

No.: 15/2014/TT-BGDĐT

Hanoi, May 15th, 2014

CIRCULAR

On promulgating the Regulation on master's degrees training

Pursuant to the Education Law dated June 14, 2005; Law amending and supplementing a number of articles of the Education Law dated November 25, 2009;

Pursuant to the Law on Higher Education dated June 18, 2012;

Pursuant to the Decree No. 36/2012/ND-CP dated April 18, 2012 of the Government on defining the functions, tasks, powers and organizational structures of ministries and ministerial-level agencies;

Pursuant to the Decree No. 32/2008/ND-CP dated March 10, 2008 of the Government on defining the functions, tasks, powers and organizational structures of the Ministry of Education and Training;

Pursuant to the Decree No. 115/2010/ND-CP dated December 24, 2010 of the Government on defining the responsibility of State management on education;

Pursuant to the Decree No. 141/2013/ND-CP dated October 24, 2013 of the Government on detailing and guiding the implementation of a number of articles of the Law on Higher Education;

At the proposal of the Director General of the Higher Education Department;

The Minister of Education and Training decides:

Article 1. Regulation on the training of master's degrees shall be issued together with this Circular.

Article 2. This Circular shall take effect on July 1, 2014 and replace the Circular No. 10/2011/TT-BGDĐT dated February 28, 2011 of the Minister of Education and Training promulgating the Regulation on master's degree training.

Article 3. The Chief of the Office, Director General of the Department of Higher Education, Heads of the concerned units under the Ministry of Education and Training; Heads of higher education institutions which are assigned or authorized to provide the training of master's degrees shall be responsible for the implementation of this Circular.

PP. MINISTER

Recipients:

- Office of the General Secretary;
- Office of the President;
- Office of the Government;
- Office of the National Assembly;
- National Assembly Committee for Culture, Education, Youth, Adolescents and Children;
- Central Propaganda Department;
- Ministries and Ministerial-level agencies;
- Department for Examination of Legal Documents (Ministry of Justice);
- State Audit;
- Gazette;
- Website of the Government;
- Website of Ministry of Education and Training;
- As Article 3 (for implementation);
- Filed: Archive, Legal Department, Department of Higher Education.

DEPUTY MINISTER

(Signed)

Bui Van Ga

REGULATION

On training on master's degrees

(Issued together with Circular No. : 15/2014/TT-BGDĐT dated May 15, 2014 of the Minister of Education and Training)

Chapter I

GENERAL PROVISIONS

Article 1. Scope of regulation and subject of application

1. This Regulation prescribes the training on master's degrees, including: enrollment, training programs, training activities, tasks and powers of training institutions, lecturers, students; inspection, examination, settlement of complaints and denunciations and handling of violations in master's degree training.

2. This Regulation is applicable to national universities, regional universities, universities (including member universities of national and regional universities), academies (hereinafter collectively referred to as training institutions) which are assigned or authorized to provide the training of master's degrees; organizations and individuals involved in the training of master's degrees.

3. This Regulation is not applicable to foreign-invested training institutions and master's degree programs associated with foreign training institutions and granted by foreign educational institutions.

Article 2. Training objectives

The training of master's degree is to help students supplement, update and improve their knowledge of the disciplines or majors; strengthen interdisciplinary knowledge; have in-depth knowledge in a particular field of

study or the skill to apply such knowledge to professional practices; have ability to work independently, think creatively and ability to detect and solve problems in the training disciplines or majors.

Article 3. Training form, language and duration

1. The training of master's degrees is conducted in the form of regular education.

2. The official language used in the training of master's degrees is Vietnamese. The training of master's degrees in foreign languages shall be decided by the training institutions according to the Prime Minister's regulations.

3. Duration of the training of master's degrees is from one to two academic years. Specifically:

a) At least 1 academic year for disciplines and majors with a university degree of 5 years or more and a cumulative academic load of 150 credits or more;

b) Between 1.5 and 2 academic years for disciplines and majors which are not specified in Point a of this Clause;

c) Based on the provisions on training programs in Clause 3, Article 20 of this Regulation, heads of training institutions shall specify the training duration and the extension of the training duration suitable to each training discipline or major. Duration of extended training shall not exceed two years in comparison with the duration specified in Points a and b of this Clause.

Chapter II

ENROLLMENT

Article 4. Method of enrollment, number of enrollment and place of enrollment

1. The methods of enrollment for master's degree training includes: entrance exam for Vietnamese and profile evaluation for foreigners who wish to study for a master's degree in Vietnam.

2. The master's degree enrollment is held twice a year. Heads of training institutions shall base on their study demands and practical situation to determine the number of enrollments, time of enrollment for next year and report to the Ministry of Education and Training in December each year (sample report in Appendix I).

3. The place of entrance examination shall be the head office of the training institution stated in the discipline registration dossier and the competent agency shall examine and certify the practical conditions to ensure the training quality according to the regulations before allowing to open disciplines, majors for master's degree training. The organization of entrance examinations outside the prescribed places must be permitted by the Minister of Education and Training.

4. The regulations of the training institutions on the enrollment method, number of enrollment, time of enrollment in the year and place of enrollment must be posted on the websites of the training institutions.

Article 5. Entrance examination subjects

1. The entrance examination consists of 3 subjects determined by the head of the training institution, specifically as follows:

a) Foreign language subject and foreign language proficiency of candidates for each training discipline or major (including the second language for candidates for foreign language majors) shall be determined on the basis of the requirements of the master's degree program and the foreign language proficiency requirements for the students prior to the dissertation defense as specified in Point b, Clause 2, Article 27 of this Regulation;

b) Two other subjects, including a core subject of the training discipline or major, shall be determined according to the requirements of the training discipline or majors. Each subject can examine a subject's knowledge or combine with examining knowledge of a number of undergraduate subjects;

c) For particular disciplines or majors or application-oriented master degree programs, the training institutions may replace non-core subjects specified in Point b of this Clause by other competence examination methods according to the requirements of the training discipline or major. This replacement (if any) must be specified in the regulation on examination requirements, scales and implemented for all candidates enrolling in the training disciplines or majors.

2. Entrance exam subjects and methods of examination of candidates' competences specified in Clause 1 of this Article must be determined in the training discipline or major opening schemes, included in the document which prescribe contents of training institutions' Regulations in details. The change of the entrance exam subjects or the method of examination of candidates' competences shall be decided by the head of the training institutions at the request of the Scientific and Training Council and reported to the Ministry of Education and Training before the enrollment announcement.

3. Candidates having the foreign language proficiency in accordance with the requirements of the foreign language examinations of training institutions and in one of the following cases shall be exempt from foreign language examinations:

a) Have a university degree, master's or doctoral degree trained full time abroad and recognized by the competent agency according to current regulations;

b) Have a university degree in advanced program under the Scheme of the Ministry of Education and Training on advanced training programs in a number of Vietnamese universities or high-quality engineer certificate (PFIEV)

recognized by the commission on engineering degrees (CTI, France), jointly granted with foreign partners;

c) Have a university degree in foreign languages;

d) Have a foreign language proficiency certificate specified in Point b, Clause 2, Article 27 of this Regulation or equivalent (Appendix II) within 2 years from the date of certificate issuance to the date of enrollment registration, issued by an institution authorized or recognized by the Ministry of Education and Training. Heads of the training institutions shall have to evaluate and take responsibility for the authenticity of the foreign language certificates before recognizing equivalents according to Appendix II.

Article 6. Disciplines which are the same as, appropriate with, similar to or different from the disciplines or majors registered for enrollment

1. University majors shall be identified to be the same or appropriate discipline with the enrolled discipline for the master's degree when they are in the same List of level 4 education and training of master's degree or the difference between total number of lessons or credits of these two disciplines at undergraduate level is under 10%.

2. University majors shall be identified to be the similar discipline with the enrolled discipline for the master's degree when they are in the same discipline group in the List of level 3 education and training (except as provided for in Clause 1 of this Article) or the difference between total number of lessons or credits of these two disciplines at undergraduate level is from 10% to 40%.

3. University majors shall be identified to be different discipline with the master's degree discipline when they are not in the same discipline group in the List of level 3 education and training (except as provided for in Clause 2 of this Article)

4. List of similar disciplines which students can take exam in each discipline or major for master's degree programs and list of different disciplines which students can take exam in management and administration disciplines for master's degree programs shall be determined by the heads of the training institutions in the dossier of application for permission to train in the master's degree discipline or major. The change of this list shall be decided by the heads of the training institutions at the request of the Scientific and Training Council and reported to the Ministry of Education and Training before the enrollment.

Article 7. Supplementing knowledge

1. Students, who have a university degree in a discipline similar to or different from the master's degree discipline or major as specified in Paragraphs 2, 3 and 4, Article 6 of this Regulation, must supplement their undergraduate studies prior to registration. Students are required to pay tuition fees for additional subjects at the tuition fee levels prescribed for the undergraduate programs.

2. At the proposal of the head of the specialized unit in charge of the master's degree discipline or major, the head of the training institution shall decide:

a) Supplement of knowledge for students who have a university degree in the same or appropriate discipline or major but graduated for many years, or whose university degree is granted by other training institutions, if necessary;

b) The contents of additional knowledge for candidates as specified in Clause 1 and Point a of this Clause;

c) To organize the supplementary study and publicly announce the regulations on supplementary study on its websites.

Article 8. Examination subjects and requirements

Subjects of the master's degree examination are citizens of the Socialist Republic of Vietnam who meet the following requirements:

1. Regarding degree

a) Have graduated from a university in the same or appropriate discipline with the discipline or major registered for master's degree training examination as specified in Clause 1, Article 6 of this Regulation;

b) Have graduated from a university in the similar discipline with the discipline or major registered for master's degree training examination as specified in Clause 2, Article 6 and have supplemented their knowledge as specified in Article 7 of this Regulation;

c) University graduates of some different disciplines as specified in Clauses 3 and 4, Article 6 of this Regulation may register for examinations of master's degree discipline or major in the field of management and administration after having supplemented their knowledge as specified in Article 7 of this Regulation;

d) Recognition procedures must be carried out for university degrees issued by foreign educational institutions according to current regulations;

e) Based on the conditions of the training institutions and the requirements of the training disciplines or majors, the heads of the training institutions shall specify the degree requirements for candidates.

2. Regarding professional work experience: Depending on the requirements of each training discipline or major, on the basis of the proposal of the Scientific and Training Council, the heads of the training institutions shall specify the professional working duration to accumulate practical experience before registration. In the case of those who have graduated from different disciplines register for enrollment into disciplines or majors in the field of management and administration, they must have at least 2 (two) years of work experience in the registered fields.

3. Personal profile is clear, not in the time of discipline from the level of warning and not during the time of criminal enforcement, confirmed by the citizen management office in the locality where they are working or by the local government of their place of residence.

4. Be physically fit to study. For the children of those took part in resistance war and are victims of toxic chemicals according to the provisions of Point e, Clause 1, Article 9 of this Regulation, the heads of training institutions shall consider and decide to allow them to take the entrance examinations depending on their health and requirements of the disciplines.

5. Submit dossiers fully and on time as specified by the training institutions.

Article 9. Preferential subjects and policies

1. Preferential subjects

a) Persons who have worked for two consecutive years or more (by the submission deadline of entrance exam registration dossiers) in localities defined as Region 1 in the current Regulation on regular university and college enrollment. In this case, candidates shall have to decide on the receipt of work or transfer or secondment of work by competent agencies or organizations;

b) War invalids, beneficiaries of policies like war invalids;

c) Children of martyrs;

d) Heroes of armed forces, labor heroes;

e) Ethnic minority people who have registered for permanent residence for 2 years or more in localities specified in Point a of this Clause;

f) Children of people took part in resistance war and are victims of toxic chemicals, who are recognized by the provincial-level People's Committees as deformed, or degraded self-reliance in daily life or study as a result of toxic chemicals.

2. Preferential level

Candidates who are subject to preferential policies as specified in Clause 1 of this Article (including those under many preferential subjects) shall be added 10 points to the results of foreign language exams (scale of 100) if they are not eligible for foreign language examination exemption as specified in this Regulation and added 1 point (scale of 10) for 1 out of 2 examination subjects as specified in Points b and c, Clause 1, Article 5 of this Regulation, as prescribed by the training institutions.

Article 10. Enrollment announcement

1. The training institution shall issue an announcement of enrollment at least three months before the entrance examination day. Announcement of enrollment must be posted on the bulletin board and posted on the websites of

the training institutions; posted on newspapers and on the website of the Ministry of Education and Training (email to: duatin@moet.edu.vn).

2. Contents of enrollment announcement shall include: examination requirements; list of same, similar, different disciplines which students can take exam by training discipline or major; enrollment target of each training discipline or major; exam subjects, examination contents and format of the examination papers or requirements and the scale of examination of competence prescribed at Point c, Clause 1, Article 5 of this Regulation (if any); exams or tests which preferential points can be added; registration documents; location, time for receiving dossiers, examination schedule; time of announcement of enrollment results; course start time and duration; other essential information for candidates in the entrance examination.

Article 11. Examination registration, exam admission ticket sending

1. Dossiers and procedures for registration and examination of registration dossiers; making list of candidates, making exam sitting cards, sending exam admission tickets to candidates shall be done in accordance with the regulations prescribed by the heads of the training institutions.

2. List of qualified candidates shall be posted publicly on the websites of the training institutions at least 3 weeks before the examination date of the first subject.

Article 12. Admission council and council assisting committees

1. The admission council shall be established by the head of the training institution. Members of the council include:

a) Council chairman: The head of the training institution or its deputy head authorized by its head;

b) Council vice chairman: Deputy head of the training institution;

c) Permanent members: head or deputy head of postgraduate training management unit;

d) Members: some head of deputy heads (departments, faculties) directly involved to the examination.

2. Chairman of the admission council shall decide to establish its assisting committees.

3. Tasks and powers of the council chairman, vice chairman, permanent members and members; the organization, standards of participation, tasks and powers of the council assisting committees shall comply with the regulations promulgated by the head of the training institution.

4. Persons whose parents, spouse, children or siblings taking the entrance exam are not allowed to participate in the admission council and council assisting committees.

Article 13. Entrance exam papers

1. The contents of the entrance examination for master's degree training must meet the following requirements:

a) In accordance with higher education program, able to evaluate and classify candidates;

b) In accordance with the time specified for each subject exam;

c) Be scientific, accurate, clear, close and cover examination content announced in the enrollment announcement of the training institution, within the scope of higher education program.

2. Examination format shall be decided by the head of the training institution at the proposal of the head of the specialized unit and specified in the enrollment announcement. Examination format of foreign language subjects must ensure the determination of the foreign language proficiency prescribed by the training institution, based on the 6-level foreign language proficiency framework for Vietnam issued by the Ministry of Education and Training (hereafter referred to as the 6-level foreign language proficiency framework for Vietnam).

3. Examiners (including the exam bank draftsman, the referrer of original exam papers, the head of the exam subject and the exam paper reviewer) must satisfy the following conditions:

a) Have professional qualifications suitable with the contents of examinations, have the sense of responsibility, professional prestige and experience in setting exam questions;

b) Those who set exam questions for foreign language subjects must have master's degree or higher; those who set exam questions for other subjects must have doctoral degree;

c) Keep secrets about the examination setting process, take responsibility for the contents and quality of exam questions; be disciplined if they make set wrong exam questions or violate the rules and procedures of exam question confidentiality.

4. Exam questions are used either from the examination bank or set independently

a) If using the examination bank, the bank must have a minimum of 100 questions for constructed-response exam or 30 times the number of questions per exam for other forms of examination to construct at least 3 exam papers for each subject; or at least 30 complete exam papers to choose at least 3 exam papers randomly;

b) In the case of setting exam papers independently, each subject must have at least 3 original exam papers submitted by three different people so that the examination head can combine into two or three exam papers. Chairman of the admissions council shall personally invite people who submit question papers, receive the original exam papers and keep their information confidentially.

5. The process of exam paper setting, the confidentiality of exam papers, the handling of abnormal problems of examination papers shall comply with the provisions of the Regulation on regular university and college enrollment.

6. Scale of a foreign language subject is 100-point scale or other scales that can be converted to 100-point scale; scale of other subjects is a 10-point scale or other scales that can be converted to 10-point scale.

7. Heads of the training institutions shall specify the matters related to the entrance exam papers at the request of the training institutions and the requirements of the training disciplines or majors.

8. Chairman of the admission council shall be responsible for the organization of exam paper setting complying with the provisions of this Regulation and the lawful regulations of the training institution; decide and take responsibility for the handling of abnormal problems which arise in the exam paper setting work but have not yet prescribed in the regulations.

Article 14. Organization of entrance examination

1. Exams are held on consecutive days. Specific exam timetable must be included in the enrollment announcement.

2. Examination area must be relatively independent, safe and quiet; there must be at least 2 supervisors/maximum 30 candidates; distance between two adjacent candidates in the exam rooms must be 1.2 m or more.

3. Heads of training institutions shall specify the organization of entrance examination to ensure transparency, safety, seriousness and quality; specify the duration of each exam, internal rules of exam rooms, supervisor's standards and other issues according to the requirements of organizing the entrance examination.

4. Chairman of the admission council shall be responsible to organize the entrance examination according to the provisions of this Regulation and the lawful regulations of the training institution.

Article 15. Entrance exam marking

1. Heads of the training institutions shall specify the procedures for construction of exam answers, criteria for examiners, handing the results of marking, examination of exam marks and other necessary matters as required by the exam marking. Do not round up exam marks during the entrance examination of master's degree.

2. Head of examiner board shall take responsibility for organizing the exam marking according to the provisions of this Regulation and the lawful regulations of the training institution; promptly report to the chairman of the admission council on abnormal problems which have not been prescribed and arise during exam marking for direction of settlement.

3. Examiners shall be responsible for the implementation of the regulations on marking; ensure the fair and objective marking, according to the answers;

take responsibility for the results of the examination and be disciplined if the wrong marking leads to changes in the enrollment results of the candidates.

4. In case of necessity, the Minister of Education and Training shall decide to set up or authorize a training institution or a specialized unit to set up an appraisal council for a part or the entire of the entrance exam papers. This council has a minimum of 3 people, working on the principle of consensus, they have final authority over the official mark of the exam. The organization of dialogue between the appraisal council and the examiners, re-marking examiners or the request for explanation before concluding the exam mark shall be decided by the chairman of appraisal committee, on the basis of proposals of council members.

Article 16. Requirements of admission, enrollment

1. Candidates eligible for selection must score 50% of the scale for each exam (after adding preferential point, if any).

2. Based on the target announced for each training discipline or major and the total marks of the two exams of each candidate (not included in the foreign language subject), the admission council shall determines the admission mark.

3. In case there are many candidates who have the same above-mentioned total marks for the two exams (after adding preferential point, if any), the successful candidates shall be determined according to the following priority order:

a) Female candidates are prioritized according to the provisions of Clause 4, Article 16 of Decree No. 48/2009/ND-CP dated May 19, 2009, on measures to ensure gender equality;

b) People with higher marks in core subjects of the discipline or major;

c) People who is exempt from foreign language examination or have higher marks in foreign language examination.

4. Heads of training institutions shall base on the training discipline, undergraduate results; the required language proficiency of the training program and Vietnamese language proficiency for admission of foreigners who wish to study master's degrees in Vietnam; in cases where there is a treaty or a cooperation agreement between the Vietnamese Government and a foreign government or an international organization on the reception of foreigners coming to Vietnam to study master's degrees, the regulations of such treaty or cooperation agreement shall be applied.

Article 17. Decision on admission and recognition of students

1. Chairman of the admission council shall report to the head of the training institution on the admission and examination results; propose the method for determining the admission marks, tentative list of successful candidates. The head of the training institution shall decide on the method for determining the admission mark on the basis of the determined target, sign to approve the list of

successful candidates and announce them publicly on the website of the training institution.

2. The training institution shall send a notice of admission to the candidates on the list of successful candidates at least 15 days prior to the admission date.

3. The heads of the training institutions shall issue decisions to recognize students of the master's courses for successful candidates who have registered for admission, report to the Ministry of Education and Training according to the provisions of Point a, Clause 1, Article 33 of this Regulation.

Article 18. Enrollment inspection and supervision

1. The enrollment inspection shall comply with the current regulations on organization and operation of exam inspection stipulated by the Minister of Education and Training. The enrollment checking shall comply with the regulations on functions and tasks of competent units and agencies.

2. The ministers, the heads of the ministerial-level agencies, the agencies under the Government, and the chairmen of the provincial-level People's Committees shall be the managing agencies of the training institutions, which shall set up inspection teams or appoint their officers to coordinate with the inspectorates of the Ministry of Education and Training to inspect the implementation of regulations on enrollment at training institutions under its management.

3. Heads of the training institutions shall take responsibility to organize the inspection, checking and supervision of all stages in the enrollment work at their institutions according to the regulations of the Ministry of Education and Training.

4. People who have relatives (parents, spouse, children, siblings) taking entrance exams for master's degree programs shall not be allowed to participate in the inspection, checking and supervision of enrollment.

Chapter III

TRAINING PROGRAMS

Article 19. Construction of training programs

The master's programs are constructed towards research and/or application, specifically:

1. The research-oriented training programs provide students with in-depth knowledge of the disciplines or majors and methods of scientific research in order to independently study and develop their scientific views and theories, they initially can form scientific ideas, findings, discoveries and test new knowledge; can perform works in research, teaching, consulting and policy making positions or other positions in the training disciplines or majors; can continue to participate in doctorate programs.

2. Application-oriented training programs help students to improve their professional knowledge and professional skills; they will have the ability to work independently and creatively; be able to design products, apply research results, findings and perform complex tasks in professional activities, promote and effectively use specialized knowledge in the implementation of specific tasks, suitable to practical conditions at economic agencies, organizations and units; be able learn some basic knowledge of the disciplines and research method as required by the doctoral degree to further participate in doctorate programs.

Article 20. Requirements for the construction of training programs

When constructing programs, training institutions must meet the following requirements:

1. Depend on the capacity, conditions and development orientations for each training discipline or major and the actual needs of the use of human resources with master's degree to develop and implement master's degree program towards research and/or application.

2. Clearly define the objectives, the output standards of each training discipline or major; the academic load, the program structure and the requirements for the dissertation in accordance with the research or application orientation and in accordance with the current regulations.

3. Ensure a minimum academic load of 30 credits for a one-year program; a minimum of 45 credits for a one-and-a-half year program and a minimum of 60 credits for a two-year program. The academic load of each credit shall be in accordance with the provisions of the current Regulations on regular higher education and college training under the current credit system.

4. The program contents aim at achieving the objectives and identified output standards; ensure that the students' knowledge on the disciplines or majors is supplemented and improved; strengthen interdisciplinary knowledge; raise the capability to perform professional work and scientific research in the training disciplines or majors. Knowledge at university level, if necessary to recall, may not exceed 5% of the prescribed time for each subject.

Article 21. Structure of training programs

Master's degree programs consist of three parts: general knowledge, basic and specialized knowledge, master's dissertation.

1. General knowledge: including philosophy and foreign language (if any).

a) Philosophy subject has the load as prescribed by the Ministry of Education and Training;

b) Foreign language subject: based on the foreign language proficiency of successful candidates and the requirements for foreign language proficiency before the dissertation defense as specified in Point b, Clause 2, Article 27 of

this Regulation, the training institution shall stipulate appropriate academic load of foreign language subject.

2. Basic and specialized knowledge: Consisting compulsory and elective subjects. In which, elective subjects make up at least 30% of the training program load. Heads of the training institutions shall organize the construction of the number of elective subjects more than the number of subjects which students are allowed to choose.

3. Dissertation: Minimum academic load of 7 credits.

4. Depending the training program is research-oriented or applied-oriented, the training institution shall decide the percentage of basic and specialized knowledge and thesis in the training program.

Article 22. Competence to construct and promulgate training programs

1. Heads of the training institutions shall organize the construction of training programs in accordance with the current regulations on the requirements for opening the master's degree disciplines or majors and on the process of constructing, evaluating and promulgating training programs. For application-oriented programs, their development must involve the participation of organizations or individuals doing practical work in the field of employment after training.

2. At the end of each training course, heads of the training institutions shall consider the revision, updating, supplementation and finalization of the training programs to meet the requirements of improving the quality and accessing to training programs of advanced countries. The amendment and supplementation of training programs (if any) shall comply with the current process of constructing, evaluating and promulgating training programs.

3. Head of the training institution shall decide on the use of the master's degree program being applied at an advanced university in the world, which has been accredited by an educational quality accreditation organization approved by the Ministry of Education and Training and adapted to Vietnam, ensuring that the philosophy subject is in accordance with the regulations, adopted by the scientific training council of the training institution and must comply with the current provisions of intellectual property law.

Chapter IV

TRAINING ACTIVITIES

Article 23. Training location

1. The location where master's degree program takes place shall be the head office of the training institution, examined and certified the practical conditions by the competent agency to ensure the training quality according to the regulations before allowing to open master's degree disciplines or majors.

2. In case of necessity, for application-oriented master's degree programs, the Minister of Education and Training shall permit or decide the organization of partial training outside the training institution, even at its branches (if any).

Article 24. Organization of training

1. The training of master's degrees is conducted under the credit system.

2. Master's degree courses are held full-time for study, research to implement the training programs.

Particularly for application-oriented master's degree programs, the training institution may organize full-time sessions provided that the total time for completion of the program must be equal to the time prescribed in Points a and b, Clause 3, Article 3 of this Regulation. In this case, the time required to complete the course as planned must be longer than the designed time to complete the training program and must comply with the provisions of Point c, Clause 3, Article 3 of this Regulation.

The duration of teaching the master's degree is the duration applied to the regular higher education of the training institution, with the service of the library and the related units.

3. Teaching of contents in the master's degree program must be done by the combination of studying in the classroom with self-studying, self-researching; attach importance to students' capability of detecting and solving problems in the training discipline or major and students' capability of independent scientific research and handling of practical problems.

4. At the beginning of the course, the postgraduate management unit must inform the students about the training program of the whole course, syllabus of the subjects in the program; study plans; examination and re-examination plans; time of dissertation defense and re-defense; rules of the training institution which are relevant to the course.

The syllabus of the subject must clearly state: Objectives, number of credits, prerequisite subjects, content, form of teaching, form and method of assessment, learning materials of the subject and other contents as required by the subject and in accordance with the regulations of the training institution.

5. Training institution shall not oblige students to take foreign language subject at its premise, but must organize teaching (if required by the students) and evaluate the subject as specified in Clause 4, Article 25 of this Regulation.

6. Heads of the training institutions shall have to invest in the construction of facilities, laboratories, practical equipment or contracts with agencies, organizations and economic units etc. to ensure the conditions of research, experiment, practice and practical application for students in accordance with the requirements of the disciplines or majors and types of training programs.

7. Head of the training institutions shall base on the provisions of this Regulation and the Regulation on regular university and college training under

the credit system to specify the construction, amendment, supplementation and to approve the subject syllabus; to stipulate the organization of training its master's degree programs.

Article 25. Exams, tests and evaluation.

1. Subject evaluation must meet the following requirements:

a) Be objective, accurate, fair and be able to classify students; public and transparent regulations on evaluation and evaluation results of the subjects;

b) Tests and exams must be in line with the content and ensure the subject objectives defined in the syllabus;

c) Correct evaluation forms and methods as defined in the subject syllabus;

d) Incorporate regular tests in the learning process with the final exam;

e) Combine some evaluation forms (exercises, essays, practical results, special reports, written exams, oral tests etc.) in accordance with the requirements of the subjects;

f) Incorporate the assessment of students' sense of diligent learning, independence and creativity.

2. Grades of regular tests and final exam are scored on a scale of 10, rounded to a decimal. GPA is the total mark of regular tests and final exam, multiplied by the corresponding weight, rounded to a decimal. The subject is satisfactory (cumulative subject) when its GPA is 4.0 or higher. If GPA is lower than 4.0, the students must retake the course or transfer to another equivalent subject (if elective).

3. If the average GPA of unsatisfactory subjects do not reach 5.5 or higher as specified in Point a, Clause 2, Article 27 of this Regulation, students must re-enroll one or more subjects with the grade below 5.5 or alternatively, they may transfer to another equivalent subject (if elective). The accredited grade after retaking is the highest grade in the two times taking the subject.

4. For foreign language subject (including second language for foreign language students): Based on the 6-level foreign language proficiency framework for Vietnam and Point b, Clause 2, Article 27 of this Regulation, the heads of training institutions shall organize the evaluation of the students' foreign language subject (including those who do not register to study foreign language at the training institutions).

5. Students are exempted from assessment of foreign language subject, meet the requirements on foreign language according to Point b, Clause 2, Article 27 of this Regulation in the following cases:

a) Subject to the provisions of Points a, b and c, Clause 3, Article 5 of this Regulation;

b) Subject to the provisions of Point d, Clause 3, Article 5 of this Regulation and certificates remain valid for 2 years up to the date of submission of dissertation according to regulations of the training institutions;

c) Study master's degree programs in foreign languages permitted by the competent agencies; foreign language proficiency when successfully enrolled is at least Level 3/6 according to the 6-level foreign language proficiency framework for Vietnam or equivalent; students are taught, can write and defend their dissertation in foreign languages.

6. Heads of training institutions shall base on the provisions of this Regulation and the Regulation on regular university and college training under the current credit regime in order to specify the contents: subject evaluation, number of tests, requirements of final exam, weight of test grade and exam grade; usage of 10-point scale and letter scale of A, B, C, D, F (equivalent to 5 types: Excellent, good, average, below average and weak) when grading subjects; re-taking subjects (including for subjects of GPA 5.5 or higher if students demand and training institutions approve); grading average points of subjects (cumulative GPA)

Article 26. Dissertation

1. Dissertation topic

a) Dissertation topic is published by the head of the specialized unit or proposed by the student with the attached research proposal, and approved by the supervisor and the head of the specialized unit;

b) Head of the training institution shall issue a decision to assign the topic to the student and appoint the supervisor at least 6 months prior to the dissertation defense, at the proposal of the head of the specialized unit and the head of the postgraduate training management unit;

c) Any change to the topic before the dissertation defense shall be decided by the head of the training institution, on the basis of the student's proposal, agreed by the supervisor and the head of the specialized unit. The change of topic in other cases shall be prescribed by the head of the training institution.

2. Requirements for dissertations:

a) Dissertation of the research-oriented program is a scientific report, with new theoretical and academic contributions or new findings in the research of a topical scientific issue in the training major;

b) Dissertation of the application-oriented program is a thematic report on research results solving a problem posed in practice or report on the results of the organization, application of a theoretical research, new model etc. in the major into reality;

c) Dissertation must have scientific, practical, cultural, and moral values and conform to fine customs of Vietnamese people;

d) Dissertation must comply with other current provisions of intellectual property law. The use or citation of the research results of other persons or co-authors must be cited fully and clearly at the quoted position and in the reference list. The research results in the dissertation must be the result of the author's own work, not published by any person in any research work;

e) Dissertation is scientifically, clearly, coherently, precisely presented and not erased.

3. Heads of training institutions shall specify the manner of presenting dissertation according to the requirements of each training discipline or major and other issues related to the dissertation.

Article 27. Dissertation guidelines and dissertation defense requirements

1. Dissertation guidelines

a) Each dissertation has one or two supervisors. Where there are two supervisors, the first and the second supervisor must be clearly identified in the decision to assign the topic and the supervisors;

b) People with the title of professor are allowed to supervise up to 7 students; people with doctoral degrees in science or with the title of associate professor are allowed to supervise up to 5 students; people with a doctoral degree of one year or more are allowed to supervise up to 3 students at the same time, including students of other training institutions;

C) As for the dissertation in the application-oriented training program, the second supervisor may be a master's degree holder of 3 years or more in the same discipline and have at least 15 years of experience working in the field of the topic; is allowed to supervise up to 2 students at the same time, consisting students in all training institutions where they supervise.

2. Dissertation defense requirements:

a) Students must complete the training program, have average GPA of 5.5 or higher (on a scale of 10) or grade C or higher (on a letter grading scale);

b) Achieve foreign language proficiency stipulated by the head of the training institution at the request of the science and training council but must be at least level 3/6 or higher according to the 6-level foreign language proficiency framework for Vietnam or equivalent (Appendix II);

c) Have an application for defense which honors of the truthfulness of the research results, and is certified by the supervisor that it meets the requirements specified in Clause 2, Article 26 of this Regulation;

d) Not subject to criminal prosecution and not subject to disciplinary suspension;

e) Not denounced according to the law on scientific content in the dissertation.

Article 28. Dissertation evaluation council

1. Head of the training institution shall issue a decision on establishment of the dissertation evaluation council, at the proposal of the head of the specialized unit and the head of the postgraduate training management unit, within a maximum period of 30 working days from the date the students submit the dissertations and meet the requirements for dissertation defense stipulated in Clause 2, Article 27 of this Regulation.

2. Dissertation evaluation committee has five members, including: chairman, secretary, two reviewers and members. The council has at least two members outside of the training institution, belonging to two different units; of which, at least one person is the reviewer.

3. Requirements for dissertation evaluation council members:

a) Council members are those who hold a doctoral degree of at least 2 years or more, or have the title of associate professor, professor of the same training discipline or major with the students, knowledgeable of the dissertation topic.

For application-oriented dissertation, amongst council members who are outside of the training institution, there should be at least one person working in the field of the dissertation topic. In case there are no people who are working in the field and meeting the requirements for council members as mentioned above, master's degree holder of 3 years or more in the same discipline, who at least 15 years of experience in the same field of the dissertation topic can be invited to be council member;

b) Chairman of the council is a person with professional competence and scientific credentials, with experience in the organization of the affairs of the council;

c) Reviewer must be proficient in the dissertation topic.

d) Dissertation supervisor; people who are parents, spouse, children or siblings of the dissertation defender shall not participate in the council;

e) Council members shall be responsible for the truthfulness and objectivity of the dissertation review and assessment in accordance with the provisions of Clause 1, Article 29 of this Regulation.

4. The council shall meet to evaluate the dissertation within a maximum time limit of 60 working days from the date of issuance of the decision on the council establishment. The council does not hold a dissertation evaluation meeting in the following cases: Absence of the chairman or secretary of the council; absence of those who are dissatisfied with the dissertation; absence of two or more council members.

In case of objective reasons, the head of the training institution shall decide on the amendment and addition of the council members, but must still satisfy the requirements specified in Clause 3 of this Article and the time limit for holding

the dissertation evaluation meeting is counted from the date of signing the final decision on the amendment or addition of council members.

Article 29. Dissertation evaluation

1. The dissertation is publicly evaluated at the council meeting (except for a number of topics in the confidential fields according to the regulations of competent agencies). The council shall focus on evaluating the performance of research objectives, content and quality of the dissertation; the degree to which the dissertation meets the requirements in accordance with Clause 2, Article 26 of this Regulation; ensure correct evaluation of students' knowledge and ability to apply knowledge to solve problems set by the dissertation topic.

2. Each council member shall grade the dissertation on a scale of 10 which may be up to one decimal place, including: maximum of 9 points for dissertation content set by the head of the training institution, maximum of 1 point of research achievement for the dissertations that students have published related scientific papers on the list of specialized scientific journals stipulated by the head of the training institution or the application topic which has been agreed by the application units in writing on the transfer and deployment of research results. Dissertation grade is the average point graded by the members present in the dissertation evaluation session, rounded to a decimal. The dissertation meets the requirements when the average point of the council is 5.5 or higher.

3. In the case of unsatisfactory dissertation, the student shall be entitled to amend and supplement the dissertation for the second time within 3 months from the date of the first dissertation; no third dissertation defense. If the student wishes, the head of the training institution will assign a new topic. In this case, no defense session is provided if the dissertation is unsatisfactory. The maximum time for completion of the training program must strictly comply with the provisions of Point c, Clause 3, Article 3 of this Regulation. Funds for the revision, addition of dissertation, organization of re-evaluation, implementation and defense of new topic shall be paid by the students themselves.

4. Heads of training institutions shall stipulate in detail the dissertation evaluation; dossiers and procedures of dissertation defense session; the requirements for the dissertation comment, the council member's scorecard, the minutes of the defense session, and the instruct the council members to perform.

Article 30. Dissertation appraisal

1. Establishment of appraisal council

When there is a denunciation in accordance with the provisions of the Law on Denunciations, which has clear grounds that the dissertation does not satisfy the requirements stipulated in Clause 2, Article 26 of this Regulation or when deemed necessary, the head of the training institution shall establish the dissertation appraisal council. The quantity and requirements of dissertation appraisal council member is as provided for in Clauses 2 and 3, Article 28 of

this Regulation; of which, the maximum number of members of the training institution is 2; appraisal council members do not coincide with the dissertation evaluation council members.

2. Dissertation appraisal

a) Before the meeting of the appraisal council, the council members shall make comments on the necessity of studying the dissertation topic, the suitability with the major; non-duplication of research topics, contents and results with published works; honesty and transparency in document citation; layout and presentation; contents, methods, results, significance and reliability of the achieved results; evaluation of the success and limitations of the dissertation, confirmation of the degree to which the dissertation meets the requirements of a master's dissertation;

b) Dissertation appraisal shall be conducted in accordance with Clauses 1, 2 and 4 of this Regulation;

c) The dissertation author, supervisors, dissertation evaluation council members shall not attend the meeting of the appraisal council but be informed by the training institution and be able to send comments and documents (if any) to the appraisal council.

3. Processing of appraisal results of unsatisfactory dissertations

If the appraisal council concludes that the dissertation does not meet the requirements, the head of the training institution shall stop granting the diploma or revoke or cancel the granted master's degree (if any). If the dissertation fails to meet the requirements not because of illegal copying, the student's rights and responsibilities to resolve are as follows:

a) If the dissertation is not yet re-defended, the dissertation topic still needs to be studied then the student will be allowed to revise, supplement and re-defend the dissertation in front of the appraisal council in accordance with Clauses 1, 2 and 4, Article 29 of this Regulation. In cases where the maximum time for completion of the training program as provided for at Point c, Clause 3, Article 3 of this Regulation is reached, the student shall be allowed to extend not more than 3 months.;

b) In cases the dissertation was re-defended or the topic does not need to be studied, if the student wishes, the head of the training institution shall assign new topic. In cases where the maximum time for completion of the training program as provided for at Point c, Clause 3, Article 3 of this Regulation is reached, the student shall be allowed to complete the new topic within the maximum of 6 months. The head of the training institution shall organize the dissertation evaluation in accordance with the provisions of Clause 2, Article 28 and Clauses 1, 2 and 4, Article 29 of this Regulation;

c) Funds for the revision, addition of dissertation, implementation and defense of new topic shall be paid by the students themselves.

Article 31. Changes in the course of training

1. Temporary absences

a) Students are allowed to temporarily absent and retain their results in the following cases: Be mobilized into the armed forces or perform their international obligations; be sick or suffer from accidents which need to be treated for a long time or take maternity leave as prescribed, with the written certification of the competent medical agency. In other cases, the training institution shall only provide temporary absence for students who have studied at least one semester at the training institution, achieve a cumulative GPA of 5.5 or higher on the scale of 10 or equivalent and are not subject to disciplinary action;

The period of temporary absence for people mobilized into the armed forces or perform international obligations shall be the time stated in the decision of the competent level, not counted in the study duration prescribed at Point c, Clause 3, Article 3 of this Regulation;

Time for temporary absence for other cases are time required according to the needs and wishes of the students, but the maximum time for completion of the training program must comply with the provisions of Point c, Clause 3, Article 3 of this Regulation;

Heads of training institutions shall specify the procedures for applying for absence, the authority to allow absence and the re-admission of students to study after temporary absence.

2. Transfer of training institution

a) During the study period, students are allowed to transfer the training institution if they move to another province, have a certificate from the local authority or if they are recruited, transfer work to another province in accordance with the decision of the competence level and can not continue to study at the training institution, except for cases specified at Point c of this Clause;

b) Requirements on transferring training institution: the training institution where the student transfers to is training in the same discipline or major with the student; the student's intention of transferring the training institution must be agreed by the heads of the training institutions where the student transfer to and from;

c) Students are not allowed to transfer training institution while studying in the final semester of the course or being disciplined at the warning level or higher;

d) The head of the training institution shall specify the dossiers and procedures for transfer; the procedures for considering the recognition of part or all of the subjects learned by the students, decide on the number of subjects to be

supplemented on the basis of comparing the programs of the two training institutions.

Article 32. Graduation, grant of academic transcript, master's degree, and certificates

1. Requirements for graduation:

a) Meeting sufficient requirements to defend dissertation stipulated in the Clause 2, Article 27 of this Regulation;

b) Dissertation grade is 5.5 or higher;

c) Submitted the dissertation which has been assessed as qualified by the Evaluation council with confirmation of the supervisors and the council chairman on the revision of the dissertation upon the conclusions by the Council, enclosed with the dissertation evaluation council's copy of conclusion and comments of by reviewers to the training institution to use as reference in their library and for archives in line with provisions at Point c, Clause 2, Article 33 of this Regulation;

d) The full-text dissertation has been publicized on the training institution's website as specified in the Clause 9, Article 34 of this Regulation;

e) Other requirements stipulated by the training institution.

2. Heads of training facilities shall decide to set up their Councils for graduation assessment upon proposals by the head of postgraduate training management unit. Head or authorized deputy head of the training institution shall be the chairman of the council, head of postgraduate training management unit shall be the permanent member, while heads of specialized units which have graduates, training inspector representatives and leaders of units related to the training (if any) shall be the members. The council shall base on requirements for graduation to consider and set up a list of students who meet the requirements and propose to the head of training institution to assert for their graduation.

3. Heads of training institutions shall issue Decisions to assert for the graduation, grant master's degrees and academic transcripts to students upon proposals by the graduation assessment council.

4. Academic transcripts provided to students must clearly state: training discipline or major, type of training program (research orientation or application orientation), name of the subjects in the training program, duration of each subject, subject GPA, overall GPA, dissertation title, dissertation grade and list of dissertation evaluation council members.

5. Diploma must comply with current regulations of the Ministry of Education and Training.

6. If the students fail to meet the requirements for graduation, are not disciplined for forced termination, have not completed the training duration as prescribed at Point c, Clause 3, Article 3 of this Regulation, the heads of the

training institutions shall grant certificates of subjects accumulated in the master's program upon their requests.

Article 33. Reporting, archiving regimes

1. Reporting regimes

a) In December each year, heads of training institutions shall report to the Ministry of Education and Training on the training of master's degrees of that year, including: Their number of full-time lecturers with doctoral degrees and data on the implementation of enrollment plans by each discipline or major; number of existing students and expected number of graduates in the next year; expected number of enrollments, time of enrollment and enrollment targets for the following year (Appendix I);

b) Heads of training institutions shall be responsible for reporting time, accuracy and quality of reports.

2. Archiving

a) Documents related to the enrollment and training of training institutions must be safely stored in the repositories. Heads of training institutions shall have to direct the storage of archives according to regulations;

b) Admission decisions, original transcripts, decisions on recognition of graduation, original books of graduation diplomas are archives which are permanently preserved at the training institutions;

c) Dissertations which have been accepted by the evaluation council, the conclusions of the dissertation evaluation council and the comments of the reviewers shall be archived and preserved for at least 30 years after students' graduation.

d) Other documents related to enrollment, master's training shall be archived and preserved for at least 5 years after students' graduation.;

e) The destroy of documents at the end of the archive duration shall comply with the current regulations of the State.

Chapter V

TASKS AND POWERS OF TRAINING INSTITUTIONS, LECTURERS, STUDENTS

Article 34. Tasks and powers of training institutions

1. Promulgate a detailed regulation on the contents of this Regulation (including provisions to ensure higher quality than the provisions of this Regulation) at the proposal of the head of the postgraduate training management unit, after being approved by the Scientific and Training Council.

2. Determine the targets, develop plans and organize annual enrollment for disciplines or majors assigned to train.

3. Develop training programs, compile and select curriculum, develop teaching plans for enrolled disciplines or majors; based on the demand for human resources, industry structure and training level in line with the national human resource development plan to compile a dossier for registration of new discipline or major training once requirements are satisfied.

4. Organize and manage the training process according to regulations.

5. Managing students' learning and scientific research; reward and discipline students according to regulations.

6. Decide on the list of successful candidates, decide on recognition of students, decide on recognition of graduates, grant of transcripts; award and manage the grant of master's degrees according to current regulations.

7. Manage funds, exploit and create additional sources; invest, use and manage other resources in master's degree training according to regulations.

8. Self-evaluate and publicize the results of self-evaluation of training quality; register for the accreditation of master's degree programs with the educational quality accreditation organizations recognized by the Ministry of Education and Training.

9. Publicize on the websites of the training institutions: detailed documents on enrollment, organization of master's degree training; list of training disciplines and majors, annual enrollment plans and targets for disciplines and majors permitted for training; training programs and teaching plans; list of successful candidates, graduates and students who are granted masters degrees by each course; full text of dissertations satisfactorily defended by each discipline, major and dissertation topics being studied; commitments to the quality of education and the quality of practical education, the quality assurance conditions (including teaching staffs and dissertation supervisors, facilities and equipment to meet the requirements of training for disciplines and majors), financial revenues and expenditures for students and other information as prescribed.

10. Base on the provisions of law and the provisions of this Regulation to regulate and publicize the handling forms of acts violating the Regulations of officials, public employees, lecturers, employees, students.

11. Fully implement the regimes of reporting and archiving as stipulated in Article 33 of this Regulation.

12. Reimburse tuition fees for students if training institutions violate this Regulation and violate other provisions of law, thus leading to students (without violation) not being granted with diplomas.

13. Other tasks and powers as prescribed by law.

Article 35. Master' degree lecturers

1. Lecturers of master's degrees include full-time lecturers and visiting lecturers who are assigned to teach subjects in the master's degree programs or guide students to practice, carry out master's dissertation topics.

2. Full-time lecturers are defined in the university's charter.

3. In addition to the criteria for university lecturers prescribed in the university's charter, lecturers teaching theoretical subjects of master's degree programs must have doctorate degrees or hold the titles of professor or associate professor; foreign language lecturers for non-foreign language majors, philosophy lecturers or practice instructors must have master's degrees or higher.

4. Visiting lecturers and reporters (experts, scientists, entrepreneurs, artisans, artists etc. in the country and abroad) who participate in master's training must meet the standards prescribed by current regulations.

Article 36. Tasks and rights of master' degree lecturers

1. To seriously and fully carry out the training plans, programs and current regulations of the training institutions and of the State related to the master's degree training.

2. Regularly innovate teaching methods, improve the quality of training, provide consultancy, help students in learning and scientific research.

3. Regularly raise professional level, expertise.

4. Entitled to policies for lecturers in master's degree training according to the regulations of the State and the training institutions.

5. It is not allowed to self-organize or self-conduct tutoring students in order to help them to take entrance examination for the master's degree training.

6. Perform other tasks and rights as prescribed by law.

7. In addition to the above tasks and rights, the dissertation supervisor shall have the following additional tasks and rights:

a) Guide students to develop and research dissertation topics;

b) Monitor, inspect and urge students to conduct scientific research, practice according to the requests of the topics;

c) Refuse to guide the students and notify the training institutions in writing in the following cases: have supervised the maximum number prescribed in Points b and c, Clause 1, Article 27 of this Regulation; students do not contact after one month from the date of receipt of the decision to appoint a supervisor or do not follow the guidance or fail to complete the research plans without a good reason;

d) Confirm the research results and review the dissertations; propose and take responsibility for proposing training institution to let the students defend

their dissertations if they satisfy the requirements specified in Clause 2, Article 26 of this Regulation.

Article 37. Tasks and rights of students

1. Complete training program; abide by the internal rules, regulations on the master's degree training of the State and the training institutions.

2. Pay tuition fees, including additional tuition fees due to additional study, re-study, second dissertation defense, or new dissertation topic according to the lawful regulations of the training institution.

3. Respect the lecturers, administrators, officials and employees of the training institutions.

4. Be treated with respect, equally and be provided with all information relevant to their study.

5. Be able to use the libraries, scientific documents, laboratories, equipment and facilities of the training institutions for study and research.

6. Be able to request the training institutions to replace the supervisors for the dissertation if they are unable to contact the supervisors or not guided to implement the dissertation topics after one month from the date of receipt of the decision to appoint a topic and a supervisor.

7. Be able to give feedback to the competent persons of the training institutions about the training programs, the lecturer's teaching activities and activities related to the enrollment process, organization and management of master's degree training.

8. Be able to get involved in union activities, social organizations in training institutions.

9. Be reimbursed tuition fees if the students are not at fault, due to violation of the training institutions leading to students not being granted a master's degree.

10. Perform other tasks and rights as prescribed by law.

Chapter VI

INSPECTION, EXAMINATION, COMPLAINTS, DENUNCIATIONS AND HANDLING OF VIOLATIONS

Article 38. Inspection, examination

1. Training institutions shall have to self-examine and self-inspect the enrollment and implementation of training plans, programs and regulations as well as other matters related to the master's degree training; be subject to the inspection, examination and supervision by the Ministry of Education and Training and competent agencies according to current regulations.

2. The Ministry of Education and Training shall inspect and examine the institutions' implementation of the regulations on enrollment, training and the grant of master's degrees according to the provisions of law.

3. The ministries, the ministerial-level agencies and the provincial-level People's Committees shall coordinate with the Ministry of Education and Training in performing the inspection and examination within the scope of their management as assigned by the Government.

Article 39. Complaints and denunciations

1. Agencies, organizations and individuals shall have the right to file complaints and denunciations about violations of training institutions, lecturers, administrators and students.

2. Complaints, denunciations; settlement of complaints and denunciations shall comply with the current provisions of the Law on Complaints and Denunciations.

Article 40. Handling of violations

1. Handling of violations in enrollment

People participating in the enrollment process, candidates taking part in the entrance examination, who violate the regulations, shall, depending on the seriousness of their violations, be administratively sanctioned and disciplined according to the provisions of the current Regulation on regular university and college enrollment.

2. Handling of violations in organization and management of training

a) If violating this Regulation, the students shall, depending on the seriousness of their violation, be administratively sanctioned; be disciplined according to the provisions of this Regulation, the current regulations on pupils and students of the regular universities, colleges and professional secondary schools.

For cases of: taking exams for other people or asking other people to take exams for themselves, using fake certificates, diplomas in the enrollment dossiers, they will be forced to leave the universities. If detecting that after granting the diploma, the heads of the training institutions shall withdraw or cancel the granted master's degree for the violator;

b) Officials, public employees, employees participating in the management, teaching, supervision and evaluation of dissertations at training institutions, who violate this Regulation shall, depending on the nature and seriousness of their violations, be temporarily suspended from teaching, guiding dissertations, participating in the dissertation evaluation councils for at least one year, be disciplined, administratively sanctioned or examined for penal liability; pay compensation for damages according to the current law provisions;

c) If training institutions violate this Regulation, they shall, depending on the nature and seriousness of their violations, be administratively sanctioned and

under other prescribed liabilities. In this case, heads of training establishments and persons directly involved in the violations shall be disciplined; violators causing damage must pay compensation according to the provisions of law.

3. Heads of the training institutions shall have to notify the candidates, students, officials and lecturers of the violation handling to the agencies or units or to the localities where they work or reside. Competent agencies handling violating training institutions shall notify to their managing agencies and publicly announce them on the mass media.

Chapter VI

ORGANIZATION OF IMPLEMENTATION

Article 41. Application of the Regulation

1. Courses enrolling from June 30th, 2014 back to previous years shall comply with the Regulation on master's degree training issued in together with Circular No. 10/2011/TT-BGDDT dated February 28th, 2011 of the Minister of Education and Training.

2. Courses enrolling from July 1st, 2014 onwards will conduct enrollment and master's degree training in accordance with this Regulation.

Article 42. Implementation responsibilities

Based on the provisions of this Regulation, heads of training institutions shall stipulate in details the enrollment, organize the training and evaluation of study results; develop master's degree programs for the disciplines or majors they have been permitted or assigned the task of training; at the same time, strengthen the organization of the postgraduate training management unit (the in-charge Departments, Faculties, or units) and other necessary requirements before the training.

APPENDIX I

REPORT ON MASTER'S DEGREE TRAINING IN YEAR....

(Issued together with the Circular no.: 15/2014/TT-BGDDT dated May 15, 2014 of the Minister of Education and Training)

MANAGING MINISTRY
NAME OF TRAINING
INSTITUTION:

SOCIALIST REPUBLIC OF VIETNAM
Independence - Freedom - Happiness

No.: /BC - abbreviation of
training institution

.....(place),(date)

REPORT

On master's degree training in ... (current year)

1. Number of full-time lecturers who are doctors, professors, associate professors
(total number and by discipline, major)

2. Implementing enrollment plan in ... (current year)

Discipline or major	Announced target	Register for examination	Successful candidates	Admission			Remarks
				Full-time study	Periodic study	Total	
...							
...							
Total							

3. Number of existing students (including new students) and expected graduates

Course	No., date of Decision on recognition of admission	Number of existing students			Number of graduates in ... (next year)			Remarks
		Full-time study	Periodic study	Total	Full-time study	Periodic study	Total	

4. Enrollment in ... (next year)

- Number of enrollment times:
- Time of enrollment:
- Enrollment target:

HEAD OF TRAINING INSTITUTION

(Signed and sealed)

APPENDIX II

REFERENCE TABLE FOR CONVERTING SOME FOREIGN LANGUAGE CERTIFICATES EQUIVALENT TO LEVEL 3/6 OF 6-LEVEL FOREIGN LANGUAGE PROFICIENCY FRAMEWORK FOR VIETNAM APPLIED IN MASTER'S DEGREE TRAINING

(Issued together with the Circular no.: 15/2014/TT-BGDDT dated May 15, 2014 of the Minister of Education and Training)

English

Level (CEFR)	IELTS	TOEFL	TOEIC	Cambridge Exam	BEC	BULATS	European framework
3/6 (Vietnamese framework)	4.5	450 PBT 133 CBT 45 iBT	450	Preliminary PET	Business Preliminary	40	B1

(The above points are the minimum points to be achieved)

Other languages

Level (CEFR)	Russian	French	German	Mandarin	Japanese
3/6 (Vietnamese framework)	TRKI 1	DELFB1 TCF niveau 3	B1 ZD	HSK level 3	JLPT N4

Remarks: For some other uncommon international certificates, the training institutions shall send to the Ministry of Education and Training for comments on equivalence.