聖若瑟大學
UNIVERSITY OF SAINT JOSEPH

Admissions Handbook

This handbook compiles information about the application process for the following University of Saint Joseph (USJ) programmes: Bachelor, Post-Graduate Diploma, Master and Doctoral.

For additional information, please visit our website or contact the Academic Affairs Office - Admissions, located on the 1/F of the Residential Hall Building at the Ilha Verde Campus.

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1. PROGRAMMES OFFERED

USJ offers Bachelor's, Post-Graduate Diploma, Master's and Doctoral programmes in different fields of knowledge. All degree programmes are approved by the Macao S. A. R. Government and are taught in English, except when noted otherwise. Detailed information about the Faculties and their specific programmes can be found on our website (www.usj.edu.mo).

1.1. Bachelor

Our Bachelor's programmes are 4-year daytime/evening programmes. For the progarmmes open for the current academic year, please refer to our website for details.

1.2. Post-Graduate Diploma

The following Post-Graduate Diploma programme is 1-year evening programme.

- Post-Graduate Diploma in Education

1.3. Master

Our Master's programmes are 2-year evening programmes. For programmes open for the current academic year, please see our website for details. For applicants from Mainland China, please refer to the updates on our Mainland Admissions Page.

1.4. Doctoral

Our Doctoral programmes range from 3 to 5 years in duration and are composed of two phases: firstly, students complete their coursework and preparation of the thesis proposal, which has a standard duration of one academic year, and secondly, they start preparing for the thesis. Students may only progress to the second phase of the programme after successful completion of their coursework and the thesis proposal and approval. For the progarmmes open for the current academic year, please refer to our website for details. For applicants from Mainland China, please refer to the updates on our Mainland Admissions Page.

2. ENTRY REQUIREMENTS

All completed applications that meet the minimum entry requirements for their respective programme will be reviewed and assessed by the University, which then makes the final admission decision. Each year, a large number of excellent local and international prospective students apply to study at USJ. Due to the limited places available in each programme, meeting the admissions requirements does not guarantee admission into USJ. The University encourages applicants from any background to apply and is committed to providing opportunities to all applicants regardless of their race, ethnic origin, nationality, sex, age, physical or mental disability, or other factors.

For applicants from Mainland China, please refer to the updates on our Mainland Admissions Page for the admissions criteria and entry requirements of the programmes we offer.

This section stipulates the minimum entry requirements for the various USJ programmes.

2.1. Language Proficiency

For detailed information, please visit *here*.

2.2. Bachelor

We seek students who display high academic promise, coupled with a passionate and enthusiastic attitude. Applicants from different educational systems may refer to Appendix 1 to see whether their qualifications are considered equivalent to USJ's entry requirements. Should your qualifications not be listed in Appendix 1, please contact the Admissions of the Academic Affairs Office for an evaluation of your suitability for acceptance into your chosen programme.

Applicants seeking admission to a Bachelor's degree programme should satisfy the following requirements:

- Be currently enrolled in, or have completed, Form 6 / Senior Middle Three / Grade 12; or
- Possess a secondary school diploma that represents the successful completion of 12 years of schooling, or its equivalent. Applicants aged 23 or above before September of the upcoming academic year are exempt from this requirement.
- Demonstrate adequate English proficiency (see 2.1. above).
- Submission of a Personal Statement.
- Applicants are required to attend an interview or other assessment method(s).
- Recommendation letter(s) for the Faculty of Religious Studies and Philosophy (FRSP) programmes. For detailed information, please refer to "Table 2 – Required documents for application" under "4. Application Procedures".

Additionally, applicants should also fulfil the following criteria:

- Home-schooled applicants should provide external examination results (see Appendix 1).

Additionally, evidence of outstanding achievements in academic and/or non-academic activities, as well as of active community involvement, will benefit your application.

Table 1 - Qualification document requirements for Bachelor's degree programmes:

Category	Compulsory Documents (Application)	Documents for Matriculation
Applicants from local schools	1. **A Testimonial** stating that the student is currently in Form 6/Grade 12 or equivalent; 2. **An Updated Official Transcript** of Form 6/Grade 12 or equivalent.	**A Certificate of Graduation and an Official Transcript** issued by the school, proving that the student has successfully completed Form 6/Grade 12 or equivalent.
Applicants from overseas schools		**A Certificate of Graduation and an Official Transcript** issued by the school, proving that the student has successfully completed Form 6/Grade 12; or the relevant documents referred to the Appendix 1 or equivalent.

Note: *The original copy of the certificates/results must be provided for verification during the matriculation period. USJ reserves the right to revoke the acceptance decision should the applicants fail to provide the required documents. Please refer to the Matriculation Information (attached in the results email for the admitted applicants) for the detailed required documents.*

2.3. Post-Graduate Diploma

Applicants seeking admission to the Post-Graduate Diploma in Education (PGDE) programme should satisfy the following requirements:

- Possess a Bachelor's degree, or equivalent.
- Submission of an updated Curriculum Vitae. Relevant work experience may strengthen your application.
- For PGDE: Two recommendation letters. Please refer to the following website for other specific requirements: Please click *here*.
- Submission of a Cover Letter.

2.4. Master

Applicants seeking admission to a Master's programme should satisfy the following requirements:

- Possess a Bachelor's degree, or equivalent.
- Demonstrate adequate English proficiency (see 2.1. above).
- Submission of an updated Curriculum Vitae. Relevant work experience may strengthen your application.
- Submission of a Personal Statement.
- Applicants are required to fulfil the assessment of the respective programme they apply for, which may include an interview or other assessment methods.
- Recommendation letter(s) for the Faculty of Religious Studies and Philosophy (FRSP) programmes. For detailed information, please refer to "Table 2 – Required documents for application" under "4. Application Procedures".

2.5. Doctoral

Applicants seeking admission to a Doctoral programme should satisfy the following requirements:

- Possess a Master's degree, or equivalent.
- Demonstrate adequate English proficiency (see 2.1. above).

- Submission of an updated Curriculum Vitae.
- Submission of a Personal Statement.
- For applicants who propose their own topic are required to submit a **preliminary research plan form**. This form must indicate which topic the student is interested in pursuing, the respective faculty, indicating the area of knowledge and specialty of the proposed research project and the intended supervisor for the doctoral topics. The plan should include a justification for the choice of topic, initial objectives, methods to be adopted and a general timeline (see Appendix 2 for more information).
- Applicants are required to attend an interview.
- Two recommendation letters. For the Faculty of Religious Studies and Philosophy (FRSP) programmes, please refer to "Table 2 – Required documents for application" under "4. Application Procedures" for detailed information.

Admission to a Doctoral programme is decided by the Dean of the Doctoral School and respective Faculty, or his/her appointee for that effect. The University of Saint Joseph offers a pool of Doctoral Topics at the admission stage. The proposals listed on this page are associated with a specific supervisor and candidates can choose to apply by introducing the proposal code during the admission stage.

3. APPLICATION PERIOD

The application period for each academic year is on the admissions website. For applicants from Mainland China, please refer to the updates on our Mainland Admissions Page.

4. APPLICATION PROCEDURES

All applications must be submitted online, through our website: www.usj.edu.mo. The application process is briefly described below (divided into 4 stages):

a. Stage 1: **Online Application and application fee payment**
After you have chosen a programme and reviewed the admissions requirements for the degree level you wish to apply for, you will be ready to fill in the online application. The online application mainly includes the following fields:

i. Personal & Contact Information
ii. Academic Background
iii. Programme Selection
iv. USJ Personal Information Collection Statement
v. Application Fee Payment

b. Stage 2: **Upload documents**
After your application is initiated, you will receive an email that contains your application number and a link to log in to your admissions portal, where you can continue your application through filling in other necessary information, uploading the required documents, and reviewing the status of your application.
Applicants are required to upload all the necessary documents and information to Admissions for review. The Academic Affairs Office may request the submission of the original documents if the scanned copies are unclear. Applicants are required to upload the following documents (Table 2) and submit them to Admissions for review:

Table 2 – Required documents for application:

Items	Bachelor	Master	Doctoral	Post-Graduate Diploma
Online Application Form	✓	✓	✓	✓
ID Card/Passport	✓	✓	✓	✓
Household Register	×	Mainland Chinese Applicants	Mainland Chinese Applicants	×
Photo	✓	✓	✓	✓
Academic Transcripts	✓	✓	✓	✓
Diploma	✓	✓	✓	✓
Personal Statement[1] (500 words)	✓	✓	✓	×
Cover Letter[2] (500 - 800 words)	×	×	×	✓
Curriculum Vitae[3]	×	✓	✓	✓
Recommendation Letter(s)	Optional; FRSP Programmes[6]	Optional; FRSP Programmes[6]	Two letters; FRSP Programmes[6]	✓
Preliminary Research Form (Open Proposals)	×	×	✓[7]	×
External Proof of English Proficiency	Optional[4]	For certain programmes[4]	Optional[4]	Optional[4]
Portfolio	✓[5]	✓[5]	×	×
Other qualifications	Optional	Optional	Optional	Optional

[1]A personal statement is an opportunity for you to communicate who you are as an applicant and why the programme you are applying to is the right fit for you. The language of the personal statement must correspond to the medium of instruction you apply for.

[2]Post-Graduate Diploma in Education (PGDE) applicants shall submit a cover letter with their applications, which shall include the following contents: 1) Self-introduction, 2) Education Philosophy, and 3) Dedication to Macao education.

[3]The language of the Curriculum Vitae must correspond to the medium of instruction you apply for.

[4]Please see point 2.1 above

[5]The Bachelor of Architectural Studies, Bachelor of Design, Master of Design, and Master of Architecture programmes additionally require an artwork portfolio.

[6]Applicants who are Catholics or Christians are asked to provide a letter of recommendation from a priest, pastor, or professed religious (religious brother/sister, monk/nun). Applicants who are Catholic seminarians or lay people sponsored by a Catholic diocese must also provide a letter of recommendation from their local bishop. Members of a Catholic religious congregation (aspirants, novices, religious brothers/sisters, monks/nuns) must provide a letter of recommendation from their legitimate superior.

[7]Doctoral applicants who propose an original topic are required to submit a Preliminary Research Plan Form. The form will be sent to the applicant by the Academic Affairs Office via email after their submission of his/her application

Mainland Admissions: Required Academic Documents and Prior Qualification Verification:

	Graduation Certificate	Degree Certificate/diploma	Ministry of Education's Verification Report/Certificate of Student Record	CSCSE's Academic Credentials Verification	Official and Final Academic Transcript	Participated in the current year's National Postgraduate Entrance Examination in Mainland China (NPEE), with the preliminary examination results meeting the score line for Category A regions required by the state.
Graduates from Institutions in Mainland China (Fresh Graduates / Non-fresh Graduates)	✓	✓	✓		✓	If non-fresh graduates with a bachelor's degree or non-fresh graduates with a top-up degree (专升本), or those who obtained a bachelor's degree through self-taught examinations (自考) or online courses (网络授课) from Mainland China wish to apply for a master's degree programme, they must provide proof that they participated in the current academic year's National Postgraduate Entrance Examination (NPEE) and achieved the preliminary examination results that meet the score line for Category A regions (一区分数线) required by the state, together with the admission ticket (准考证) (Applicants for the MBA programme are exempt from this requirement).
Graduates from Institutions Overseas or from institutions in Hong Kong / Macao / Taiwan		✓		✓	✓	

Remarks:

- Bachelor's degree certificate/diploma and its corresponding graduation certificate (If the bachelor's degree was obtained through a top-up degree programme (专升本), the associate degree (diploma) graduation certificate must also be uploaded); current students at non-mainland institutions who have not yet graduated may instead upload an official Proof of Enrollment/Declaration issued and stamped by their institution.

- Official and Final Academic Transcript: The academic transcript shall be considered to be valid only if it is stamped by the university/institution; if the bachelor's degree is obtained through a top-up degree (专升本), the final transcript for the top-up degree (专科成绩总表) must also be provided.

- Non-fresh graduates with a bachelor's degree/top-up degree (专升本) from institutions in the Mainland, as well as applicants who obtained a bachelor's degree through self-taught examination or online courses, must provide proof that they participated in the current academic year's National Postgraduate Entrance Examination and achieved preliminary examination results that meet the score line for Category A regions (一区分数线) required by the state, together with the admission ticket (准考证) (Applicants for the MBA programme are exempt from this requirement).

- **Graduates from Institutions in Mainland China (Fresh Graduates Non-fresh Graduates):** Must provide the "Online Verification Report of Higher Education Qualification Certificate" (教育部学历证书电子注册备案表) or the "Online Verification Report of Student Record" (教育部学籍在线验证报告) issued by CHSI (Xuexin.com). (The validity period for verification must be more than 6 months, and in the Chinese version.)

- **Graduates from Overseas Institutions or Institutions from Hong Kong/Macao/Taiwan:**
  - Non-fresh Graduates: Must provide the Overseas Credentials Evaluation Results "学历学位认证书" issued by the Chinese Service Center for Scholarly Exchange (CSCSE).
  - Fresh Graduates: Submission of the above document is not required at the current stage, but it must be submitted during registration upon enrollment; graduates of our University are exempt from submission.
- The language of qualification documents must be Chinese, Portuguese, or English. If you submit documents in other languages, an official translation into Chinese, Portuguese, or English issued by the university, a notary's office, or a formal translation agency must also be provided.
- Applicants must meet the language requirements for the corresponding programme. The University reserves the right to revise its admissions requirements.

For more information regarding the required documents, please refer to Prepare Required Documents (English version) or 準備所需文件(Chinese version)。

c. Stage 3: **Admissions Assessments**

Applications will be reviewed after the applicants have settled the application fee and successfully uploaded all required documents. During the review period, you may be asked to submit additional documentation or sit for an admissions interview. Please check your email regularly for correspondence from USJ regarding your application in order to prevent processing delays.

d. Stage 4: **Results announcement and Matriculation**

Once admissions decisions have been made, the Academic Affairs Office will notify the applicants via an official email. The result may be an offer of admission in the form of an acceptance letter, a letter indicating waitlist placement or a rejection notification. Offers of admission are accompanied by USJ's Matriculation Package which must be completed as directed in the email. After receiving the acceptance letter by email, applicants are required to settle the deposit or tuition fees within the period stated in the letter and prepare the documents listed in the Matriculation Information (attached to the acceptance letter) to the Academic Affairs Office for matriculation.

All applicants should regularly check their email inbox and the Admissions webpage to get the latest admissions information.

5. PRINCIPALS' RECOMMENDED ADMISSION

The University of Saint Joseph (USJ) offers priority placement in our bachelor's degree programmes to graduating secondary school students who demonstrate strong academic achievement, outstanding community leadership, or extraordinary aptitude in other areas.

Students enter the Principal's Recommended Admission process through nomination by their secondary school. Nominated students must complete USJ's online application before being scheduled for an admission interview. This interview allows students to share their academic experiences, interests, and motivations directly with USJ professors.

Students interested in USJ's Principals' Recommended Admission process can speak with their school's guidance or university counselor. Any questions can also be directed to our Student Recruitment Office by email (student.recruitment@usj.edu.mo) or phone (8592 5677).

6. STUDENTS WITH SPECIAL NEEDS

The University of Saint Joseph (USJ) is committed to comply with the aims of the Convention on the Rights of Persons with Disabilities (CRPD) and to ensure a supportive and inclusive environment for students with disabilities, providing them the opportunity for full participation in the USJ community.

USJ provides students with appropriate services and can advocate as needed within the wider University community. Support services, such as counselling services, academic mentoring, and on-campus housing, are in place to promote students with disabilities' full integration into campus life.

All requests for accommodations, such as computer use, extra time, or separate room for exams, reduced workload, access to note-takers, adapted IT software, etc. are evaluated on a case-by-case basis. This evaluation includes the review of clinical documentation and determination of the reasonableness of the accommodation requests, by the program coordination team, at the students' request.

Students with special needs can expect to be integrated into the normal University environment. They are encouraged and assisted to be responsible for their own learning in order to achieve their full

academic potential. Our goal is to promote independence and self-advocacy within each individual. To ensure that every individual is given an equal opportunity to learn, all our staff are requested to give the best possible academic and personal support, and to establish a culture of inclusiveness and respect for students with any kind of disability.

We try our best to provide any necessary support to enable them to study effectively and to make full use of our opportunities at the University. Continual efforts are made to keep on improving our facilities and provide special arrangements with our faculty and administrative staff to cope with each need.

Students with special needs may contact the Office for Student and Alumni Affairs at osaa@usj.edu.mo for more information or visit the website *Here*.

7. INTERNATIONAL APPLICANTS

All required documents must be submitted in **English**, **Chinese,** or **Portuguese**. Documents submitted in other languages must be accompanied by an official translation in one of the aforementioned languages by the respective issuing entity, consular service, or notary's office. After reviewing your information, the Admissions will contact you for further clarification, if needed. Waitlisted applicants will be contacted to discuss the subsequent steps in the application process.

7.1. Student Residence

The University's Residential Hall (RH), located on the Ilha Verde Campus, provides accommodation for around 200 students and a limited number of staff. The residence has the goal of creating a safe, supportive and stimulating residential community that embraces diversity, participation and learning of professionalism. All active students, exchange students and staff of the University of Saint Joseph are eligible to apply for on-campus accommodation, with priority being given to international students and exchange students. To apply or request additional information, please click on the following link: https://www.usj.edu.mo/en/residential-hall/ or contact Residence at residence@usj.edu.mo directly.

7.2. Student Visa

All non-local students should apply for the "Special Authorization to Stay for Non-resident Students" (Student Visa) to study in Macao. Please see the information below:

- The Residence and Stay Affairs Department of the Macao Public Security Police Force (the former Macao Immigration Department) normally issues student visas to full-time non-resident students matriculated in accredited degree programmes in Macao;
- Upon arrival in Macao and completing the matriculation process, students should use the Macao Public Security Police Force's online system to submit an application for student visa first. Upon successful submission, students will receive an "Application QR code";
- The Residence and Stay Affairs Department of Macao Public Security Police Force (the former Macao Immigration Department) will normally accept the student visa application 45 days before the academic year starts (students under the age of 18 are not eligible to sign any legal documents

and must be accompanied by a parent, guardian or legal representative to apply for a student visa in person at the Macao Public Security Police Force). Please click HERE for more information.

- Before the expiry of the entry permit/ authorization to stay, students are required to bring the "Application QR code" and the original of the passport/ travel document/ identification document in person to the Macao Public Security Police Force to complete the remaining steps in the application procedure;
- Students holding a student visa are not eligible to work in Macao;
- Please visit the website of the Macao Public Security Police Force regarding Application/ Renewal of Special Authorization to Stay for Non-resident Students (Student Visa) and Instruction infographics and videos.

Note: Students from specific countries may be required to obtain an entry visa before arrival in Macao. To confirm if this is your situation, please visit the website of the Macao Public Security Police Force and please click here or *contact the Office for Student and Alumni Affairs (osaa@usj.edu.mo)/Academic Records (acadrecords@usj.edu.mo) to obtain more information.*

7.3. Student Health Insurance

Students who are non-Macao ID card holders must have student health insurance valid for the entire duration of their studies. The premium for one academic year is approximately US$250. However, the actual premium may vary depending on plan availability for each academic year. The coverage includes hospitalisation, outpatient treatments and accidental death benefits with certain restrictions according to the specific insurance policy. For enquiries, you may contact the Office for Student and Alumni Affairs at osaa@usj.edu.mo.

8. APPLICATION FEE

To complete your application, you are required to pay a **non-refundable** application fee either by credit card, online bank transfer or cash at the USJ Finance Department in the Ilha Verde Campus. This fee must be settled at the beginning of the online application.

9. ADMISSION INTERVIEW AND ASSESSMENT

Applicants are required to complete an interview or other assessment method(s), with reference to the respective criteria of the respective programme they apply for. Interviews for international applicants can be conducted online.

Applications are evaluated against the pool of other applications according to the information in the submitted documents, an applicant's English proficiency, and performance during an interview/other assessment method(s).

10. OFFER PROCEDURES

Once the application process is completed, the Admissions will inform the applicants of the outcome of their application, which can be in one of the following formats:

a. **Admitted (Conditionally):** You are offered a place in your chosen programme, provided you meet all the requirements stated in the acceptance letter, within a specific time frame as informed by the University. The specific conditions for matriculation will be stated in the acceptance letter and normally concern academic qualifications.
b. **Waitlist:** The result of your application has not yet been finalised, and therefore you have been put on a waitlist for further review. The final decision for a waitlisted applicant will be explicitly stated in the Waitlist Letter.
c. **Rejected:** Your application was unsuccessful.

Admission results will be released by ranking according to the assessment criteria. Admitted applicants are required to complete the admission procedures stated in the offer letter, including the payment of a deposit or a tuition fee to secure their place within the period stated in the letter.

If the applicants fail to submit the required documents for matriculation as stipulated by the Academic Affairs Office, **the acceptance will be revoked and the paid deposit will not be refunded**.

Decision reversals are uncommon as all decisions are made after careful review by the University. However, if you wish to **appeal** the outcome of the admission decision, the appeal must be sent in writing to the Admissions. You are recommended to add new relevant academic information that was not previously presented within 15 days of receiving the admission result. Applicants will be notified of the decision regarding their appeal via email. The University does not disclose any examination results or information regarding the application process with applicants.

11. DEFERMENT OF STUDY

Applicants who have received an Acceptance Letter and settled the non-refundable deposit or tuition fees may apply for a deferment of study. Such applications will only be considered in exceptional cases.

To request a deferment of study, please send your request letter in English to Admissions via email before the matriculation period. The request letter shall include your name, programme, application number, your signature and your justification/reason for your deferment with the attachment of any supporting documents. The University reserves the right to grant you a deferment and the result of such request is not guaranteed.

The deferment of your studies can only be requested to defer to the following semester or academic year, at the discretion of the University. Furthermore, you cannot be granted a deferment of study for more than one academic year. In case you cannot commence your studies at the University after a deferment is granted due to personal reasons, the deposit or the related payment will not be refunded.

Should the University not open the programme of studies for which you applied, you will be given the option to choose a different or related programme (if applicable), or receive a refund of your deposit or tuition previously paid to the University during your application.

12. CREDIT EXEMPTION AND ACCREDITATION APPLICATION

Applicants (except those for the Pre-University programme) may request to be exempted from certain credits in their chosen programme of studies, based on prior studies at a similar academic level taken elsewhere and/or when justified by an applicant's proven achievements and competencies in the respective field. The minimum recognition/exemption is normally one module and the maximum recognition/exemption that is available is one-third of a whole programme (e.g. a whole degree or whole diploma). For Recognition of Prior Experiential Learning (RPEL), it cannot exceed 20% of the credits of the programme or curricula in which they are accredited. All processing fees paid for the exemption of modules are non-refundable. For more information about the Policy and Procedures for Recognition of Prior Learning, please visit our website *here*.

13. RETURNING STUDENTS

Returning students (i.e. those applying to a programme in which they had been previously matriculated) are required to follow the standard application process. Credits completed earlier at USJ may be transferable into your new matriculation, depending on whether the respective programme's study plan changed during your absence and on a recommendation from the respective Dean.

14. SCHOLARSHIPS AND FINANCIAL AID

The University of Saint Joseph is determined to support your academic studies through opportunities for scholarships and other financial assistance.

For the latest Scholarships and Financial Aid information, please refer to the USJ Scholarships and Financial Aid website at https://www.usj.edu.mo/en/scholarships-and-fellowships/ or contact scholarship@usj.edu.mo or fellowship@usj.edu.mo.

15. TUITION & RELATED FEES

- Students should always refer to the University's Tuition Payment Policy for details.
- Deposit & Matriculation, Modules and Administrative Fees apply to both local and non-local students.
- In case of doubt, only the Executive Council of the University of Saint Joseph has the authority to clarify or interpret the terminology and values.
- Fees are non-refundable except in extraordinary circumstances duly approved.

Please refer to USJ's Admissions website for the updated tuition and related fees. For enquiries, you may contact Finance at accounting@usj.edu.mo.

16. CANCELLATION OF PROGRAMMES

The University reserves the right not to offer a programme before the start of any given academic year. Should that happen, applicants are given the option to (i) choose a different or related programme (if applicable), (ii) delay the starting date (if applicable) or (iii) to cancel their application and receive a refund of their application fee, deposit or tuition previously paid to the University during their application.

17. DISCLAIMER & PRIVACY

1. False or misleading information provided by applicants may result in immediate disqualification for acceptance. Ultimately, the university may decide to withdraw its admission offer.
2. USJ reserves the right to change information contained in this handbook without prior notice. Applicants are recommended to communicate regularly with the Academic Affairs Office and to visit our website for updated information.
3. Personal data collected from applicants will be used for the purpose of application processing. We are committed to protecting applicants' personal information by complying with the requirements of Macao's Act No. 8/2005 Personal Protection Data Act. Please note, however, that despite our best efforts to protect applicants' data, information collected may be circulated in our internal network and may be at risk of being seen and used by unauthorised third parties.

18. CONTACT US

Academic Affairs Office - Admissions

Address: 14-17, Estrada Marginal da Ilha Verde, Macau SAR, China

Email: admissions@usj.edu.mo

Telephone: +853 8592 5678

Website: www.usj.edu.mo

Office Hours: Monday - Friday from 9:00 am to 7:00 pm (Closed on weekends and public holidays)

Appendix 1 – Equivalent qualifications for undergraduate admissions

Applicants for Bachelor's Programmes who cannot provide the required documents stated in Table 1 of the Admissions Handbook may, alternatively, provide the documents listed below:

Local

Country/Region	General Minimum Requirements
Macau SAR	Senior Secondary School Graduation Diploma / Certificate

Country/Region	General Minimum Requirements
China	**Current Gao Kao Candidates** Students who are currently pursuing the Gao Kao curriculum should apply through the Mainland Admission Scheme **Other Candidates** Graduating-year high school students pursuing a non-Gao Kao curriculum who will not take the concurrent mainland Gao Kao can be accepted at the discretion of the University
Hong Kong SAR	For applicants who completed the HKDSE exam from the academic year 2023/24: Attainment of two Level 3 & one Level 2 & one Attained (A) in core or elective HKDSE subjects – "332A" For applicants who completed the HKDSE exam before the academic year 2023/24: Attainment of two Level 3 & two Level 2 in core or elective HKDSE subjects
Taiwan	General Scholastic Ability Test (GSAT); or Department Required Test

International

Country/Region	General Minimum Requirements
Africa	**Lusophone Africa** Certificado do Ensino Secundário or Certificado de Fim de Estudos Secundários; or International Secondary Certificate **South Africa** National Senior Certificate; or Senior Certificate with Matriculation Endorsement **West Africa** West African Senior School Certificate
Australia	Senior Secondary Certificate of Education, or Western Australian Certificate of Education; and Australian Tertiary Admission Rank (ATAR), or Tertiary Entrance Rank (TER); or an Equivalent National Tertiary Entrance Rank (ENTER) of at least 80; or an Overall Position (OP) Band between 1 and 8
Austria	Reifezeugnis / Matura
Bangladesh	Higher Secondary Certificate ALIM (HSC)

Country/Region	General Minimum Requirements
Canada	**Alberta** High School Graduation Diploma with an average of at least 70% in five Grade 12 courses **British Columbia** Senior Secondary Graduation Diploma with an average of at least 70% in five Grade 12 or BC Provincially Examinable courses **Manitoba** High School Graduation Diploma with five full credits at Grade 12 (40 level) in courses designated S (Specialised), G (General), or U (University-based), with an average of at least 70% in these subjects **Ontario** Ontario Secondary School Diploma with an average of 70% in six Grade 12 U or M courses **Quebec** Diplôme d'Études Collégiales (DEC) with an average of at least 70% **Other provinces** Provincial High School Graduation Diploma with an average of at least 70% in five Grade 12 subjects
Chile	Certificado de Licencia de Enseñanza Media
Czech Republic	Maturitní Zkouška, or Maturita
Denmark	Studentereksamen (Upper Secondary School Leaving Certificate)
Finland	Ylioppilastutkinto / Studentexamensbetyg (National Matriculation Examination)
France	Baccalauréat de l'Enseignement du Second Degré; or Diplôme du Baccalauréat Général; or Diplôme du Baccalauréat Technologique; or Diplôme du Baccalauréat Professionnel; or Option Internationale du Baccalauréat (OIB); or European Baccalaureate; or DEUG & Licence diploma (for the Pre-Bologna System)
Germany	Zeugnis der aligemenien Hochschulreife (German Abitur)
Greece	Apolytirio Eniaiou Lykeiou

Country/Region	General Minimum Requirements
Guinea	Baccalauréat uinique Brevet d'Etudes professionnelles (BEP)
India	Pass Certificates obtained in completion of Standard X and Standard XII (State and National Boards)
Indonesia	Completion of SMA Ujian Sekolah and Completion of SMA Ujian Nasional
Iran	Peeshadaneshgahe (Pre-University Certificate)
Ireland	Ardteistiméireacht (Leaving Certificate)
Israel	תעודת בגרות (Te'udat Bagrut)
Italy	Diploma di Stato
Japan	(Senior School-leaving Certificate)
Malaysia	Completion of STPM, with passes in at least 3 subjects, other than language subjects; or Completion of UEC, with passes in at least 6 subjects
Mexico	Mexican Bachillerato
Myanmar	တက္ကသိုလ်ဝင် စာမေးပွဲအောင်လက်မှတ် (Matriculation Exam Pass Certificate) တက္ကသိုလ်ဝင်စာမေးပွဲတွင် ရရှိသော အမှတ်စာရင်း (Marks Obtained in Matriculation Examination)
Nepal	National Examinations Board - Academic Transcript - School Leaving Certificate Examination (Grade XII) National Examinations Board - Provisional Certificate National Examinations Board - Migration Certificate
The Netherlands	Diploma Voorbereidend Wetenschappelijk Onderwijs (VWO)
New Zealand	National Certificate of Education Achievement (NCEA) Level Three
Norway	Vitnwmal fra den Videregraende Skole (General Studiekompetanse)
Pakistan	Higher Secondary School Certificate (HSSC)
Poland	Matura with 3 subjects at extended level
Portugal	Certificado de fim de Estudos Secundários (previously Certidão do Décimo Segundo Ano)

Country/Region	General Minimum Requirements
Romania	Diploma de Bacalaureat
Singapore	Passes in at least three H2 subjects or two H2 plus two H1 subjects in the Singapore-Cambridge GCEAL; or an acceptable Diploma obtained from one of the following five polytechnics in Singapore: ● Nanyang Polytechnic; or ● Ngee Ann Polytechnic; or ● Republic Polytechnic; or ● Singapore Polytechnic; or ● Temasek Polytechnic
South Korea	일반계고등학교 (General High School Certificate / Diploma of Graduation)
Spain	Título de Bachillerato; and Prueba de Aptitud para el Accesso a la Universidad (PAU- University Entrance Examination)
Sweden	Slutbetyg Från Gymnasieskolan
Switzerland	Maturitatszeugnis; or Certificate de Maturité; or Baccalauréat; or Attestato di Maturità; or Eidgenössisch Anerkanntes Kantonales Maturitätszeugnis; or Certificate de Maturité Cantonal Reconnu Par La Confédération; or Attestato di Maturità Cantonale Riconosciuto Dalla Confederazione; or Cantonal Maturity Certificate
Thailand	Mathayom Sukasa 6 (M6)
United Kingdom	● 3 GCE / IAL Advanced level subjects (Grade A* - D); or ● BTEC Higher National Diploma; or ● BTEC International Level 3 Extended Diploma; or ● BTEC Level 3 Extended Diploma; or ● NCC Education Level 3 International Foundation Diploma for Higher Education Studies (L3IFDHES)
United States of America	High School Diploma and SAT Test (1050 or higher); or High School Diploma and ACT Test (21 or higher); or

Country/Region	General Minimum Requirements
	The General Educational Development (GED) test (both GED diploma and Official GED Transcript)
Vietnam	Bàng Tót Nghiệp Trung Học Phó Thông (Upper Secondary School Graduation Certificate)

Appendix 2 – 20230823-Doctoral-Preliminary-Research-Plan-Form-V004– Sample Form

聖若瑟大學
UNIVERSITY OF SAINT JOSEPH

PRELIMINARY RESEARCH PLAN – DOCTORAL DEGREE PROGRAMME

[This plan is to be completed within 2 weeks from the date of issuance by the Academic Affairs Office - Admissions]

To the Dean of the Choose an item.
A – Candidate's information (Applicant No: Click here to enter text.**)**

Full Name	
Email Address	
Contact number	
Area of knowledge	Choose an item.
Area of specialization of the proposed research project	
Intended supervisor (if any)	

B – Preliminary research plan *(brief justification for the choice of the topic, initial objectives, methods to be adopted and expected timeline)*

1/2

Version 004
August 2023

聖若瑟大學
UNIVERSITY OF
SAINT JOSEPH

PRELIMINARY RESEARCH PLAN – DOCTORAL DEGREE PROGRAMME

Preliminary research plan (cont.)

[The following section is to be completed by the University of Saint Joseph]

C – Comments by intended supervisor on the proposed research plan *(relevance and feasibility of the research project, adequacy of the proposed methods for the intended objectives, adequacy of the research plan to the candidate's Curriculum Vitae)*

Applicant's signature

Intended supervisor's signature
(if any)

Dean's Signature

Macao, ___/___/___

Version 004
August 2023