

REGULATION

Regarding the evaluation of the results of training students of International
(Issued together with Decision No. 137/QĐ-KQT August 16, 2012 Head of the International
Department)

CHAPTER I GENERAL PROVISIONS

Article 1. Scope of regulation and subjects of application

1 . The text provides for the evaluation of the results of student discipline Sciences International Vietnam (hereinafter referred to as Regulation training) include: Assessment of exercise and point frame ; classification results and outcomes assessment process training ; organizational assessment and use of assessment results .

2 . These Regulations apply to Vietnamese students at the International School (IS).

Article 2. Purpose

The assessment results of student at The International School to :

1 . Contribute to achieving the goal of education is to train students of international comprehensive development , ethics , knowledge , health , and beauty profession, faithful to the ideals of national independence and the socialism.

2 . Given the orientation and training specific content , appropriate to each school, enabling students , students practice environment .

Article 3. Requirements

1. Assessment results of student discipline is a regular job at IS.

2. Evaluation process to ensure accuracy and fairness, openness and democracy.

Article 4. Assessment content and scale

1. Consider and evaluate the results of the exercise is to assess student political quality, ethics and lifestyle of each student according to the scores achieved on the aspects:

a) The learning;

b) The method and results to follow the rules and regulations of School ;

c) Awareness and participation outcomes of political activism - social , cultural , arts , sports , prevention of social evils ;

d) The quality of citizen and community relations ;

e) Awareness , participation results in charge of the class , the unions and other organizations at School or special achievements in education and training of students.

2. Scores exercise was assessed by a scale of 100.

CHAPTER II
TRAINING RESULTS AND BOX SCORE

Article 5. Evaluation of conscious learning

Student has average academic results, no violation: 21 points

1. Reward points: Maximum 9 points

- Participation in scientific research or articles published in journals or conferences: public 2 points.

- Join and get Olympiad award: plus 2 points.

- Have the learning outcomes:

+ From 70-79: plus 3 points;

+ From 80-89: plus 4 points;

+ From 90-100: plus 5 points;

2. minus points: Maximum 21 points

- Leave school without a good reason, school status, school status thanks: minus 1 point/1 period.

- Go to school late without good reason (to be confirmed by the lecturers and staff of Student Department) : minus 3 points / violations .

- Be reminded in class or kick out : minus 3 points / violation .

- Do not wear student ID : minus 3 points / violation .

- Insert the document into the exam room , cheating , exam put out : minus 8 points / violation.

Article 6 . Evaluation of results consciousness and to follow the rules and regulations of the school

Students to fully comply, no violation: 20 points

1 . Reward points: Maximum of 5 points

- If students not only fully comply but also persuade another student comply good rules and regulations of the Ministry of Education and Training , Thai Nguyen University and school or the organizations of school admits plus 2 points .

- There are proposals and contributions (in writing) to make rules and regulations of the Department , Thai Nguyen University approved better: plus 3 points .

2 . Minus points : Up to 20 points

- Join incomplete learning citizen first week of school , first course : minus 3 points / session .

- Rules violations :

+ Lecture : minus 5 points / violation ;

+ Dorm : minus 5 points / violation;

+ Except: minus 5 points / violation;

+ No filling fee schedule: minus 2 points /violation.

Article 7. Evaluation and outcome of conscious participation in political activities - social, cultural , arts , sports , prevention of social evils

Students to participate fully, no offense: 14 points

1 . Reward point: Maximum 6 points

- Having grown through the active exercise of political, social, cultural, artistic, sporting and preventing social evils:

- + Be a sympathetic Party member at school: 1 point
- + Joined the Communist Party: 1 point.
- Participation in cultural activities, arts, sports achievement: plus 3 points.
- Discovered by users, transportation and sale of narcotics, prostitution, and prostitution broker: plus 2 points.
- 2. Minus points: Maximum 14 points
- Do not engage in political activity, prevention of social evils organized by the Faculty: minus 3 points .
- Drunk and Science within the residential gateway: minus 6 points / times .
- Causing scuffles, bickering or expression or participation related to the social ills (though not being disciplined) : minus 5 points .

Article 8. Evaluation of civic virtue and community relations

Students to have good moral character, no offense: 11 points

- 1. Reward points: Maximum 4 points
- Achievement legal fight to protect, maintain order and security in the (uncovered, reflect , participate directly criminals) plus 2 points .
- Achievement in helping classmate, to contribute fund for poor students, to contribute funds for humanitarian and rescue: plus 2 points.
- 2 . Minus points: Maximum 11 points
- Participate in academic, legal knowledge held by the Faculty:
- + Not participate: minus 3 points
- + Join incomplete: minus 2 points
- Causing disunity in the classroom, in the school: minus 4 points / times.
- There are a reflection of bad relationships with family, friends , local people : minus 2 points

Article 9. Evaluation of consciousness and results in charge of participation in class, unions and organizations in school or special achievement in education and training of students

Students to participate fully, there is no violation: 7 points

- Join Student Party, Union, Society and role in promoting good position to undertake:
- + Commissioner of the Standing Delegation: plus 3 points
- + Related expenditure secretary, vice president of Student Association: plus 2.5 points
- + Deputy Secretary, Secretary of delegation, commissioner of Committee, Student Association: plus 2 points
- + Commissioner of the Standing Delegation, union vice secretary: plus 1.5 points
- + Commissioner of the committee: 1 point
- Actively participate effectively in the position of class officer, security volunteers:
- + Class president, captain - outpatient internal security volunteers: plus 3 points
- + Vice president class, vice-captain boarding team security volunteers: plus 2.5 points;
- + Security volunteer: deal outpatient, inpatient security volunteers members: plus 2 points;
- + Member of security volunteer outpatient, group leader, group vice classes: plus 1.5 times. (The one-time charge in the highest position if one person participated in many positions).
- 2. Minus point: Maximum 7 points
- Not participate: classroom meeting, sanitation and other activities, the Closing class, college funds: minus 4 points / times.

- Do not complete the task on the position assumed by the Party and mass, class and other delivery organizations will be penalized to the extent of bonus points in equivalent positions.

Chapter III

CLASSIFY THE RESULTS AND THE PROCESS OF EVALUATING THE TRAINING RESULT

Article 10. Classifying the training result.

1. The training result is classified into categories: excellent, good, fair, fairly medium, medium, weak, poor.
 - a) From 90 to 100 scores: excellent;
 - b) From 80 to 90 scores: good;
 - c) From 70 to under 80 scores: fair;
 - d) From 60 to under 70 scores: fairly medium;
 - d) From 50 to under 60 scores: medium;
 - e) From 30 to under 50 scores: weak;
 - g) Under 30 scores: poor.
2. For students who are reprimanded, the training result doesn't exceed the medium category. For those who are punished with a caution, the training result will not exceed the weak category.

Article 11. The process of evaluating the training result.

1. The student will base on the result and evaluate by themselves according to the school's detailed scale.
2. The class will conduct a meeting with the participation of the headed teacher to consider and approve the result of each student. The result will be accepted if it is approved by more than half of the class and has a minute of meeting enclosed.
3. The result of each student will be reconsidered and confirmed by the Department of Student Affairs and then sent to the Dean.
4. After being approved by the training result evaluating council of the school, the result will be considered and recognized by the Dean.
5. The training result of students will be in open and announced to students.

Chapter IV

EVALUATING AND USING THE EVALUATED RESULT

Article 12. The training result evaluating council.

The training result evaluating council of the school is an advisory organization that helps the Dean consider, recognize the result of each student and it is directly under the direction of the Dean.

a) The school's council comprises:

- The chair: The Dean or the acted Vice Dean.
- The council's permanent member: The Head of the Department of Student Affairs.
- Members: The representatives of functioning Departments, the representative of the Communist Youth Union.

b) The commitment of the school's training result evaluating council: Base on the current regulations, the suggestion of the Head of the Student Affairs to evaluate the result of each student and offer the Dean to recognize.

Article 13. Period of evaluating the training result.

1. Assessment results of each student is conducted in each semester, academic year and the whole course.
2. The training score of each semester is the total score of 5 elements that are evaluated in detail in accordance with the school's regulation.
3. The score of the whole academic year is the average of the semesters' scores of the school year.

For students who leave school temporarily, when the school allow them to continue their studies, the absent time will not be counted to evaluate the training score.

4. The score of the whole course is the average of the academic years' scores that are multiplied by factor and is calculated by the following formula:

$$R = \frac{\sum_{i=1}^N r_i \cdot n_i}{\sum_{i=1}^N n_i}$$

In which:

- a) R is the score of the whole course;
- b) r_i is the score of the academic year i;
- c) n_i is the factor of the i academic year, is decided as follows:
 - First year: $n_1 = 1$;
 - Second year: $n_2 = 1,2$;
 - Third year: $n_3 = 1,3$;
 - Forth year: $n_4 = 1,4$;
 - Fifth year: $n_5 = 1,5$.
- d) N is the sum of the academic years in a course. If the last year don't have enough semester, it will be regarded as an academic year.

Article 14: Using the training result.

1. The students' results will be recored in the students managing file of the school and the student transcripts when students graduate.
2. Students who have excellent results will be praised and rewarded by the school.
3. Students who have poor results in one academic year have to stop their studies in the next school year. If they get the poor result of the academic year in the second time, they will be forced to leave school.

Article 15. Appealing right

Students have the right to appeal to the function departments or the school if they realize that the result is not correct. When receiving the claim, the school has to solve the problem and respond in accordance with the curent regulations.

Acting Dean

(signed)

Assoc. Prof. Nguyen Tuan Anh, Ph.D

INTERNATIONAL SCHOOL
DEPARTMENT OF STUDENT AFFAIRS

Socialist Republic of Vietnam
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STUDENT’S TRAINING RESULT EVALUATION FORM

Full name:..... **Student ID:**.....

Class:.....**Faculty**

Academic semester:.... **Academic year:** 20.....-20.....

Evaluating contents and scale	Students’ evaluating score	Headed teacher and class monitor’s evaluating score	Departme nt of students affairs’ score
I. Studying consciousness: 30 scores			
<i>Student (S) has the average studies results, no violation: 21 scores</i>			
1. Bonus: Maximum 9 scores			
Participate in scientific research activities or have articles published in journals or related conference proceedings: add 2 points			
Participate in Olympic contests: plus 2 scores			
Have the studies result: - From 70 – 79: plus 3 scores - From 80 – 89: plus 4 scores - From 90 – 100: plus 5 scores			
2. Diminish: Maximum 21 scores			
Being absent without authorized reason, ask other people to go to class for: minus 1 score/1period			
Being late for class without authorized reason (confirmed by teacher of the staff of the Department of			

student affairs): <i>minus 3 scores/1 time</i>			
Talk or make noise in class, be warned or forced to go out: <i>minus 3 scores/1 time</i>			
Don't wear student card: <i>minus 3 scores/1 time</i>			
Cheat at an exam: <i>minus 8 scores/1 time</i>			
Total			
II. Practicing consciousness: 25 points			
<i>Students follow the regulations, don't violate: 20 scores</i>			
1. Bonus: Maximum 5 scores			
Not only comply with the regulations but also mobilize friends to follow rules and regulations of the Ministry of Education and Training, and Thai Nguyen University: Plus 2 points			
Have suggestions and proposes (in documents) to contribute to make the school's regulations become better: plus 3 points			
2. Diminish: Maximum 20 points			
Don't participate in the citizen week at the beginning of the academic year and the course.: <i>minus 3 points/ a meeting</i>			
Violate the regulations of: - Classroom: <i>minus 5 points/ time</i> - Dormitory: <i>minus 5 points/ time</i> - Non resident : <i>minus 5 points/ time</i>			
Don't hand the tuition fee on time: <i>minus 2 points/ time</i>			
Total			
III. Consciousness about taking part in political, social, cultural, sport activities and preventing social evils problems: 20 points			
<i>Students take part in the activities: 14 points</i>			
1. Bonus: Maximum 6 points			
Become more mature when taking part in political, social, cultural, sport activities and preventing social evils problems -be regarded to attend the political class : <i>plus 1 point</i> - be admitted to the Vietnamese Communist Party: <i>plus 1 pint</i>			
Be rewarded in cultural and sport activities: <i>plus 3 points</i>			
Reveal the using, transforming and drug trafficking, prostitution. Plus 2 points			
2. Diminish: Maximum 14 points			

Don't take part in political and social evil preventing activities: minus 3 points			
Be drunk in the school and the resident areas: minus 6 points/time			
Have arguments, fighting and have concrete behaviors of taking part in or relating to social evils (although has not been punished) : minus 5 points			
Total			
IV. Evaluation on virtue and community relationship: 15 points			
<i>Students have good virtue, don't violate: 11 points</i>			
1. Bonus: Maximum 4 points			
Have achievements in protecting, maintaining the regulation and security in the school (reflect, participate directly into arresting criminals): plus 2 points			
Have achievements in helping friends, funding for poor students, moral funds: plus 2 points			
2. Diminish: Maximum 11 points			
Taking part in studying the law: - Don't attend: minus 3 points - Attend but not regularly: minus 2 points			
Cause disunity in the class and school: minus 4 pints/time			
Have reflection of having not good relationship with friends and family members: minus 2 points			
Total			
V. Evaluation on the consciousness of taking part in managing the class, organization activities, have achievement in studies and training: 10 points			
<i>Students take part in, don't violate: 7 points</i>			
1. Bonus: Maximum 3 points			
Take part in and be responsible with organization activities: - Permanent member of the school union: plus 3 points - inter-chapter party secretary: plus 2,5 points - inter-chapter party deputy secretary P. bí thư liên chi , secretary, member of the school union: plus 2 points - member of inter-chapter party: plus 1,5points - member of the union executive board: plus 1			

point			
<ul style="list-style-type: none"> - Take part in class activities enthusiastically with the role of class leaders - monitor, group leaders in resident and non-resident areas: plus 3 points - deputy monitor, deputy group leaders: plus 2,5 points - member of volunteers: plus 2 points - class's group leaders: plus 1.5 points <p>(in the case of students who take part in more than one activities, only regard one time with the highest position)</p>			
2. Diminish: maximum 7 points			
Don't take part in class meetings, environmental cleaning activities and other activities, don't pay the class fund, union fund: minus 4 points/time			
Don't accomplish the duty with the roles that are appointed by the school, union, party and other organizations: the score will be misused corresponding with the bonus scores.			
Total			
Total Score			
Ranking:			

The result will be classified by the following categories: Excellent, Good, Fair, Fairly medium, Medium, Weak and Poor.

- From 90 to 100 points : Excellent
- From 80 to 89 points : Good
- From 70 to 79 points : Fair
- From 60 to 69 points : Fairly medium
- From 50 to 59 points : Medium
- From 30 to 49 points : Weak
- From under 30 points : poor

For students who are punished with a caution, the training result will not exceed the medium scale.

Personal self assessment
 Date month year 20....
Student

Class's assessment
 Date..... month..... year 20....
Monitor

Headed teacher's assessment
Score Ranking:
Date month year 20....
Teacher

**Conclusion of the department of
student affairs**
Score Ranking
Date month year 20....

MINISTRY OF EDUCATION
AND TRAINING

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REGULATION

*On boarding student affairs at Educational Institutions of the National Education System
(Issued together with the circular No. 27 /2011/TT-BGDĐT
date 27 month 6 year 2011 of the Minister of the Ministry of Education and Training)*

Chapter I

GENERAL REGULATIONS

Article 1. Scope of adjustment and application for students

1. This Regulation stipulates affairs of boarding students in Educational Institutions of the National Educational System including: rights and obligations of boarding students, contents of affairs of boarding students, system of organization and management
2. This regulation applies to boarding students (hereinafter referred to as boarding students) of Educational Institutions of schools, regular education, graduate education, professional secondary schools (hereinafter referred to as the schools); relevant institutions and individuals.
3. Students in *boarding ethnic minority schools* implement the regulations on boarding under regulations of *boarding ethnic minority schools*.

Article 2. Requirements of affairs of boarding students

1. Strictly complying with the policy, guidance of the Communist Party, policies, state laws and regulations of the Ministry of Education and Training.
2. Ensuring closely and regularly coordination between the universities and the police, local authorities and student's family promptly resolve the incident related to students and security and public order, safety, cultural in dormitory.
3. The accommodation campus or dormitory (hereinafter referred to as the accommodation campus) must have minimum conditions and facilities to ensure for requirement of study and daily living of boarding students; availability of equipment for preventing and distinguishing fire and protecting environmental.

Article 3. Accommodation on Campus

1. Accommodation campus is the place for students staying temporarily in

duration of study at the school, organized and managed by school.

2. The accommodation campus must have a name plate located at the main entrance. On the name plate is written clearly name and full address in Vietnamese.
3. The accommodation campus must have the Rules Template put in easily observed place; duty room, working office of the management board; have the means to serve information, disseminates of propagation for boarding student.
4. House, living room, common rooms must have plate of house name, number of rooms, names of common room
5. Activities of superstition and religion are not organized in the dormitory under any form.

6. There is the area to keep transport means of students in safe and convenient.
7. There are types of services and conditions ensuring for daily living students.

Article 4. Priority students living at dormitory

Upon receiving the boarding student, if number of students, who wishing to live at dormitory, is greater than receiving capacity of the dormitory, the priority order is as follows:

1. They are heroes of the people's armed forces, labor heroes, war invalids, sick soldiers, beneficiaries of policies and disable students.
2. Students are children of martyrs, war invalids, sick soldiers, and beneficiaries of policies such as children of people contributing significantly to the country.
3. Students have permanent resident census in mountainous areas and areas of extremely disadvantage socio - economic conditions.
4. Students have parents from ethnic minority groups
5. Students are orphan losing both parents.

6. Students are children of poverty households and sub-poor households under current regulations of the State.
7. Students are women.
8. Students actively participate in activities organized by schools, Ho Chi Minh Youth Union, the Student Association, the dormitory the society organizations.

Chapter II

RIGHTS AND OBLIGATIONS OF BOARDING STUDENTS

Article 5. Rights of boarding students

1. Students are respected and treated equally; lived in and used equipments in the dormitory according to the accommodation contract signed with schools (or the dean of the management board) to serve learning and daily living activities.
2. They are participated in activities serving cultural and spirit life. These activities are organized by the school in the dormitory.
3. Students are ensured security and order, safety and environmental hygiene in the dormitory.
4. Students can propose to the dean of the Manage Board of the dormitory and the school solutions to contribute to building the dormitory in civilized, clean and safe. They are entitled to propose and to appeal to the head of the management board of s the dormitory of the issues related to rights and legitimate interests of students in the dormitory.

Article 6. The obligations of the boarding students

1. Implementing temporary registration in accordance with regulations of the current Resident Law. If students are one day absent or more at the dormitory, students must notify the management board of the dormitory.
2. Complying regulations of the accommodation area on reception guests in living rooms, self-study hours. It does not cause impact to study and activities of other students in the room and the dormitory when organizing cultural and performed events. Uniting and implementing cultural and civilized life style in the dormitory.
3. Saving electricity, water, preventing and protecting from fire and explosives and having consciously preserving and protecting the common assets of the dormitory.
4. Paying fully and timely boarding fees as stipulated in the contract.
5. If students make damage, loss of property of the dormitory, students have pay compensation under the provisions of the Management Board of the dormitory.
6. Promptly reporting incidents in the dormitory and involving into students, who violate rules, regulations and recommendations and proposals to the management board of the dormitory.
7. Actively participating in activities of culture and performance, sports, drug prevention, crime prevention, other social evils. Other activities organized by the school or the Management Board. Actively participating in building the dormitory in civilized, clean and safe.

Article 7. Behaviors are not done by boarding students

1. Renovating rooms, changing or arbitrarily moving equipments in the rooms; making disorderly, loss of security and environmental sanitation; writing, drawing and shading to impact good-looking of room and the living area of the dormitory.
2. Transferring or sublet the boarding resident contract signed with the school of the management board of the dormitory
3. Taking strangers into the room in the dormitory without permission of the management board of the dormitory.
4. Producing, stockpiling, using, selling, transporting, distributing to all kinds of weapons, combustible substance, explosive, toxic chemicals, drugs and preparations of drugs, documents and publications, movies, reactionary and depraved information and other materials prohibited under the provisions of the State, organizing or participating in gambling, prostitution in any form.
5. Disseminating superstitious activities, religious activities and other activities prohibited in the dormitory.

Chapter III

CONTENTS OF AFFAIRS OF BOARDING STUDENTS

Article 8. Admission of the boarding students

Pursuant to the application of students for living at dormitory under form of application of the school; priority subjects defined as the Article 4 with legal confirmation and conditions of dormitory and schools consider and sign the contract arranging accommodation for students at the dormitory.

Article 9. Affair of the management of boarding students

1. Disseminating regulations of the Ministry of Education and Training and rules of the school on affair of boarding students.
2. Taking procedures for registration of temporary residence for boarding students with the police of commune (wards, towns) or guiding students to do procedures for temporary residence registration in accordance with current law.
3. Mapping rooms and establishing monitoring notebooks of boarding students under the prescribed form (in Appendix II of this Regulation), updating fully, timely changes of accommodation of boarding students.
4. Assigning staff to take shift 24/24 hours per day in the dormitory to resolve promptly the incidents. Checking regularly the implementation rules of boarding students in the dormitory and treating violations.
5. Organizing of self-management activities of boarding students to promote an active role and responsibility to self-students and respect collective of board students.
6. Quarterly organizing a dialogue between the directory board of the school or the management board of the dormitory with representatives from boarding students to detect promptly, resolve the legitimate aspirations of boarding students.
7. Constructing criteria of emulation between buildings, rooms in the dormitory on ensuring security and order, environmental sanitation, good-looking rooms in the dormitory.

Article 10. The work of security and order, safety, epidemic prevention and protection from disease, social evils in the dormitory

1. There are plans to periodically check in time to upgrade, repair and improve infrastructure works, works serving daily living activities of boarding students and other devices in the dormitory
2. Assigning specific tasks for staff and managers and the autonomy team in the work of security and order, prevention and protection from crime and social evils in the dormitory.
3. Promoting effectively role of unions in schools, self-management activities in the work of students in the work of security and order in the dormitory.
4. Organizing propaganda, education, guidance for students on security and order, drug prevention of drugs, HIV/AIDS and other social evils.
5. Sprayed periodically to prevent from disease in the dormitory. When detecting signs of disease, it must immediately inform to the local health authorities to apply measures for timely treating.
6. There are permanent medical staff to carry out first aid promptly for boarding students.

Article 11. The support activities for boarding students

1. Organizing of services for taking care of vehicles, public telephone, Internet, area of entertainment, recreation, sports in the dormitory in accordance with conditions of facilities and the legitimate needs of student to create positive activities contributing to comprehensive education for boarding students.
2. Organizing rooms of self-learning, reading newspapers, watching television, cultural and performing activities serving boarding students.
3. Organizing canteen, service center, canteen serving convenient with economic conditions of students and ensure of hygiene and food safety.

4. Organizing activities of counseling on psychology, health, life skills, study, vocational orientation and employment for students in the dormitory.
5. Depending on specific conditions of each school, it can have areas or common rooms for students cook in the dormitory.
6. Establishing specifically on service activities to serve students in the dormitory.

Article 12. Collaboration

1. Actively collaborating with the police and local authorities to implement effectively measures, plans to ensure political security and order and safety in the dormitory, timely handling of incidents occurred and related to in the dormitory.
2. Collaborating with the organization of Ho Chi Minh Communist Youth Union, Viet Nam Student Association, Viet Nam Youth Union (if any) and other organizations in the school in order to organize training activities for boarding students implementing the civilized lifestyle in the dormitory.

Chapter IV

ORGANIZATION AND MANAGEMENT

Article 13. System of organization and management of affairs of boarding students

The system of organization and management of affairs of boarding students of the school includes the principal, department (divisions) of affairs of boarding students, the management board (section) of the dormitory and staff managing the dormitory.

Based on local conditions, schools, the director of department of education and training, universities, institutes, regularly education centers, rectors of universities, higher colleges, professional secondary schools, facilities of the education system regulates the system of organization and management of affairs of boarding students to have to appropriate, ensure the implementation of contents of affairs of boarding student prescribed in this Regulation.

Article 14. Responsibilities of the rector (director) of the facilities of higher education and professional secondary schools

1. Pursuant to the provisions of this Regulation, the rector issues rules and specifically regulations of affairs of boarding students in order to be suitable with specific conditions of the school and organization of affairs of boarding students as stipulated in Chapter III of this Regulation.
2. Approving the annual activity plan of management of boarding students; plans to construct, repair, upgrade and repair of housing, canteen, the infrastructure works of in the dormitory.
3. Approving the list of students exempt or reduction accommodation fees (if any), support of disable students and student with difficult economic conditions.
4. Ensuring conditions for promoting the role of organizations of the Communist Party and the Youth Union in affairs of boarding students.
5. Stipulating activities of the dormitory implemented by organizations and individuals located on the campus of the school and complied with the provisions of Chapter III of this Regulation.

Article 15. Responsibilities of the Director of the department of education and training

1. Pursuant to the provisions of this regulation, the director issues rules and

specific regulations of affairs of boarding students in educational facilities of the school, regularly educational center in the area in accordance with specific conditions and each training level.

2. Organizing implement, inspection and urge of the deployment of affairs of boarding students of schools located directly in the territory under the provisions of Chapter III of this Regulation.

Article 16. Responsibilities of the director of continuing education center, the principal of secondary school.

1. Organizing and deploying implement of affairs of the boarding students in accordance with this Regulation and specific regulations of the director of education and training.

2. Building the annual plan of activities of affairs of management of boarding students of units; approving the list of disabled student and students with difficulty economic conditions to be exempt and reduce boarding fee.

Article 17. Responsibilities of the department (division) of affairs of students

1. Department (division) of affairs of students performs functions and tasks in accordance with regulations of the regulation of students of universities, higher colleges, professional secondary system of the formal training system and the regulations of those in the training system of both working and studying.

2. Coordinating with the management board of the dormitory in the management, comprehensive education for students in the dormitory.

3. Coordinating with the management board of the dormitory to resolve promptly incidents occurred and related to affairs of commendations and discipline of boarding students.

Article 18. Management Board (division) of the dormitory

The rector stipulates to functions and duties of the Management Board (division) of the dormitory to perform the contents of affairs of boarding students under the regulations of Chapter III of this Regulation.

Chapter V

Organization of implementation

Article 19. Reporting regime

1. The school promptly report to the Ministry of Education and Training and relevant agencies of serious incidents occurring in relation to boarding students.

2. Departments of Education and Training collect the situation on the affairs of boarding student schools directly belonging to and managed by People's Committee of provinces and cities and private schools in the territory to report to the Ministry of Education training under prescribed form(Appendix I) before the 30th July each year.

3. The colleges directly belonging to other ministries and sectors report to management agencies under prescribed form (Appendix I), then managing agencies shall gather the situation to submit to the Ministry of Education and Training before the 30th July each year.

4. The universities directly belonging the Ministry of Education at the end of the academic year have report the situation on affairs of boarding students and send directly to the Ministry of Education and Training under the prescribed form (Appendix I) before the 30th July each year.

Article 20. Check, commendation and discipline

1. Departments of education and training, relevant agencies and schools and colleges under the authority organize check, preliminary report and final review and evaluation on performance of affairs of boarding students.

2. Boarding students violates Clauses 1, 2, 3, 4, 5 of Article 6 and Article 7 of this Regulation. Depending on violated level, they will be disciplined by reprimand for the 1st violation and warning level if it is the 2nd violation or more or considered and terminated the contract living the dormitory. With other violations, students will be treated discipline under the provisions of the Regulation students of university higher colleges and professional secondary schools of the formal training system, the regulation of students of those of both study and learning and regulations of secondary schools, higher schools and schools with some learning levels

3. The collective units and individuals available achievements in affairs of the boarding students will be considered commendations in accordance with regulations.

FOR THE MINISTER
THE DEPUTY -MINISTER
(Signed)

Tran Quang Quy

**THE NON-RESIDENT REGULATION STUDENTS OF UNIVERSITIES AND
HIGHER COLLEGES AND PROFESSIONAL SECONDARY SCHOOL OF THE
FORMAL TRAINING SYSTEM**

*(Issued together with the Circular No. 27 / 2009/TT-BGDĐT dated on October 19
2009 of the Minister of the Ministry of Education and Training)*

Chapter I

GENERAL REGULATIONS

Article 1. Scope of adjustment and application for students

1. This regulation stipulates non-residency of universities, academic college, higher colleges and professional secondary school of the formal training system. It includes the rights and obligations of non-resident students; the contents of affairs of non-resident students; obligations of the rectors, directors of education and training.
2. This regulation is applies to non-resident students of universities, academies college, higher colleges and professional secondary school of the formal training system (hereinafter referred to as university), organizations and individuals related to non-residency of students.

Article 2. Definitions

In this Regulation, the following terms shall be interpreted as follows:

1. Non-resident students are students who do not live in the dormitory of university.
2. Residency is to live permanently and temporarily in a certain area on the territory of Vietnam.

Article 3. The purpose

It is to create a legal foundation for the university to coordinate with local governments in the management and support for non-resident students to have a positive environment of accommodation, healthy living, learning and good practice as well as creation of conditions for students to participate and promote their capacity in building a cultural life, order, discipline, prevention and protection from crime, social evils in resident places.

Article 4. Requirements of affairs of non-resident students

1. Comply strictly with the policies and guidelines of the Communist Party and legal policies of the State and regulations of the Ministry of Education and Training and the provisions of local government.
2. Understand the situation of students and students; resolve promptly collaboration issues related to students and non-resident students.
3. Ensure close and regular coordination among the university and local authority, students' families and non-resident students.
4. Support and assist non-resident students living in safe, order cultural resident place.

Chapter II

RIGHTS AND OBLIGATIONS OF NON - RESIDENT STUDENTS

Article 5. The rights of non-resident students

1. Non-resident students are entitled the rights under current provisions of the Regulation on students of universities, higher colleges and professional secondary schools in the formal training system issued by the Ministry of Education and Training.
2. Non-resident students are entitled the rights of citizens residing in the locality, facilitated and helped by the local government and universities.
3. Non-resident students are entitled to appeal and propose to local government, rector of university and other relevant agencies for issues related to rights and legitimate interests in the resident place.

Article 6. Obligations of non-resident students

1. Non-resident students perform obligations under current provisions of the Regulation on students of universities, higher colleges and professional secondary schools in the formal training system issued by the Ministry of Education and Training.
2. Non-resident students perform civil obligations as prescribed by law. Non-resident students comply with regulations on security and order, social security, participate actively in cultural and performing activities, sports, prevention and protection from crime and evils social, and protect living environment and activities organized by local authorities.
3. Non-resident students must register temporary residence with the police of communes (wards, towns) and report universities about their non-resident address within 30 days from the date of enrollment.
4. When there is a change of resident place, non-resident students must inform their new resident place to universities within 20 days.
5. Non-resident students have permanent resident census and are residing at place registered resident census have to implement obligations specified in Section 1, 2 and 4 of this Article.

Chapter III

AFFAIRS OF NON - RESIDENT STUDENTS

Article 7. Affairs of the management of non-resident students

1. Disseminating regulations of the Ministry of Education and Training and universities about affairs of non-resident students and guiding and consulting procedures of temporary residents soon as admission
2. Planning annually to implement affairs of the management of non-resident students.
3. Establishing records of non-resident students (Appendix II) and updating fully and timely changes of resident places of non-resident students.

Article 8. Coordination

1. Planning and coordinating with local authorities to understand the situation of the boarding-houses to advise and recommend accommodation for students available requirements.
2. Coordinating actively with local authorities, police offices and relevant sectors to organize annual briefing meetings between universities and local authorities on the situation of non-resident students and to decide promptly incidents related to non-resident students.
3. Coordinating with Ho Chi Minh Communist Youth Union, Viet Nam Student Association, Viet Nam Youth Union Association, other socio-political organizations related to consult, support, assist and organize performance of affairs of non-resident students.

Chapter IV

**RESPONSIBILITIES OF RECTORS OF UNIVERSITIES,
DIRECTORS OF DEPARTMENTS OF EDUCATION AND TRAINING**

Article 9. Responsibilities of rectors of universities

1. It is based on the specific conditions of universities, the organization to implement of non-resident students is under the provisions of Chapter III of this Regulation.
2. Approving annual plans of affairs of the management of non-resident students of universities and directing and organize implement.
3. Arranging staff to work for affairs of non-resident students.
4. Ensuring conditions to promote the role of organization of Ho Chi Minh Communist Youth Union, Viet Nam Student Association, Viet Nam Youth Union Association in affairs of non-resident students.
5. There are mechanisms of coordination with the local authorities to facilitate conditions for non-resident students to perform fluffily their rights and obligations.
6. Coordinating with the Department of Education and Training to consult and propose to People's Committees of provinces directly belonging to the central government to direct the affairs of non-resident students in accordance with specific conditions of localities

Article 10. Responsibilities of the Director of Education and Training

1. Directing implementation, checking, evaluating and reviewing preliminarily annual the affairs of non-resident students with contents of this Regulation for the schools under management of the Departments of Education and Training.
2. Consulting People's Committees of provinces and cities directly belonging to the Central Government to promulgate regulations for the management of boarding houses for students and regulations coordinated management of non-resident students.
3. Chairing and coordinating with departments and sectors in local universities, universities, higher colleges and professional secondary schools to inspect and assess of the situation of non-resident students.

Chapter VI

Organization of Implementation

Article 11. Reporting Regime

1. Universities promptly report to the Ministry of Education and Training and agencies directly related incidents occurred related to non-resident students.
2. At the end of academic year, universities organize the final review meeting to assess affairs of non-resident students and report to direct managed agencies and at the same time submit to the Department of Education and Training (the Appendix I).
3. Departments of Education and Training collect and evaluate the situation of affairs of non-resident non- resident students in the area and report to the Ministry of Education and Training after the end of the school year.

Article 12. Inspection, commendation and discipline

1. The Ministry of Education and Training, Departments of education and training and universities, according to competent authority, organize the inspection and assess the implementation of affairs of non-resident students annually.
2. Non-resident students violate the Section 3, Article 6 of this Regulation, they will be disciplined the reprimand form by universities; violation of the Section 4 of Article 6 of this Regulation, they will be disciplined the reprimand at the first violation, for the next violations in the school year, they will be disciplined in the warning form; other violations, they will be disciplined under discipline framework of the Regulation

on students of universities, high colleges and secondary professional school of the formal training system.

3. The collective units and individuals achieving in affair of non-resident students are considered to commend as prescribed.

FOR THE MINISTER
THE DEPUTY MINISTER

Nguyen Vinh Hien
(Signed)

**GUIDANCE FOR THE IMPLEMENT THE ACADEMIC SCHOLARSHIP TO
ENCOURAGE STUDENTS STUDYING AT THE INTERNATIONAL SCHOOL**
*(Issued together with Decision No. 42/QD-KQT dated on November 15, 2011 by the Head of
the International School)*

1. The ensure conditions to be considered to be awarded for academic scholarships:

1.1 For students who are not eligible for priority target.

If it meets all the following criteria, it will be considered to be awarded this scholarship within the condition of the scholarship fund of the International School (IS).

- The academic GPA in the semester (TBCHTHK) reaches to 7.0 or more, in which there is no test and subject scored under 5.0 (for the first time test scores, not for the retest scores).
- The ethics training achieve class A, B
- Do not be disciplined or reprimand.

1.2. For the students who are the children of the martyrs, the war invalids, the sick soldiers, the hero of the People's Armed Forces and the hero of Labor in the war:

- If being the child of the martyrs: reaches to GPA 6.7 or more.
- If being the child of the war invalids: reaches to GPA 6.8 or more.
- If being the child of the sick soldiers, The Hero of People's Armed Forces, the Hero of Labor in the war, reaches to GPA 6.9 or more.
- The other conditions are similar the items at 1.1.

2. The steps to approve the scholarship

2.1. The mission of the Training Division

After finishing the courses in each semester, Training Division staff totalize the point of coursework and the GPA of the academic semester and inform it on the platen boards.

2.2. The mission of the Students' Office

Revise students to classify their ethical training basing on the following points:

- Type A : 0.4 points
- Type B : 0.2 points

The scores above are generally called "The DDRL".

2.3. The mission of the General Division

- The staff of the Division of General Affairs based on the average expansion grade point (TBCMR) shall determine the scholarship points of each student. This is based on the follow formula:

$$TBCMR = TBCHTHK + DDRL$$

- The quantity of scholarships will be allocated to each class basing on the general condition and numbers of full scholarship determined by the IS.
- The landmark to approve the scholarship is issued based on the statistics, "The TBCMR be ranked from high to low (down to 7.2 points) of" all "students in the IS to ensure the overall performance of each step which has been designated by the previous training level and, it is " the land mark of scholarship". (It is listed along with a list of expected test results).

3. Method to approve the studying encouragement scholarship

3.1. The conditions to be approved the studying encouragement scholarship

- Condition 1: The point to be approved scholarship (XHB) (no fail scores in each subject) \geq land mark
- Condition 2: The scholarship is still in the scholarship amount allocation of the current class (scholarship scores taken from high to low on the list of classes).

3.2. Types of scholarship's norms:

- Excellence category: is for students who reached to score 9.20 or higher (in which the TBCHTHK \geq 9.0 and the DDRL \geq 0.2)
- Good category: is for students who reached to score from 8.20 (or higher) to 9.19 (in which the TBCHTHK \geq 8.0 and the DDRL \geq 0.2)
- Merit category: is for students who reached to score from 7.20 (or higher) to 8.19 (in which the TBCHTHK \geq 7.0 and the DDRL \geq 0.2)
- The amount of the scholarship is awarded per month is defined as the follow table:

No	Types of scholarship	Amount of money (Vietnamese dong)
1	Excellence	1,000,000
2	Good	800,000
3	Merit	600,000

3. The scholarship is issued each month and 05 months supplied in 1 semester.

4. The procedures to get scholarship

1. When the staff in the General Division complete the scholarship approving and it has been approved by the Dean of the IS, the short-listed will be informed on the bulletin board with full relevant information (including the landmark, the numbers of scholarship distributes to each class, etc,...) within the period of 07 days.
2. After the deadlines listed above, official list will be transferred to the General Division.
3. The General Division will collate, check, make financial plan and formally inform the lists and time that students can receive scholarships.
4. The teachers in charge receive the scholarship list and money (including scholarship, social support, etc...) from the General Division to deliver it to students.
5. The teacher in charge delivers money to the short-listed student.

Dean, International School
(Signed)

Assoc. Prof. Nguyen Tuan Anh, Ph.D

REGULATION ON USING CLASSROOMS AND CAMPUS

(Issued under Announcement No. 14/TB- KQT dated on April 9th, 2012 by Acting Dean of International School)

To ensure the effective use of classrooms and the campus and to protect the property in the classrooms and the campus, the International School (IS) - Thai Nguyen University informs:

Article 1. Staff and learners working and studying in the IS are responsible for protection of property and facilities in the classrooms and the campus.

Article 2. When hearing the bell for starting classes, learners must get into the classroom quietly and politely.

Article 3. Do not move tables, chairs and other assets out of the classrooms , do not stand or sit on the table, do not write, paint and dirt on tables, desks, chairs, podium, or walls.

Article 4. Do not bring weapons and flammable and explosive things to the classrooms or the halls.

Article 5. Class leaders must assign the class members hygienic work before each lesson; do not litter in the classrooms and the campus.

Article 6. When finishing the lessons, turn off all the electrical equipments to ensure fire safety and to save money.

Article 7. Anyone wishing to use the classrooms without the academic plan in advance needs to have the agreement of the manager of the campus.

Article 8. Those who are not on duty are not allowed to enter the classrooms or the campus./

Nơi nhận:

- Các phòng chức năng;
- BCNK;
- Lưu VT.

Dean, International School

Sign

Assoc. Prof. Nguyen Tuan Anh, Ph.D

THAI NGUYEN UNIVERSITY
INTERNATIONAL SCHOOL

SOCIALIST REPUBLIC OF VIETNAM
Independence – Freedom – Happiness

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Article 4. Do not bring weapons and flammable and explosives in to classrooms or halls of the building.

Article 5. Class leaders must remind the class members to be clean and hygienic. Do not litter classrooms and the campus.

Article 6. When class is over, turn off all the electrical equipment for safety and to economic reasons.

Article 7. Anyone wishing to use a classroom not according to schedule need to make advance arrangement with the manager of the campus.

Article 8. Those who are not on duty are not allowed to enter the classrooms or the campus.

Nơi nhận:

- Các phòng chức năng;
- BCNK;
- Lưu VT.

Dean, International School

Sign

Assoc. Prof. Nguyen Tuan Anh, Ph.D

Part IV
UNDERGRADUATE DEGREE PROGRAMS

I. Imported Degree Programs from England:

International Business

Foundation year/study year 1		
Module code	Module title	Credit value
ENG001	English 1 <i>(Tiếng anh 1)</i>	3
ENG002	English 2 <i>(Tiếng anh 2)</i>	3
ENG003	English 3 <i>(Tiếng anh 3)</i>	4
MLP113	Fundamental Principle of Marxism and Leninism* <i>(Những nguyên lý cơ của chủ nghĩa Mác-Lenin)</i>	5
VCP114	Revolutionary Roads and Policies of Vietnamese Communist Party* <i>(Đường lối cách mạng của Đảng Cộng sản Việt Nam)</i>	3
HCM115	HoChiMinh's thoughts* <i>(Tư tưởng Hồ Chí Minh)</i>	2
GEN000	Physical Training* <i>(Giáo dục thể chất)</i>	3
GEN001	Introduction to Business & Management <i>(Giới thiệu về nghiên cứu kinh doanh và quản lý)</i>	3
BUS001	Foundation in Business Studies <i>(Cơ sở nghiên cứu kinh doanh)</i>	3
BUS002	Foundation in Marketing <i>(Marketing cơ sở)</i>	2
FIN001	Fundamentals of Accounting <i>(Kế toán cơ bản)</i>	2

Study year 2		
Module code	Module title	Credit value
ECO01	Micro-economics <i>(Kinh tế vi mô)</i>	4
ECO002	Macro-economics <i>(Kinh tế vĩ mô)</i>	4
BUS053	Global Business and Politics <i>(Chính sách và Kinh doanh toàn cầu)</i>	5
FIN022	International Accounting and Finance 1 <i>(Tài chính và kế toán quốc tế 1)</i>	5
BUS054	Understanding and Managing People <i>(Quản trị nhân lực)</i>	4
<i>Optional units (select 2 units)</i>		
ECO004	Developing Cultural Flexibility	4

	<i>(Văn hóa kinh doanh quốc tế)</i>	
ECO005	Foundations of Quantitative Analysis in Economics & Business <i>(Cơ sở phân tích định lượng trong Kinh tế và kinh doanh)</i>	4
ENG004	English As a Foreign Language Advanced <i>(Tiếng anh nâng cao)</i>	4
BUS055	Work Based Learning 1 (Business Processes) <i>(Thực tập 1)</i>	4

Study year 3		
Module code	Module title	Credit value
BUS056	Business Research and Professional Skills <i>(Kỹ năng nghề nghiệp và nghiên cứu kinh doanh)</i>	5
FIN023	International Accounting and Finance 2 <i>(Tài chính và Kế toán quốc tế 2)</i>	5
ECO006	International Marketing <i>(Marketing quốc tế)</i>	5
ECO007	International Trading <i>(Thương mại quốc tế)</i>	5
BUS057	The Fundamentals of International Business <i>(Kinh doanh quốc tế cơ bản)</i>	5
<i>Optional units (Select 01 units)</i>		
BUS058	Business and Sustainability <i>(Kinh doanh và bền vững)</i>	5
ENG004	Language <i>(Ngoại ngữ)</i>	5
BUS059	Work Based Learning (Policies and Practice) <i>(Thực tập)</i>	5

Study year 4		
Module code	Module title	Credit value
BUS060	Business Research and Consultancy <i>(Nghiên cứu kinh doanh và tư vấn)</i>	4
BUS061	Cross Cultural Management <i>(Quản trị giao thoa văn hóa)</i>	3
BUS062	International business <i>(Kinh doanh quốc tế)</i>	5
BUS063	International Business Strategy <i>(Chiến lược kinh doanh quốc tế)</i>	5
BUS064	Placement Year <i>(Thực tập)</i>	5
<i>Optional units (select 02 units)</i>		

BUS065	Business Analysis <i>(Phân tích kinh doanh)</i>	4
BUS066	Foundation of Business Leadership <i>(Tổng quan về lãnh đạo trong kinh doanh)</i>	4
BUS067	Business Career Development <i>(Phát triển nghề nghiệp kinh doanh)</i>	4
BUS068	Business Knowledge Development <i>(Phát triển kiến thức kinh doanh)</i>	4

Accounting and Business

Module code	Module title	Credit value
ENG001	English 1 <i>(Tiếng anh 1)</i>	3
ENG002	English 2 <i>(Tiếng anh 2)</i>	3
ENG003	English 3 <i>(Tiếng anh 3)</i>	4
MLP113	Fundamental Principle of Marxism and Leninism* <i>(Những nguyên lý cơ của chủ nghĩa Mác-Lenin)</i>	5
VCP114	Revolutionary Roads and Policies of Vietnamese Communist Party* <i>(Đường lối cách mạng của Đảng Cộng sản Việt Nam)</i>	3
HCM115	HoChiMinh's thoughts* <i>(Tư tưởng Hồ Chí Minh)</i>	2
GEN000	Physical Training* <i>(Giáo dục thể chất)</i>	3
GEN001	Introduction to Business & Management <i>(Giới thiệu về nghiên cứu kinh doanh và quản lý)</i>	3
BUS001	Foundation in Business Studies <i>(Cơ sở nghiên cứu kinh doanh)</i>	3
BUS002	Foundation in Marketing <i>(Marketing cơ sở)</i>	2
FIN001	Fundamentals of Accounting <i>(Kế toán cơ bản)</i>	2

Study year 2		
Module code	Module title	Credit value
ECO001	Micro-economics <i>(Kinh tế vi mô)</i>	4
ECO002	Macro-economics <i>(Kinh tế vĩ mô)</i>	4

FIN005	Financial Accounting (<i>Kế toán tài chính</i>)	5
FIN006	Management Accounting (<i>Kế toán quản lý</i>)	3
BUS044	Professional Communications (<i>Kỹ năng giao tiếp kinh doanh</i>)	4
FIN007	Global Financial Issues (<i>Thông tin tài chính toàn cầu</i>)	3
ECO003	Quantitative Methods (<i>Các phương pháp lượng</i>)	4
BUS045	Introduction to Law (<i>Pháp luật đại cương</i>)	3

Study year 3		
Module code	Module title	Credit value
FIN008	Financial Reporting (<i>Báo cáo tài chính</i>)	4
BUS046	Decision Management (<i>Quản trị Quyết định</i>)	5
FIN009	Accounting Standards and Theory (<i>Lý thuyết và tiêu chuẩn kế toán</i>)	4
BUS047	Management and Strategy (<i>Quản trị và chiến lược</i>)	4
BUS048	Company Law For Accountants (<i>Luật doanh nghiệp cho kế toán</i>)	3
FIN010	Accounting Theory and Practice (<i>Lý thuyết kế toán và thực hành</i>)	4
Optional units (<i>Select 02 units</i>)		
FIN011	Environmental Management and Auditing (<i>Quản trị môi trường và Kế toán</i>)	3
FIN012	Corporate Finance (<i>Tài chính doanh nghiệp</i>)	3
FIN013	Business Taxation (<i>Thuế kinh doanh</i>)	3
BUS049	Organizational Management (<i>Quản trị tổ chức</i>)	3
FIN014	Work Based Learning (<i>Thực tập</i>)	3

Study year 3		
Module code	Module title	Credit value
FIN015	Audit and Assurance (<i>Kiểm toán và Bảo hiểm</i>)	3

FIN016	Advanced Financial Reporting (<i>Báo cáo tài chính nâng cao</i>)	3
FIN017	Advanced Corporate Taxation (<i>Thuế Doanh nghiệp cao cấp</i>)	3
FIN018	Advanced Corporate Finance (<i>Tài chính Doanh nghiệp cao cấp</i>)	3
BUS050	Advanced Decision Management (<i>Quản trị Quyết định cao cấp</i>)	3
FIN019	Liquidity and Financial Risk Management (<i>Quản lý nợ và rủi ro tài chính</i>)	3
FIN020	Practice and thesis (<i>Thực tập và Khóa luận tốt nghiệp</i>)	6
Optional units (select 02 units)		
FIN021	Public Sector Accounting and Finance (<i>Kế toán và tài chính công</i>)	3
FIN003	Forensic Accounting (<i>Kế toán pháp lý</i>)	3
BUS051	Managerial Development and Control (<i>Kiểm soát và Phát triển quản trị</i>)	3
FIN004	International Developments in Accounting (<i>Phát triển quốc tế trong kế toán</i>)	3
BUS052	Governance and Sustainability (<i>Quản trị và Bền vững</i>)	3

Business and Management

Foundation year/study year 1		
Module code	Module title	Credit value
ENG001	English 1 (<i>Tiếng anh 1</i>)	3
ENG002	English 2 (<i>Tiếng anh 2</i>)	3
ENG003	English 3 (<i>Tiếng anh 3</i>)	4
MLP113	Fundamental Principle of Marxism and Leninism* (<i>Những nguyên lý cơ của chủ nghĩa Mác-Lenin</i>)	5
VCP114	Revolutionary Roads and Policies of Vietnamese Communist Party* (<i>Đường lối cách mạng của Đảng Cộng sản Việt Nam</i>)	3
HCM115	HoChiMinh's thoughts* (<i>Tư tưởng Hồ Chí Minh</i>)	2
GEN000	Physical Training* (<i>Giáo dục thể chất</i>)	3
GEN001	Introduction to Business & Management	3

	<i>(Giới thiệu về nghiên cứu kinh doanh và quản lý)</i>	
BUS001	Foundation in Business Studies <i>(Cơ sở nghiên cứu kinh doanh)</i>	3
BUS002	Foundation in Marketing <i>(Marketing cơ sở)</i>	2
FIN001	Fundamentals of Accounting <i>(Kế toán cơ bản)</i>	2

Study year 2		
Module code	Module title	Credit value
ECO001	Micro-economics <i>(Kinh tế vi mô)</i>	4
ECO002	Macro-economics <i>(Kinh tế vĩ mô)</i>	4
FIN002	Financial Decision Making <i>(Quyết định tài chính)</i>	4
BUS005	Communication, Academic Skills and Employability <i>(Kỹ năng giao tiếp, kỹ năng học thuật và tìm việc)</i>	3
BUS006	An Introduction to Entrepreneurship and Enterprise <i>(Tổng quan về văn hóa kinh doanh và tổ chức kinh doanh)</i>	4
BUS007	World Management Issues <i>(Thông tin quản trị)</i>	4
BUS008	Understanding Organizing <i>(Tổ chức thông tin)</i>	4
BUS009	Principles of Marketing <i>(Nguyên lý Marketing)</i>	3

Study year 3		
Core modules		
Module code	Module title	Credit value
BUS010	Operations and Contemporary <i>(Hoạt động và đương đại)</i>	4
BUS011	Performance Measurement in Organisations <i>(Đo lường hiệu suất trong tổ chức)</i>	4
BUS012	Business Research Issues and Analysis <i>(Số liệu nghiên cứu kinh doanh và phân tích)</i>	4
BUS013	HRM in the Workplace <i>(Quản trị nguồn nhân lực tại cơ sở)</i>	4
BUS014	The Creative Art of Selling and Negotiation <i>(Nghệ thuật bán hàng và đàm phán)</i>	4
Optional modules		
BUS015	Technology and Innovation in Enterprise <i>(Công nghệ và sáng tạo trong doanh nghiệp)</i>	3

BUS016	Exploiting Real Estate for Business <i>(Khai thác bất động sản cho kinh doanh)</i>	3
BUS017	Professional Franchising <i>(Nhượng quyền thương hiệu)</i>	3
BUS018	E-Creativity <i>(Sáng tạo điện tử)</i>	3
BUS018	Business Law <i>(Luật kinh doanh)</i>	3
BUS019	Buyer Behavior <i>(Thói quen người mua hàng)</i>	3
BUS020	Marketing Communications <i>(Truyền thông tiếp thị)</i>	3
BUS021	Non-profit Marketing <i>(Marketing phi lợi nhuận)</i>	3
BUS022	Brand Management <i>(Quản trị thương hiệu)</i>	3
BUS023	Government and Business <i>(Chính phủ và kinh doanh)</i>	3
BUS024	Work Based Learning <i>(Thực tập)</i>	3
ECO003	Statistic <i>(Thống kê)</i>	3
Study year 4		
Core modules		
Module code	Module title	Credit value
BUS025	Contemporary Business Issues <i>(Các vấn đề kinh doanh đương đại)</i>	4
BUS026	Strategic Management <i>(Quản trị chiến lược)</i>	4
BUS027	Globalization and International HRM <i>(Toàn cầu hóa và Quản trị nguồn nhân lực quốc tế)</i>	3
BUS028	Service Operations Management <i>(Quản trị hoạt động dịch vụ)</i>	3
BUS029	Organising HRM <i>(Tổ chức quản trị nguồn nhân lực)</i>	4
BUS030	Strategy and Management Dissertation <i>(Chiến lược và Quản lý dự án)</i>	6
Optional modules		
FIN003	Forensic Accounting <i>(Kế toán pháp lý)</i>	3
FIN004	International Developments in Accounting <i>(Phát triển quốc tế trong kế toán)</i>	3
BUS031	Crisis & Business Continuity Management <i>(Khung hoảng và quản trị)</i>	3
BUS032	Strategy and Management Dissertation	3

	<i>(Chiến lược và Quản lý dự án)</i>	
BUS033	E-Business <i>(Kinh doanh điện tử)</i>	3
BUS034	Creative Action in Organizations <i>(Hoạt động sáng tạo trong tổ chức)</i>	3
FIN005	Financial Markets and Services <i>(Thị trường tài chính và Dịch vụ)</i>	3
BUS035	Greening Business <i>(Kinh doanh xanh/Kinh tế môi trường)</i>	3
BUS036	Reflective Business Practice <i>(Kinh doanh điện tử)</i>	3
BUS037	Managing Equality and Diversity <i>(Quản trị tính công bằng và đa dạng)</i>	3
BUS038	Issues in Internet Sales Law <i>(Kinh doanh điện tử)</i>	3
BUS039	Marketing of Services <i>(Marketing dịch vụ)</i>	3
BUS040	Retail Marketing <i>(Marketing bán lẻ)</i>	3
BUS041	E-Marketing <i>(Marketing điện tử)</i>	3
BUS042	Customer Management <i>(Quản trị khách hàng)</i>	3
BUS043	Managing the Environment <i>(Quản trị môi trường)</i>	3
ECO004	Method of research <i>(Phương pháp nghiên cứu)</i>	3

Business Administration and Finance

Foundation year/study year 1		
Module code	Module title	Credit value
ENG000	English <i>(Tiếng Anh)</i>	10
MLP113	Vietnam political (in Vitenamese) <i>(Khoa học chính trị Việt Nam)</i>	10
GEN000	Physical Training <i>(Giáo dục thể chất)</i>	3
GEN001	Introduction to Business & Management <i>(Giới thiệu về nghiên cứu kinh doanh và quản lý)</i>	3
BUS001	Foundation in Business Studies <i>(Cơ sở nghiên cứu kinh doanh)</i>	3
BUS002	Foundation in Marketing <i>(Marketing cơ sở)</i>	2

FIN001	Fundamentals of Accounting (<i>Kế toán cơ bản</i>)	2
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Study year 2		
Module code	Module title	Credit value
ECO001	Micro-economics (<i>Kinh tế vi mô</i>)	4
ECO002	Macro-economics (<i>Kinh tế vĩ mô</i>)	4
BUS069	Global Context of Modern Business (<i>Bối cảnh toàn cầu hóa trong Kinh doanh hiện đại</i>)	5
BUS054	Understanding and Managing People (<i>Quản trị nhân lực</i>)	4
FIN021	Information Analysis and Finance for Business (<i>Phân tích thông tin và tài chính trong kinh doanh</i>)	4
BUS070	Work Based Learning (<i>Thực tập</i>)	5
BUS071	Introduction to Ideas, Creativity and Entrepreneurship 1 (<i>Giới thiệu về Ý tưởng, Sáng tạo và Doanh nghiệp</i>)	4
Study year 3		
Core units		
FIN022	Corporate Finance (<i>Tài chính tập đoàn</i>)	5
FIN008	Financial Reporting (<i>Báo cáo tài chính</i>)	4
BUS072	Responsible Business (<i>Trách nhiệm trong kinh doanh</i>)	4
BUS073	Marketing and Business Operations (<i>Marketing và Hoạt động kinh doanh</i>)	4
BUS074	Management & Organisation (<i>Quản trị và Tổ chức</i>)	5
Optional units (Select 08 credits)		
BUS075	Work Based Learning (Procedures, Policy and Practice) (<i>Thực tập</i>)	4
BUS076	Ideas, Creativity and Entrepreneurship 2 (<i>Ý tưởng, Sáng tạo và Doanh nghiệp 2</i>)	4
BUS077	Risk Management (<i>Quản trị rủi ro</i>)	2
BUS078	Ideas, Creativity and Entrepreneurship 3 (<i>Ý tưởng, Sáng tạo và Doanh nghiệp 3</i>)	2
Study year 4		
Core units		
BUS079	International Business Strategy	4

	<i>(Chiến lược kinh doanh quốc tế)</i>	
BUS080	Business Project <i>(Dự án kinh doanh)</i>	4
BUS030	Strategy and Management Dissertation* <i>(Chiến lược và Quản lý dự án)</i>	6
Optional units (select 04 units)		
BUS081	Managing Across Cultures <i>(Quản trị đa dạng văn hóa)</i>	4
BUS082	Project Management <i>(Quản trị dự án)</i>	4
BUS083	Strategic Operations for Business Development <i>(Tổ chức chiến lược trong phát triển kinh doanh)</i>	4
BUS084	International and Global Marketing <i>(Marketing quốc tế và toàn cầu)</i>	4
BUS085	Critical Reflection on Workplace Learning <i>(Đánh giá khả năng học tập và làm việc)</i>	4
BUS086	Psychology at Work <i>(Tâm lý học trong công việc)</i>	4
BUS087	Management in Practice <i>(Quản trị thực hành)</i>	4
BUS088	Business Ethics and Sustainability <i>(Đạo đức kinh doanh và phát triển bền vững)</i>	4

Environment Management and Sustainability

Foundation year/study year 1		
Module code	Module title	Credit value
ENG001	English 1 <i>(Tiếng anh 1)</i>	3
ENG002	English 2 <i>(Tiếng anh 2)</i>	3
ENG003	English 3 <i>(Tiếng anh 3)</i>	4
MLP113	Fundamental Principle of Marxism and Leninism* <i>(Những nguyên lý cơ của chủ nghĩa Mác-Lenin)</i>	5
VCP114	Revolutionary Roads and Policies of Vietnamese Communist Party* <i>(Đường lối cách mạng của Đảng Cộng sản Việt Nam)</i>	3
HCM115	HoChiMinh's thoughts* <i>(Tư tưởng Hồ Chí Minh)</i>	2
GEN000	Physical Training* <i>(Giáo dục thể chất)</i>	3
ENV001	General Biology <i>(Sinh học đại cương)</i>	3
ENV002	Introduction to Geography	3

	<i>(Địa lý học đại cương)</i>	
ENV003	Introduction to Environment <i>(Môi trường đại cương)</i>	4

Study year 2		
Module code	Module title	Credit value
ENV004	Ecology and Environment <i>(Sinh thái học và môi trường)</i>	5
ENV005	Environmental Management <i>(Quản lý môi trường)</i>	5
ENV006	Spatial Methods <i>(Các phương pháp không gian)</i>	5
ENV007	Tutorial and Field activities <i>(Hoạt động hướng dẫn và đồng ruộng)</i>	5
<i>Optional units (select 02 units)</i>		
ENV008	The Earth's Sciences <i>(Khoa học trái đất)</i>	5
ENV009	Study and Working Skills <i>(Kỹ năng học tập và làm việc)</i>	5
ENV010	Reflective study portfolio 1 <i>(Tham vấn học tập)</i>	5

Study year 3		
Module code	Module title	Credit value
ENV011	Sustainable Future Environments <i>(Môi trường tương lai bền vững)</i>	5
ENV012	Ecology and Biodiversity <i>(Sinh thái và đa dạng sinh học)</i>	5
ENV013	Fieldwork and Research Design (E strand) <i>(Thực địa và thiết kế nghiên cứu)</i>	5
ENV014	Natural Resources and Pollution <i>(Những nguồn lực thiên nhiên và vấn đề ô nhiễm)</i>	5
<i>Optional units (Select 02 units)</i>		
ENV015	GIS and Earth Observation <i>(Hệ thống thông tin địa lý và nghiên cứu trái đất)</i>	5
ENV016	Development Geographies <i>(Địa lý học phát triển)</i>	5
ENV017	Vocational Experience <i>(Kinh nghiệm nghề nghiệp)</i>	5
ENV018	Reflective study portfolio 2 <i>(Tham vấn học tập 2)</i>	5

Study year 4		
Module code	Module title	Credit value
ENV019	Project (Dự án)	6
ENV020	Global Environmental Change and Ecosystems (Biến đổi khí hậu toàn cầu và hệ thống sinh thái)	4
ENV021	Environmental Risk Management (Quản lý rủi ro môi trường)	4
ENV022	Planning Territory and Sustainable Development (Kế hoạch đất đai và phát triển bền vững)	4
ENV023	Sustainable Production and Consumption (Sản xuất và tiêu dùng bền vững)	4
Optional units (Select 02 units)		
ENV024	Conservation of Habitats and Species (Bảo tồn môi trường sống và loài)	4
ENV025	Field research: Specialism (Nghiên cứu đồng ruộng: Chuyên môn)	4
ENV026	Applied GIS and Earth Observation (Ứng dụng Hệ thống thông tin địa lý và nghiên cứu trái đất)	4
ENV027	Contemporary Issues in Geography and environment (Các vấn đề đương đại trong địa lý và môi trường)	4
ENV028	Consultancy Projects (Tư vấn dự án)	4
ENV029	Freshwater and Coastal System (Hệ thống biển và nước ngọt)	4

II. COOPERATION WITH HONGHE UNIVERSITY

International Business and Economics

FOUNDATION UNITS		27 credits
PHI1101	Social philosophy (Triết học và nhân sinh)	2
LIT1201	Chinese Culture (Văn hóa Trung Quốc)	2
SOC1102	Anthropology (Nhân loại học)	2
POL1202	Chinese and ASEAN (Trung Quốc và ASEAN)	2
CHI1203	Practical Chinese (Văn ứng dụng Hán ngữ)	3

SOC1203	<i>Resources, Environment and Economic Development (Dân số, tài nguyên, môi trường và phát triển kinh tế)</i>	2
SOC1104	<i>Cultural Exchange (Giao lưu văn hóa)</i>	2
CHI1105	<i>Intermediate Chinese (1) Hán ngữ tổng hợp trung cấp (1)</i>	3
CHI1204	<i>Intermediate Chinese (2) Hán ngữ tổng hợp trung cấp (2)</i>	3
CHI1106	<i>Advanced Chinese (1) Hán ngữ tổng hợp cao cấp (1)</i>	3
CHI1205	<i>Advanced Chinese (2) Hán ngữ tổng hợp cao cấp (2)</i>	3
FOUNDATION UNITS		
Core Units		48 credits
ECO1201	<i>Micro-economics Kinh tế học vi mô</i>	4
ECO2101	<i>Macro-economics Kinh tế học vĩ mô</i>	4
ECO1101	<i>Political Economics Kinh tế chính trị</i>	3
QM2201	<i>An Introduction to Statistic Nguyên lý học thống kê</i>	4
MGT2201	<i>An Introduction to Management Nguyên lý học quản lý</i>	3
ACT2202	<i>Fundamentals of Accounting Kế toán cơ sở</i>	3
MAT1102	<i>Differential and Integral Calculus (1) Vi tích phân (1)</i>	4
MAT1202	<i>Differential and Integral Calculus (2) Vi tích phân (2)</i>	4
MAT1203	<i>Linear Algebra Đại số tuyến tính</i>	3
MAT2102	<i>Probability and Statistic Xác suất và thống kê số liệu</i>	3
MGT2203	<i>Operations research Vận trù học</i>	3
LAW2102	<i>Economics law Luật kinh tế</i>	3
CHI3103	<i>Economic History Lịch sử kinh tế học</i>	2
CHI3201	<i>The History of Western Management Ideas Lịch sử tư tưởng quản lý phương tây</i>	2
SOC2204	<i>Social Survey Điều tra xã hội</i>	1
BUS2104	<i>Thesis</i>	1

	<i>Viết luận văn</i>	
Optional Units <i>(Select 3 Units)</i>		06 credits
MGT3201	Management and Strategy <i>Chiến lược quản lý</i>	2
BUS3202	Public Relations <i>Quan hệ cộng đồng</i>	2
MGT3203	Human research management <i>Quản lý nguồn nhân lực</i>	2
MKT2205	Marketing <i>(Marketing)</i>	2
MGT2206	<i>Tổ chức hành vi học</i>	2
CHI3201	Commercial Chinese <i>(Hán ngữ thương mại)</i>	2
MÔN HỌC CHUYÊN NGÀNH VÀ MÔN HỌC THỰC TẾ		
Core Units		30 Credits
ECO3207	International Business <i>Kinh tế Quốc tế</i>	3
ECO4101	Quantitative Methods <i>Kinh tế lượng</i>	3
FIN3208	International Finance <i>Tài chính Quốc tế</i>	3
BUS4102	International Accounting <i>Kế toán Quốc tế</i>	3
BUS3101	International trading <i>Lý luận thương mại Quốc tế</i>	3
ECO3209	Cooperating in international business <i>Hợp tác kinh tế Quốc tế</i>	3
MKT4103	International Marketing <i>Marketing Quốc Tế</i>	2
LAW3102	Commercial law <i>Luật thương mại</i>	2
ECO3103	Introduction to International Business <i>Khái niệm kinh tế thế giới</i>	2
FIN2101	Currency <i>Tiền tệ</i>	3
BUS2202	Finance <i>Tài chính</i>	2
Optional Units <i>(Select 3 Units)</i>		06 credits
ENG2201	Commercial English <i>Tiếng Anh thương mại</i>	2
BUS3101	<i>Thông lệ mậu dịch</i>	2
MGT3203	Ex-import Management	3

	<i>Quản lý xuất nhập khẩu</i>	
BUS3203	E-commerce <i>Thương nghiệp điện tử</i>	2
LAW2204	Foreign economics law of Vietnam <i>Luật kinh tế đối ngoại Việt Nam</i>	2
BUS3201	Customs Reporting <i>(Báo hải quan)</i>	2
BUS4101	Báo kiểm tra	2
BUS2202	Commercial Cooperation <i>(Liên kết thương mại)</i>	2
BUS4103	International Bidding <i>(Mời thầu Quốc tế)</i>	2
MGT3204	Shipways <i>(Vận chuyển hàng hóa)</i>	2
Core Units (Practice)		13 Credits
BUS4201	Work Based Learning (International Trading) <i>Chuyên ngành thực hành (thương mại Quốc tế)</i>	3
BUS4101	Work Based Learning <i>(Thực hành chuyên ngành)</i>	4
BUS4102	Thesis <i>(Luận văn tốt nghiệp)</i>	6
Total Tổng số		130

PART V
SAMPLE FORMS

1. ĐƠN XIN ĐĂNG KÝ HỌC:

**SOCIALIST REPUBLIC OF VIET NAM
INDEPENDENCE- FREEDOM- HAPPINESS**

Thai Nguyen, dated on

APPLICATION FOR LEARNING

Dear, Department of Academic Affair and International Corporation

Full name.....Date of birth...../...../

Student ID:partial classes.....

Class students.....

On the basis of the semester planin 20... - 20.....of the faculty, I wrote this application for registration and respectfully request layout class room training for school children learn the following

1. Course name.....credits number.....

2. Course name.....credits number.....

I promise to follow the study plan was registered with the department and pay tuition in full, on time provisions

I sincerely thank you.

Training -room

comment of the homeroom teacher

Applicant

2. ĐƠN XIN RÚT BỚT HỌC PHẦN

**SOCIALIST REPUBLIC OF VIET NAM
INDEPENDENCE- FREEDOM- HAPPINESS**

Thai Nguyen, dated on.....

APPLICATION FOR WITHDRAWAL DOWN THE MODULE

Dear, Department of Academic Affair and International Corporation

Full name: Date of birth / /

Student ID:

Faculty/ Department:

At registration period semester schedule of the school year ... 20 ... 20....you have registered enough credits prescribed by the Faculty for the semester.

Specifically, the number of credits you are registeredcredits.

However, after consider the conditions of myself I realize that I need to cut some modules registered. Specifically as follows:

Order Number	Order Number withdraw	Credit	Registered section class
1			
2			
3			
...			

Reasons for withdrawal (please specify the reason students withdraw because school principal or as other conditions):

Learn refundable application fee:TC x.....đ / TC =

With the letter:

Note: for the students do not have to pay tuition fees, the the Faculty does not have to refund

- For students who paid tuition covers: from the 4th week of the semester and from 2nd week of the summer semester, if you want to ask withdrawal of modules and if approved will be withdrawn student modules compared with the registered but not be reimbursed for tuition credits withdrawal).

-I'm totally committed to responsible decision withdraw modules ask myself and to comply with the regulations of the Faculty on the issue of tuition refund after accepted withdrawal of registered modules.

I sincerely thank!

Head of Department

Comment of the homeroom teacher

Applicant

3. ĐƠN XIN ĐĂNG KÝ HỌC BỔ SUNG THÊM HỌC PHẦN

**SOCIALIST REPUBLIC OF VIET NAM
INDEPENDENCE- FREEDOM-HAPPINESS**

Thai Nguyen, dated on.....

APPLICATION FOR ACADEMIC MODULE ADDITION

(For students are not enrolled in enough credit schedule registration schedule specified)

Dear, Department of Academic Affair and International Corporation

Full name.....Date of birth...../...../.....

Students ID.....Class attendance:.....

Faculty/ Department:

At registration period semester schedule of the school year.....20..-
20...some course you have enrolled.....credits.

Reason for lack of registration.....

.....

Compared with ability of myself, I want to enrolled to learn more.....credits.

Pursuant to the registration on training credit issued and training plan of the Faculty of registration, I want to learn a number of modules in semester.....20....school year as follow:

Order number	Name of course	Credit	Classes section apply for the same
1			
2			
....			

I respectfully request that this letter of training room allow me to be enrolled in school department to add some summer semester following modules.

Addition tuitionTC.....x.....d/TC=.....

With the letter.....

(Students who pay tuition directly to the school in the finance department at the first school week otherwise tuition will not have the class name in the list).

I promise to follow the study plan was registered with the department and pay additional tuition fees in full and on time provision.

I sincerely thank!

Training room

opinion homeroom class teacher

Applicant

4. ĐƠN XIN KIỂM TRA SAI SỐT ĐIỂM HỌC PHẦN

**SOCIALIST REPUBLIC OF VIET NAM
INDEPENDENCE- FREEDOM- HAPPINESS**

Thai Nguyen, date on.....

APPLICATION ENROLL CHECKING MODULE

Dear, Department of Academic Affair and International Corporation

Full name.....Date of birth.../.../...

Students ID:

Faculty/ Department:.....Major.....

Enrollment courses.....long-term training systems focus(formal).

According to the learning outcomes of the semester in 20...-20...

Through time, I saw that my point module have deviation between point publication at Faculty office and point publication in website of Faculty, specially:

O der name	Name module	No module	N o credit	Full name teacher training in module class	Point modules published in the Faculty office	Point modules publish in the website
1						
2						
...						

I write this application to expect the training room reconsider point modules for me,
I apply assure that the thing above is true. If it is wrong I will be responsibility for the Faculty.

I sincerely thank!

The confirmed of management staff point.

Department

Applicant

5. ĐƠN XIN XÉT TỐT NGHIỆP

**SOCIALIST REPUBLIC OF VIET NAM
INDEPENDENCE- FREEDOM-HAPPINESS**

Thai Nguyen, Dated on.....

APPLICATION FOR GRADUATION

**Dear, - Dean of the International School
-Department of Academic affair and International cooperation
- Student Affair**

Full name.....Date of birth.../.../.....

Students ID:.....

Currently studying in class:

Enrollment courses.....term training focus(formal)

Permanent

address:.....

.....

I have completed the training program of study with result as follow:

- Total number of credit studied.....credit.

- Credit satisfactory (reading the point A,B,C,D).....credits.

- Cumulative GPA.....

Under the current registrations on credit training, I was eligible to be consider for recognition graduated. Major.....

Now, respectfully request that this letter dean of Faculty at the International school consider graduate to me in 20...-20....

I sincerely thank!

Applicant

6. ĐƠN XIN ĐĂNG KÝ HỌC CẢI THIỆN ĐIỂM

**SOCIALIST REPUBLIC OF VIET NAM
INDEPENDENCE – FREEDOM- HAPPINESS**

Thai Nguyen, dated on.....

APPLICATION FOR REGISTRATION OF SCHOOL IMPROVEMENT

Dear, Department of Academic Affair and International Cooperation

My name is: Born on / / /

Student ID : Classmodules.....

Class students:

During the school year 20... – 20... I have completed point the module according to the schedule of the school year. However, some modules not yet achieved the desired results.

Pursuant to the Regulation on training credits issued and training plan of the Faculty. I want to enroll in school to improve some section of the summer semester. I respectfully request that this letter of Training rooms allow I was be enrolled point improvement in some summer semester following modules:

Order name	module name	Number of credits	Point module achieved
1			
2			
.....			

Tuition improved points: TC x.....d / TC =

With the letter:

(Students who pay tuition directly to the school in the finance department at the first learn week. Otherwise pay tuition will not be in the list of classes).

I promise to follow the study plan was registered with the Faculty and pay the tuition fees and improve their scores in full, on time provisions.

I sincerely thank!

Department

Comment of the homeroom

Applicant

7. ĐƠN XIN PHỤC KHẢO BÀI THI KẾT THÚC HỌC PHẦN

**SOCIALIST REPUBLIC OF VIET NAM
INDEPENDENCE- FREEDOM- HAPPINESS**

Thai Nguyen, dated on.....

APPLICATION FOR FINAL EXAM REMARKING THE MODULE

Dear, - Dean of the International School

- Department of Academic affair and International Cooperation

Full name:

Student class: Industry:

I'm remarking exam:..... Module:

Date of Exam:..... Exam Time:..... execution time:

Issues list:..... Exam Room:..... Location:

Points gained:..... Point; Date of publication scores:

The reasons for the re-examination:.....

Looking forward to the faculty Board, Training Division (TT Division- KT & DBCLGD) review.

I sincerely thank!

Training room

who collected petition

Applicant

8. ĐƠN XIN HỌC SONG SONG HAI CHƯƠNG TRÌNH

**SOCIALIST REPUBLIC OF VIET NAM
INDEPENDENCE- FREEDOM- HAPPINESS**

Thai Nguyen, dated on.....

TWO PARALLEL APPLICATION PROGRAM

Dear, - Dean of the International School

- Department of Academic affair and International School

Full name: Date of birth / /

Student ID: class section

Class students:

Results graded academic semester / My last school year achieved.....

According to the Regulation on training under the current credit system and the learning ability of myself I realize that I have the ability to learn second training program of the Faculty after graduation I will be to add undergraduate degree.

Conditions of graded my academic semester / year the past school fully meets the regulations promulgated Regulation.

So I respectfully request that this letter of the Faculty enabling more I to be enrolled in the second program.with courses..... Began in 20....-20...

I promise to make good regulations, regulations of the Faculty of participated in the second program.

I sincerely thank!

Training room

Comments homeroom

Applicant

9. ĐƠN XIN NGHỈ HỌC TẠM THỜI

**SOCIALIST REPUBLIC OF VIET NAM
INDEPENDENCE- FREEDOM- HAPPINESS**

Thai Nguyen, date on.....

APPLICATION FOR TEMPORARY ABSENCES

**Dear, - Dean of the International School
- Students Affair
- Department of Academic Affair and International cooperation**

Full name:..... Date of birth:.....

Students ID:.....

Permanent address:.....

Results of the study period.....in 20...-20..

- Semester grade point average:

- Semester grade point(TBCTL ?)..... to the time of applying for off school.

I write this letter to respect that the International school was allowed a temporary stay of international during time.....semester, from semester.....in 20...-20... to the end of semester. With

reason.....
.....

I promise to comply fully the regulations of the department. I respectfully request that received the approval of the department.

I sincerely thank!

Parents comments

Applicant

10. ĐƠN XIN TIẾP TỤC TRỞ LẠI HỌC TẬP

**SOCIALIST REPUBLIC OF VIET NAM
INDEPENDENCE- FREEDOM-HAPPINESS**

Thai Nguyen Dated on....

APPLICATION FORM FOR CONTINUE STUDY

Dear: - **Dean of the International School – Thai Nguyen University**
- **Student affair**
- **Department of Academic affair and International Corporation**

Full name:.....Date of birth...../...../.....

Address:.....

Faculty/Department:.....

Student ID:..... Class.....

Registered academic program

Mode of study (Full time/ short time)

Whereas, The Decision No.dated.....month.....year....., The International School of Thai Nguyen University allow me to drop school from..... 20....- 20.. to 20.....- 20.....

After finishing the rest time based on the Decision, I write this letter requesting to continue studying in the International School of Thai Nguyen

University..... started from 20... to 20

I promise to implement fully the provisions of the International School.

Thank you very much!

Sincerely,

Father's Sign

**Applicant
Sign**

11. ĐƠN XIN THÔI HỌC

**SOCIALIST REPUBLIC OF VIET NAM
INDEPENDENCE- FREEDOM-HAPPINESS**

Thai Nguyen, Dated on....

APPLICATION FOR WITHDRAWING

- Dear,**
- **Dean of the International School**
 - **Students Affair**
 - **Department of Academic Affair & International cooperation**

Full name:.....Place of birth.....

Faculty/ Department:..... Major.....

Students ID:.....

Permanent address:.....

I write this letter to consider the Faculty allowed to the end of learning at the Faculty from.....to.....

The reason of dismissal from school.....

.....

.....

I'm glad to receive the approval of the Faculty and I would like to withdraw all documents files with the department.

Thank you very much!

Sincerely,

Comments of the parents

Applicant

12. GIẤY XÁC NHẬN (Cho SV đang theo học các chương trình đào tạo tại Khoa Quốc tế)



**INTERNATIONAL SCHOOL
Thai Nguyen University**

CERTIFICATE OF ENROLLMENT

The International School of Thai Nguyen University hereby certify that the student with the information stated below is currently enrolled in the undergraduate course:

Full name:

Sex:

Date of birth:

Place of birth:

Student ID.:

Date of enrollment:

Registered academic program:

Mode of study:

Academic year:

Academic semester:

Faculty/Department:

Expected date of graduation:

This certification shall be used for whatever legal purpose it may serve and only be valid during the mentioned student studies at the International School of Thai Nguyen University.

Issued this day of , 2014 at the International School of Thai Nguyen University, Thai Nguyen City, S.R. of Vietnam.

Verified by:

Certified by:

Assoc. Prof. Nguyen Tuan Anh, Ph.D.
Dean

PART VI

GIỚI THIỆU VỀ CÁC TRƯỜNG ĐỐI TÁC (tại lieu phan broche)

