



Class Timetable for School of Continuing Education

Course: G212 - Refresher Seminar for Tour Guides (English)

Date: 12/01/2024

Hours: 3.50 Hours

Detail Schedule:

V0142401 - Refresher Seminar for Tour Guides (English) (Teacher: LUI CHAK KEONG, LEI SIN MAN)

Date	Day Of Week	Time	Venue
12/01/2024	FRI	09:30 - 11:00	3rd Floor I-305 (Inspiration Building Classroom at Mong-Ha Campus)
12/01/2024	FRI	11:00 - 13:00	3rd Floor I-305 (Inspiration Building Classroom at Mong-Ha Campus)

Remark:

Things to Note:

- Topic:

- a) Chinese Architecture in Macao
- b) Recent News in Macao and Tourism Industry

- Students can access the handouts starting from 28 Dec 2023

<https://www.iftm.edu.mo/refresher-seminar-for-tour-guides/2024a>

- Please attend class according to the class enrolled and bring along with a pen, your personal identification document and this class notice.

- Course materials can be downloaded via the link **from 28 Dec 2023.**

<https://www.iftm.edu.mo/refresher-seminar-for-tour-guides/2024a>

- Kindly note that students, who failed the examination, will be notified by phone within 2 weeks.
- Kindly note that students, who passed the examination, will receive the certificate collection SMS within 4 weeks (counted from the course end date).

獲以下認證:
Certificado pela:

Certified by:



澳門望廈山
電話: (853) 2856 1252
傳真: (853) 2851 9058
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Things to note:

1. Attendance

- Students should attend classes on time while tardiness will be counted as absence.
- Students whose attendance is less than 70% per subject is not allowed to take the final examination and no certificate will be awarded.
- Final examination will be carried out in the last class unless otherwise stated.
- Deferral policy is not applicable to School of Continuing Education courses, except Tour Guide & Diploma Courses.

2. Bad Weather Arrangements (please refer QR code for details)



3. Student Card

- UTM does not issue student cards. Students can print (if necessary) the student cards at the kiosks next to our Pedagogic Affairs Department.

4. Certificate

- Students who have successfully passed the course will be given a certificate within 2.5 months upon completion (excluding International Qualification Courses). SMS and email notification will be sent for collection procedure.
- The certificate needs to be collected within 180 days (Counting from the SMS and email notification date). Authorisation Form with ID copies of both parties are needed if the student cannot come in person. Re-application of certificate collection is needed if it is not collected in due course.

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