

# SEMESTER EXCHANGE BRIEFING

AY2026/2027 SEMESTER 1



全球事務部  
Gabinete De Assuntos Globais  
Global Affairs Office

**Global Affairs Office**  
**Jan 2026**



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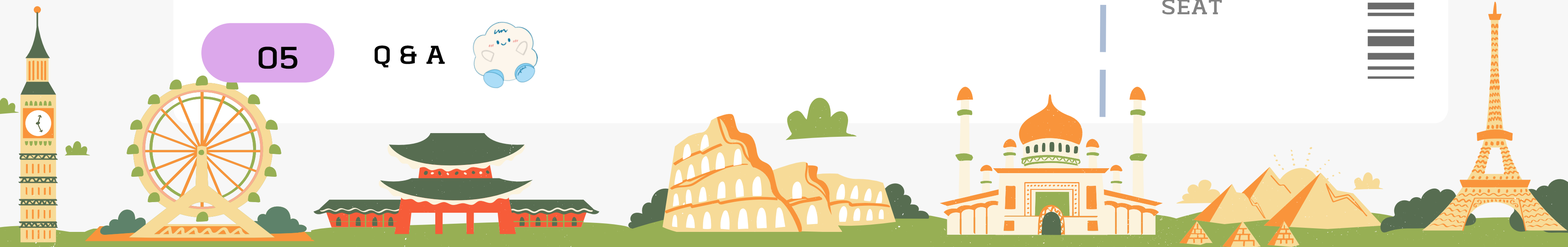


NAME

FLIGHT

GATE

SEAT





# 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



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



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 <u>(i.e. AY27/28 Sem 1)</u>, 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)



Look for this icon  
in the UM Portal

## 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



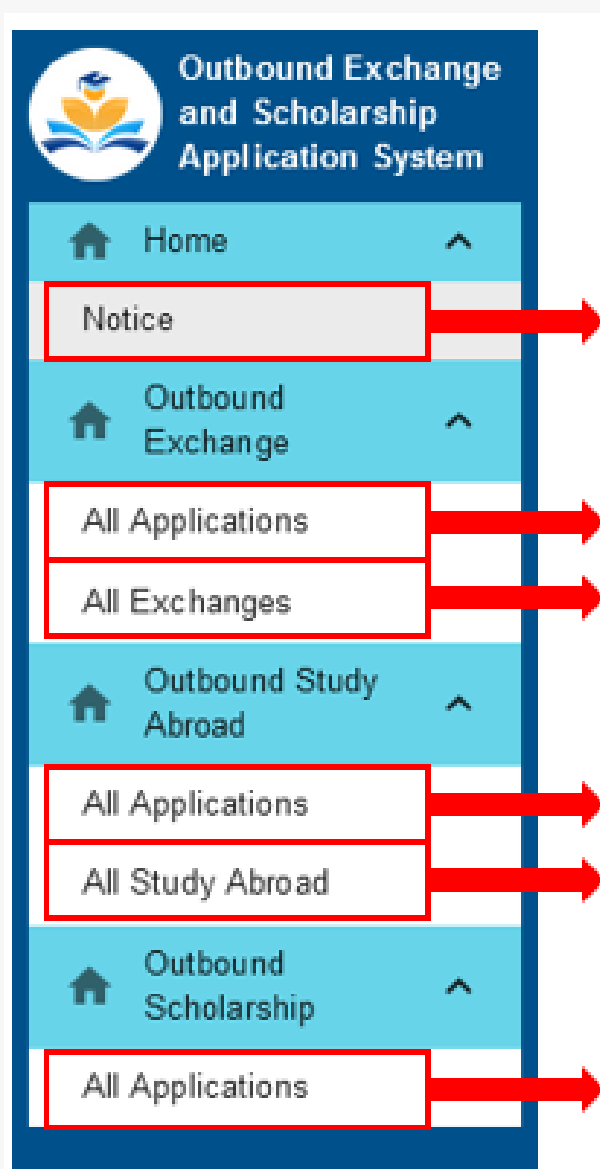
TOP RIGHT CORNER  
OF THE WEBPAGE



DOWNLOAD

NOW

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



Announcement to students

Semester exchange application forms and application results

Semester exchange record that stores the exchange documents, exchange reports and photos

Semester study abroad application forms

Study abroad record that stores the study abroad documents, study abroad reports and photos

Scholarship application forms and application results

REMINDER

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

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

## 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

# 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.

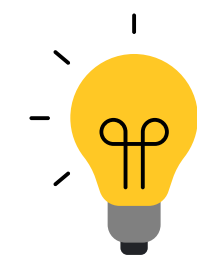
## The following will be considered in calculating the Final Grade

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

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

**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!

### 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.

Home
Exchange Application
Application Form
Part 1: Partner University
Part 2: Personal Particulars
Part 3: Emergency Contact of Family Member
Part 4: Academic Qualification
Part 5: Supporting Document
Part 6: Declaration
Application Result
Result
BACK

### Application Result

Application Number EXAPP00018
Exchange Period (AY) 2020/2021

Exchange Period (Semester) 2

#### 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 Accept	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 displays the 'All Exchanges' page. On the left, a sidebar menu includes 'Home', 'Notice', 'Outbound Exchange', 'All Applications', 'All Exchanges' (highlighted with a red box), 'Outbound Study Abroad', 'All Applications', 'All Study Abroad', 'Outbound Scholarship', and 'All Applications'. The main area is titled 'All Exchanges' and features a filter for 'Exchange Period (AY)' with a dropdown menu. Below the filter is a table with the following columns: Actions, Exchange Period (AY), Exchange Period (Semester), Status, Partner University, Country/Region, and Application No. A single record is shown with an eye icon in the Actions column, '2020/2021' for Exchange Period (AY), '2' for Exchange Period (Semester), 'Active' for Status, 'Peking University' for Partner University, 'CHINA' for Country/Region, and 'EXAPP00018' for Application No.

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

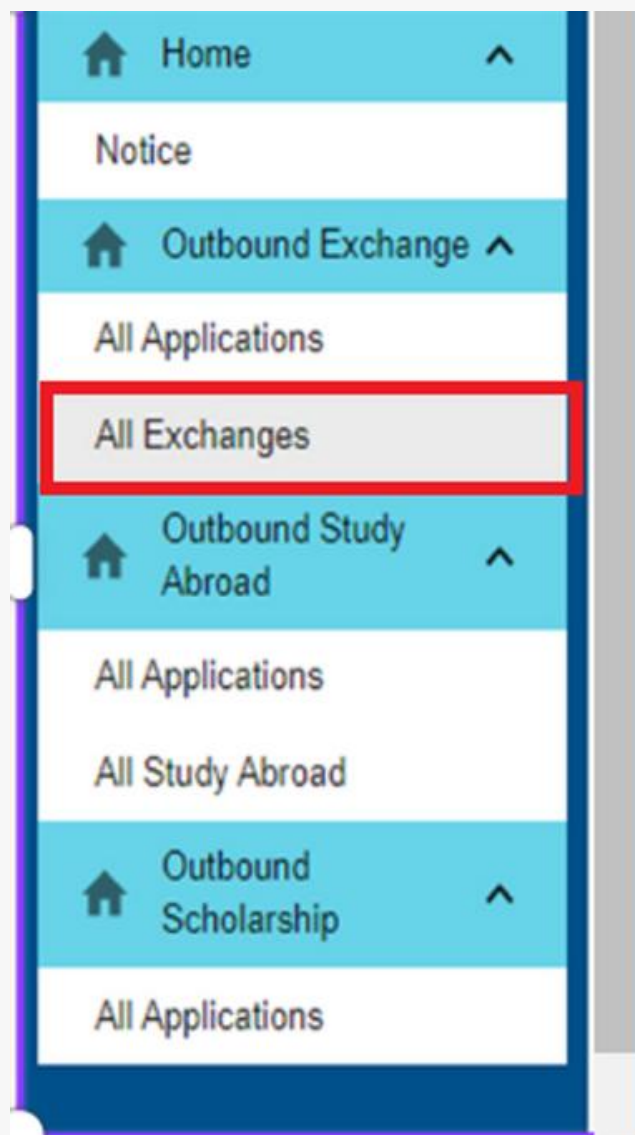


# Exchange Related Documents

## 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]



## Exchange Document

Please submit the following documents as requested by the UM host unit of your exchange programme.

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

**All the documents should be visible in the scan**



# Exchange Related Documents

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

[File name: Exchange University\_Stuent 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						
	Overseas University			UM		
	"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



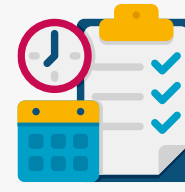
## Apply Exchange

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

More details:



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).

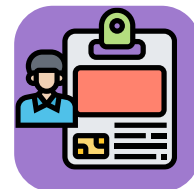


# Your Role as An Exchange Student



## Understanding Exchange Programmes at the Institutional Level

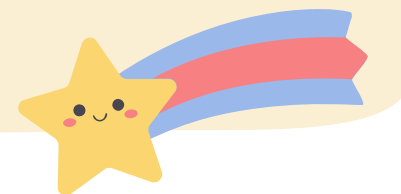
- ✓ Strategic Alignment – Link programmes to university's internationalization goals
- ✓ Academic Enhancement – Enrich curriculum through diverse perspectives
- ✓ Student Development – Cultivate global competence and intercultural skills
- ✓ Network Expansion – Build lasting partnerships



## 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

## DON'TS



### 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



### 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.





全球事務部  
Gabinete De Assuntos Globais  
Global Affairs Office

# Global Affairs Office



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