



## USJ Scholarships

Scholarships are gift funds that are often awarded to students with high academic achievement and with financial difficulties; and the scholarship need not to be repaid. These are positive reinforcements for high achievers to continue striving to their optimum potentials and also assist students with financial difficulties to pursue their passion for learning. There are two types of scholarships available at USJ, they are:

- USJ Community Scholarships
- USJ Scholarships

### USJ COMMUNITY SCHOLARSHIPS

The USJ Community Scholarship Programme seeks to support the financial needs of promising students in pursuing their studies at our university.

The scholarships are donated by various and prominent local institutions and individuals to students with outstanding academic performance.

We firmly believe that supporting these students in their pursuit of higher learning will help them achieve their full potential.

**Rules and guidelines in applying for USJ Community Scholarships are:**

1. Applications are set in the beginning of the **First Semester of each academic year**. Official application period is announced by the Office for Student Affairs and sent to all students via USJ email. All applications must be submitted before the end of the official application period. Applications which are incomplete after the deadline will not be considered.
2. Applicants should have a cumulative GPA of 14/20 or above, in the past year of study along with an attendance above 80% in all modules, and meet the requirements stated by the donors.
3. Students who are granted a Scholarship must attend the Scholarship Award Ceremony.
4. Students must sign the Scholarship Agreement (OSA-013) & Acceptance/Decline Form (OSA-015) within 15 days of receiving the official notice from the Office for Student Affairs that they have been awarded a USJ Community Scholarship.

**Application Procedures:**

1. Complete the Scholarship Application Form and provide the required supporting documents.
2. A selected number of qualified applicants will be invited for interviews (optional).
3. The USJ Community Scholarships Committee will decide upon the result of the applicants based on their academic merit and financial situation.
4. USJ will announce the results by the end of October.

**The lists of USJ Community Scholarships are available in our OSA Webpage>Financial Aid.**

**USJ Community Scholarship Selection Criteria:**



The recipient of the USJ Community Scholarship is for student who meets the requirements of the organization defined and the highest candidate ranking based on this formula:

**Candidate Ranking Rate = CGPA Pt (Point). + Income Pt (Point).**

#### Option 1

Income Pt	Total Monthly Income per person						
	=7	=6	=5	=4	=3	=2	=1
20	<3,100	<3,200	<3,350	<3,600	<4,050	<4,850	<7,350
15	<4,100	<4,200	<4,350	<4,600	<5,050	<5,850	<8,350
10	<5,100	<5,200	<5,350	<5,600	<6,050	<6,850	<9,350
0	>=5,100	>=5,200	>=5,350	>=5,600	>=6,050	>=6,850	>=9,350

CGPA Pt.	CGPA (Cumulative Grade Point Average, 0 to 20 scale)
20	18.5 to 20
15	17 to 18.49
10	15.5 to 16.99
5	14 to 15.49
0	Below 14

If two or more candidates are having the same ranking rate, final decisions will be made by the USJ Scholarship Committee.

#### USJ SCHOLARSHIPS

The setting up of USJ Scholarships is to make our education accessible to those who are intellectually capable but with financial difficulties.

Rules and guidelines in applying for USJ Scholarships are:

1. These applications will be considered on a case by case basis.
2. Applications are set in the beginning of the **First Semester of each academic year**. Official application period is announced by the Office for Student Affairs and sent to all students via USJ email. All applications must be submitted before the end of the official application period. Applications which are incomplete after the deadline will not be considered.



3. Students (except freshmen and international students) must apply for scholarships or student loans from Education and Youth Affairs Bureau DSEJ or other sources before applying for USJ Scholarships, otherwise their application will not be considered.
4. Students are expected to comply with all USJ policies and guidelines; those who fail to register annually and/or pay their tuition fees on time, including any deferred payment plan will not be eligible for receiving USJ Scholarships. Students who are blocked from their USJ platforms (i.e., MyUSJ and Hub) for more than 2 times due to delayed payments are also ineligible to receive USJ Scholarships.
5. Applicants should also demonstrate good academic performance with a CGPA greater than or equal to 14/20, or its equivalent, in the past year of study along with an attendance above 80% in all modules.
6. The application will not be considered if the applicant's family members own more than 1 property.
7. Students from all levels of higher education (i.e., Bachelors, Masters, Doctorates) are subject to the same rules when applying for USJ Scholarships.
8. Decisions on scholarships are based on monthly family income. The monthly family income is calculated by adding all amounts received by parents, where the student is directly dependent, and the student's own income including any other scholarships or subsidies. Loans (from a bank or DSEJ) will not be considered as income for calculation proposes.
9. Scholarships will be awarded by descending order of merit (CGPA) within each level of scholarship, and subject to the yearly budget approved by the Executive Council of the university.
10. Students applying for USJ Scholarships who have already been awarded one or more USJ Community Scholarship [1] are only entitled to a USJ Complementary Award[2].
11. Students who are enjoying any discount based on any protocol signed by USJ with other entities, will have their scholarship amount adjusted accordingly. This means that students cannot accumulate any discount plus the value of the scholarship.
12. Students who are granted a USJ Scholarship must attend the Scholarship Award Ceremony.
13. Students must sign the Scholarship Agreement within 15 days of receiving the official notice from the Office for Student Affairs that they have been awarded a USJ Scholarship.
14. If the student requests to change his/her major of study and is approved, the student is liable for any increase in tuition fee and the scholarship amount will be adjusted if there is any decrease in tuition fee.

#### **Application procedure:**

1. Complete the USJ Scholarship Application Form and provide the required supporting documents.
2. Applicants will be invited for interviews (optional).
3. The USJ Scholarship Committee will decide on the result of the application based on the academic merit and the financial situation of the applicants.
4. USJ will announce the results by the end of October. Official application period is announced by the Office for Student Affairs (OSA) and sent to all students via USJ email.

#### **Required Documents:**

1. USJ Scholarship Application Form;
2. Copy of valid ID Cards/Passport of all Family members (**all in ONE A4 paper**)



3. Copy of Student card(s) if any of the family member(s) is/are student(s) (**all in ONE A4 paper**)
4. Copy of Transcript of Records for the past Academic Year (**Year 1 Students Only**)
5. Professional Tax: Application for Certificate of Income, Imposto Profissional Pedido de Certidao Rendimentos in Portuguese, 收益證明書 in Chinese (former fiscal year) of family members (**from Finance Department**)
6. Income Statement (full-time and part-time) of the family members from employer(s).
7. Rental or mortgage contract of the applicant's family (for owned property, provide **Property Registration Certificate**)
8. Documents related to the history of financial assistance/scholarship include the total amount received by any family member in the past academic year offered by any organization/institution/school
9. Scholarship Application Letter (Optional)

**Duties of students entitled to USJ Scholarships:**

1. Students who are awarded with a scholarship should maintain a GPA above 14 and an attendance not lower than 80% on all enrolled courses, otherwise the University can revoke their Scholarships;
2. Students who receive scholarships must comply with all USJ Policies and guidelines regarding tuition payments and registration periods, otherwise the University can revoke their Scholarships;
3. Students who make false declaration on any of the required information or documents are liable to the termination of the scholarships immediately.

Scale used to calculate USJ Scholarship levels:

Scholarship	Total Monthly Income per family						
	=7	=6	=5	=4	=3	=2	=1
60%	<20,400	<18,200	<16,000	<13,800	<11,600	<9,400	<7,200
40%	<27,400	<24,200	<21,000	<17,800	<14,600	<11,400	<8,200
25%	<34,400	<30,200	<26,000	<21,800	<17,600	<13,400	<9,200

Scholarship	Total Monthly Income per person						
	=7	=6	=5	=4	=3	=2	=1
60%	<2,950	<3,050	<3,200	<3,450	<3,850	<4,700	<7,150
40%	<3,950	<4,050	<4,200	<4,450	<4,850	<5,700	<8,350
25%	<4,950	<5,050	<5,200	<5,450	<5,850	<6,700	<9,350

**Footnotes:**

1 ^ **USJ Community Scholarships** are donated by various and prominent local institutions and individuals to students with outstanding academic performance.



2 ^ The **USJ Complementary Award** is awarded by covering the difference between the awarded USJ Community Scholarship and the calculated amount of the USJ Scholarship. To simplify, below is an example of how the USJ Complementary Award is computed:

Calculated USJ Scholarship:	15,000 MOP
Awarded USJ Community Scholarship:	<u>-10,000 MOP</u>
<b>USJ Complementary Award:</b>	<b>5,000 MOP</b>

Note that the USJ Complementary Award will only be awarded if the difference is **greater than 1,000 MOP**.