

2024 Summer Programme General Briefing



澳門大學
UNIVERSIDADE DE MACAU
UNIVERSITY OF MACAU

SUMMER PROGRAMME

APPLICATION PERIOD: FEBRUARY 1-23, 2024



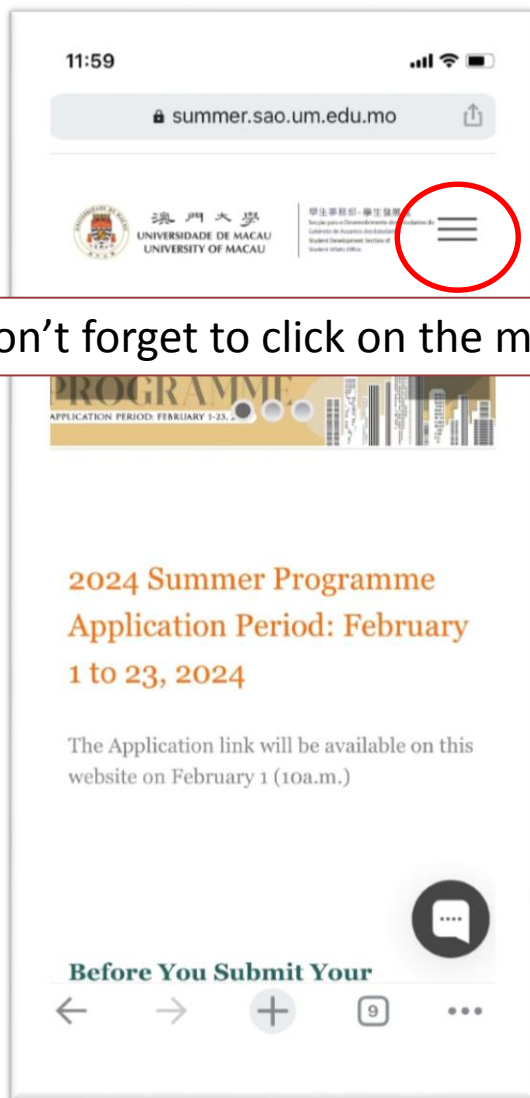
Summer Programme Website:

<http://summer.sao.um.edu.mo>

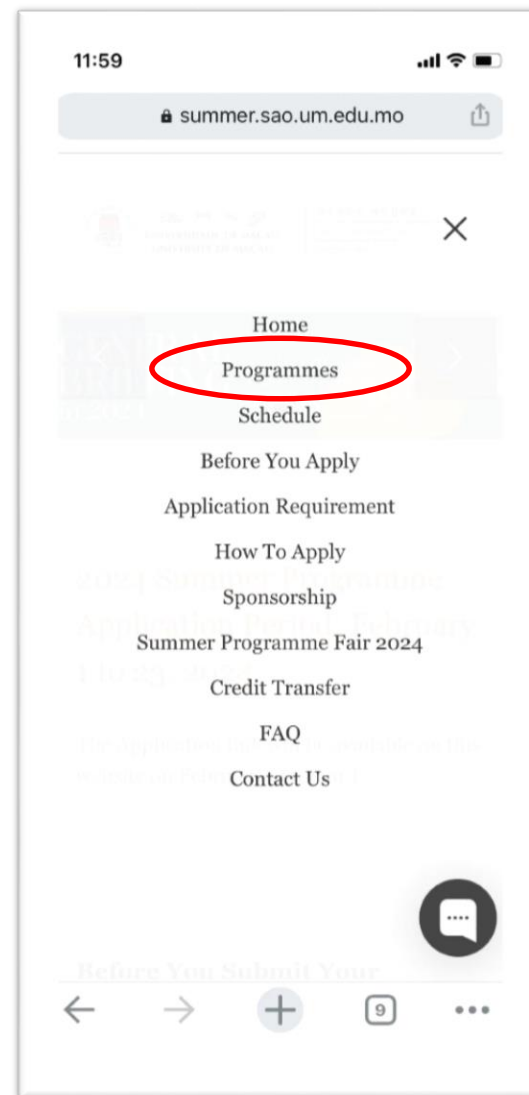
- Updated information of different programmes
- Application and schedule
- Important notes
- Credit transfer information
- Frequently asked questions



Our Website on mobile phones



Don't forget to click on the menu



Our Team

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Eligibility to join Summer Programme

- Cumulative GPA ≥ 2.0
- UM Current Student (not available to exchange students or inactive students)
- Programme Quota



No Limit



Quota Limit

[depends on the no. of smart points you and other participants have]

- Meet the requirements of the host university
e.g. Country entry requirement, visa requirement, vaccine requirement, English proficiency, year level, major, age, nationality, etc.

List of Programmes

SAO CODE ⇅	COUNTRY ⇅	UNIVERSITY ⇅	PROGRAMME ⇅	PROGRAMME PERIOD ⇅	2024 INFORMATION ⇅
AS1	Australia	University of Queensland	Intensive English Language Studies Programme	2024-07-15-2024-08-16	Updated
AU1	Austria	University of Vienna	International Summer Programme	2024-07-13 to 2024-08-10	Updated
AU2	Austria	University of Salzburg	Asian-Austrian-European Summer School	2023-07-13 to 2023-07-28 (Short) 2023-07-13 to 2023-08-10 (Long)	To be updated
BE2	Belgium	Explore European Diversity	Explore European Diversity	Option 1: 2023-05-22 to 2023-06-02 Option 2: 2023-05-22 to 2023-06-09	To be updated
CA1	Canada	University of Victoria	International Summer Institute for Business Management (ISIBM)	SGBS: 2023-06-19 to 2023-07-13 ISIBM A: 2023-07-05 to 2023-07-27	To be updated

Click for programme details

Application Flow



Programme Schedule

Date/Period	Activities
February 1 to 23	Submit UM Internal Application (<u>to University of Macau</u>)
March 1	Internal Application Result Announcement (announce the amount of sponsorship /programme quota through email) **DOES NOT MEAN THAT YOU'VE BEEN APPCETED BY HOST UNIVERSITY**
March 1 to 8	Submit confirmation of participation to SAO
After March 8	Submit Official Application (<u>to Host University</u>) (SAO coordinators will provide instructions)
April 10 to 17	Pre-departure briefings
May to August	Complete the programme
After the programme	Submit debriefing form/ report to SAO

Please submit a new application (internal application) if you would like to make any changes. SAO will only review the latest application

How much does it cost to join Summer Programme?

Period	Face-to-Face Programme
During Application	Application Fee Tuition Fee Accommodation Fee (on/off campus) Air Tickets/Bus Tickets/Train Tickets Insurance Visa Application Fee (travel cost to the Consulate) Passport Renewal Fees Nucleic Acid Test
During the Programme	Local Transportation (bus/train) Phone/Internet data fee Meals Field Trips Extra-curricular Activities Souvenirs
After the Programme	Transcript Fee Postage

Important Notes – During Application

- Evaluate your financial situation
- Purpose of joining the programme
- Make sure you fulfill the requirements of the host university before you apply
- You can have three choices

If you are selected to your 1st choice, you will not be allowed to change to your 2nd or 3rd choice (unless your 1st choice is cancelled by the Host University)

*******THINK THOROUGHLY BEFORE YOU APPLY*******

- SAO will only nominate students to **ONE** programme
- Fulfill requirements of Student Affairs Office (SAO)
 - Submit all the required documents and reports (pre-departure/post-departure)
 - Complete the programme
 - If you do not submit the required documents to SAO (after **three email reminders**), you will not be nominated to participate in the 2025 summer programme

Important Notes – After Confirmation

- Submit Confirmation to SAO (March 1 to 8)
Student and parent/legal guardian consent form
- Students are responsible for their own visa application, travel insurance, purchase of air tickets and travel arrangements
(UM does not offer flight tickets and visa application service)
- All students are required to purchase **TRAVEL INSURANCE** before departure.
If you don't want to purchase any insurance, please do not apply for summer programme
- Visa/vaccine/nucleic acid test/entry requirements
e.g. Japan, Korea, United States
- Read the refund policy of the programme, flight ticket and accommodation carefully

Important Notes



Penalties and Disciplinary Actions

- Withdraw from the programme after confirmation (March 8)
 - did not submit the official application to the host university
 - did not complete the programme
 - Administrative fee of **MOP1000** or disciplinary actions
- The fee cannot be waived unless justifications (with relevant documents) are provided and approved by Student Affairs Office
- For those who did not inform SAO about the withdrawal, besides the administrative fee, you will not be nominated to join the 2025 summer programme

****Student Affairs Office will not be liable to those self-applied programmes**

Credit Transfer

- You can only earn credits from Face-to-Face programme
- Contact your Faculty directly for credit transfer approval
- Prepare the course outlines and all relevant information before you approach your Faculty
- ❌ Online programme



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學生事務部-學生發展處
Secção para o Desenvolvimento dos Estudantes do
Gabinete de Assuntos dos Estudantes
Student Development Section of
Student Affairs Office

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[Application & Schedule](#)

[Credit Transfer](#)

[Frequently Asked Questions \(FAQ\)](#)

[Contact Us](#)



Can I get credits for courses that I take during summer?

On the website of each programme, it states how many credits/ECTs you will receive after you complete the course. Check with your Faculty directly to see if any credits can be transferred back to UM.



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Sponsorship

1. Smart Points

2. Members nominated by University Teams and SAO/OSA Programmes (please consult your team/programme directly)

- Sports U-Teams & Sports Volunteer Programme
- Cultural and Arts U-Teams
- Campus Training Programme (CTP)
- Stage Management Programme (SMP)
- House Tutors (PGH)
- Peer Support Programme (PSP)
- Student Leadership Programme (SLP)
- UM Volunteer Programme (UMVP)

3. Residential College (please consult your RC directly in February)



Smart Point Sponsorship + RC Sponsorship
OR
U-Team/SAO Programme Sponsorship + RC Sponsorship



Smart Point Sponsorship + U-Team Sponsorship

How to check your Smart Point

Programa de
Bacharelamento
e Aperfeiçoamento
Contínuo

Click it and it will
show the SP Point

Personal Info

Academic Records

Study Plan

Course Info

Timetable

Read Message

Student Account Enquiry

E-Academic Report

Online Application

Logout

Programme
Faculty
Major
Minor

Registration Status
Registration Date

Home Address Postal Address

Home Phone No. Postal Phone No.
Mobile Phone No.

Change my contact

EMERGENCY CONTACT

Name Tel.
E-Mail Address
Address
Relationship

Name Tel.
E-Mail Address
Address
Relationship

Change emergency contact

Bank Name
Bank Account No.
Bank Account Name

Change Autopay Info

Smart Point Balance 3.0

Show Details

If no smart point information is available at your personal info page, it means that you haven't participated in any Smart Point Activities before

For more information about Smart Point Scheme, please visit
<https://sds.sao.um.edu.mo/about-smart-point-scheme/>

Smart Point Sponsorship

Programme Type	Sponsorship
Programme Type : G1 (Programme Fee < MOP 20,000)	MOP 7,000
Programme Type : G2 (Programme Fee : MOP20,001-30,000)	MOP 11,000
Programme Type : G3 (Programme Fee : MOP>30,001)	MOP 15,000

- **Programme Type** and Fee refers to the sum of tuition and administration fees announced by the host university
- The allocation of smart point sponsorship will be based on the number of points you have and the points that you would like to use
- **More points = higher chance of receiving sponsorship**

Programme Type

CANADA	
☆ Programme Details (2024 Information)	Photos
SAO Programme Code	CA2 (Face-to-Face Programme)
SAO Programme Type	G3
Programme Period	June Programme: June 7 – July 7, 2024 July Programme : July 12 – August 12, 2024
Quota	No Limit
Responsible Staff	Esther Lam (estherlam@um.edu.mo)
Website	https://vancouversummerprogram.ubc.ca/
English Requirement	English proficiency test scores are not required to register, but students should be proficient in English and have a strong academic background. – Students must be at least 18 years of age at the start of the program to be eligible to apply.
Other Requirement	<i>*Some course packages will accept applications from graduate students. Please contact VSP at vsp.ubc@ubc.ca to confirm.</i> <i>**Some course packages have a minimum age requirement that requires students to be 19, please see course package details.</i>

G1/G2/G3

*SAO reserves the right to change the programme type/amount of sponsorship based on the actual expenses spent during the trip



Smart Point Sponsorship

Students can receive a maximum of **MOP 15,000** or 70% of your
- programme + transportation + accommodation (face-to-face programme)

Example	Granted Sponsorship	Programme Fee	Sponsorship you will receive
1	Mop 11000	MOP 10000	MOP 7000
2	Mop 11000	MOP 12000	MOP 8400
3	Mop 11000	MOP 18000	MOP 11000


Smart Points will be counted as of [February 23, 2024 \(Deadline of Internal Application\)](#)

Example



Budget 100,000



Student	Smart Point 	Programme	Programme Type	Sponsorship
Student A	65	Shanghai Jiaotong University	G3	15,000
Student B	62	The University of Hong Kong	G1	7,000
Student C	60	Boston University	G3	15,000
Student D	59	University of Zurich	G1	7,000
Student E	50	Sichuan University	G3	15,000
Student F	49	Yale University	G3	15,000
Student G	43	Akita International University	G1	7,000
Student H	40	University of Oxford	G2	11,000
Student I	32	Nanyang Technological University	G1	7,000
				Remaining Balance 1,000
Student J	25	The University of Tokyo		11,000
Student K	22	Shanghai University		15,000
Student L	20	Shanghai University	G3	15,000

Not enough budget

Programme Quota

Some programmes have a limited number of participants (quota)

If the number of applicants > number of quota

❖ (COMPETITION)

- The quota will be given to students with more smart points
- The smart points will be deducted in order to acquire the quota

If the number of applications < number of quota

❖ (WITHOUT COMPETITION)

- You can get into the programme without using any smart points

❖ Smart Points **will be deducted** after the completion of the programme (around October to November)

** For those who use points to get quota or sponsorship

After you complete the programme

- All participants will need to complete an online survey provided by Student Affairs Office (SAO)
- Students who receive **Smart Point, Residential College or University Team/SAO Programme sponsorship** have to submit the following documents:
 - programme report (min. 500 words with photos)
 - transcript and certificate
 - receipts for programme/tuition fee
 - receipts for accommodation and transportation
 - boarding pass/train/bus ticket
- Students have to **pass all courses and submit the above documents** in order to claim the sponsorship

New Programme in 2024

- **FR10 – NEOMA Business School (France)**
- **UK10 – King's College, University of Oxford (United Kingdom)**
- **UK11 – Worcester College (United Kingdom)**
- **UK12 – Lancaster University**

****More programmes will be available**

Email Etiquette

- Greeting and closing sentence
- Identify yourself clearly (name, student ID, home University, etc)
- Always check and use your UM email
- Keep it short and get to the point
- Email communications ≠ wechat/whatsapp messages
- **Your e-mail is a reflection of you**

How to write an effective email?



Reference: <https://www.tidio.com/blog/how-to-write-a-professional-email/>

English Proficiency

- Some Universities do not require TOEFL/IELTS grades
- You can apply for a **Testimonial (在學證明)** at Registry's website to prove that your medium of instruction is English

How To Apply?

<https://summer.sao.um.edu.mo/wp-content/uploads/2023/03/Binder1.pdf>

Important Information on Website

Make sure you read all the steps and important notes before you submit your application

Points to Note Before Application:

<https://summer.sao.um.edu.mo/before-you-apply/>

Application Requirement:

<https://summer.sao.um.edu.mo/application-requirement/>

Application Flow:

<https://summer.sao.um.edu.mo/application-flow/>