

# The University of Macau

## Rules for Funded HC Study Abroad Semester

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**Remarks:** *Approved by Rector (HC/RTO/00013/2023)*

### Introduction

“Study Abroad” is part of the requirement of the Honours College Certificate Programme (hereinafter referred to as “HC Programme”). The “Funded HC Study Abroad Semester” (hereinafter referred to as “Study Abroad Semester”) is one of the options to fulfill this requirement by completing one full-time semester abroad at universities having agreements with the Honours College (hereinafter referred to as “HC”), with the financial support provided by the University of Macau (hereinafter referred to as “UM”).

### Article 1. Scope

1. The rules apply to each student who participates in the Study Abroad Semester (hereinafter referred to as “Participating Student”) organized by HC.
2. An HC student will be considered as Participating Student once he/she confirmed his/her participation in the Study Abroad Semester.

### Article 2. Eligibility

1. The Study Abroad Semester is open to HC students only.

### Article 3. Evaluation

1. Each application of Study Abroad Semester will be evaluated by a committee formed by HC.
2. The application of Study Abroad Semester will be evaluated based on the selection criteria below:
  - a. Academic performance;
  - b. Language proficiency;
  - c. Leadership & service learning;
  - d. Residential College residency.
3. In order to avoid conflict of interest in the evaluation process, committee members who participate in the evaluation shall sign a declaration regarding conflict of interest.

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4. Appeal against the selection result must be raised to HC together with ample justifications within 3 working days after the result is released. The appeal case will be analyzed by the committee concerned and its resolution will be considered as final.

### **Article 4. Nomination and Acceptance**

1. Each applicant selected by the committee will be offered to participate in the Study Abroad Semester.
2. HC will nominate the Participating Student to the designated partner university. The admission acceptance will be subject to the decision of the partner university.

### **Article 5. Financial Arrangement**

1. Items below will be funded by UM for each Participating Student in the Study Abroad Semester:
  - a. Tuition at the host university,
  - b. Accommodation and meal plan at the host university,
  - c. Health insurance and other mandatory fees or charges imposed by host university,
  - d. Transportation and travel insurance (subject to availability and approval)
2. Items below will be the responsibility of the Participating Student:
  - a. the expenses that exceed the upper limit or coverage,
  - b. expenses in regard to the Study Abroad Semester except the items funded by UM listed in Article 5.1,
  - c. tuition fee to UM during the period of Study Abroad Semester, unless otherwise specified,
  - d. security deposit to UM before departure, if applicable.
3. A Participating Student may be liable to returning funds for all funded items in regards to the Study Abroad Semester if any of the following conditions is met:
  - a. withdrawing from the Study Abroad Semester after accepting the participation offer,
  - b. withdrawing from the Study Abroad Semester during the Study Abroad period,
  - c. withdrawing from UM before graduation.

### **Article 6. Obligation of Participating Student**

1. Fully comply with the “Rules for the Funded HC Study Abroad Semester”;

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2. Fully comply with the existing UM regulations, rules, guidelines and instructions issued by the UM authorities;
  3. Represent UM, and comply with the rules and regulations of the host university;
  4. Sign the participant declaration for participating in the “Funded Study Abroad Semester” before departure;
  5. Obtain required travel insurances, which shall meet the minimum requirement specified;
  6. Seek pre-approval from the delegated approver of course offering unit on learning agreement before departure (in case there are any changes of pre-approved courses, the Participating Student shall obtain authorized consensus or approval from the faculty or unit concerned before enrolling the new courses);
  7. Enroll the required amount of credits hours at the host university in order to maintain the valid status of student visa;
  8. Settle all check-out procedures and payments (if any) before leaving the host university;
  9. Shall not leave the host country during the Study Abroad Semester, and shall return to his/her place of residency immediately after the Study-Aboard Semester (If the Participating Student decides to leave the host country during the Study Abroad period, or to stay behind at the host country or travel to other countries after the Study Abroad Semester, he/she will be solely responsible for all corresponding expenses and risks).

In the event that the Participating Student fails to meet the abovementioned obligations, it will be recorded in his/her student profile, which will be taken into consideration in his/her on-campus activities, funding or scholarship applications.

#### **Article 7. Other provisions**

1. Exceptional cases will be considered on a case-by-case basis.
2. UM reserves the right to terminate the financial support to the Participating Student.

#### **Article 8. Entry into Force and Revisions**

1. These Rules shall apply to all the Participating Students of Study Abroad Semester in or after the second semester of academic year 2023/2024.
2. UM reserves the right to add, delete and/or amend these Rules at any time without prior notice.