

Incoming Exchange Student Application Process

Step 2. Apply Online

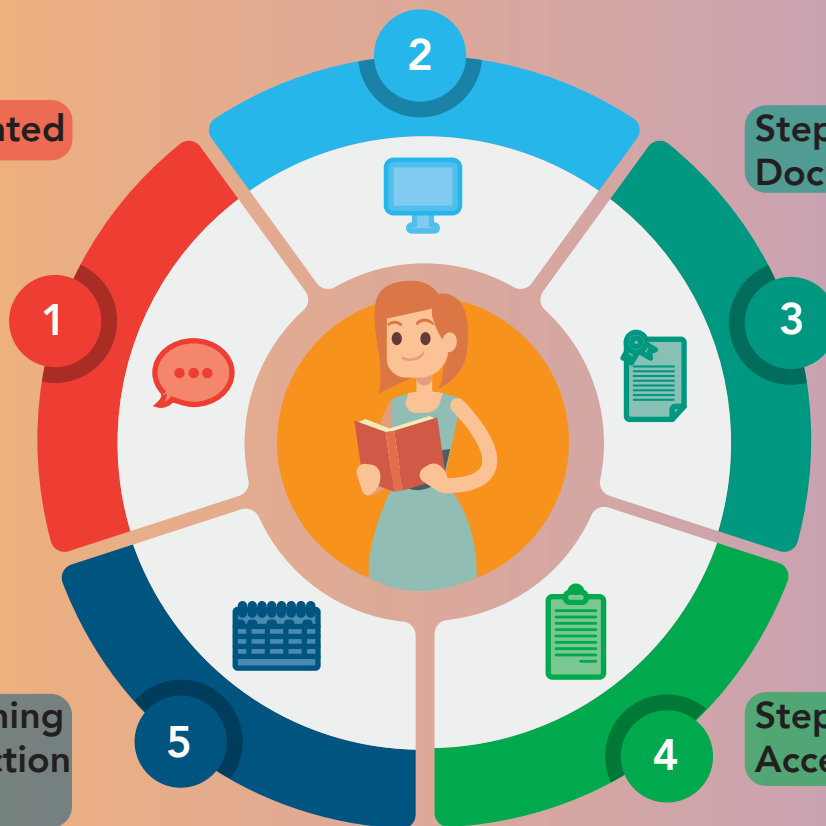
Go to the Admissions page of the USJ website and select "Apply Now" (click here!)

Apply by selecting "Others" and then "International Exchange"

Receive link to MyUSJ Personal Dashboard

Step 1. Be Nominated

Be nominated by student's Home Institution



Step 3. Upload Documents

Log into MyUSJ Personal Dashboard

Upload required documents

Await verification from PIRO

Step 5. Send Learning Agreement / Selection of Modules

Await for Pre-Arrival information email with confirmed Module List

Discuss with course coordinator which modules to select

Send Learning Agreement / Selection of Modules (with module codes)

Await confirmation of no-clashes in schedule

Step 4. Upload Acceptance Letter

Confirm acceptance of offer

Fill out and sign Acceptance Letter

Upload filled out and signed Acceptance Letter to MyUSJ Personal Dashboard



聖若瑟大學
USJ

Public and
International
Relations Office

Incoming Exchange Student Application Process

Step 1. Be Nominated

Contact your Home Institution's International Relations Office (or equivalent) to know more about how to apply for an outgoing exchange programme

Step 2. Apply Online

After we confirm to your Home Institution that we have received your nomination, apply here, making sure to select "Others" and "International Exchange":
<https://my.usj.edu.mo/wizard/applicant>

Please select the degree you are interested in:

Pre-University 預科	Associate Diploma 副學士文憑	Bachelor 學士學位	Master 碩士	Doctorate 博士	Diploma 文憑
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Lifelong Learning
持續進修

Others
其他課程

Select a program *
-- Select a program --
Others
International Exchange

Are you, or have you been, a staff or student at USJ?
 No, I apply for the first time

Step 3. Upload Documents

Required documents:

1. Recent passport picture
2. Passport ID (expiry date must be of more than 6 months after the end of the exchange period)
3. Academic Transcript
4. Health Certificate Form (ask PIRO)
5. Motivation Letter in support of your application

Documents

- Your photo (ID format)
- ID/Passport
- Academic Transcript/Report Card

Note:

- You can upload more than one file in each item.
- Documents must be scanned properly and uploaded. Unclear scanned documents will not be accepted.
- Scanned documents are not considered valid until the original documents are presented at the Admissions Office for verification.

Docs		
ID	ID/Passport	Choose File no file selected
ACADEMIC	Academic Transcript/Report Card	Choose File no file selected

- Your photo (ID format) photo
- ID/Passport [1 2]
- Academic Transcript/Report Card [1]

Step 4. Upload Acceptance Letter

Make sure the Acceptance Letter is filled out and signed by both yourself and your Home Institution's International Relations Office (or equivalent)

Step 5. Send Learning Agreement / Selection of Modules

Be prepared to be flexible with your module selection as schedule overlap may occur and new modules may have to be chosen

Make sure to include the USJ module codes as there may be modules with the same name in different courses

Note:

It is MANDATORY to buy a comprehensive international health insurance package!
Read more about it in page 7 of the International Exchange Student Guide (click here!)

Email us at global@usj.edu.mo if you have any questions!