



澳門大學研究生會

Associação de Pósgraduação da Universidade de Macau
University of Macau Postgraduate Association

University of Macau Postgraduate Association

Notice for General Assembly Graduation Committee No. 2/2021

Notice on Graduation Photo Shooting and Payment for Post-graduate

Dear students:

The graduation photo shoot for the Graduated in the Academic Year 2020/2021 will be held in March 2021 at the University Hall (N2) of the University of Macau, with the following details:

<u>Date</u>	<u>Time</u>	<u>Shooting Methods and Charges</u>
27 March (By Group)	09:00 - 18:00	Option 1, shooting by department or major Participants must present a valid nucleic acid test negative certificate within 7 days (nucleic acid test at your own expense)
28 March (By Group)	09:00 – 14:30	Fee for Master's shooting : MOP 150 A set includes 1. 8*10" (8R) professional photo 2. 10*15 inch college photo 3. one high resolution CD Fee for PhD's shooting: MOP120 A set includes 1. 10*15 inch college photo 2. one high resolution CD
17 April (Individual shooting, Location: S1-G0150PAX)	09:00 - 11:00	Registration is required at the time of payment and to reserve a shooting time Option 3, personal shooting: digital edit for the group photos Fee: MOP 200 A set includes 1. 8*10" (8R) professional photo 2. 10*15 inch college photo 3. one high resolution CD Fee for PhD's shooting: MOP180 A set includes 1. 10*15 inch college photo 2. one high resolution CD

UNIVERSITY OF MACAU POSTGRADUATE ASSOCIATION

中國澳門氹仔大學大馬路澳門大學研究生宿舍 S3-G017 室

RoomG017, Postgraduate dormitory South3 ,University of Macau, Avenida da Universidade, Taipa, Macau



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Remark:

1. The above three methods include the photographer, assistants and post-production computer fees.
2. Participants must attend the photo shoot on time according to the schedule of the Department (please refer to the attachment) or the registered time.
3. All registration fees are non-refundable.
4. If you cannot attend the photo shoot at the registered time, you will be responsible for any additional costs incurred for the additional photo shoot.

For Application and Payment:

Date: 19&20 March, 2021

Venue: S3-G017(UMPA Office)

Office hour: 11:00-19:00

Payment by cash only, please tender the exact amount (MOP), no exchange rate will be counted.

If you are unable to apply in person, someone else can pay for you (please provide your name, student number, college and department and contact phone number).

Please keep the receipts properly as the entry ticket and for the photo collection.

Photo shooting process

In line with the epidemic prevention policies of the SAR Government and the University[^], there are two ways to take graduation photos this year, as below:

1. **By Group:** Group graduation photos will be taken by department at different times. Due to the nature of the event (photo shooting), masks cannot be worn, and the distance between participants cannot be kept at least 2 meters during the process. Students must complete nucleic acid test and show the negative result before entering the venue. Students must line up properly before entering the shooting venue and the mask can only be removed at the time of photo shooting.
2. **Individual make-up shooting:** Participants are not required to undergo nucleic acid testing, and will be photographed individually according to the registration, and the mask will be removed only at the time of filming.

[^] In particular, the "Recommendations for the Management of Collective Festivals, Cultural, Recreational and Sports Activities

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Please arrive at the photo shooting location within the **graduation photo schedule (see attached)**.

- Graduates should arrive at the photo shooting location on time and without reasonable excuse, no make-up photos will be taken.
- Each department will be given the appropriate time for the photo shoot. If the number of late arrivals is too large, no additional time will be given.
- Graduates who have paid for the photo shoot must present their admission tickets on the day of the shoot.
- Graduates must follow the official dress code before they can participate in the graduation photo shoot.
- In order to ensure order, family and friends will not be allowed to enter the venue on the day of the photo shoot, but will be free to take photos in other areas of the school.
- The photos are expected to be ready by the end of May or June, and the graduation committee will arrange two days to pick them up after receiving them. If you are unable to pick them up in person, you may ask someone else to pick them up with a receipt. **An additional administrative fee of MOP20 will be charged for picking up the photos after the specified period.** The ordered photo will be kept for two months, and after that the uncollected photos will be disposed.

Dress Code for Graduates

1. Potential graduates must wear a white long-sleeved shirt, black pants, black tie, black shoes, and graduation gown (along with their department's hood and square hat). Women may wear a black dress with black stockings or pantyhose. Please avoid wearing black high heels that are too high.
2. The tassel should be on the right side when taking graduation photos.
3. Only those who wear according to the dress code can participate in the graduation photo shoot.

For more information about the dress code for graduation gown, please visit the following website.

<https://reg.um.edu.mo/graduation/graduation-gown/specifications-of-graduation-gown/>

For any inquiries, please feel free to contact umpa.gradcom@um.edu.mo

Thank you for your kind attention.

President of Graduation Committee of 15th UMPA



Huang Chengyang
09/03/2021

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