



聖若瑟大學
UNIVERSITY OF
SAINT JOSEPH

RESIDENCE APPLICATION FORM

Please read the following carefully before filling out the Application Form:

1. Admission into an academic programme does not automatically entitle you for the usage of our USJ Residential Hall dormitory facilities. Application for the Residential Hall should be made to the Technology and Facilities Office via residence@usj.edu.mo prior to the application deadlines as specified.
2. All applications will only be considered in case a vacancy is available. Due to limited capacity, there is no guarantee that accommodation in the Residential Hall can be provided to all applicants. Applicants who do not receive an offer will be put on a waiting list. This list works on a first come first served basis and as such you will receive an offer as soon as possible.
3. All applicants will receive, by email, a reply from the Technology and Facilities Office on or prior to the specified deadline of the application results. Successful applicants who accept the offer and successfully pay the full Residence fee for the first month/semester within the arranged deadline will obtain a vacant room. Please note that you will receive the confirmation of acceptance as soon as the two following rules are met:
 - 3.1. Payment of the fees in full (as stated before). (For details, please refer to the "Residence Fee Payment").
 - 3.2. A written reply to our Residential Team indicating acceptance.
4. Failure to confirm acceptance within the specified time period will imply forfeiture of the offer.
5. The following documents must be read carefully. Please make sure that you agree and accept all the terms as stipulated in these documents:
 - 5.1. USJ Regulations & Rules Governing Residential Hall
 - 5.2. USJ Residence Fee Payment
 - 5.3. USJ Residential Hall Fees
6. **Use of Personal Data:** Personal Information collected from applicants will be used for admission procedures and related matters only, and kept as resident records for administrative purposes. The University of Saint Joseph complies with [Privacy Policy](#), and [all legislation relevant to the protection of personal data](#) to safeguard the personal privacy.

This Application Form must be submitted by email, or hand delivered to:

Technology and Facilities Office
University of Saint Joseph
Estrada Marginal da Ilha Verde, 14-17
Macau SAR
Telephone: +853 8796 5703
Email: residence@usj.edu.mo



For your application to be processed correctly, please fill the following blanks in **legible** letters.

APPLICANT'S INFORMATION	
Given Name(s):	
Family Name(s):	
Birthday: DD / MM / YY	Gender: Male / Female
Nationality:	Identification number:
Contact Number: (+)	Email:

EMERGENCY CONTACT	
Name:	Relationship:
Contact Number: (+)	Email:

STATUS IN USJ
I am a student / member of staff. <i>Please skip the following table if you are a staff member.</i>
Am I studying a postgraduate programme in the upcoming semester? Yes / No.
What is the year of intake for the programme I am or will be studying? 20____

PERIOD OF STAY
Single / Double Room: <input type="checkbox"/> 1st Semester <input type="checkbox"/> 2nd Semester
Studio Apartment: Check in Date: ____/____/____ Check out Date: ____/____/____



TYPE OF ROOM REQUESTED

- Double Room¹ with Bunk Bed, shared bathroom and shared pantry for students
 Single Room with shared bathroom and shared pantry for students
 Studio Apartment for staff and postgraduate Students

ADDITIONAL DETAIL(S)/REQUEST

Please complete this section if you would like to disclose further information that will help us to place you in the most suitable accommodation available. Consideration is given, when possible, to those with special need(s). If you have requested a double room, you may also use this section to name a person with whom you wish to share the room with.

DECLARATION

Please check and tick all the following boxes.

- I have read the important notes as stipulated in this Application Form.
 I have read the "USJ Residential Hall Fees" and agreed with the fees set forth in the document.
 I have read the "Residence Fee Payment" and should my application be successful, I agree to pay all required fees at the specified time.
 I have read the "Regulations & Rules Governing Residential Hall of University of Saint Joseph" and should my application be successful, I agree to abide to all the stipulated rules and regulations of the University's Residential Hall.
 I declare that the information I have given on this form is correct and complete to the best of my knowledge.

Signature: _____ Date: _____

¹ Double Room should be applied by two applicants (same gender) together, if not available a partner may be provided by the Residential Hall Team.



聖若瑟大學
UNIVERSITY OF
SAINT JOSEPH

Author: Technology and Facilities Office

Approved by: Administrator

Approval date: 30/05/2023

Operational commencement date: The next working day upon the approval

Version number: V003