

SEMESTER EXCHANGE

BRIEFING

AY2026/2027 SEMESTER 1



全球事務部
Gabinete De Assuntos Globais
Global Affairs Office

Global Affairs Office
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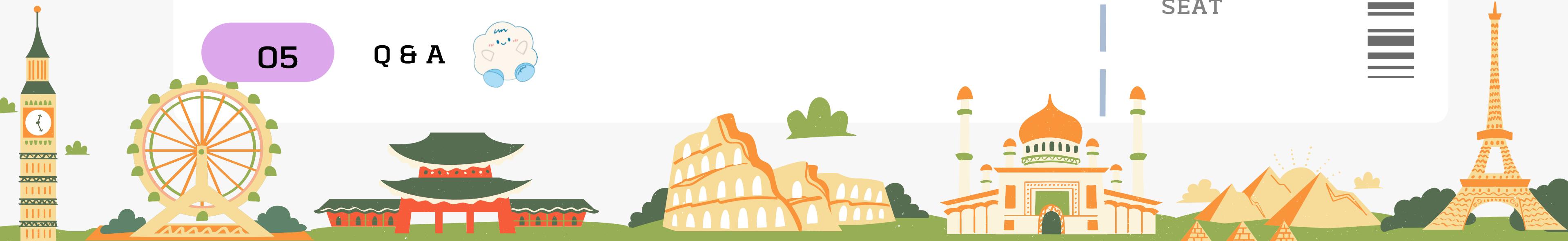
Unit Level Exchange Programmes

Programmes hosted by different units, Application Period

SEAT

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Q & A





WHY EXCHANGE?

COUNTRIES & NATIONALITIES



AMERICAS

U.S.A

Stony Brook University,

Temple University

Brazil

University of São Paulo

The Bahamas

University of The Bahamas

AFRICA

Cape Verde

University of Mindelo

Mozambique

Eduardo Mondlane University

OCEANIA

Australia

University of Newcastle

New Zealand

Auckland University of Technology

EUROPE

Belgium

KU Leuven, University of Liege

Czech

Masaryk University

Denmark

University of Southern Denmark

Finland

University of Turku

France

ESSCA School of Management

Germany

Constructor University

Italy

University of Palermo

Norway

BI Norwegian Business School

Poland

University of Warsaw

Portugal

University of Lisbon,

University of Porto

Spain

University of Barcelona

Sweden

Linköping University

Switzerland

FHS St. Gallen, University of Applied Sciences

The Netherlands

Maastricht University

U.K

University of Leeds, University of Surrey

ASIA

China

Peking University,

Tsinghua University

Brunei

University of Brunei Darussalam

Japan

Waseda University

Malaysia

University of Malaya

Singapore

Nanyang Technological University

Thailand

Chulalongkorn University

Korea

Korea University

Republic of Türkiye

Sabancı University

Russia

Saint Petersburg State University

Vietnam

Vietnam National University, Hanoi



MORE THAN 190 EXCHANGE PARTNERS

Benefit of going on exchange



Exchange is an opportunity to attend classes at renowned universities while earning credit towards your degree at UM.

01 Personal Development



01

Stepping out of your comfort zone is one of the most valuable exchange experience and you'll become more independent and confident.

02

Personal connection



Make friends from around the world which helps you to build personal and global connection

03 Experience a New Culture



03

Give you a chance to immerse yourself in the local culture and different style of education which will help to expand your world view

04

Improve Employability Prospects



Employers prefer to have students with international background

Plan your exchange !

- *Do you have any preferences for the exchange programmes?*
- *Are there any language requirement of your preferred Exchange University?*
- *Does the University offer the courses of your major?*
- *Any compulsory courses you need to take during Exchange?*
- *Is it able to transfer the credits back to your degree at UM?*
- *Do you have enough budget to support your living during Exchange?*

Exchange Programmes

- Types of Programmes
- GAO Exchange Programmes in AY2026/2027 Sem 1
- How to apply
- Selection
- Application Result
- Application to Exchange University



Types of Programmes

	University-level Exchange Programmes	Unit-level Exchange Programmes
Eligibility	UG students	Particularly for students from its faculty
Assessment	By GAO	By Faculty
Application	Apply via Online Application System	
Academic Advice	Contact program coordinator of applicant's faculty/ department office	
Credit Transfer	Apply to applicant's faculty and concerned offices <i>It may take a semester to complete the process of credit transfer application [i.e. A Y27/28 Sem 1], students should take this into consideration when applying for exchange.</i>	

Students should read the '[Rules for Semester-based Outgoing Exchange Programmes](#)' and pay attention to the insurance and minimum enrollment requirements (UG students must enrol at least **9 UM equivalent credits** (i.e. **at least 108 teaching hours** in total) at the host university per semester).



How to Apply ?

1. Application Period for University level programme (hosted by GAO)

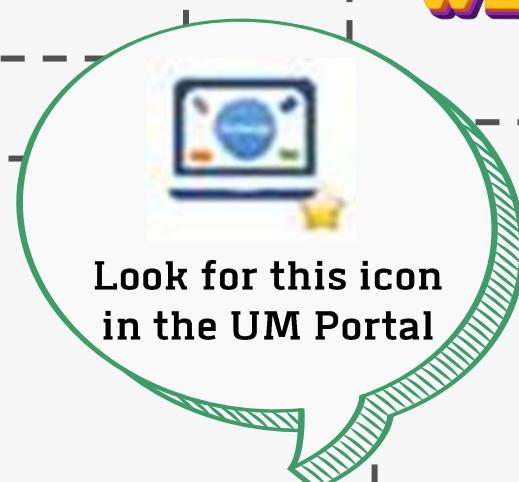
15 - 23 January 2026

2. Online Application

Fill in the requested information via the
"Outbound Exchange Application System"
website: <https://isw.um.edu.mo/seas>

Application Documents:

- Curriculum Vitae (Photo, Experience, Awards, Personal Skills)
- Travel documents
- Language Proficiency, if any
- Other supporting documents, if any (e.g. certificate, awards, language proficiency)
- All supporting and additional documents required for applying unit level programmes should be combined in one pdf
- Documents should be named in this format: [Name]_[Type of Docs] (e.g. Chan Dai Man_CV; Chan Dai Man_Supporting Documents)



3. University level Exchange Programmes

**VISIT OUR
WEBSITE**

Visit GAO website / Bulletin to download
the Programmes Fact Sheet

Applications of both University level and Unit level
Programmes should be submitted via the online Portal.

Each host unit has their own application requirement,
please contact your own unit for application details.

Students should not contact Exchange Universities at
this stage. Queries should be addressed to Host office
at UM.

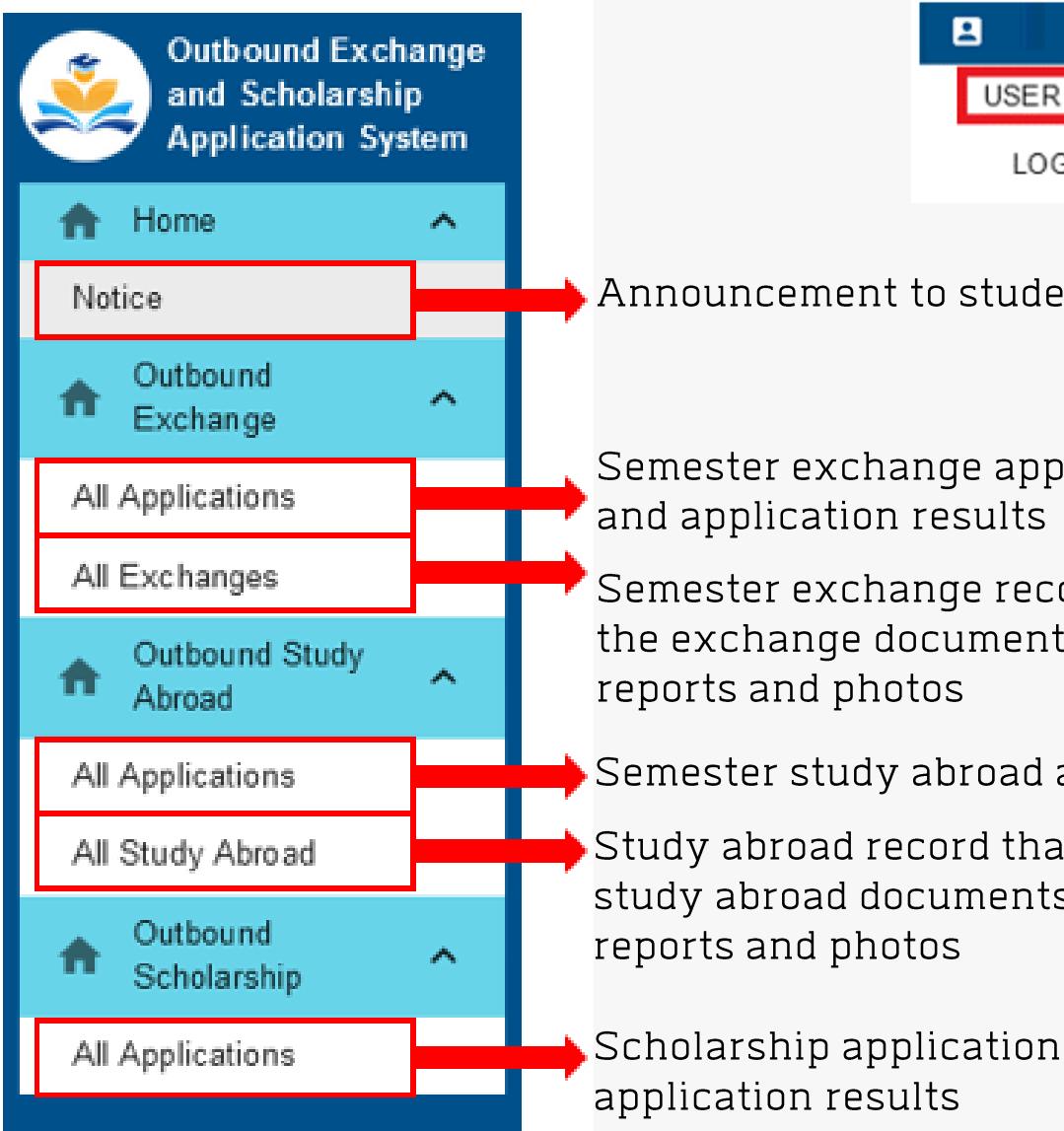
Online Application System



TOP RIGHT CORNER OF THE WEBPAGE

DOWNLOAD
NOW

Students can download the **User Guide** from the Online Application System and follow the application procedures.



1

Students are only allowed to submit **one (1) application form** in this call
• with a maximum of 6 Exchange Programmes
i.e. **3 University-level Programmes and 3 Unit-level Programmes**

University-level programmes and unit-level programmes should be submitted together in one form.

2

Submitted application forms cannot be removed or edited.

Students should check carefully all the information before submission.
(including the priority of your exchange preference!!!)

3

The application form can not be submitted if any of the selected Programmes are not within the Application Period.

4

Student should make sure which Programme you are applying.
An Exchange Application should be created under "Outbound Exchange"



University-level Programmes

Exchange Duration

One (1) Semester [AY2026/2027 Sem 1 (Fall 2026)] or
One (1) Academic Year [AY2026/2027]

Eligibility

1. Year 2 or above UG at the time of application (students who are applying for an exchange for the last semester of their current bachelor programmes are not eligible); and
2. Academic Standing with a minimum CGPA of 2.8 or above; or
3. Language proficiency required by the chosen Exchange University, if any
4. Other specific eligibility requirements by Exchange University



It's important to do research and map your courses before application!!

List of U-Level Exchange Programmes for AY2026/27

Exchange Duration: One Academic Year

(Please refer to the Prog. Info Sheet for details.)

Country/ Region	Exchange Universities	Quotas	Language Proficiency
Japan	Kumamoto University	2	<u>Japanese Programme</u> JLPT N2 <u>English Programme</u> TOEFL iBT 61 or equivalent
Japan	Kwansei Gakuin University	1	<u>Japanese Programme</u> Japanese <u>English Programme</u> TOEFL iBT 71 or equivalent
Japan	The University of Kitakyushu	2	<u>Japanese Programme</u> JLPT N4 <u>English Programme</u> IELTS 5.0-5.5 / TOEFL 69 / TOEIC 650
Japan	Waseda University	1	<u>Japanese Programme</u> JLPT N1 <u>English Programme</u> IELTS 6.5 / TOEFL iBT 80

Remark: GAO retains the right to postpone, suspend or terminate exchange programmes, without prior notice, due to circumstances beyond its control, including but not limited to policy changes, natural disasters, and government travel advisories.

List of U-Level Exchange Programmes for AY2026/27

Exchange Duration: One Semester

(Please refer to the Prog. Info Sheet for details.)

Country/ Region	Exchange Universities	Quotas	Language Proficiency
Australia	Western Sydney University	1	IELTS 6.5 / TOEFL iBT 82
Australia	University of Newcastle	1	IELTS 6/ TOEFL iBT64-78
U.K.	University of Essex	1	IELTS 6.0 or equivalent
Italy	D'Annunzio University	2	B1 Italian / B2 English
Italy	Università Cattolica del Sacro Cuore	2	English B2 / Italian B2
Russia	Saint Petersburg State University	2	Russian & English B2
Bahamas	University of The Bahamas	2	TOEFL iBT95 or equivalent
Brazil	University of Brasília Foundation	2	Portuguese B2 / Spanish C1
Brazil	Federal University of Rio de Janeiro (UFRJ)	2	Portuguese A2
Brazil	Pontifical Catholic University of Rio de Janeiro (PUC-Rio)	2	English B1 and Portuguese
Brunei	University of Brunei Darussalam	2	IELTS 6.0 / TOEFL 550
Singapore	Nanyang Technological University	1	IELTS: 6.0/ TOEFL 570
Singapore	Singapore University of Technology and Design	1	IELTS 6.0 or equivalent
South Korea	Kyung Hee University	1	English IELTS 6.5 / TOEFL iBT 82 Korean TOPIK Level 5
South Korea	Myongji University	1	English Programme TOEFL IBT 70 / IELTS 5.5 Korean Programme TOPIK Level 3
South Korea	Ewha Womans University	1	English / Korean
South Korea	Hankuk University of Foreign Studies	1	English Programme TOEFL IBT 80 / IELTS 6.0 Korean Programme TOPIK Level 3
Thailand	Chulalongkorn University	1	TOEFL iBT 79 / IELTS 6.5 or equivalent
Vietnam	Ton Duc Thang University	1	B2 English level or equivalent

Remark: GAO retains the right to postpone, suspend or terminate exchange programmes, without prior notice, due to circumstances beyond its control, including but not limited to policy changes, natural disasters, and government travel advisories.

Selection

Evaluation of university-level and unit-level exchange programmes are performed separately.



- GAO will arrange interviews for all eligible applicants of university-level programmes according to their first priority (i.e., first university level programme out of the six programmes).
- Interview invitations will be sent via email (the week after application is closed).
- Applicants who do not show up for the interview will not be considered.

Eligible applicants with no interview invitation should approach GAO.



Criteria to be considered for U-level Exchange Programme

✗ Students who do not fulfill the application and language requirements **at the time of application** will not be considered.
If a student fails to fulfill the requirements of his/her 1st priority university-level programme, he/she will be considered disqualified from that candidate pool.

The following will be considered in calculating the Final Grade

- Academic, awards and disciplinary: academic standing, awards, extra-curricular activities and volunteer contributions, etc.
- Interview performance
- Personality and skills

Academic excellence is *NOT* our sole criterion.
We place greater emphasis on your demonstrated enthusiasm for promoting UM.



Your CV is your first introduction!!

A strong presentation ensures the committee quickly sees your strengths!

Additional
ADVANTAGE



Outgoing and eager to meet new challenges



Ready to be an ambassador and promote UM to the host community



Willing to share exchange experiences after the Exchange

Components of a Good CV

- a) Personal Details
- b) Education and Qualification
- c) Experience
- d) Awards and Certificate
- e) Achievement

Selection

How applicants are ranked?

- Students who put the concerned programme as 1st priority
- Students who never joined semester exchange programmes organized by UM
- Students who meet the specific eligibilities required by the exchange university

Applicants with any withdrawal record in their student file will be last considered.

- If any selected nominees reject the nomination offered, backup nominees with the concerned programme as their 1st priority will be chosen according to their final grade.
- If all the backup nominees reject the exchange offer, quota(s) will be distributed to applicants who put the concerned programme as their 2nd priority, and students in this pool will be considered according to their final grade.
- If an applicant is not allocated to his/her 1st priority programme, he/she will be considered for their 2nd priority programme based on availability **(after all applicants who have the programme as their 1st priority are allocated)**.
- If an applicant is nominated for his/her 1st priority programme and the nomination offer is declined, he/ she will not be considered for other university-level programmes in the same call.

Exchange students are selected ambassadors who represent UM in the host community.

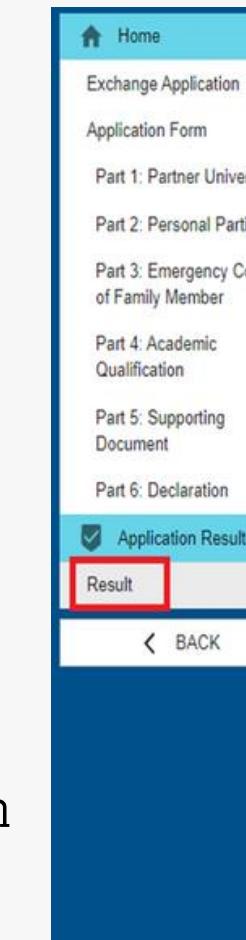
Academic standing is NOT the main and only consideration in the selection.

Exchange Students should be ready for active participation in campus activities and engaging with the local community at host university.



Selection

- Application result of university-level and unit-level programmes will be announced separately via the online Portal.
- Students who receive nomination offer --> "**Accept**" or '**Decline**' the offer via the online Portal within the acceptance period.
- In case the acceptance deadline for a university-level programme is earlier than the result release date for unit-level programmes, students must decide whether to confirm the nomination offer or wait for the selection results of unit-level programmes.



Application Result											
Partner University											
Priority	UM Nomination	Student Acceptance	Partner University	Country/Region	Host Unit	Exchange Duration	Application Start Date	Application end Date	Acceptance Start Date	Acceptance End Date	
1	Yes	None	Peking University	CHINA	GAO	1 Semester	2022/08/01	2022/08/31	2022/07/31	2022/07/31	
2	Yes	Decline	University of Lisbon	PORTUGAL	FAH	1 Semester	2022/08/01	2022/08/31	2022/07/31	2022/07/31	
3	No	—	Susquehanna University	U.S.A.	FAH	1 Semester	2022/08/01	2022/08/31	2022/07/31	2022/07/31	



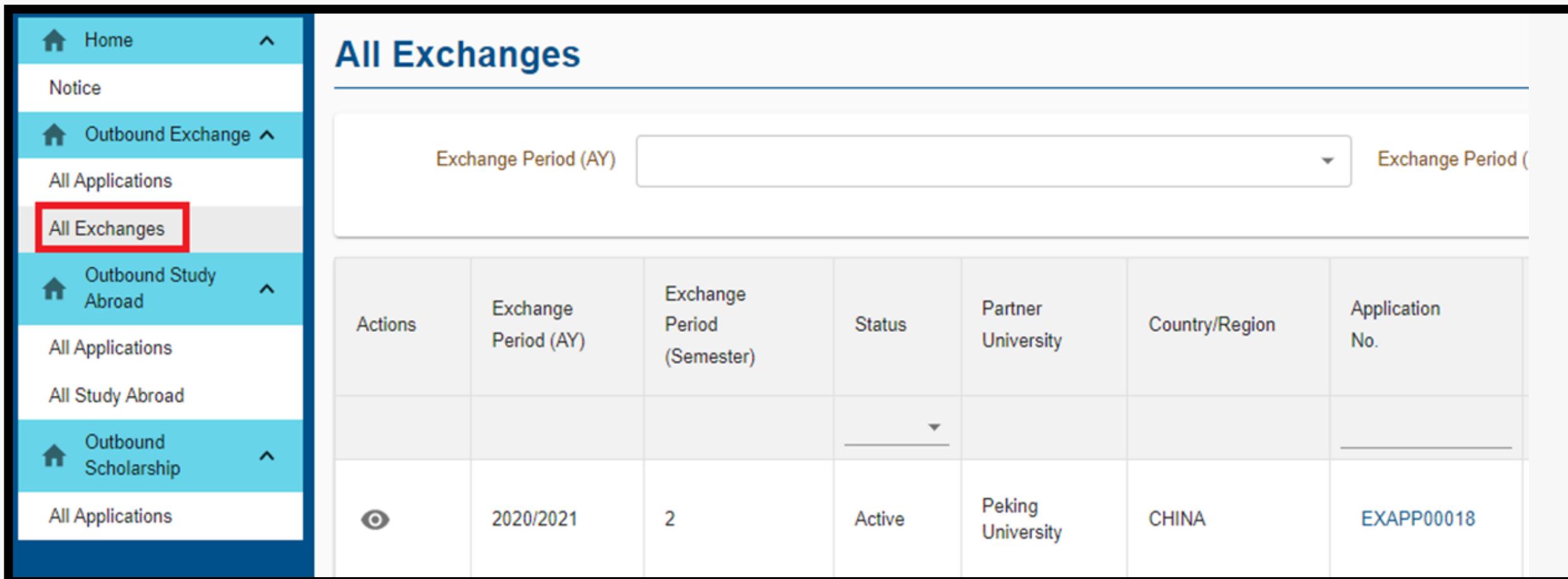
NO CHANGES are allowed after confirmation. Student can only accept one nomination offer. Once a nomination offer is accepted, student will be considered to decline all other programmes.

Nomination offers not accepted within the acceptance period will be rescinded and given to the next deserving candidate on the waiting list.

Host office cannot guarantee the admission to Exchange University. Students declined by Exchange University will not be provided for another exchange offer.

Application to Exchange University

After student accepted Host Unit's nomination, a new record will be created in the page of 'All Exchanges' under 'Outbound Exchange'.



The screenshot shows a user interface for managing exchange applications. On the left, a sidebar menu is visible with the following items:

- Home
- Notice
- Outbound Exchange
 - All Applications
 - All Exchanges** (highlighted with a red box)
- Outbound Study Abroad
 - All Applications
 - All Study Abroad
- Outbound Scholarship
 - All Applications

The main content area is titled "All Exchanges". It features a search bar for "Exchange Period (AY)" and a table with the following data:

Actions	Exchange Period (AY)	Exchange Period (Semester)	Status	Partner University	Country/Region	Application No.
	2020/2021	2	Active	Peking University	CHINA	EXAPP00018

GAO will liaise with students on the submission of exchange applications to Exchange University, students are responsible for preparing and completing the application by the deadline as required.

Required documents should be uploaded in this format

File name:

Exchange University_Name_Application

e.g. Waseda University_Chan Man_Application

Exchange Related Documents

Before Exchange

Log in and upload all the exchange-related documents onto the Outgoing Exchange and Scholarship System (<https://isw.um.edu.mo/seas>)

After the student accepts the nomination, a new record will be created on the page "All Exchanges" under "Outbound Exchange". [Outbound Exchange -> All Exchanges -> Outgoing Semester]

All the documents should be visible in the scan

BEFORE DEPARTURE

AFTER EXCHANGE

Actions	Description	Attachment
	Application documents of the partner university Whole set of application documents that you submit to the Exchange University	
	Acceptance letter of the partner university* Acceptance letter issued by the Exchange University	
	Learning Agreement Learning Agreement approved by your academic advisor	
	Transcript* Official Transcript with grading system issued by your Exchange University	

Exchange Related Documents

1. Application documents of the Exchange University 交換大學申請文件

[File name: Exchange University_Student Name_Application]

This is the (online/paper) application form and all the supporting documents that submitted to the Exchange University.

The print-screened online form / hard copy form should be combined with all supporting documents in one PDF file.

2. Official Acceptance Letter of the Exchange University 交換大學錄取信

[File name: Exchange University_Student Name_Acceptance]

The Exchange University issues the acceptance letter to inform the applicant that he/she is officially accepted as an Exchange Student at the Exchange University.

3. Learning Agreement 學習協議

[File name: Exchange University_Name_LearningAgreement]

The learning agreement should be endorsed by your Academic Advisor.

Course Selection Form (Learning Agreement)

Student No.	Student Name	Contact
Cumulative GPA	Year of Study	Major
Exchange University	Country	E-mail

(First or/and Second Semester or Summer Exchange) in Academic Year			UM				
Overseas University	"Selected" Overseas Course Information		"To-be-replaced" UM Course Information		Pre-requisite		
	Code	Course Title	ECTS / Credit	Code	Title	Code	Grade
1							
2							

Documents should be uploaded with the correct File Name
[File name: Waseda University_Chan Man_Application]

Timeline of Exchange Programme



Apply Exchange

Submit application via SEAS before deadline



Apply to Host

- Prepare application documents required by the Host University
- Upload a copy of your application doc. onto SEAS



Prepare for Departure

- Receive Acceptance Letter from Host
- Finalize Learning Agreement (LA)
- Upload the endorsed LA onto the SEAS
- Attend Pre-Departure Briefing



Depart

- Depart for Exchange
- Report your arrival
- Register at Host University

Jan

Jan/ Feb

Mar

May

Sep

Jan of the following year



Internal Evaluation

- Attend interview, if any
- Check and accept nomination offer via SEAS*

***NO withdrawal after the acceptance of the exchange nomination.**



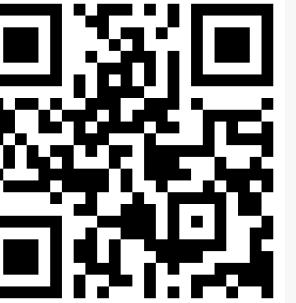
Register to be an Exchange Ambassador

Details will be announced in the Pre-departure Briefing.



Follow up

- Complete Exchange Report and Evaluation Form
- Upload the transcript and submit the Exchange File
- Apply for credit transfer/ course waiver at REG/ GRS



Exchange Ambassador Scheme

The Outgoing Exchange Scholarship Scheme has been reformed as **Exchange Ambassador Scheme**.

UM invites students to become **Exchange Ambassadors** during their mobility programmes. This initiative empowers participants to enhance cultural diversity and strengthen the university's global visibility. Students will serve as UM representatives, sharing their experiences and fostering international connections.

Participants are expected to fulfill the following responsibilities:

- actively engage in the **activities organized by the host university** and showcase UM through meaningful participation;
- **promote UM as an attractive exchange destination** to peers and the host university community;
- document the abroad experience through **photos and videos**, sharing them on personal social media platforms;
- share the **insights and experience gained** during the exchange with future prospective exchange students.

Participants who fulfill the requirements will be recognized as Exchange Ambassadors and awarded a certificate. Additional monetary awards will be awarded to the distinguished ambassadors (on a limited basis).



Your Role as An Exchange Student



Understanding Exchange Programmes at the Institutional Level

- ✓ Strategic Alignment – Link programmes to university's internationalization goals
- ✓ Academic Enhancement – Enrich curriculum through diverse perspectives
- ✓ Student Development – Cultivate global competence and intercultural skills
- ✓ Network Expansion – Build lasting partnerships



Your Role as An Exchange Student

- ★ Academic & Cultural Ambassadors
- ★ Active Engagement & Promotion
- ★ Enhance UM's International Profile

As part of the responsibilities, **all** outgoing exchange students nominated by UM are obligated to take part in promotional activities both **during** and **after** their exchange.



Your **attitude, experience and ideas** toward promoting UM, as demonstrated in the CV and interview, will be one of the key factors in the evaluation.

Important Notes for Nominated Students

Please Do NOT

- Contact the host university during the application process
- Apply for a visa until you have received the official letter of acceptance
- Book any flights before your visa has been approved
- Miss the pre-enrollment at UM

DON'TS



Pre-Departure Briefing (15 April)

- For: **ALL nominated students** (even if you haven't received your acceptance yet)
- Topics: Preparation for Exchange & Exchange Ambassador Scheme



Please pay attention to the E-Bulletin for more details.



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