



澳門大學
UNIVERSIDADE DE MACAU

學生資源處

Student Resources Section (SRS)

研究生宿舍 – 暑期住宿證明書

Postgraduate House – Summer Stay Justification Form

由於研究生宿舍將在暑假期間進行大規模維修工程，暑期住宿僅限於因學術原因或不可抗力原因需留在校園的研究生申請。除了線上提交暑期住宿的電子申請表格外，學生需同時填寫並提交此暑期住宿證明書，此證明書需由導師評估且獲學院同意，表格需在申請期內遞交至學生住宿辦公室(S3-G002)或電郵至 saopgh@um.edu.mo。逾期遞交/欠缺電子申請表或本證明書，學生的暑期住宿申請將不會受理。獲暑期住宿費資助或豁免之同學，則無須提交此文件。

學生資源處將審查住宿理由以確定學生是否需要暑期住宿，並於指定日期統一公佈確認名單。

Due to large-scale maintenance will be conducted during summer, PGH Summer Stay is limited to PG students who have an **academic or unavoidable reason to stay on campus**. Besides the online e-form for Summer Stay Application, students are required to fill and submit this Justification Form which assessed by supervisor with approval of Academic Units. The original copy of this Justification Form should be submitted to Student Housing Office located at S3-G002/sent to saopgh@um.edu.mo **within the application period**. Late / lack of submission of E-form or Justification Form, students' Summer Stay Application would NOT entertained. Students who are subsidized or exempted from summer stay fee do not need to submit this document.

SRS will review the justification to determine whether students need accommodation in PGH during summer and a successful list will be announced in the Final Result on specified date.

學生中文姓名 Student name in Chinese: _____ 聯繫電話 Contact phone no: _____
 學生外文姓名 Student name in block letters: _____ 主修科目 Major: _____
 學生編號 Student Number: _____ 所屬學院 Faculty: _____
 申請暑期住宿學術理由 Academics reasons of application of summer stay: (如有證明文件，請隨函附上。If you have supporting documents, please attach)

本人聲明以上資料全部屬實及正確，並願承擔一切法律責任。I declare that the information given above is true and correct to the best of my knowledge, for which I shall bear all legal responsibility.

申請人簽名 Signature of applicant: _____ 日期 Date: _____

由學術單位填寫 Fill-in by Academic Unit

導師審核 Endorsement by Supervisor:

導師簽名 Signature of Supervisor

導師姓名 Printed Name of Supervisor

日期 Date

院長/副院長/系主任審批 Approval by Dean/Director/Associate Dean of Academic Units or Head of Departments:

批准/不批准 Approved/Not approved:	學術單位負責人簽名 Signature from Academic Units:
單位負責人姓名 Name of Approver:	日期 Date:

請填妥表格後在申請期內交至學生住宿辦公室(S3-G002) Submit your completed form to PGH Office (S3-G002) within the application period

由學生資源處填寫 Fill-in by SRS

批准/不批准 Approved/Not approved:	學生資源處簽名 Signature of SRS
	日期 Date:

收集個人資料聲明 Personal Data Collection Statement

* 澳門大學根據第1/2006號法律作為一所公立高等教育機構，將處理在本表格內所收集的個人資料作舉辦活動、提供服務及聯絡之用。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 purposes.

* 基於活動或服務所需，上述個人資料有可能轉交本澳相關機構。Due to the needs of the activity or service, the personal data on this form may be transferred to other organizations in Macao.

* 申請人有權依法申請查閱、更正或更新其存於本校的個人資料。The applicants have the right to access, rectify or update their personal data stored at UM.

收據 Receipt (由學生資源處填寫 Fill-in by SRS)

The PGH Summer Stay Justification Form has been received from the student (Name) _____ (Student No.: _____). SRS will review the justification to determine whether students need accommodation in PGH during summer and a successful list will be announced in the Final Result on specified date.

表格編號 Form no.:

收件日期 Received on:

Signature and Stamp of SRS:

SUM-JUS-_____-2022	(dd/mm/yyyy)	
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Ref.: PGH-D048/F/SRS Rev.003



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