHOLARSHIP ARRANGEMENT

Successful applicants have to submit the following official copy, scholarship will then be transferred into recipients' bank accounts.

- Offer Letter issued by the Host University
- Letter of Undertaking

Obligation of Scholarship Recipients

Scholarship recipients have to attend the "Exchange Students Sharing and Information Section" after the exchange and share their experience or assist interested students who are going to join the same exchange programmes as the recipients. Students who have queries on pre-departure preparation can contact scholarship recipients through the contact provided.



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SCHOLARSHIP PENALTY SYSTEM

Academic achievement	Scholarship Penalty
Applicants of undergraduate programmes pass one-third but fail two-thirds of the enrolled credits at the Host University	50% of the amount of Scholarship will be fined
Applicants of undergraduate programmes do not pass one-third of the enrolled credits at Host University	Full amount of Scholarship will be fined
Applicants of postgraduate programmes do not satisfy the academic requirement as reviewed by the faculty	Full amount of Scholarship will be fined
Withdrawal before/ during exchange period	Full amount of Scholarship will be fined
Applicants transfer to Host University/ other university and do not return to UM	Full amount of Scholarship will be fined

**Exceptional cases will be considered by the Outgoing Exchange Scholarship Committee on individual basis.

APPLICATION AND SELECTION PROCEDURE

Applications will be invited twice a year, interested students should apply the scholarship before they go for exchange. Apply it via <https://isw.umac.mo/oesas>.

Applicants are suggested to access the online application system by using **Firefox and IE Browser**. Successful applicants will receive a notification email after you have completed your online application. **Late or incomplete applications will not be considered.** The OES Secretariat will consolidate all online applications after the deadline of application. The applications will be sent to faculties for verification of the applicant's eligibility. Eligible applications will be reviewed in the OES Committee Meeting. Members of the OES Committee will assess the applicants according to the criteria (as listed in "Selection Criteria").

INTERVIEW

Global Affairs Office reserve the right to contact an applicant for interview, if necessary.

SUBSEQUENT CHANGES

Please inform Global Affairs Office **IMMEDIATELY** should there be any subsequent change of the information you provided.

RELEASE OF RESULTS

Result will be informed via email in **November/ May**.

**Please check all related announcement and update about the Outgoing Exchange Scholarship at <https://gao.umac.mo/exchange/outgoing-exchange/scholarship-and-financial-assistance>

APPEAL

Appeal against the decision should be raised to Global Affairs Office within 7 days after the scholarship results are announced. A meeting will be called for OES Committee Members to discuss and consider the appeal. The result of such meeting will be considered as final decision.

ENQUIRY

Global Affairs Office

Contact Person: Ms. Polly Leong

Contact Number: (853) 8822 4630

Email: oes.enquiry@umac.mo

Location: Administration Building N6, Room G018

Personal Data Collection Statement

1. The University of Macau being a public institution of higher education as set in Law No. 1/2006, will process the personal data collected on this form for activity organization, service providing and contact purpose.
2. Due to the needs of the activity or service, the personal data on this form may be transferred to other organizations in or outside Macao.
3. The applicants have the right to access, rectify or update their personal data stored at UM.
4. The personal data circulated on the network may be at risk of being used by unauthorized third parties.