



澳門大學  
UNIVERSITY OF MACAU  
博彩研究所  
INSTITUTE FOR THE STUDY OF COMMERCIAL GAMING (ISCG)

ADVANCED DIPLOMA IN GAMING MANAGEMENT  
APPLICANT'S GUIDE

**APPLICATION FORM GUIDELINES**

1. Please enter your name in full (with surname first and in capital letters). The name used must be the same as that shown on your passport or I.D. Card.
2. Please enter the number of your passport or I.D. Card and attach a photocopy.
3. Enter your present occupation. For example: If you are a dealer, enter “GAM” and “DEA” in the box next to the Industry Code and Position Code respectively.
4. PAYMENT SLIP : For applicants applying by paper form only. Online application is not required.

**DOCUMENTS REQUIRED**

1. Application Form (FORM/008)
2. One recent color photo
3. One copy of I.D. Card
4. Certified copy of the highest attained certificate
5. Declaration Form (FORM/011)

**APPLICATION FEE**

The application fee is MOP100. Application fee must be settled when a student submits an application form. Application fee is not refundable unless the course is cancelled by ISCG. Qualified applicants not admitted the first time are not required to pay application fee when the same course is re-applied in the future.

**APPLICATION METHOD**

Submission of Application	Payment Method (1MOP=1HKD)	
	Application Fee	Tuition Fee
<p><b>Hand in Application:</b></p> <ul style="list-style-type: none"> <li>- Date: 19/08/2024 to 30/08/2024</li> <li>- Time: Monday to Friday, 9:30 a.m. - 12:30 p.m. &amp; 2:30 p.m. to 5:00 p.m.</li> <li>- Submit the application form and the <u>required documents</u> to: Room 2035/2042, 2<sup>nd</sup> Floor, Faculty of Business Administration E22, Avenida da Universidade, Taipa, Macau, China, University of Macau</li> </ul>	Cash	<ul style="list-style-type: none"> <li>- Local bank cheque</li> <li>- Local bank draft</li> </ul>
<p><b>On Line Application:</b></p> <ul style="list-style-type: none"> <li>- Period: 19/08/2024 at 9:30 a.m. to 30/08/2024 at 5:00 p.m. (24 hours)</li> <li>- Please go to this link <a href="https://isw.um.edu.mo/ceigaming/faces/app/personalInfo.jspx?action=new">https://isw.um.edu.mo/ceigaming/faces/app/personalInfo.jspx?action=new</a></li> </ul> <p>Note: Please upload all the <u>required documents</u> to the web. <i>Application may not be considered if required documents are not submitted by deadline.</i></p>	On Line Payment by VISA or MASTER Card	<ul style="list-style-type: none"> <li>- On line payment by VISA or MASTER Card</li> </ul>

1. The information provided is for admission purposes only and it will be kept in strict confidential.
2. Our Institute reserves the right to make any alterations to any course without prior consultation.
3. Our Institute reserves the right to cancel a course/programme if there is insufficient number of enrolment.
4. All payment fees are not refundable.
5. The receipt is not an acceptance guarantee. Selection result will be announced after the application is closed.
6. Written application with supporting document (medical certification or company letter) is required for leave application (the latest within 5 days after the leave).
7. Certificate will be issued to those students who have attended 80% of the entire programme and got a passing grade in the examination of each course.