

**The University of Macau**  
**Postgraduate House Resident Stipulation (Main Campus)**

Document code:	SAO-SRS.11/202507/103/r00
Approval date:	31 July 2025
Effective date:	31 July 2025
Supersedes:	Nil

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**Keywords:** *bedspace, disciplinary measures, eviction, fire safety, inspection, move-in, move-out, penalty, pets, PGH, postgraduate, postgraduate house, residence fee, resident rules, residents, SAO, SRS, stipulation, visitors, warning*

**Remarks:** *Chinese and English versions are available as enclosed.*

## **1. Introduction**

- 1.1. This stipulation is established by consolidating the Postgraduate House Rules and supplementary stipulations, providing detailed specifications.

## **2. Scope**

- 2.1. The stipulation applies to all residents living in the University of Macau (hereinafter referred to as “UM”) Postgraduate House (hereinafter referred to as “PGH”). The stipulation also applies to temporary residents and visitors.
- 2.2. PGH residents must comply with the existing UM regulations, rules, guidelines and instructions issued by the UM authorities.
- 2.3. PGH residents must comply with the law of the residential district.

## **3. Responsibilities**

- 3.1. The Dean of Students or his/her delegate is responsible for ensuring and supervising the execution of the stipulation.
- 3.2. The Head of Student Resources Section (hereinafter referred to as “SRS”) or his/her delegate is responsible for the execution of the stipulation.

## **4. PGH Move-in**

- 4.1. Students must apply for PGH accommodation in accordance with the relevant stipulation. The PGH considers the following factors when deciding whether to approve the applications: applicants’ study status, numbers of bed spaces available for male and female, numbers of different types of rooms, etc. The approval criteria are stipulated in the “Guidelines for Assessing the Applications for UM PGH Accommodation”.
- 4.2. The Head of SRS or his/her delegate is responsible for examining and approving the applications for PGH accommodation according to the aforementioned guidelines. The Dean of Students or his/her delegate has the right to examine and approve other unmentioned applications.
- 4.3. PGH residents must carry student ID cards at all times and show them to security guards or SRS authorized persons upon request.
- 4.4. PGH residents must live in the designated rooms as assigned by the person in charge of PGH. It is not allowed to switch rooms or bedspaces without consent of the person in charge of PGH.
- 4.5. Sharing or duplicating of room keys or keycards without official authorization is prohibited.

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4.6. Rental of rooms or bedspaces for visitors is strictly prohibited.

**5. Residence Fee**

- 5.1. PGH residents must pay the residence fees and other required fees prior to the payment deadline.
- 5.2. The UM authorized entities determine the residence fees and other required fees.
- 5.3. The UM authorized entities determine the terms of making a residence fee refund.
- 5.4. The application for reduction or waiver of residence fee shall be examined and approved by the UM authorized entities.
- 5.5. The application for residence fee installment shall be examined and approved by the UM authorized entities.
- 5.6. Subject to PGH availability, residents may apply for move-in earlier or move-out later than the defined period. The residence fees and other required fees for the period which is beyond the defined period shall be defined by the UM authorized entities.
- 5.7. Settling the resident fees and related fees including overdue payments are the obligation of all PGH residents; UM shall levy fines and penalties to any resident with overdue payments. If necessary, UM will issue an eviction order to those residents who fail to pay the fees within a specified period of time.

**6. PGH Move-out**

- 6.1. PGH residents must perform the move-out procedure within the specified time frame before moving out of PGH.
- 6.2. When moving-out, residents are required to remove all their personal belongings, garbage, and restore the room to its original condition. Otherwise, handling fees shall be charged, whose amounts shall be defined by the UM authorized entities.
- 6.3. PGH residents must return their room keys or keycards, any other UM properties and pay all related fees and fines upon move-out.
- 6.4. For those residents who have moved out of PGH without performing the move-out procedure, UM shall not only take relevant disciplinary actions but will also charge handling fees as stated in 6.2. UM will charge the residence fee until the move-out procedure is completed.
- 6.5. UM is not responsible for any damages or loss incurred to items, mails, or packages left behind by PGH residents after move-out.

**7. PGH Properties**

- 7.1. PGH residents must use the facilities and equipment reasonably, carefully and economically.
- 7.2. PGH residents should fill out a requisition form for maintenance or repairs and return it to the specified means when any PGH facilities or equipment need to be repaired.
- 7.3. PGH residents must keep the living environment and public areas clean and tidy.
- 7.4. Moving, exchanging or damaging equipment of the residence rooms, furniture or public facilities on their appearance (exterior or interior), integrity (including but

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not limited to dirtying, writing, drawing, drilling holes, nailing or posting any items on the wall or furniture) or tampering for any reasons are prohibited. Such damage is subject to restitution to UM and the amount of restitution is to be defined by the UM authorized entities in accordance with the actual situation.

## **8. Visitors**

- 8.1. PGH residents must make visiting applications together with their visitors at designated application venue at PGH. Once the application is approved, visitors must carry the visitor passes issued by the Management Company/ SRS and be accompanied by the related PGH resident when entering PGH.
- 8.2. Visitors must be accompanied by the related PGH resident for the duration of their entire visit. The PGH resident is responsible:
  - 8.2.1. To ensure that his/her visitors do not commit any violation of the PGH resident rules and stipulation, or any behavior that is disruptive to other residents;
  - 8.2.2. For any fees or costs incurred by the visitors during the visit.
- 8.3. PGH residents should obtain the consent of the roommate before inviting visitors into their room.
- 8.4. Except for visitors of the same gender as the PGH resident or those who have obtained prior permission from SRS, entry into residence rooms of the opposite gender is prohibited. Residents should not allow the opposite sex to enter their residence rooms. Visitors of the opposite sex may use the common rooms during their visit.
- 8.5. Visits are permitted at PGH between 9:00 a.m. and 10:00 p.m. daily. Overnight stays are prohibited and visitors must leave by 10:00 p.m. daily. Visitor passes should be returned to the designated venue on the day issued before departure.
- 8.6. PGH residents should not bring or assist visitors into PGH without prior approved application from the Management Company or SRS.
- 8.7. SRS reserves the right to reject any visiting application.

## **9. Prohibited Areas**

- 9.1. PGH residents are not permitted to enter restricted areas within the PGH premises.
- 9.2. PGH residents should not endanger themselves by positioning themselves on the residence room window or balcony ledge, or any other dangerous place.
- 9.3. Entering facility/equipment room, opening facility/equipment control box or adjusting facility/equipment without official authorization is prohibited.

## **10. PGH Inspection**

- 10.1. Authorized persons including staff of SRS, Management Company, and House Tutors may, except in emergencies or cases of abandonment, enter the residence rooms for regular inspections of rooms and public facilities of PGH when residents are not present, after providing prior notice. This is to assess the condition of facilities and equipment and ensure compliance with the relevant provisions of this stipulation.

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An entry notice will be left in the room afterward.

- 10.2. SRS authorized persons may enter any residence rooms for purposes not limited to health, safety, security, cleanliness and building maintenance.

### **11. Emergency**

- 11.1. In case of emergency, PGH residents should contact PGH Security Guards, Management Company, House Tutors or the person in charge of PGH immediately.

### **12. Fire Safety**

- 12.1. Cooking in PGH is strictly prohibited except in the designated areas.  
12.2. Cooking left unattended or causing fire hazards due to improper cooking is strictly prohibited.  
12.3. Open flames are prohibited in PGH.  
12.4. Possession of chemicals, explosives or highly combustible materials that are potentially dangerous or damaging are strictly prohibited.

### **13. Smoking, Alcohol, Drugs and Gambling**

- 13.1. Smoking is strictly prohibited within the entire PGH.  
13.2. The consumption or possession of alcohol in PGH is forbidden, while inebriation is strictly forbidden within PGH.  
13.3. PGH residents are strictly prohibited from bringing, possessing, or using any illegal drugs or misusing prescription medication within PGH.  
13.4. PGH residents are strictly prohibited from being under the influence of any illegal drugs or the misuse of prescription medications.  
13.5. PGH residents must not engage in any gambling activities within PGH premises or allow gambling activities to take place in their residence rooms.

### **14. Dangerous Objects**

- 14.1. PGH residents are forbidden to bring any objects, items or substances into PGH which could endanger the well-being of others.

### **15. Electrical Appliances**

- 15.1. PGH residents should use personal electronic devices that comply with safety standards and have appropriate voltage.  
15.2. Leaving personal electronic devices on or charging batteries when unattended is prohibited.  
15.3. Overloading electrical outlets are prohibited.

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**16. Cleanliness**

- 16.1. PGH residents should keep the environment and equipment of the residence rooms, bathrooms, and public spaces clean and tidy at all times.
- 16.2. PGH residents are required to maintain cleanliness in their living spaces by disposing garbage in the designated place.
- 16.3. The common or public facilities should be kept clean and tidy after use.

**17. Respect for Other Residents**

- 17.1. PGH residents should avoid actions or behaviors which may disrupt the normal residence life of other residents, respect other residents' rights to privacy, maintain a reasonably quiet environment to study and rest, use PGH facilities in a reasonable manner, and refrain from improper behavior.
- 17.2. Any behavior that may cause harassment to other residents is prohibited.
- 17.3. PGH residents should respect the quiet hours from 10:00 p.m. to 8:00 a.m. of the next day.
- 17.4. PGH residents should avoid any behaviors that would jeopardize other residents' personal and property safety.

**18. Vehicles**

- 18.1. Any electrically powered vehicles and transportation devices are not allowed within the PGH premises, including but not limited to PGH resident rooms and public areas.
- 18.2. SRS reserves the right to relocate and detain any electrically powered vehicles found on site without prior notice.
- 18.3. Bicycles are not allowed into PGH resident room, and should not to be left standing in areas not designated for bicycle parking.
- 18.4. Wheelchairs or electronic wheelchairs usage in PGH is exempted from the above measures. SRS retains the authority to provide the definitive interpretation of items falling within the classification of electrical appliances permitted for use within the PGH.

**19. Promotion and Commercial Activities**

- 19.1. Any commercial promotions, behaviors or activities are prohibited on PGH property without prior approval from SRS.
- 19.2. Any publications, printed materials or posters within PGH premises must be approved in advance by SRS before they are placed in the designated areas.

**20. Personal Property**

- 20.1. PGH residents are responsible for their personal property in PGH. Valuable personal belongings must be kept in a safe place. Residence room doors should be locked when leaving. PGH is not responsible for any loss of personal property.

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- 20.2. PGH public areas, corridors on each floor, emergency exits and stairs should be kept clear of furniture, refuse, personal belongings, such as but not limited to shoes, umbrellas, and any other objects, so that those items would not obstruct passages and escape routes during emergencies. Any items found in the abovementioned locations may be removed and disposed of without prior notice. SRS shall not be responsible for their safekeeping.

**21. Other Improper Behaviors**

- 21.1. Bringing pets into or keeping pets in PGH premises is prohibited.
- 21.2. Throwing objects from height is prohibited.
- 21.3. Absent from the disciplinary meeting without a justified reason.
- 21.4. Behaviors that severely affect the normal operation and order of the PGH.

**22. Disciplinary Authorities**

- 22.1. The following authorities and officials, in accordance with their designated power, may impose any of the following penalties on PGH residents with disciplinary offences in ascending order of severity:
  - 22.1.1. The Head of SRS or his/her delegate, staff of SRS or House Tutors may verbally advise PGH residents or students with disciplinary offences;
  - 22.1.2. The Head of SRS or his/her delegate may issue warning letters to PGH residents or students with disciplinary offences;
  - 22.1.3. The Dean of Students or Head of SRS or his/her delegate has the right to issue an eviction order.

**23. Penalty**

- 23.1. Warning Letter
  - 23.1.1. A written warning will be issued to any resident or students who violates stipulation article 4-10, 12-21 or commits any PGH disciplinary offence;
  - 23.1.2. A resident who receives 3 warning letters within 2 consecutive semesters will be evicted immediately.
- 23.2. Eviction Order
  - 23.2.1. The Dean of Students or Head of SRS or his/her delegate has the right to issue an eviction order immediately to PGH residents who:
    - a. Involve in any serious misconduct by violating stipulation article 4-10, 12-21;
    - b. Commit behaviors that jeopardize other residents' personal and property safety;
    - c. Commit behaviors that severely affect the normal operation and order of PGH;
    - d. Repeatedly violate the stipulation, repeatedly commit disciplinary offences, or severely affect the normal living or study of other residents.

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- 23.2.2. The Eviction Order will be effective till the end of the next semester. Evicted residents are allowed to re-apply PGH after the eviction period.
  - 23.2.3. There is only one reapplication allowed for each resident with eviction record. PGH bedspaces will first be allocated to residents with no eviction records; remaining bedspaces will then be considered for reapplying residents.
  - 23.2.4. A resident who accumulates 2 eviction orders is disqualified permanently for reapplication.

**24. Appeal Process**

- 24.1. An appeal against the decision that results in penalty imposed by SRS may be submitted to the Dean of Students or his/her delegate within 10 working days. Appeals must be in writing.
- 24.2. The Dean of Students or his/her delegate shall appoint his/her delegate(s) to review the case and make their recommendation.
- 24.3. The decision made by the Dean of Students or his/her delegate is final.

**25. Interpretation and Amendment**

- 25.1. The power of interpreting and amending the stipulation shall be vested in the UM authorities.
- 25.2. The UM authorities may amend the stipulation at any time and such constraints will come into force with immediate effect after announcement.

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**研究生宿舍住客守則（主校區）**

**1. 序言**

- 1.1. 本守則依據《研究生住客規條》與新增實施細則整合而成，用以詳述具體規範。

**2. 範圍**

- 2.1. 本守則適用於所有在澳門大學（以下簡稱“澳大”）研究生宿舍（以下簡稱“宿舍”）入住的住客、其他臨時住客及訪客。
- 2.2. 宿舍住客須遵守澳大現行的規章和規條，以及由澳大發出的指令和指示。
- 2.3. 宿舍住客須遵守宿舍所屬地區之法律制度。

**3. 權限**

- 3.1. 學生事務長或其授權人負責確保和監督本守則執行。
- 3.2. 學生資源處處長或其授權人負責執行本守則的有關條款。

**4. 入住宿舍**

- 4.1. 學生須按住宿守則提出住宿申請，澳大將以學籍狀況、男女生宿位數量以及各類房間數量等因素進行申請審批。具體審批準則由《澳門大學研究生宿舍住宿申請審批指引》規範。
- 4.2. 學生資源處處長或其授權人負責按照已獲批准的指引審批該學期之住宿申請；超出以上範圍者，需由學生事務長或其授權人審批。
- 4.3. 宿舍住客須隨身攜帶學生證，在保安人員或由學生資源處指派的人員要求時出示學生證。
- 4.4. 宿舍住客入住由宿舍負責人安排的房間，未經宿舍負責人批准，不可私自換房或床位。
- 4.5. 未經正式授權，禁止與非宿舍住客分享房間鑰匙/門禁卡。
- 4.6. 嚴禁出租房間或床位。

**5. 住宿費用**

- 5.1. 宿舍住客須在規定的期限內繳交住宿費用和其他所需費用。
- 5.2. 住宿費用和其他所需費用金額由澳大有權限實體訂定。
- 5.3. 住宿費用的退款條款由澳大有權限實體訂定。
- 5.4. 減免或豁免住宿費的申請須由澳大有權限實體審批。
- 5.5. 住宿費分期支付的申請須由澳大有權限實體審批。



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- 5.6. 宿舍住客若需在住宿期間外申請提前入住或延期退宿，學生資源處根據宿舍床位的供應情況審批。該期間所需繳交的額外住宿費用和其他所需費用將由澳大有權限實體訂定。
- 5.7. 所有宿舍住客有義務繳交住宿費和其他相關費用，包括逾期費用。澳大將會向逾期繳費之住客收取罰款。如有必要，澳大將勒令未能繳清費用的住客在指定期間內遷離宿舍。

## **6. 遷離宿舍**

- 6.1. 宿舍住客須按規定期限辦理退宿手續後，方可遷離宿舍。
- 6.2. 宿舍住客在遷離宿舍時，須完全清理所有自己的個人物品和產生的垃圾，以及還原在入住時的宿舍原貌，否則將被收取清理費用。有關清理費用金額由澳大有權限實體訂定。
- 6.3. 宿舍住客在遷離宿舍時，須交回房間鑰匙或門禁卡及一切屬於澳大的物件，並須繳清所有相關的費用和罰款。
- 6.4. 對不辦理退宿而擅自遷離的住客，澳大除對其執行相關的紀律程序外，還將追討6.2項所指的清理費用。澳大將向還未辦理完成退宿手續的住客收取住宿費。
- 6.5. 澳大對宿舍住客遷離宿舍後所遺留的任何物品、信件或包裹的損壞或遺失，不承擔任何的責任。

## **7. 澳大財產**

- 7.1. 宿舍住客須以合理、愛護及節約的原則使用有關的設施和設備。
- 7.2. 當有宿舍的設施損壞需要維修時，宿舍住客須通過指定方式提交維修申請單。
- 7.3. 宿舍住客須保持宿舍居住環境及公用區域的整齊和清潔。
- 7.4. 禁止因任何原因擅自搬走、調換或破壞宿舍內外公用設施、傢俱、設備或房間的內外觀或功能性及完整性(如弄污或塗畫牆壁、在牆壁上鑽孔、打釘或作任何標貼等)，或更改其用途。任何住客在住宿期間對所導致的任何宿舍設施或設備的損壞或遺失；或破壞外觀（包括外部及內部）和房間之完整性；或改變其用途而引致的損失，須向澳大作出賠償。賠償數額由澳大有權限實體根據實際情況而訂定。

## **8. 訪客**

- 8.1. 宿舍住客須陪同其訪客在探訪前於宿舍指定地點辦理探訪申請。申請批准後，訪客須攜帶由管理公司或學生資源處給予之訪客證並在相應的宿舍住客陪同下進入宿舍。
- 8.2. 訪客必須由相應申請訪客證的宿舍住客全程陪同。該宿舍住客有以下責任：
- 8.2.1. 保證其訪客不會做出任何違反研究生宿舍規條及守則，或任何打擾

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其他住客的行為。

- 8.2.2. 須承擔其訪客在探訪期間所產生的一切損害及相應費用。
- 8.3. 宿舍住客需要得到同房住客的同意方可帶同其訪客進入房間。
- 8.4. 除與住客相同性別的訪客或已預先取得學生資源處的特別准許外，禁止進入異性宿舍房間，住客亦不可允許異性進入其宿舍房間。異性訪客探訪期間可使用公共區域。
- 8.5. 探訪只可在上午九時至晚上十時期間進行，訪客不可留宿。訪客必須於發證當晚十時前離開宿舍並於發證當天晚上十時前交還訪客證到指定地點。
- 8.6. 宿舍住客不得在未經管理公司或學生資源處預先批准的情況下帶同或協助訪客進入宿舍。
- 8.7. 學生資源處有權拒絕任何探訪申請。

## **9. 禁止地區**

- 9.1. 宿舍住客不得進入宿舍範圍內的禁止範圍。
- 9.2. 宿舍住客不得將身體伸出窗外，不得在晾衣間護欄邊或任何其他危險場所停留，以免危及自身安全。
- 9.3. 未經正式授權，嚴禁進入宿舍設施/設備房間、打開設施/設備控制箱或調整設施/設備。
- 9.4. 如有違反本條守則，違規人士將受到紀律處分，並可能被取消住宿床位。

## **10. 巡視宿舍**

- 10.1. 學生資源處的人員、管理公司及宿舍小導師除緊急情況和棄住外，有權事先通知宿生後，在宿舍住客不在房間的情況下定期進入宿舍檢查房間及公共設備，以瞭解相關設施和設備的使用狀況和執行本守則的相關條款。隨後，宿舍房間內將留有進入通知。
- 10.2. 學生資源處指派的人員可出於包括但不限於健康、安全、保安、衛生及樓宇維修等目的，進入任何宿舍房間。

## **11. 緊急情況**

- 11.1. 倘若出現緊急情況，宿舍住客應立即聯絡宿舍保安、管理公司、宿舍小導師或宿舍負責人。

## **12. 消防安全**

- 12.1. 除指定的區域外，嚴禁在其他未授權的宿舍地方烹飪。
- 12.2. 嚴禁在無人看管的情況下烹飪或因烹飪不當造成火災危險。
- 12.3. 嚴禁在宿舍內使用明火。

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12.4. 嚴禁持有具有潛在危險性或破壞性的化學品、爆炸物或高度可燃物質。

**13. 吸煙、酒精、違禁藥物、毒品及賭博**

- 13.1. 宿舍範圍內嚴禁吸煙。
- 13.2. 宿舍住客嚴禁在宿舍範圍內持有或飲用酒精以及其他含酒精成份的飲料。在宿舍範圍內嚴禁醉酒。
- 13.3. 宿舍住客嚴禁在宿舍範圍內攜帶、持有或使用任何非法藥物或濫用處方藥物。
- 13.4. 宿舍住客嚴禁因使用任何非法藥物或濫用處方藥物並受其影響。
- 13.5. 宿舍住客不得在宿舍範圍內參與任何賭博活動，或允許他人在其宿舍房間進行賭博活動。

**14. 危險物品**

- 14.1. 禁止宿舍住客攜帶任何可能危及他人安全的物件、物品或物質進入宿舍。

**15. 電子設備**

- 15.1. 宿舍住客須使用符合安全標準及電壓要求的個人電子產品。
- 15.2. 禁止在無人看管的情況下使用個人電子產品，或為電池充電。
- 15.3. 禁止電源插座超負荷使用。

**16. 宿舍整潔**

- 16.1. 宿舍住客須時刻保持宿舍房間、浴室及公共場所的環境和設備清潔整齊。
- 16.2. 宿舍住客須定期清理垃圾，並將垃圾妥善放置於指定地點。
- 16.3. 共用或公共設施使用後須保持清潔整齊。

**17. 尊重其他住客**

- 17.1. 宿舍住客須避免可能擾亂其他住客正常居住生活的行動或行為，尊重其他住客的隱私權，保持合理安靜的學習和休息環境，合理使用宿舍設施，避免不當行為。
- 17.2. 禁止任何可能對其他宿舍住客造成騷擾的行為。
- 17.3. 宿舍住客須遵守晚上十時至次日上午八時的寧靜時間段規範。
- 17.4. 宿舍住客須避免任何危害其他住客人身和財產安全的行為。

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**18. 電力驅動交通工具**

- 18.1. 所有電力驅動交通工具不得進入研究生宿舍範圍內，包括但不限於宿舍房間和室內公共區域。
- 18.2. 學生資源處有權在不事先通知的情況下，重新安置和扣留在宿舍範圍內發現的任何電動驅動交通工具。
- 18.3. 自行車不得駛入宿舍房間，也不得停放在非指定的自行車停放區域。
- 18.4. 在研究生宿舍範圍內使用輪椅或電動輪椅不受上述限制。學生資源處保留對允許在研究生宿舍範圍內使用的設備之最終解釋權。

**19. 推廣與商業活動**

- 19.1. 未經學生資源處事先批准，禁止在宿舍範圍內進行任何商業推廣、行為或活動。
- 19.2. 任何在宿舍範圍內張貼或放置之刊物、印刷品或海報，必須事先獲得學生資源處的批准，並限定於學生資源處指定的區域。

**20. 私人財產**

- 20.1. 宿舍住客須自行保管個人財物，貴重物品應妥善存放。離開宿舍時務必鎖好房門。學生資源處對個人財物的遺失概不負責。
- 20.2. 宿舍公共區域（包括各樓層走廊、緊急出口及樓梯間）須保持暢通，不得放置傢俱、垃圾、個人物品（包括但不限於鞋子、雨傘等任何雜物），以確保緊急情況下通道與逃生路線不受阻礙。如發現上述地點存放物品，均可能被清理且學生資源處不承擔保管責任，恕不另行通知。

**21. 其他不當行為**

- 21.1. 禁止擅自攜帶寵物進入宿舍或在宿舍內飼養寵物。
- 21.2. 禁止高空擲物。
- 21.3. 沒有適當理由缺席紀律會議。
- 21.4. 任何嚴重影響宿舍正常運作和秩序的行為。

**22. 處分違紀住客的有權限實體**

- 22.1. 以下人士根據其權限按違紀行為的實際情況對違紀宿舍住客作出以下由輕至重的處分：
  - 22.1.1. 學生資源處處長或其授權人、學生資源處的人員或宿舍小導師可對違紀的宿舍住客或學生作出口頭勸告；
  - 22.1.2. 學生資源處處長或其授權人可對違紀的宿舍住客或學生發出警告

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- 信；
- 22.1.3. 學生事務長或學生資源處處長或其授權人有權勒令宿舍住客遷離宿舍。

## **23. 處罰**

### **23.1. 警告信**

- 23.1.1. 任何違反宿舍守則第4-10條、第12-21條，或違反宿舍紀律之宿舍住客或學生將會收到警告信；
- 23.1.2. 連續兩個學期內收到三封警告信之住客將被勒令立即遷離宿舍。

### **23.2. 遷出令**

- 23.2.1. 學生事務長或學生資源處處長或其授權人有權立即對下列住客發出遷出令：
- a. 任何違反宿舍守則第4-10條、第12-21條情節嚴重之不當行為；
  - b. 作出危害其他住客之人身及財產安全之行為；
  - c. 作出嚴重影響宿舍正常運作和秩序之行為；
  - d. 重覆違反守則、宿舍紀律或者嚴重影響其他住客生活或學習之行為。
- 23.2.2. 遷出令的生效日期將至下一學期，被勒令遷出之學生可以在遷出令失效後重新申請宿舍。
- 23.2.3. 被勒令遷出之住客只有一次重新申請宿舍的機會。宿舍的床位將優先分配給無遷出令記錄之學生，繼而再考慮把剩下的床位分配給重新申請之學生。
- 23.2.4. 累積兩次遷出令的住客將會永久失去申請宿舍的資格。

## **24. 上訴程序**

- 24.1. 如不同意學生資源處所作出的處分，可在十個工作日內向學生事務長或其授權人提出上訴。有關上訴必須以書面形式進行。
- 24.2. 學生事務長或其授權人將委任其授權者審查個案並提出建議。
- 24.3. 學生事務長或其授權人所作出的決定為最終決定。

## **25. 解釋及修改**

- 25.1. 澳大保留解釋和修改守則之權利。
- 25.2. 澳大有權在任何時間修改守則，而守則將於公佈後立即生效。