

Application Info and Rules

The Application is on a 'Sign up first, get informed, and pay later' basis. If the number of candidates exceeds its quota, admission to all workshops except those requiring selection will be decided by 'computer lots'.

1. Application

Interested persons can register **Online** between **6th of September (Tuesday)** to **18th of September (Sunday)** : www.MAM.gov.mo.

2. Admission

● Admission by Computer Lots:

- If the number of candidates is within the workshop's quota, qualified applicants who submit full required documents will be promptly admitted. The remaining vacancies will then be open for application on a first-come, first-served basis. Interested persons can submit application and pay the fee at the reception of MAM, starting from the date of notice (of remaining seats).
- If the number of applicants exceeds the workshop's quota, admission will be decided by lot-drawing. Based on this, the Admission List and the waiting list of the first ten or so winners will be announced on MAM website, and also posted at the reception of MAM, 1st floor, on **20th (Tuesday) of September**.
- If the admitted candidates fail to settle the respective payment in due time, their registration will be cancelled and the vacancies will be filled by people on the Waiting List. The notice on the number of vacancies available will be announced on the MAM website and posted at the MAM reception at **noon of September 27th (Tuesday)**. To streamline procedure, those 10 or less applicants on the Waiting List must confirm by calling 8791 9815 on **27th (Tuesday) of September, from 3 to 5 p.m.** the MAM will then fill the vacancies with the candidates on the Waiting List who have called, depending on the lot-drawing order as the priority. If the candidate with the highest priority fails to make the confirmation call, he or she will be replaced by the next candidate, and so forth, until all vacancies are filled. And the admitted candidates from the Waiting List will be placed on an alternate Admission List.

3. Payment of Workshop Fee

- The payment date for the Admission List is **September 20th (Tuesday) to 23rd (Friday)**, and that for the Alternate Admission List is **27th of Friday (Tuesday) to 29th of September (Thursday)**. Please make the payment at the "payment place". The registration will be cancelled if the payment is not settled on time.
- Material costs are not included in the workshop fees unless otherwise specified. Payment can be made in cash or through Macau Pass card and MPay, or through «GovPay» machines and devices, namely by VISA, MasterCard, UnionPay, UnionPay Quick Pass, Bank of China Mobile Banking Payment, Tai Fung Pay, GuangfaPay, LusoPay, ICBC ePay, UePay, WeChat Pay and Alipay.
- **Location for Payment**
 - **Reception of MAM**
Office hours: Tuesday to Sunday, 10:00 - 18:30, closed on Mondays.
Address: 1st Floor of Macao Museum of Art, Av. Xian Xing Hai, NAPE; Tel: 8791 9814
 - **Central Library**
Office hours: Monday, 14:30 - 19:00; Tuesday to Sunday, 08:00 - 19:00.
Address: Av. Conselheiro Ferreira de Almeida, No. 89 A-B; Tel: 2855 8049, 2856 7576
 - **Patane Library**
Office hours: Monday, 14:30 - 19:00; Tuesday to Sunday, 08:00 - 19:00.
Address: Rua da Ribeira do Patane, N.os 69-81, Macau; Tel: 2825 9220, 2825 9221
 - **Wong Ieng Kuan Library in Areia Preta Urban Park**
Office hours: Monday, 14:30 - 19:00; Tuesday to Sunday, 08:00 - 19:00.
Address: Parque Urbano da Areia Preta (Sul), Avenida 1^o de Maio; Tel: 2845 1830
 - **Taipa Library (Taipa Central Park)**

Office hours: Monday, 14:30 - 19:00; Tuesday to Sunday, 08:00 - 19:00.

Address: Rua de Seng Tou, Parque Central da Taipa, B 1, Tel: 2884 3105, 2884 3172

4. Privileges

A 20% discount will be offered upon presenting your valid Friend of MAM membership card; those with Friend of MAM lifetime membership can enjoy a 50% discount.

5. Remarks

- Age is determined as of 16th of October 2022. When paying the workshop fee, the admitted candidate may be required to present his/her identity document for verification.
- Each applicant can enroll in a maximum of 3 workshops. It's not allowed to enroll in workshops with conflicting schedule or in different classes of same workshop. After applicant being admitted, no changes of workshops or classes are allowed due to private reasons.
- Forms with incomplete or unclear information will not be accepted. Information in the application forms will be used for the activities of MAM only.
- Selected candidates who fail to pay workshop fees on time, or participants with an attendance of less than 75%, will be placed on the waiting list for their application of next term's workshops / workshops.
- Under special circumstances, MAM reserves the right to cancel any workshops. Unless the workshop is cancelled by MAM, paid fees are not refundable. Transferring paid fee-and workshop seats to another person is not allowed.
- Museum will not advise further amendments of these rules. Please refer to information posted on Macao Museum of Art website.

6. Personal Information Collection Statement

As stipulated in Law no. 8/2005 Personal Data Protection Act:

- The personal information collected in this form will be used for processing your application and insurance purpose.
- Such information may be transferred to other authorized entities to fulfill statutory obligations.
- The applicant has the right to request access to, and correction or update of the personal information in this application held by the ICM.
- The information collected in connection with your application will be kept confidential and treated with due care by ICM staff until the completion of your application and the expiry of the storage period. The information will then be destroyed or archived.