1. Please complete this form by typing in the information, then print it, sign it, and bring it to the host FSS Department or FSS General Office.
2. Submit the completed application together with all supporting documents.
3. Please refer to the FSS Homepage at **fss.um.edu.mo** for further information and application deadline.

|  |
| --- |
| **Part 1 – Personal Particulars** |
| Name in English:(As printed in ID) | Click here to enter text. | Name in Chinese:(As printed in ID) | Click here to enter text. | Student No.: | Click here to enter text. |
| Faculty/Institute: | Choose an item. | Department: | Click here to enter text. |
| Major: | Click here to enter text. | Year of Study: | Choose an item. |
| ***Personal Contact Information*** |
| Mobile No.: | (Click here to enter text.) | Home No.: | (Click here to enter text.) |
| Address in English: | Click here to enter text. |
| Address in Chinese: | Click here to enter text. |
| UM Email: | Click here to enter text. |
| Personal Email: | Click here to enter text. |

|  |
| --- |
| **Part 2 – Particulars of Activity or Programme** |
| Types of Activity or Programme *(tick one only)*: | [ ] Student Exchange Programme[ ] Study Abroad Programme *(please specify)*: Click here to enter text.[ ] Others *(please specify)*: Click here to enter text. |
| Exchange Institution / Organizer: | Click here to enter text. |
| Exchange Destination *(City, Country)*: | Click here to enter text. |
| Exchange Period: | From Click here to enter a date. To Click here to enter a date. |
| Hosting Office in UM: | Click here to enter text. |

|  |
| --- |
| **Part 3 – Emergency Contact of Family Member** |
| Name of Contact Person (Chinese): (English): | Click here to enter text. |
| Click here to enter text. |
| Relationship to Student: | Click here to enter text. |
| Mobile No. of Contact Person : | (Click here to enter text.) |
| Home No. of Contact Person: | (Click here to enter text.) |
| Address: | Click here to enter text. |
| Email: | Click here to enter text. |

|  |
| --- |
| **Part 4: Checklist of Support Documents** |
| Supporting Documents to be submitted in the following order:(Tick the box if the said documents has been attached) |
|[ ]   Application form for exchange |
|[ ]   CV |
|[ ]  Statement of Purpose (Describing why you are interested in applying this exchange program and what your objective is; What are your strengths and weaknesses. Why should we pick you?)  |
|[ ]  Transcript in English (since year 1) |
|[ ]   English proficiency Certificate, i.e. TOEFL, IELTS or CET scores, please specify the type of English Proficiency Certificate: Click here to enter text. |
|[ ]   Reference Letter(s), number of letters submitted: Click here to enter text. |
|[ ]  Any other supportive documents that will help you get into this program, number of documents Submitted: Click here to enter text. |

|  |
| --- |
| **Part IV: Declaration and Signature** |
| 1. I understand that the selection process is competitive and not all applicants who meet the eligibility criteria will be selected.
2. I understand I will have to fill out and submit the endorsed learning agreement if I am selected to take part in the FSS exchange programmes.
3. I acknowledge that FSS will provide no subsidy or allowance to exchange participants, whereas I need to apply for the GAO Outgoing Exchange Scholarship (<http://www.um.edu.mo/gao/oes.php>) for the said subsidy or allowance.

Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

|  |
| --- |
| **Data Usage** |
| **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 inside 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.
 |