



澳門理工學院  
INSTITUTO POLITÉCNICO DE MACAU  
MACAO POLYTECHNIC INSTITUTE  
Tel:(853) 2857 8722 Fax:(853) 2830 8801  
P.O. Box: 286 MACAU

## 通告

## NOTICE

### 2016-2017 學年畢業典禮之 借還畢業袍及相關安排

### Loan & Return of Academic Dress and Related Affairs of Graduation Ceremony 2016-2017

Ref. 010/DAMIA/2017

致各學位課程準畢業生：

Dear Prospective Graduates of Degree Programmes,

茲附上本院 2016-2017 學年畢業典禮的借還畢業袍、領取畢業典禮入場券及相關事宜的具體安排 (詳見附件)，誠邀各準畢業生按時前往指定地點辦理手續。

如有垂詢，請隨時與本處聯絡 (電話：8599 6111 / 103 / 6149)。

Please find enclosed the detailed arrangements of Graduation Ceremony 2016-2017 in terms of the loan and return of Academic Dresses, admission ticket collection and related affairs. We look forward to your participation in this year's ceremony.

For any enquiries, please feel free to contact us at 8599 6111 / 6103 / 6149.

招生暨註冊處

Registry

11-05-2017





## 2016-2017 學年畢業典禮 借還畢業袍及相關事宜

### 借還畢業袍安排

- 借袍日期： 2017/05/24-2017/05/25  
 還袍日期： 2017/06/19-2017/06/21  
 借用/退還袍時間： 11:00 - 19:00  
 借用/退還袍地點： 澳門金麗華酒店大堂（澳門友誼大馬路956-1110號）

#### 具體安排：

- 請帶備學生證/身份證明文件親身到上址借還畢業袍/披肩/帽。如未能親身到上址進行借還工作，可委託他人協助辦理。受託人須帶備學生證/身份證明文件外，亦須同時帶備委託人的學生證/身份證明文件正本辦理之。基於公平原則，每一受委託人每次只可代借一套畢業袍/披肩/帽。畢業袍尺碼以先到先得領取。
- 畢業典禮服飾包含畢業袍、畢業披肩及畢業帽，並將連同4張畢業典禮入場券一併領取。務請核實所領取物品是否齊全。領取畢業袍時，請自備環保袋。
- 請按時歸還畢業袍/披肩/帽。逾期未還者須繳付逾期費用：每件學士袍及披肩為澳門幣450元，帽為澳門幣100元。逾期末清繳有關款項的同學，學院除記錄在案外，亦將循法律途徑追討。
- 請確保借用之畢業袍/披肩/帽完好無損，如發現損壞，畢業生須負責安排修復並於上述交還日期內交回，否則按畢業生逾期歸還畢業袍/披肩/帽之方式處理並須繳交費用。
- 畢業袍/披肩/帽不設認購服務。如欲購買，可自行按照式樣訂造。以下為本院近期訂造畢業袍/披肩/帽之店舖，以茲參考：  
**業興洋服**  
 香港中環士丹利街34號6樓  
 852-25229823 (J)
- 拍攝畢業合照及畢業典禮現場將不設借用/交還畢業袍/披肩/帽的服務。
- 有關畢業袍/披肩/帽的詳細資訊（包括畢業袍/帽的尺寸參考等），請參閱「畢業典禮服飾尺碼表」。

### 畢業服飾要求

畢業同學在拍攝畢業合照及在畢業典禮上接受學位時必須穿著下表描述的指定式樣的服飾。服飾不合符要求者將不予安排在畢業典禮上台接受學位。

男仕	女仕
(1) 白色長袖襯衫、領帶、黑色西褲；	(1) 白色長袖襯衫、黑色西褲或中/長裙；
(2) 全黑色皮鞋；及	(2) 全黑色皮鞋，鞋跟高度適中為宜；
(3) 學院指定式樣的畢業袍/披肩/帽。	及
	(3) 學院指定式樣的畢業袍/披肩/帽。

註：為著保持儀式/合照的最佳效果，請畢業生確保畢業袍整齊得體。





## 畢業聚餐

(由澳門理工學院學生會及澳門理工學院協同籌辦)

日期： 2017/06/19  
地點： 澳門旅遊塔會展娛樂中心四樓宴會廳  
配位時間： 18:30  
入席時間： 19:30

### 注意事項：

- (1) 只限畢業生本人參加，聚餐費用每位澳門幣200元。
- (2) 須憑畢業生本人之學生證及門票親自辦理登記入座。
- (3) 工作人員將在出席畢業生手上加蓋螢光印，之後進出聚餐場地請主動配合工作人員檢查螢光印，以核實身份。未能出示學生證/螢光印記者，恕不招待。
- (4) 聚餐座位將按學校分區，以先到先得形式自由分配。如欲共處一席就餐，可一同提早到達現場登記入座。未有座位的畢業生，將由工作人員統一安排入座，敬請合作。

畢業聚餐之票務安排，可聯絡：

### 澳門理工學院學生會

澳門理工學院明德樓2樓M202B室

8599 3118 (J) | aeipm@ipm.edu.mo

辦公時間：週一至週五下午1時至6時

## 校友平台

學院一向致力與畢業生建立及保持緊密聯繫，透過設立校友平台 Facebook (澳門理工學院校友平台) 及網頁 (alumni.ipm.edu.mo)，為畢業生及校友提供最新校友及理工資訊，請點讚校友平台 Facebook 及瀏覽校友平台網頁與學院保持聯繫。



FACEBOOK



網頁

詳情或垂詢，請隨時聯絡：

### 招生暨註冊處

致遠樓地下 | 85996111 / 6103 / 6149 (J) | registry@ipm.edu.mo







## GRADUATION CEREMONY 2016-2017

### LOAN & RETURN OF ACADEMIC DRESS AND RELATED AFFAIRS

#### LOAN & RETURN OF ACADEMIC DRESS

Date: 2017/05/24-2017/05/25 (Loan)  
2017/06/19-2017/06/21 (Return)

Time: 11:00-19:00

Venue: Concierge, Grand Lapa Macau (956-1110 Avenida da Amizade, Macau)

Arrangements:

- (1) Please present your student card / identification document in person when borrowing academic dress. You may have someone borrow it for you. Please advise your representative to bring along your student card / identification document as well as his/hers to collect the dress. Please note that one person can only collect one set per time and the sizes will be provided on a first-come-first served basis.
- (2) The full academic dress consists of a gown, a hood and a mortarboard, along with four admission tickets. Please check if you have all four items once received. Please also bring your own bag for collection.
- (3) Please return the borrowed dress on time. A fee of MOP 450 will be charged for each overdue gown/hood and MOP 100 for each overdue mortarboard. In the event of any overdue payment, legal procedures will be initiated where necessary.
- (4) Please ensure the borrowed items are in good condition when returned. Graduates will be responsible for the mending once damage is identified. Please note that the abovementioned charges will apply for any consequent late returns.
- (5) The academic dress being lent is not for sale. Graduands may have their academic dress tailor-made but should strictly follow the specifications approved by the Institute. The supplier undertaking the production recently is as below for reference:  
**AH YAU TAILOR**  
34 Stanley Street, 6th floor, Central, Hong Kong  
852-25229823 (J)
- (6) Academic dress is not available for loan on days other than those specified.
- (7) Please refer to the Academic Dress – Size Reference Chart for more details.

#### REQUIRED ATTIRE FOR GRADUATION CEREMONY & GROUP PHOTO SESSION

Graduands should be attired as indicated in the table below to attend the graduation ceremony and the group photo session. Those who fail to do so will not be admitted to the stage during degree conferral.

<i>Male</i>	<i>Female</i>
(1) A white, long-sleeved shirt, a neck tie, and a pair of long black trousers; (2) Plain black leather shoes; and (3) Academic dress designated by the Institute	(1) A black skirt or a pair of black trousers with a white shirt or blouse with buttons; (2) Plain black leather shoes with heel of moderate height; and (3) Academic dress designated by the Institute

Note: Please mind your outfit and the condition of your academic dress for the solemnity of the events.





## GRADUATION BANQUET

(Co-organised by MPI Student Union and the Institute)

Date: 2017/06/19  
Venue: Grand Hall, 4/F, Macao Tower Convention and Entertainment Centre  
Seat allocation: 18:30  
Time: 19:30

### Reminders:

- (1) The banquet is strictly for graduates only and the cost is MOP200.00 per head.
- (2) Please present your student card and ticket for entrance.
- (3) Each participating graduate will receive a hand stamp upon first entry. Please show your stamp for re-entry.
- (4) Those unable to present their student card or the hand stamp will not be allowed in the dinner venue.
- (5) Seating will be arranged by Schools and assigned on a first-come-first served basis. Graduates who wish to sit at the same table are welcome to arrive earlier together. Unoccupied seats will be given to those coming at a later time. Your cooperation will be highly appreciated.

For the purchase of banquet tickets, please contact:

### MPI STUDENT UNION

Room M202B, 2/F, Meng Tak Building, MPI  
8599 3118 (J) | aeipm@ipm.edu.mo  
13:00-18:00, Mondays to Fridays

## ALUMNI NETWORK

The Institute is committed to build and maintain the connections with graduates and alumni through the launch of our Facebook page ("MPI Alumni Network") and website ([alumni.ipm.edu.mo](http://alumni.ipm.edu.mo)), to provide you with the latest updates of your fellow alumni and the Institute. Please "Like" our Facebook page and visit the alumni website to stay connected with us.



FACEBOOK



WEBSITE

For any enquiries, please feel free to contact:

### REGISTRY

G/F, Chi Un Building  
85996111 / 6103 / 6149 (J)  
[registry@ipm.edu.mo](mailto:registry@ipm.edu.mo)







### 畢業典禮服飾尺碼表 Academic Dress (Size Reference Chart)

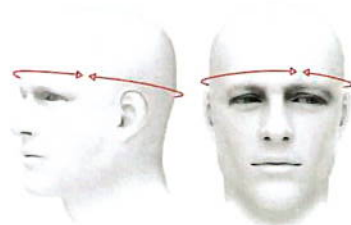
**畢業袍：** 闊身（蝙蝠袖）設計，長度以小腿中間（小腿肚）為宜。

**Graduation Gown:** loose fit design (with batwing sleeves), calf length is the best fit.

	XS	S	M	L	XL
參考身高尺碼 Relative Height (For reference)	≤155cm	156cm~160cm	161cm~175cm	176cm~185cm	≥186cm

**畢業帽：** 以軟尺或繩在前額眉毛上方（約 1cm）先量度頭圍，繞過耳朵上方，經後腦繞過另一耳朵上方，回到起點；穿戴時以帽頂與視線平行為佳。

**Mortarboard:** measure around your head (from the forehead (approx. 1cm) above the eyebrow). The mortarboard should not tilt back, it should sit directly on top of your head.

尺碼參考 (10 款不同尺碼) Mortarboard (For Reference) (10 different sizes)	吋 inch		量度方式 How to measure 
	21	21.5	
	22	22.5	
	23	23.5	
	24	24.5	
	25		
	26		

**畢業披肩：** 配有 6 種顏色，分別代表理工各所學校。

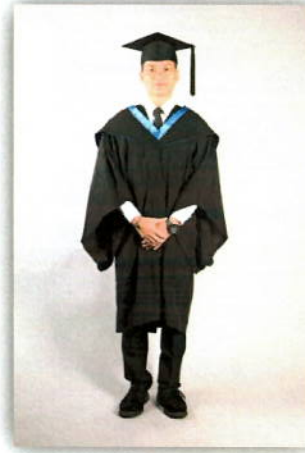
**Hoods:** with six colours representing different Schools of MPI.

學校 Schools	顏色 Colour	
藝術高等學校 School of Arts	橙色 Orange	
公共行政高等學校 School of Public Administration	黃色 Yellow	
管理科學高等學校 School of Business	綠色 Green	
體育暨運動高等學校 School of Physical Education and Sports	藍色 Blue	
語言暨翻譯高等學校 School of Translation and Interpretation	紅色 Red	
高等衛生學校 School of Health Sciences	粉藍色 Light Blue	

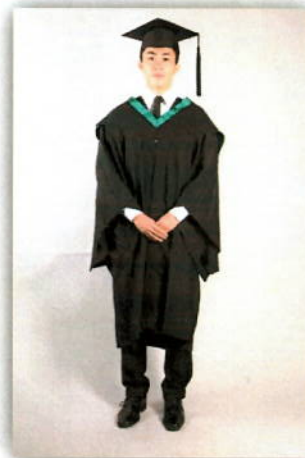




穿著畢業袍尺碼之參考  
Academic Dress (Size Reference)



(Size S) Height approx. 156cm - 160cm



(Size M) Height approx. 161cm - 175cm



(Size L) Height approx. 176cm - 185cm

