The Student Affairs Office (SAO) helps coordinate with student disability support services, which aims at providing appropriate resources and accommodations to allow any student with a disability to have an equal opportunity in education, university life activities and services at UM. Per our Committee on UM Student Disability Services' recommendation, all academic staff are encouraged to include the “student disability statement” in their course outlines to introduce student disability services to students. Please see the below sample statement for your information.

If you prefer to like to write the disability statement in own way, please make sure to include the following information in the statement:

1. Name of the service: Student Disability Support Services

2. Name of Department and Office that helps coordinate with student disability services: Student Counselling Section, Student Affairs Office

3. Types of disabilities that our student disability support services help to cater for students' special needs: physical, visual, hearing, speech, learning, psychological impairment(s)

4. Contact information: Email: sao.disability@umac.mo  Phone: 8822 4901

5. Webpage: <http://www.umac.mo/sao>

If you have further questions regarding the attach statement, contact Timothy Chong (Tel: 8822 4901, email timchong@umac.mo.

Sample Statements

**學生身心障礙支援服務**

學生身心障礙支援服務澳門大學致力為身心障礙人士提供平等的學習機會，若您在肢體、視力、聽力、語言、學習或心理上的障礙，導致您在學習或日常活動中受到嚴重的限制，我們鼓勵您與老師溝通，讓他/她知道你的狀況，並作出適當的安排。此外，我們也鼓勵您與學生事務部之學生身心障礙支援服務聯繫，該服務將為有需要的學生提供相應的資源和設施，讓所有學生都能在大學裏享有同等的教育機會、大學生活及服務。如閣下對此服務有任何疑問，歡迎聯絡學生事務部---學生輔導處（電郵：sao.disability@umac.mo；電話：88224901；瀏覽網頁<http://www.umac.mo/sao>）。

**STUDENT DISABILITIES SUPPORT SERVICES**

The University of Macau is committed to providing an equal opportunity in education to persons with disabilities. If you are a student with a physical, visual, hearing, speech, learning or psychological impairment(s) which substantially limit your learning and/or activities of daily living, you are encouraged to communicate with your instructors about your impairment(s) and the accommodations you need in your studies. You are also encouraged to contact the Student Disability Support Services in Student Affairs Office (SAO), which provides appropriate resources and accommodations to allow each student with a disability to have an equal opportunity in education, university life activities and services at the University of Macau. To learn more about the service, please contact Student Counselling Section in SAO at sao.disability@umac.mo, or 8822 4901 or visit the following website: <http://www.umac.mo/sao>.

**Serviço de Apoio aos Estudantes Portadores de Deficiência**

A Universidade de Macau (UM) compromete-se a oferecer oportunidades iguais de educação para as pessoas portadoras de deficiência. Caso o aluno tenha deficiência física, visual, auditiva, mental, ou dificuldades de fala ou de aprendizagem, que afectem consideravelmente a sua aprendizagem ou actividades quotidianas, convém comunicar estas dificuldades aos professores para pedir apoio necessário. É também aconselhável contactar o Serviço de Apoio à Deficiência dos Serviços de Apoio aos Estudantes (SAE), à qual compete oferecer recursos e condições para que os alunos portadores de deficiência tenham oportunidades iguais na educação, actividades e serviços universitários na UM. Para mais informações sobre este serviço, é favor contactar Secção para Aconselhamento dos Estudantes (SAE) dos SAE via email: sao.disability@umac.mo, telefone 8822 4901 ou visitar a página electrónica <http://www.umac.mo/sao>