



THE UNIVERSITY OF DA NANG

**UNIVERSITY OF SCIENCE AND TECHNOLOGY**



# **STUDENT HANDBOOK**

## **CONSTRUCTION MATERIALS ENGINEERING AND TECHNOLOGY UNDERGRADUATE PROGRAM**

**Faculty of Road and Bridge Engineering**

**Academic year: 2021 – 2022**

# INDEX

INTRODUCTION

1

PROGRAM

16

ACADEMIC REGULATION

34

SCHOLARSHIP POLICY

45

STUDENT SUPPORTING SERVICES

57



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# Instructions for the student handbook



The Student Handbook of The University of Danang - University of Science and Technology is an internal document compiled exclusively for the University's students, especially first-year students. This is also a document to support the school's administrators and lecturers in academic advising and student management.



The student handbook provides the necessary information, basic instructions for the entire learning and training process of students at the University of Danang - University of Science and Technology, including training programs, regulations, rules and policies applied throughout the learning process at the school; student support information; introduce the centers and function rooms of the school.



Studying at the university level is based on the foundation and maximum initiative of students, academic advisors, functional departments and mass organizations; Each student must equip themselves with knowledge related to their rights and obligations.



Instructions, forms accompanying the regulations are posted on the website of the University of Danang - University of Technology ([dut.udn.vn](http://dut.udn.vn)).



For any comments or questions about STSV, please contact the Student Affairs Office of the University, visit the website [ctsv.dut.un.vn](http://ctsv.dut.un.vn) or send an email to [ctsv.dhbk@dut.udn.vn](mailto:ctsv.dhbk@dut.udn.vn)





# INTRODUCTION









**Assoc. Prof. Dr. DOAN QUANG VINH**  
**Rector of DUT**

# THE UNIVERSITY OF DANANG – UNIVERSITY OF SCIENCE AND TECHNOLOGY

Danang University of Science and Technology (DUT), since its establishment right after the National Unification Day in 1975, has always asserted its leading position in the system of higher education in Vietnam and in the region. DUT is not only the center of training highly-qualified human resources in science, technology, industrial management, but also the hub for scientific research and technology transfer of Central Vietnam, and of the whole country and region at large. Over the past 40 years, DUT graduates, be they engineers, architects, or others have been joining the labor force nationwide, making a significant contribution to the national growth and development. The scientific works and technology transfer projects conducted by DUT lecturers and staff have been put into life, creating a pivotal force driving the process of National Industrialization and Modernization. A large number of these works have come out in publications on well-known national and international journals, and granted with national and international patents.

The unified solidarity and strong commitment of lecturers, administrative staff, students, and post-graduates, combined with the achievements made for the past 40 years, have become a truly solid foundation leading us.

Our curricula, especially, those of advanced programs, have been thoroughly and significantly renovated. With an approach to Project-based learning, apart from academic and professional knowledge, students are equipped with language competence and necessary skills such as complex problem-solving skill, critical thinking, creativeness,

in order to enhance employability and start-up potentials after graduation together with the ability to join in highly competitive labour markets in Vietnam, in the ASEAN economic community, and worldwide.

Activities regarding scientific research, technology transfer, and international cooperation have also been well invested and promoted. Besides its Teaching-Research teams, which is a typical feature of DUT, the Institute of Science - Technology of DUT assumes its key role in organizing and developing science - technology activities of the University. Together with international publications, our research works will be oriented towards applied pathways, turning DUT Campus into a Smart Campus, which surely lays the stepping stone for efforts to build Danang into a Smart City.

DUT always lets its heart open to welcome all national and international scientists, researchers, lecturers and students. Come to us for a shared vision towards building a bright future for us all.

Thank you very much!

**Assoc. Prof. Dr Doan Quang Vinh**

**Rector of University of Science and  
Technology**

**HISTORY**

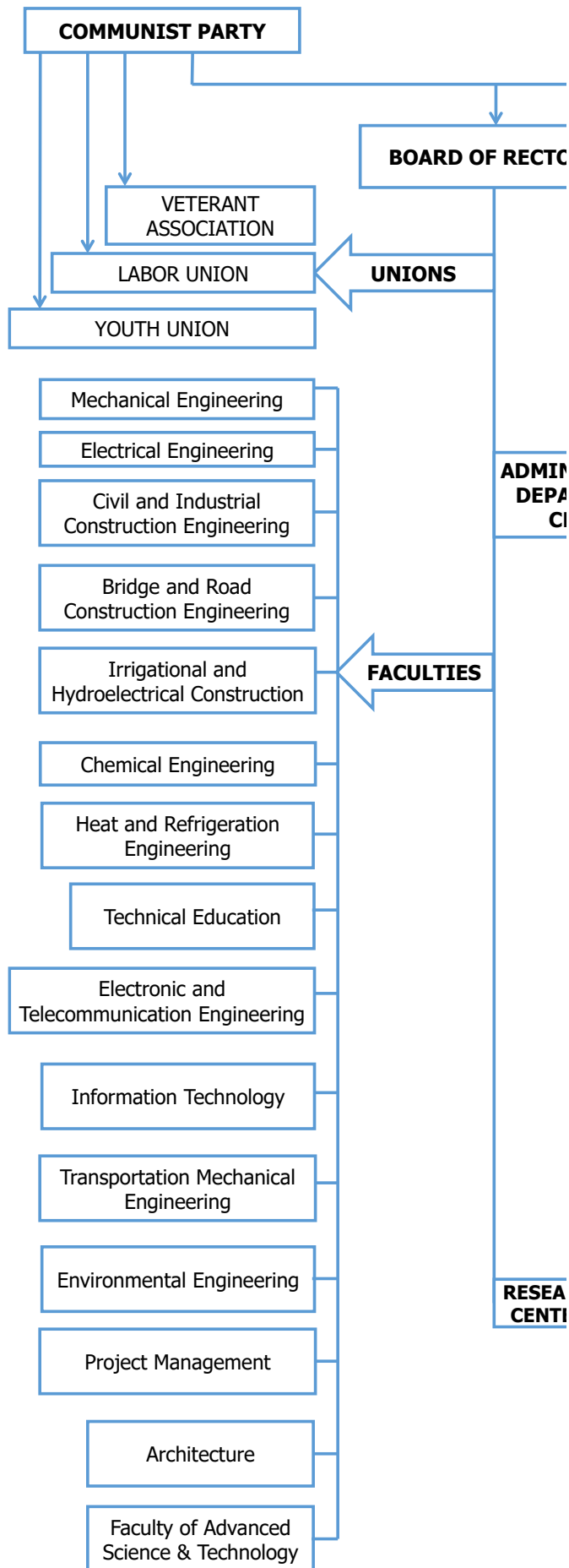
The University of Danang - University of Science and Technology, the former University Institute of Danang was established on July 15th, 1975 upon the Decree No. 66/QĐ of the Revolutionary People's Committee in Central Vietnam. Over the past 40 years, DUT graduates, be they engineers, architects, or others have been joining the labor force nationwide, making a significant contribution to the national growth and development. The scientific works and technology transfer projects conducted by DUT lecturers and staff have been put into life, creating a pivotal force driving the process of National Industrialization and Modernization. A large number of these works have come out in publications on well-known national and international journals; and granted with national and international patents.

## **Mission and Vision of the University**

**- Mission of the University:** DUT is a research university educating qualified graduates, providing excellent science and technology resources to serve the sustainable socio-economic development of Vietnam, especially the Central area and Highlands.

**- Vision of the University:** The University of Danang - University of Science and Technology (DUT) will become a leading university in Southeast Asia







### **International cooperative relationship**

The University has a cooperative relationship in training and scientific research (Scientific Research) with more than 50 universities, centers, research institutes and educational institutions of more than 20 countries around the world. many international university network organizations: USA: University of Washington, Portland State University, Catholic University of America, Texas Tech University; Republic of France: University of Science and Technology of Grenoble, University of Science and Technology of Toulouse, University of Central Lyon, University of the Center of Paris,

Institute of Petroleum, University of Nice Sophia Antipolis, University of Nante, University of Toulone Var, University of Valenciennes...; Japan: Osaka University, Kyoto University, Osaka University, Kumamoto University, Nagaoka University of Technology, Obirin University...; Singapore: Nanyang University, National University of Singapore, University of Singapore; Thailand: Asian Institute of Technology, Ubon University; Austria: Graz University of Technology; Australia: Griffith University, University of Canberra, University of Queensland, Monash University, University of Wollongong, etc.



## CONSTRUCTION MATERIALS ENGINEERING AND TECHNOLOGY

### ABOUT FACULTY OF ROAD AND BRIDGE ENGINEERING

Faculty of Road and Bridge Engineering, DUT was founded in 1996 from the Division of Road and Bridge under the Faculty of Civil Engineering (founded in 1986). The Faculty has 04 divisions: Division of Fundamental Construction Engineering, Division of Construction Materials, Division of Bridges and Tunnel and Division of Highways and Roads. There are 04 laboratories: Geotechnical Laboratory; Laboratory of Construction Materials; Laboratory of Bridge and Road and Laboratory of Geodesy. The organization of the Faculty of Road and Bridge Engineering is shown in Figure Organization of the Faculty of Road and Bridge Engineering

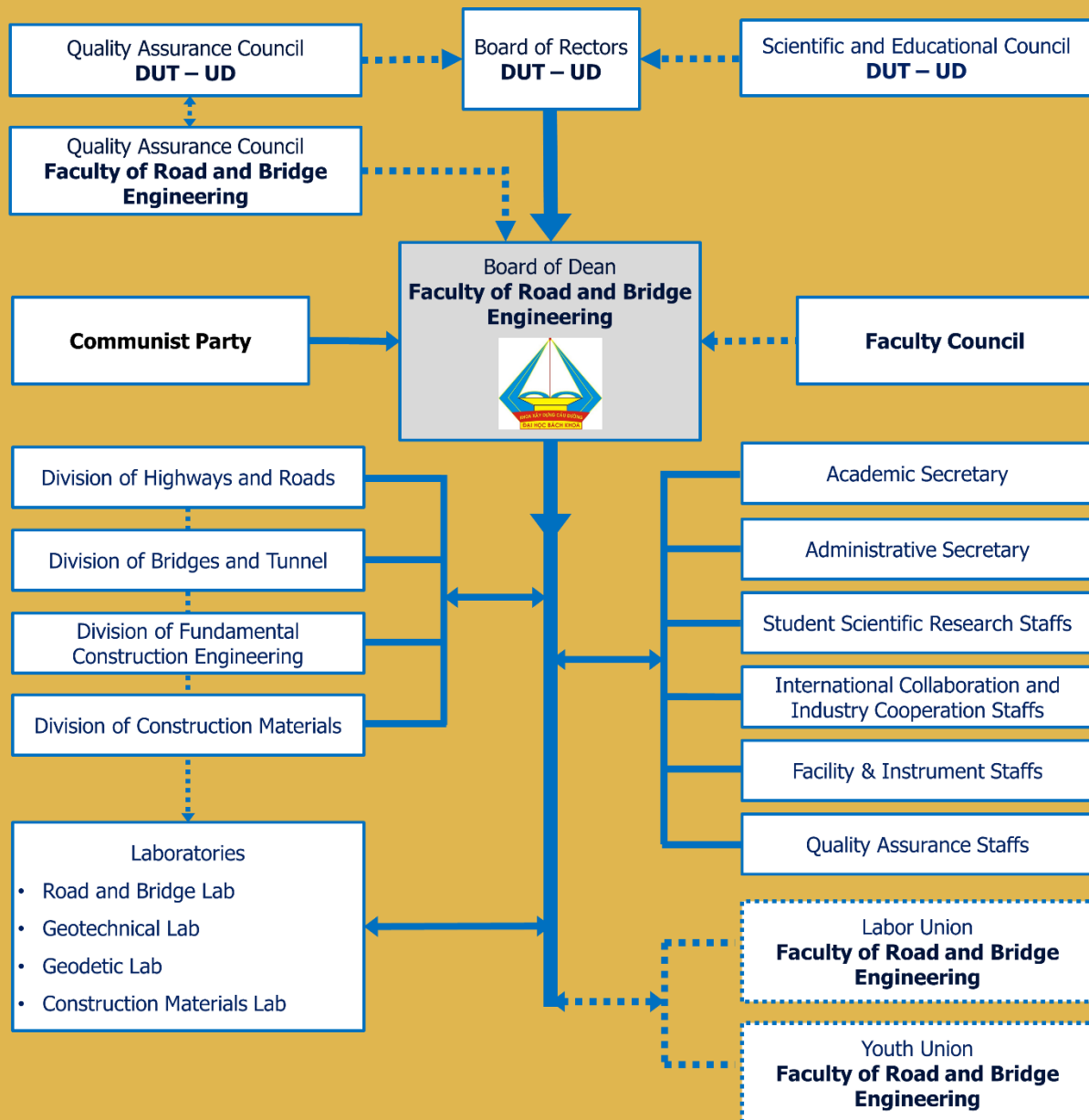
In August 2018, there are 45 staffs in the faculty, including 41 lecturers, 03 lab staffs and 01 administrative secretary. There are 3 associate professors, 12 doctors, 27 masters, 3 engineers. There is 93.3% of staffs who have graduate degrees or higher, and one-third of staffs have doctoral degrees. Currently the number of admissions annually is about 100 to 150 students. Moreover, there is one class of construction materials which approximately 60 students attend every year. Also, 40 graduate students annually attend the master classes. The vision, mission, functionalities and duties of the FRBE are as follows.

### MISSION AND VISION OF FACULTY OF ROAD AND BRIDGE ENGINEERING

**Mission:** The Faculty of Road and Bridge Engineering will become the leading and competitive faculty in research and training of the Transportation Construction Engineering in the Central area, the Highlands and Vietnam.

**Vision:** The Faculty of Road and Bridge Engineering is the training center which provides the qualified human resource in Transportation Construction Engineering and Construction Material Engineering. The Faculty provides scientific and technical solutions to serve the socio-economic development of the Danang city, the Central area, the Highlands, and Vietnam.

## ORGANIZATIONAL STRUCTURE



*Organization of the Faculty of Road and Bridge Engineering*

## FUNCTIONALITIES AND DUTIES OF FACULTY OF ROAD AND BRIDGE ENGINEERING

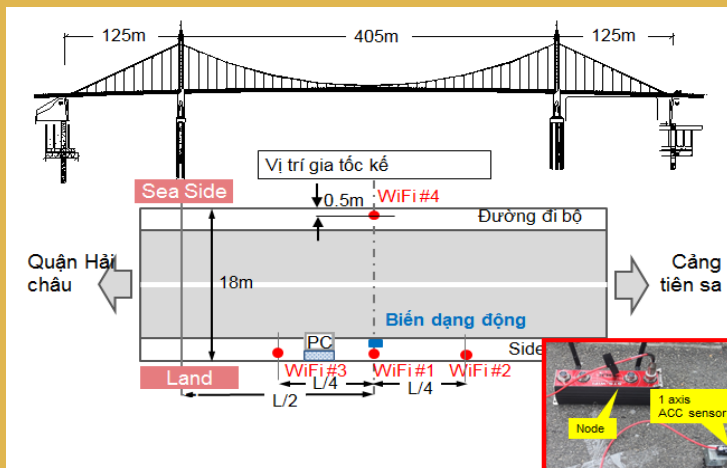
- The faculty has educated the undergraduate and graduate students in major of bridge and road engineering and undergraduate students in major of construction materials; including part-time and full-time students and students who transfer from associate programs (community colleges). The faculty will also offer the doctoral program in road and bridge engineering from October 2018.

- The faculty plays important roles in scientific research and technology transfer in the area of civil engineering in general and in the area of bridge and road engineering in particular. The lecturers and staffs have contributed in, consulted and supervised the huge number of projects funded by many national agencies and cities' agencies. The faculty has hosted and attended many academic conferences, workshops seminars. The members of the faculty have published many papers in academic journals; and cooperated



scientific projects and programs with many institutes, universities and companies.

	<b>Mission</b>	<b>Vision</b>
<b>DUT</b>	University of Science and Technology - The University of Danang is a higher education institution providing high-quality human resources with capable of innovation, reativity and entrepreneurship in the field of engineering - technology; implementing scientific research and technology transfer to serve the sustainable socio-economic development of the Central area and Highlands, domestically and internationally.	By 2035, University of Science and Technology - The University of Danang will be a research university recognized by the international community, actively collaborating globally in solving socio-economic challenges in the country and the world.
<b>FRBE</b>	The Faculty of Road and Bridge Engineering will become the leading and competitive faculty in research and training of the Transportation Construction Engineering in the Central area, the Highlands and Vietnam.	The Faculty of Road and Bridge Engineering is the training center which provides the qualified human resource in Transportation Construction Engineering and Construction Material Engineering and Technology. The Faculty provides scientific and technical solutions to serve the socio-economic development of the Danang city, the Central area, the Highlands, and Vietnam.
<b>PLOs</b>	<ol style="list-style-type: none"> <li>1. Ability to apply knowledge of Mathematics, basic science, technology and engineering in analysis, design, construction, evaluation and research on problems in the field of construction materials engineering technology.</li> <li>2. Having skills in practice, experiment, analysis, and basic data processing in construction materials engineering technology.</li> <li>3. Having critical thinking, creative thinking, entrepreneurial thinking, professional behavior.</li> <li>4. Having ethics and professional responsibility.</li> <li>5. Ability to work in team/groups ; have effective communication skills.</li> <li>6. Having skills in using foreign languages in their professional fields; have foreign language proficiency TOEIC 450 or equivalent.</li> <li>7. Having basic skills in using Information Technology (IT) as prescribed in Circular No. 03/2014/TT-BTTTT and being able to use calculation tools in the field of construction materials.</li> <li>8. Capable of forming ideas for design, construction, planning, participating in management and operation of technological lines in building material production units or construction projects suitable to the business, society and environment context.</li> </ol>	



## INFRASTRUCTURE OF FRBE

## CONSTRUCTION MATERIALS ENGINEERING AND TECHNOLOGY

### LIBRARY

To provide resources for Lecturers, TCE students, we have Center for Learning and Communication (LRCC) of the DUT (<http://www.dut.udn.vn/TTHLTT>) and the LIRC Information and Resource Center) of UD ([www.lirc.udn.vn](http://www.lirc.udn.vn)). The LRCC building is a modern 4-storey building, with an area of 4500m<sup>2</sup>, with reading rooms and self-study rooms, conference rooms, discussion rooms, group study, audio-visual rooms, computer

system connected to the internet and other equipment ensure serving well for students and lecturers.

In order to help students exploit maximum use of the database, the LRCC issues a clear, scientific, and widely publicized policy to the users. To use the database and other facilities, students and faculty must have a user card to control access and use of the user. The documentation is very detailed and suitable for different types of data.

No	Content	Type	Number						
			Total	Text book	Mono_graphic	reference	Scientific report	Thesis, dissertation	Others
1	Specialized materials	Number of names	1,399	236	567	128	46	388	34
		Number of books	9,900	7,121	1,572	153	50	388	616
2	General materials	Number of names	170						
		Number of books	20,488						
3	Databases [09.02.06]	Students can access the database online at <a href="http://lib.dut.udn.vn/">http://lib.dut.udn.vn/</a> , and <a href="http://lirc.tailieu.vn/">http://lirc.tailieu.vn/</a> , and <a href="http://tailieuudn.vn/">http://tailieuudn.vn/</a> .							
		Available databases are shared: Lac Viet Vebrary, ProQuest Central, and National Agency for Science and Technology Information, OECD iLibrary, World Bank eLibrary and UN iLibrary.							
4	Materials at the faculty	4 mini-libraries in 4 departments of the faculty [09.02.07]							
		Account to access the database ( <a href="https://thuvienphapluat.vn/">https://thuvienphapluat.vn/</a> )[09.02.08]							

Based on the demand proposed by FRBE, LRCC has equipped and increased the textbooks and the reference books in Vietnamese and

English. To date, the number of specialized books is 1399 with 9900 copies, 170 general books with 20488 copies. The detailed data are shown in Table 9.2. Besides printed materials, the LRCC has signed cooperation agreements with non-governmental organizations about using databases. These are very diverse databases and can be used free at DUT, detailed statistics are shown in Table 9.2. In addition, the divisions are equipped with a mini library with specialized materials for the professional activities of students and faculty as well as accounts for accessing a number of basic databases.

## **LABORATORIES**

### **● Bridges And Roads Construction Laboratory**

The bridges and roads construction laboratory has more than 230 square meter (including 2 areas) which has served in teaching and research activities of Transportation Construction Engineering students and Construction material students. The laboratory has been employed for many Vietnamese government and university research project. Recently, there are several ongoing research and application projects which is conducting to bridge structure inspection, highway material testing. We also cooperate in research and application with other civil engineering companies and local departments of transportation in Vietnam.

### **● Laboratory of Construction materials**

Laboratory of Building Materials has usable area on 130m<sup>2</sup> (both 2 areas), which was involved in teaching practices and experiments for students in civil and construction engineering and technology of Building Materials. Moreover, Laboratory of Building Materials has joined in many scientific research projects. It also has made many experiments, testing and research quality

building materials for the local area in the Central, Highlands of Vietnam. Joining as partner with several companies producing materials, structural components and new materials research in the country.

### **● Geodetic Laboratory**

The 80-square-meter surveying lab was built on the second floor of the Building G of the University of Science and Technology. Every year, there are around 600 students studying in the lab. The majors of students include Civil & Industrial Engineering, Bridge and Road Engineering, Hydraulic Construction Engineering, Architectural Engineering.

Aside from being used for education and training, the equipment of the lab can be used to perform various engineering measurements in research, technology transfer and other industrial activities.

### **● Geological & geotechnical laboratory**

The 50m<sup>2</sup> geotechnical laboratory is responsible for the teaching, learning and scientific research of lecturers and students. The subjects taught in the laboratory include Soil Mechanics test, Geological practice for all civil engineering student. Every year, the laboratory welcomes many delegations to visit and conduct experiment, cooperate with companies in the country

Support for experiments and doing scientific research for students in the civil engineering, for graduate students in Bridge and Road Engineering;

Support for research topics & transferring technology in the fields of geotechnical, soil testing of students and lecturers.





# PROGRAM SPECIFICATION





## PROGRAM OF CONSTRUCTION MATERIALS ENGINEERING AND TECHNOLOGY

### PROGRAM INTRODUCTION

The program of Construction Materials Engineering and Technology - Faculty of Road and Bridge Engineering (FRBE), The University of Danang – University of Science and Technology was established in 1986. In 1986, the first enrollment of this program was launched, under professional management of Road and Bridge division - Faculty of Civil Engineering.

With high-quality human resources that have graduation from universities or postgraduate from prestige institutes of bridge and road technology, together with conditions for facilities for teaching and studying in term of synchronization and modern property, the TCE program - FBRE aims to be a high quality institute for human resource training, scientific research and technology transfer to contribute positively to the development of bridge and road engineering of the Central and Highlands, Vietnam and Southeast Asia region.

### GENERAL INFORMATION OF TDE PROGRAM

1. Training program name (Vietnamese)	Công nghệ kỹ thuật vật liệu xây dựng
2. Training program name (English)	Construction Materials Engineering and Technology (CMET)
3. Degree	Bachelor
4. Mode of study	Full time
5. Study duration	4 years
6. Total of Credits	130 credits

7. Faculty of Management	Faculty of Road and Bridge Engineering, The university of science and technology, Danang University.
8. Languages	vietnamese
9. Website:	<a href="http://cauduongbkdn.dut.udn.vn">http://cauduongbkdn.dut.udn.vn</a>
10. Facebook	<a href="https://www.facebook.com/cauduongbkdn/">https://www.facebook.com/cauduongbkdn/</a>
11. Published	7/2020

## OBJECTIVES AND PROGRAM LEARNING OUTCOMES OF THE TRAINING PROGRAM

### 1 General Objectives

The general objectives of the training program in construction Materials Engineering and Technology are to train learners with political, ethical, knowledge, health; the ability to lifelong learning; the ability to be creative; have professional practice skills, research capacity, ability to effectively apply professional knowledge and advances in science and technology in construction materials engineering technology; have professional responsibility and sense of service to the community, meet development requirements in the field of technology and construction materials, serve the needs of socio-economic development, ensure national defense and security and international integration.

### 2. Program Objectives (POs)

Students who graduated with bachelor's degree in Construction Materials Engineering and Technology major in University of Science and Technology - The University of Danang:

Symbols	Program Objectives (POs)
PO1	Have comprehensive professional knowledge; master the principles and rules of nature and society;
PO2	Have basic practical skills in construction materials engineering technology;
PO3	Have ability to work independently and creatively; capable of teamwork; capable of solving technical and technological problems in the field of construction materials engineering technology.

### 3. Program Learning outcomes (PLOs)

Students graduated from bachelor-level training program in Construction Materials Engineering Technology major meet the requirements of 6-level output standards according to the Vietnam National Qualifications Framework:

1. Ability to apply knowledge of Mathematics, basic science, technology and engineering in analysis, design, construction, evaluation and research on problems in the field of construction materials engineering technology.

2. Having skills in practice, experiment, analysis, and basic data processing in construction materials engineering technology.
3. Having critical thinking, creative thinking, entrepreneurial thinking, professional behavior.
4. Having ethics and professional responsibility.
5. Ability to work in team/groups ; have effective communication skills.
6. Having skills in using foreign languages in their professional fields; have foreign language proficiency TOEIC 450 or equivalent.
7. Having basic skills in using Information Technology (IT) as prescribed in Circular No. 03/2014/TT-BTTTT and being able to use calculation tools in the field of construction materials.
8. Capable of forming ideas for design, construction, planning, participating in management and operation of technological lines in building material production units or construction projects suitable to the business, society and environment context.

### RELATIONSHIP BETWEEN POS AND PLOS.

Program Objectives (POs)	Program Learning Outcomes (PLOs)							
	1	2	3	4	5	6	7	8
1	X	X						X
2	X	X						X
3	X		X	X	X	X	X	

### CURRICULUM STRUCTURE

Modules	Total credits	Compulsive credits	Elective credits
1. Math and Natural Sciences	30	30	0
2. Core module (Engineering Fundamentals)	30.5	30.5	0
3. Specialized module (Professional Engineering)	25	21	4
4. Module of project, internship, and thesis	18.5	12.5	6
5. General education module	15	15	0
6. Supporting module	11	9	2
<b>Total of credits</b>	<b>130</b>	<b>118</b>	<b>12</b>



**Maths & Natural Science** consist of 30 credits including math, statistics, physics, and chemistry, provide students with the full foundation of math and natural science that are essential for other courses of engineering science.

**Engineering Fundamentals** consist of 30.5 credits which provide background knowledge in specific majors or in broaden majors. In this way, students can then study more specific major.

**Professional Engineering** consists of 25 credits which include courses providing in-depth knowledge and basic practical skills in specific major.

**Projects & Internships** consist of 18.5 credits including courses providing students the ability to apply engineering knowledge and design process in calculation, design and solution proposing and solving a technical problem.

**General Knowledge** consists of 15 credits including courses in politics, economics, IT. This knowledge helps students be aware of their civic responsibility and their social and environmental awareness.

**Supporting** consists of 11 credits including soft skills and foreign language, physical education, military education (excluding credit) to improve English communication skills for working, as well as soft skills in communication, teamwork, leadership and project management.

## COURSE LIST

No	Course name	Credits	Courses			Se mes ter	Remar k
			Compul sory	Compuls ive Electives	Elective s		
A.	Maths and Natural Sciences (30 credits)						
1	Calculus 1	4	x			1	
2	General Chemistry	3	x			1	
3	Calculus 2	4	x			2	
4	Probabity and Statistics	3	x			2	
5	Physics 1	3	x			2	
6	Experiment of Physics 1	1	x			2	
7	Physics 2	3	x			3	
8	Experiment of Physics 2	1	x			3	
9	Linear Algebra	3	x			3	
10	Applied Mathematics Engineering	2	x			4	
11	Experimental Planning	3	x			6	
B.	Core module (30.5 tín chỉ)						
1.	Descriptive Geometry – Engineering Drawing	3	X			1	
2	Thermal Engineering	2	X			3	
3	Engineering Mechanics	3	X			3	
4	Geodesy	3	X			3	
5	Structural Mechanics	3	X			4	
6	Construction Machines	2	X			4	
7	Engineering Geology	2.5	X			4	
8	Soil Mechanics	2.5	X			4	
9	Construction materials	2.5	X			4	
10	Ground and Foundation	2	X			5	
11	Reinforced Concrete Structures	3	X			5	
12	Industrial Architecture	2	x			5	
C.	Specialized module (25 credits)						

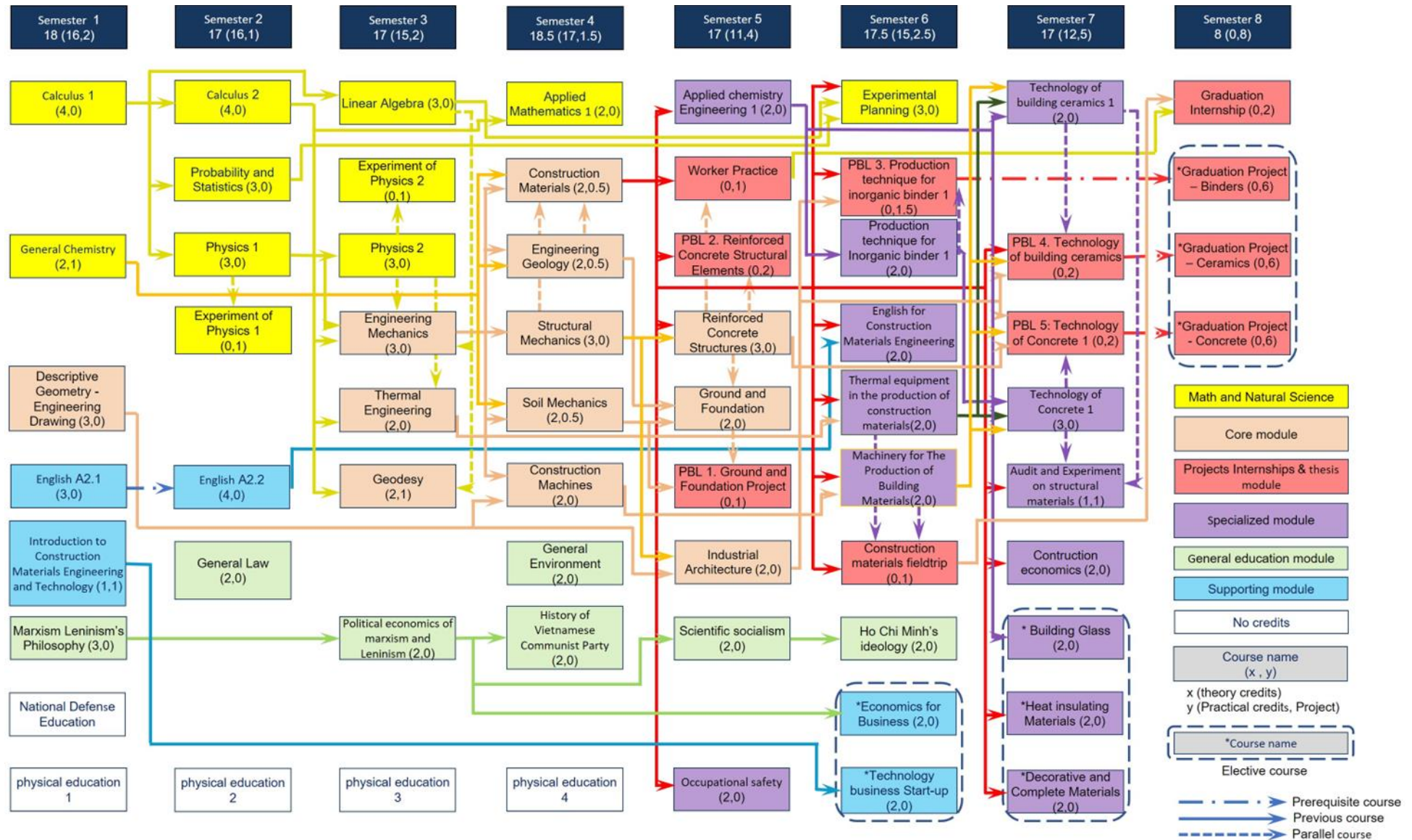
No	Course name	Credits	Courses			Semester	Remark
			Compulsory	Compulsive Electives	Electives		
1.	Applied chemistry Engineering 1	2	X			5	
2.	Occupational safety in construction materials production	2	X			5	
3	Thermal equipments in the production of construction materials	2	X			6	
2	Machinery for the production of construction materials	2	X			6	
4	Production technique for Inorganic binder 1	2	X			6	
5	English for Construction Materials Engineering	2	x			6	
6	Technology of Building Ceramic 1	2	x			7	
7	Technology of Concrete 1	3	x			7	
8	Construction Materials Testing & Inspections	2	x			7	
9	<i>Heat insulating and Heat resistant Materials</i>	4		x		7	Choose 2 out of 3 courses
10	<i>Building Glass</i>			x		7	
11	<i>Building Decorative and Complete Materials</i>			x		7	
12	Construction Economics	2	x			7	
<b>D.</b>	<b>Module of project, internship, and thesis (18.5 credits)</b>						
1.	PBL 1. Ground and Foundation	1	x			5	
2	PBL 2. Reinforced Concrete Structures	2	x			5	
3	PBL 3. Production technique for Inorganic binder 1	1.5	x			6	

No	Course name	Credits	Courses			Se mes ter	Remar k
			Compul sory	Compuls ive Electives	Elective s		
4	PBL 4. Technology of Building Ceramic 1	2	x			7	
5	PBL 5. Technology of Concrete 1	2	x			7	
6	Worker Practice	1	x			5	
7	Construction materials fieldtrip	1	x			6	
8	Gradiation Internship	2	x			8	
9	<i>Graduation Project - Binders</i>	6		x		8	Choose 1 out of 3 courses
10	<i>Graduation Project – Ceramics</i>			x		8	
11	<i>Graduation Project - Concrete</i>			x		8	
E.	General education module (15 credits)						
1	Marxism Leninism’s Philosophy	3	x			1	
2	General Law	2	x			2	
4	Political economics of Marxism Leninism	2	x			3	
5	History of Vietnamese Communist Party	2	x			4	
6	General Environment	2	x			4	
7	Scientific socialism	2	x			5	
8	Ho Chi Minh’s ideology	2	x			6	
F.	Supporting module (11 credits)						
1	Introduction to Construction Materials Engineering and Technology	2	x			1	
2	English A2.1	3	x			1	
3	English A2.2	4	x			2	
4	<i>Technology business Start-up</i>	2		x		6	Choose 1 out of



No	Course name	Credits	Courses			Se mes ter	Remar k
			Compul sory	Compuls ive Electives	Elective s		
5	<i>Economics for Business</i>			x		6	2 courses
6	Physical Education		x				
7	National Defense Education		x				
	<b>Total of credits</b>	<b>130</b>					

## CURRICULUM ROADMAP



**Note:**

Prerequisite courses (the courses at the end of arrow is the prerequisite course of that one in arrowhead).

Previous courses (the courses at the beginning of arrow is the previous course of that one in arrowhead).

Parallel courses (According to the direction of arrow, course at the end of arrow might be studied without studying simultaneously/pre-studying prerequisite course at in arrowhead; In contrast, course in the arrowhead must be studied simultaneously/pre-studied with that one at the end of the arrow).

**Teaching methods**

Teaching methods	Using
Giải thích cụ thể	X
Thuyết giảng	X
Tham luận	X
. Câu hỏi gợi mở	X
Giải quyết vấn đề	X
Học theo tình huống	X
Mô hình	X
Thực tập, thực tế	X
Thí nghiệm	X
Nhóm nghiên cứu giảng dạy	X
Tranh luận	X
Thảo luận	X
. Học nhóm	X
Bài tập ở nhà	X

**Grade System**

- Component scores include mid-term exam, homework, essay,...and final exam scores, which is graded in 10-point scale and to be rounded to one decimal place.
- Final grade of the course is determined using the weighted average of all components. The final grade of the course is rounded to one decimal place, then converted to letter grade scale as follows:

Classification	10- point scale	4 - point scale	Letter scale
<b>Passed</b>	From 9,5 to 10,0	4,0	A+
	From 8,5 to less than 9,5	4,0	A
	From 8,0 to less than 8,5	3,5	B+
	From 7,0 to less than 8,0	3,0	B
	From 6,5 to less than 7,0	2,5	C+
	From 5,5 to less than 6,5	2,0	C
	From 5,0 to less than 5,5	1,5	D+
	From 4,0 to less than 5,0	1,0	D
<b>Fail</b>	< 4,0	0	F



# REGULATIONS









# TRAINING REGULATIONS

(summary)



# STUDENT REGULATIONS

## (summary)

### STUDENT RIGHTS AND RESPONSIBILITIES

#### Student rights

1. Be admitted to the majors and occupations which they have registered if they meet all the conditions for admission as prescribed by the Ministry of Education and Training and education institutions.

2. Be respected and treated equally; be provided full information about studying and training in accordance with the regulations of the education institution; to be disseminated the rules and regulations on training and training and the regimes and policies related to students.

3. Facilitated in learning, scientific research and training, including:

a) Using the library system, equipment and facilities for academic, scientific, cultural, artistic, physical training and sports activities;

b) Participating in scientific research, excellent student competitions, Olympic competitions in subjects, scientific and technical creativity contests;

c) Be take care of and protect health according to current regulations of the State;

d) Be registered study, participate in exchange activities, foreigner exchange students; transferred to study at higher

training levels according to current regulations;

e) Participating in activities in the Communist Party of Vietnam, Ho Chi Minh Communist Youth Union, Vietnam Student Association; participate in student self-governing organizations and related social activities inside and outside the school as prescribed by law; cultural, artistic and sports activities that are healthy, consistent with the training objectives of the higher education institution;

f) Using existing social work services of education institutions (including career guidance, employment counseling, health counseling, psychology, support for students with special circumstances, ...)

g) Be temporarily absent from school, suspend study, study according to slow progress, fast progress, study two programs at the same time, transfer schools in accordance with the regulations on training of the Ministry of Education and Training; Summer vacation, Tet holiday, public holiday according to regulations.

4. Be enjoyed regimes and policies, considered for scholarships to encourage study, scholarships sponsored by domestic and foreign

organizations and individuals according to current regulations; be exempted from fees when using public services in terms of traffic, entertainment, visiting museums, historical sites, and cultural works according to the State's regulations.

5. Have right to comment on regulations, participate in the management and supervision of educational activities and the conditions for ensuring education quality; directly or through their legal representatives, propose solutions to contribute to the construction and development of higher education institutions; To raise aspirations and complaints to the Head of the higher education institution to settle issues related to the legitimate rights and interests of students.

6. Be considered for admission to the dormitory and prioritize to be in the dormitory according to regulations.

7. Eligible students for graduation are granted diplomas, certificates, transcripts of study and training, related documents and other administrative procedures.

### **Student responsibilities**

1. To abide by the guidelines and lines of the Party, the policies and laws of the State, the university's charter and the regulations and rules of the education institution.

2. Study and practice according to the education and training programs and plans of the higher education institution; Actively, actively self-study, research, create and practice ethics and lifestyle.

3. Respect teachers, administrators, officials and employees of higher education institutions; unite and help each other in the process of learning and training; well implement the cultural life in the school.

4. Preserve and protect property; actions that contribute to protecting, building and promoting the traditions of higher education institutions.

5. Fully comply with regulations on medical examination at the beginning of the course and periodical medical examination during the study period as prescribed by the higher education institution.

6. Pay tuition fees and health insurance in full and on time.

7. Participating in community labor, voluntary activities, and social activities for the community in accordance with their capacity and health as required by the higher education institution.

8. To abide by the obligation to work for a definite term under the State's mobilization when receiving scholarships and training expenses granted by the State or sponsored by foreign countries under the Agreement signed with the State, if not accepted. must reimburse scholarships and training expenses in accordance with the Government's regulations.

9. Participating in the prevention and combat of negativity and fraud in studying, taking exams and other activities of students; promptly report to faculties, functional departments, heads of higher education institutions or competent authorities when detecting negative acts, cheating in study, exams or illegal acts. law, violate other rules and regulations of students, officials and teachers in higher education institutions.

10. Participating in the work of ensuring security, order and traffic safety, and preventing crime and social evils in schools, families and communities.

11. Perform other related tasks as prescribed by law and by the higher education institution.

### **Behaviors students are not allowed to do**

1. Infringing upon the dignity and honor, infringing upon the body of teachers, managers, officials, employees, learners of higher education institutions and other people.



2. Cheating in studying, testing and taking exams such as: copying, bringing documents into the exam room, asking for Scores; study, take the exam, practice, watch on behalf of others or ask others to study, take the exam, practice, or watch on behalf of others; copy, ask for or make for graduation essays, projects, and theses; organize or participate in organizing contests or other fraudulent acts.

3. Smoking, drinking alcohol, beer in school; Drunk, beer when coming to class.

4. Organizing or participating in illegal mass gatherings, demonstrations or lawsuits; participating in social evils, disturbing security, order and safety in higher education institutions or in society.

5. Organize or participate in illegal car racing or cheering.

6. Organize or engage in gambling in any form.

7. Producing, trading in, transporting, spreading, possessing, using or enticing others to use weapons, explosives, narcotics, pharmaceuticals and banned chemicals; materials, publications, reactionary, depraved information and other prohibited materials as prescribed by the State; organizing, participating in, spreading superstitious activities, religious activities in higher education institutions and other acts of violating ethics.

8. Establishing or participating in illegal political activities; organize and participate in collective activities in the name of a higher education institution without the permission of the head of the higher education institution.

9. Organizing or participating in other illegal activities.

## **CITIZEN ACTIVITIES WEEK REGULATIONS – STUDENTS**

### **Works “Citizen activities – Students”**

1. The purpose of organizing "Citizen-student activities week" is to:

a. Raise students' awareness of the Party's guidelines and guidelines, and the State's policies and laws; help students understand the economic, political and social situation in the country, region and internationally.

b. Help students understand the rights, obligations and sense of responsibility of citizens - students through the propagation and dissemination of laws, regulations and regulations on training and student work of the University; orientation of learners' tasks to meet the needs of society.

c. The organization of the "Citizen-Student Week" at the beginning of the year, the beginning of the course, and the end of the school year must be carried out seriously, achieving high educational efficiency; discussion,

dialogue, writing and evaluation of the results at the end of the learning session.

2. Contents of "Citizen-student activities week".

a. According to the guidance of the Ministry of Education and Training and the University of Danang.

b. Depending on each school year, the School will choose appropriate content to include in the week of civic-student activities.

3. Categorize "Citizen - Student Week".

a. The week of civic activities – the first students of the course for first-year students.

b. Citizenship week - first year students for students from second to fourth year.

c. Citizenship week - final students for final year students.

4. This is a compulsory program, students who do not participate will be handled according to regulations.



## ASSESSING THE RESULTS OF STUDENT TRAINING

### Training works

1. Purposes of assessing the results of student training:

a. Contribute to the educational goal is to train Vietnamese people to develop comprehensively, to be ethical, intellectual, healthy, aesthetic and professional, loyal to the ideals of national independence and socialism. .

b. Provide specific and appropriate training orientations and content, creating conditions for students to have a training environment.

2. Requirements:

a. The evaluation of students' training results is a regular job of the school.

b. The process of evaluating results must ensure accuracy, fairness, openness and democracy.

3. Evaluation content: Reviewing and evaluating the training results of students is to evaluate the political, moral and lifestyle qualities of each student according to the scores obtained on the following aspects:

- a. Sense of participation in learning;
- b. Awareness of the school's rules, regulations and regulations;
- c. Consciously participating in political, social, cultural, artistic, sports activities, crime prevention and social evils;
- d. Citizen awareness in community relations;
- e. Consciousness and results of participating in the work of class officials, other unions and organizations in the school or students achieving special achievements in learning and training.

### Scale to evaluate the training results of students

The training contents are evaluated on a 100-point scale and do not exceed 100 points

No	Assessing contents	Score
1	The sense of participation in class	0-20

2	Awareness of the observance of rules, regulations and regulations in education institutions	0-25
3	Awareness of participating in political, social, cultural, artistic, sports training activities, crime prevention and social evils	0-20
4	Civic consciousness in community relations	0-25
5	Consciousness and results when participating in the work of class officials, unions and organizations in higher education institutions or students achieving achievements in learning and training	0-10

### Classification of student training results:

1. Kết quả rèn luyện sinh viên được phân loại như sau:

CLASSIFICATION	TRAINING SCORES
Excellent	90-100
Good	80-90
Rather Good	65-80
Medium	50-65
Weak	35-50
Very weak	Under 35

2. Students who are disciplined from warning level or higher when classifying training results must not exceed average category.

### Progress to assess the training results

1. Students based on their own training results, self-assess according to the detailed score level prescribed by the school.

2. Hold a class meeting with the participation of the homeroom teacher/learning advisor, review and approve each student's self-assessment score on the basis of evidence to confirm the results and must be more than half consensus of the class unit and must be enclosed with the minutes.

3. The training results of each student are reviewed, confirmed by the Dean/in charge of the program, notified to the students and sent to the Student Affairs Department.

#### **Time to assess the training results**

1. The assessment of training results of learners is conducted periodically by semester, school year and the whole course.

2. The training score of the semester is the total score of 5 detailed evaluation contents of the school.

3. The training score of the school year is the average of the training scores of the semesters of that school year.

4. The training score of the whole course is the average of the training scores of the semesters of the course.

5. Students who are temporarily absent from school and have their training results reserved will be assessed their training results when they resume studying as prescribed.

#### **The use of training results**

1. The results of the training assessment for each semester and school year of the students are used in the scholarship review, commendation and discipline consideration and other priorities according to the regulations of the school.

2. The results of the training assessment of the whole course of the learners are stored in the student management file of the school and recorded in the transcript of the learning and training results of each student upon graduation.

3. Students with excellent training results are considered, praised and rewarded by the school.

4. Students who are classified as weak or poor in practice for two consecutive semesters must suspend their studies for at least one semester in the next semester and if they are classified as weak or poor in training for two consecutive semesters for the second time, two will be forced to drop out of school.

#### **Right to complain**

Students have the right to file a complaint with the Student Affairs Department if the assessment of training results is inaccurate. The school is responsible for solving and answering according to current regulations.

The time to file a complaint is according to the regulations from time to time to consider training scores.

## **REWARDS AND DISCIPLINE**

#### **Reward contents and form**

1. Regularly emulate and reward individuals and groups of students whose achievements need to be commended and encouraged in a timely manner. Specifically:

a) Winning prizes in excellent student contests, Olympic subjects, having valuable scientific research works;

b) Make effective contributions to the work of the Party, Youth Union, and Student Union, youth volunteering activities, maintenance of

security and order, activities in class, faculty, in the signing ceremony, dormitories, in social, cultural, artistic and sports activities;

c) Having achievements in implementing the all-people movement to protect national security, ensure school security and order, prevent crime and social evils, bravely save the victims, and fight against negative attitudes, corruption;

d) Other special achievements.

The content and level of regular rewards shall be prescribed by the Principal.

2. Periodically comprehensive emulation and commendation for individuals and groups of students is conducted at the end of each semester or school year. Specifically:

a) For individual students:

- Individual titles include 3 categories: Good, Excellent, Excellent.

- Criteria for grading individual titles are as follows:

- + Achieved the title of Good student, if the learning and training classification is from Good or higher;

- + Achieved the title of Good student if the learning grade is Good or higher and the training rating is Good or higher;

- + Achieved the title of Excellent student if classified as Excellent in learning and training.

- The student's personal title is recorded in the student file.

- No reward is considered for students who are disciplined or whose final exam scores on the first exam in that semester or school year are below the average.

b) For a group of students:

- Student class collective title includes 2 types: Advanced student class and Excellent student class.

- Achieve the title of Advanced Student Class if the following criteria are met:

- + 25% of students have achieved the title of Good student or higher;

- + There are individuals who have achieved the title of Excellent student or higher;

- + There is no individual who is classified as having poor academic performance or poor training, being disciplined from a warning level or higher;

- + The collective unites, helps each other in learning and training, organizes many emulation activities and actively responds to the emulation movement in the school.

- Achieve the title of Excellent student class if meeting the standards of the title of Advanced student class and 10% of students achieve the

title of Excellent student or above, and there are individuals who have won the title of Excellent student.

### **Form of student discipline**

1. Students who violate the school rules, regulations on learning and training, depending on the nature, severity and consequences of the violation, shall be subject to one of the following disciplinary forms:

a) Reprimand: applied to students who commit violations for the first time but at a mild level;

b) Warning: applied to students who have been reprimanded but re-committed or violated at a mild level but the violation is frequent in nature or the violation is committed for the first time but with a relatively serious level;

c) Suspension of study with a definite term: applied to students who are still under warning but still violate discipline or seriously commit acts that students are not allowed to do; Students who break the law are sentenced to prison but given a suspended sentence. Depending on each specific case, the Head of the higher education institution shall base on the training regulations to decide the duration of suspension according to the following levels: suspension for one academic year or suspension according to the duration of the student's punishment. imprisonment but suspended sentence.

d) Forced expulsion: applies to students who are suspended from studying but continue to violate discipline or commit the first violation but have a serious nature and degree of violation, causing adverse effects on school and society; breaking the law is punishable by imprisonment.

2. The student's disciplinary action from warning or higher must be kept in the student file. In case a student is disciplined with a definite suspension and forced out of school, the school needs to send a notice to the locality and the student's family for coordination in management and education.

### **Regulations on student volunteering**

1. Students during their study time at the school are responsible for actively participating in extracurricular social work activities, volunteering for the community at school or in the locality (certified by the unit) organization on the content and number of volunteer days).

2. Organization of Youth Union - Student Union is responsible for:

- Organize and guide students to participate in volunteer activities at school and in the locality.
- Coordinating with the Class Personnel Committee to check and confirm that students have participated in volunteer activities so that the University can evaluate student training activities.

# Official documents related to students

Training Regulations

<http://daotao.dut.udn.vn/dtChinhQuy/QuyCheQuyDinh>

Regulations on student activities  
Regulations on health insurance

<http://ctsv.dut.udn.vn:8081/>

Instructions for paying tuition fees

<http://daotao.dut.udn.vn/>

Announcement and review of final  
exam scores

<http://qat.dut.udn.vn/>

Regulations on course assessment

<http://daotao.dut.udn.vn/CA/>

Out-of-budget scholarship

: <http://ctsv.dut.udn.vn:8081/>

Contact with student

<http://daotao.dut.udn.vn/CA/>



A group of students and a woman are gathered for a scholarship ceremony. In the foreground, a woman in a blue and green floral dress is clapping. To her right, a student in a white shirt and black skirt holds a blue certificate. In the background, three male students wear yellow flower leis. A large tree logo is visible on the wall behind them.

# Scholarship policy





# DISCOUNT POLICY OF LEARNING FEES

- Pursuant to the Government's Decree No. 86/2015/ND-CP dated October 2, 2015 stipulating the mechanism of collection and management of tuition fees for educational institutions under the national education system and the policy of exemption, reduce tuition fees, support study expenses from the 2015-2016 school year to the 2020-2021 school year

- Pursuant to Joint Circular No. 09/2016/TTLT-BGDDT-BTC-BLDTBXH dated March 30, 2016 guiding the implementation of a number of articles of Decree No. 86/2015/ND-CP.

The Student Affairs Department of University of Science and Technology - University of Danang informs students of the following policy information:

## SUBJECTS AND DOCUMENTS FOR FEES FREE AND DISCOUNT

FEES FREE SUBJECTS	REQUIREMENT DOCUMENTS
Subject 1.1: Heroes of the people's armed forces; Veterans; Policy beneficiaries such as war invalids; Labor hero in the period of resistance.	<ul style="list-style-type: none"> <li>- An application form according to Appendix IV of the Joint Circular No. 09/2016/TTLT-BGDDT-BTC-BLDTBH.</li> <li>- Certificate of the agency managing the person with meritorious services to subject 1.1</li> </ul>
Subject 1.2: Children of revolutionary activists before January 1, 1945; children of people who were active in the revolution from January 1, 1945 to the day of the August uprising, 1945; Son of the Hero of Labor in the period of resistance; Children of Martyrs; Children of War Invalids; Children of policy beneficiaries such as war invalids; Children of sick soldiers; Children of resistance activists infected with toxic chemicals. (Ordinance on incentives for people with meritorious services to the digital	<ul style="list-style-type: none"> <li>- An application form according to Appendix IV of the Joint Circular No. 09/2016/TTLT-BGDDT-BTC-BLDTBH.</li> <li>- Certificate of the agency managing the person with meritorious services to the subject 1.2</li> </ul>



revolution/VBHN-VPQH dated July 30, 2012)	
Subject 2: Disabled students or disabled students belonging to poor or near-poor households according to the Prime Minister's regulations.	<ul style="list-style-type: none"> <li>- An application form according to Appendix IV of the Joint Circular No. 09/2016/TTLT-BGDĐT-BTC-BLĐTBH;</li> <li>- A certificate of disability issued by the People's Committee of the commune or the decision on social allowance of the President of the People's Committee of the district, for subject 2;</li> <li>- Papers proving that they are poor or near-poor households, issued or certified by the People's Committee of the commune.</li> </ul>
Subject 3: Persons aged between 16 and 22 years old who fall into one of the cases specified in Clause 1, Article 5 of the Government's Decree No. 136/2013/ND-CP dated October 21, 2013 on social assistance policies. Social protection beneficiaries who are studying in high school, vocational training, professional secondary school, college or university with a first degree. (Decree 86/2015/ND-CP)	<ul style="list-style-type: none"> <li>- An application form according to Appendix IV of the Joint Circular No. 09/2016/TTLT-BGDĐT-BTC-BLĐTBH;</li> <li>- Decision on social allowance of the President of the district-level People's Committee for the subject 3.</li> </ul>
Subject 4: Students of the pre-election system (including students who have been appointed for boarding vocational training with a training period of 3 months or more).	<ul style="list-style-type: none"> <li>- An application form according to Appendix IV of the Joint Circular No. 09/2016/TTLT-BGDĐT-BTC-BLĐTBH;</li> </ul>
Subject 5: Students who are ethnic minorities belonging to poor and near-poor households according to the Prime Minister's regulations	<ul style="list-style-type: none"> <li>- An application form according to Appendix IV of the Joint Circular No. 09/2016/TTLT-BGDĐT-BTC-BLĐTBH;</li> <li>- Birth certificate (notarized photo)</li> <li>- Papers proving that they are poor or near-poor households, issued or certified by the commune-level People's Committees.</li> </ul>
Subject 6: Students from ethnic minorities such as La Hu, La Ha, Pa Then, Lu, Ngai, Chut, Lo Lo, Mang, Cong, Co Lao, Bo Y, Sila, Pu Peo, Ro Mam, Brau, O Du: in areas with difficult	<ul style="list-style-type: none"> <li>- An application form according to Appendix IV of the Joint Circular No. 09/2016/TTLT-BGDĐT-BTC-BLĐTBH;</li> <li>- Birth certificate (notarized photo)</li> <li>- Permanent residence book or temporary residence registration certificate</li> </ul>

or extremely difficult socio-economic conditions	
<b>FEES DISCOUNT SUBJECTS</b>	<b>REQUIREMENT DOCUMENTS</b>
<p>Subject 1: 70% discount on tuition fees.</p> <p>Students who are ethnic minorities (other than ethnic minorities according to subject 6) in areas with extremely difficult socio-economic conditions are specified in Appendix I of Joint Circular No. 09 /2016/TTLT-BGDDT-BTC-BLĐTBH</p>	<p>- An application form according to Appendix IV of the Joint Circular No. 09/2016/TTLT-BGDDT-BTC-BLĐTBH;</p> <p>- Birth certificate (notarized photo)</p> <p>- Permanent residence book or temporary residence registration certificate (notarized photo)</p>
<p>Subject 2: 50% discount on tuition fees</p> <p>Students who are children of officials, workers or public employees whose father or mother has a work accident or an occupational disease is entitled to a regular allowance.</p>	<p>- Application form according to Appendix IV (joint circular No. 09/2016/TTLT-BGDDT-BTC-BLĐTBH);</p> <p>- Book of monthly allowance of the father or mother having a labor accident or occupational disease, issued by the social insurance organization for subject 2 (notarized photocopy).</p>

#### REGULATIONS FOR FEES FREE AND DISCOUNT

- The work, exemption and reduction of tuition fees for students is done at the school where the student is studying. The State shall provide tuition reimbursement directly to the school so that the school can implement the tuition fee exemption and reduction regime for students eligible for tuition fee exemption or reduction.
- During the period when a student is disciplined to stop studying or to be forced out of school, to study for improvement, to take additional study, he or she will not be compensated for tuition fee waiver or reduction.
- Students who are eligible for tuition fee exemption or reduction and support for study expenses only have to make 1 set of documents to submit for the first time for the whole study period. Particularly for learners belonging to poor or near-poor households, at the beginning of each semester, they must submit additional

certificates of poor households and near-poor households as a basis for considering tuition fee exemption and reduction and support for study expenses. for the next semester.

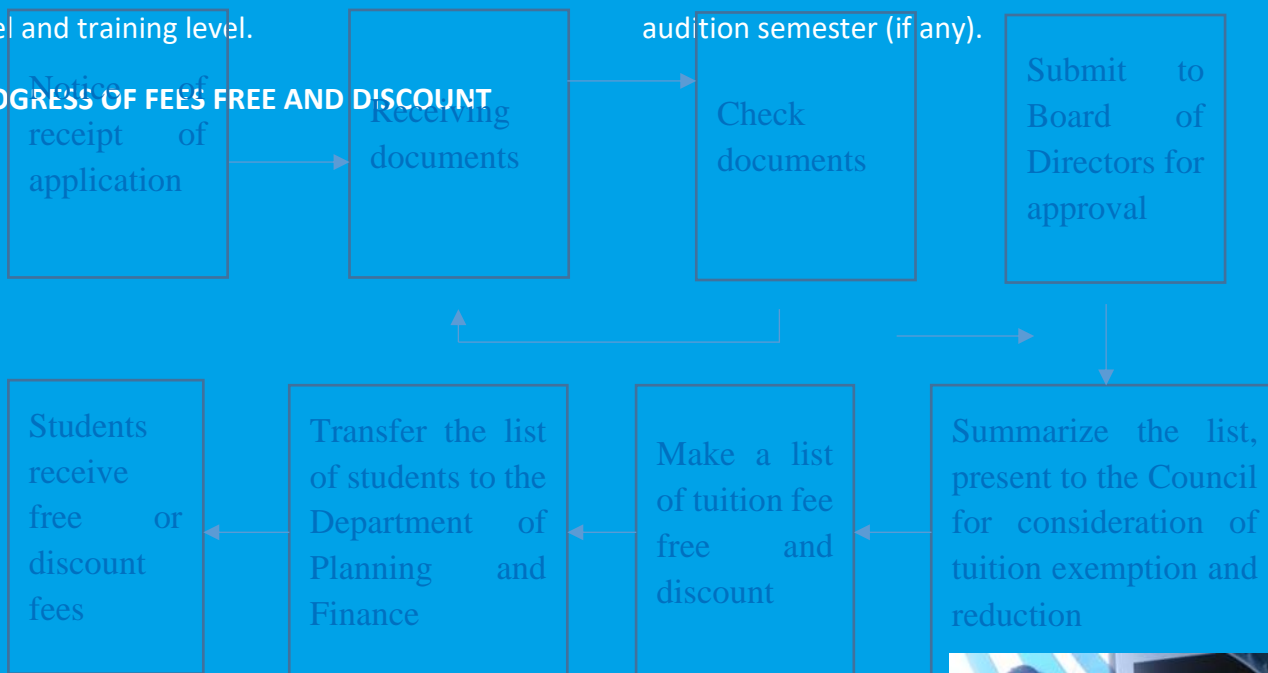
- Subjects eligible for tuition fee exemption and reduction and support for study expenses as prescribed in Joint Circular 09/2016/TTLT-BGDDT-BTC-BLĐTBXH and at the same time enjoy many supportive policies that are of the same nature, they will only enjoy the highest preferential regime.
- Students eligible for tuition fee exemption or reduction if they simultaneously study in many educational institutions or in many faculties or disciplines in the same school, they are entitled to a preferential regime.
- The preferential regime of tuition fee exemption or reduction is not applied to students



who have enjoyed this regime at a vocational education institution or higher education institution and now continue to study at another institution. other vocational and higher education institutions of the same educational level and training level.

- Tuition exemption and reduction is only applicable for the first subjects according to the curriculum, not for re-subjects, improved studies... as well as for 2 main semesters, not for students. with the summer semester and the audition semester (if any).

#### PROGRESS OF FEES FREE AND DISCOUNT



## SOCIAL SUPPORT

### RELATED CIRCUITIES, DECREES

- Joint Circular No. 18/2009/TTLT-BGDDT-BTC-BLDTBXH
- Application forms: BILLION
- + Form 01: Declaration of social allowance.
- + Form 02: Certificate of student belonging to a poor household. (issued together with Joint Circular No. 18/2009/TTLT-BGDDT-BTC-BLDTBXH) (Link attached)
- + Form 03: Application for certification of being an ethnic minority in the highlands with permanent residence for 3 years or more.
- + Form 04: Application for certification of orphaned parents



### SUBJECTS AND SCOPE

The beneficiaries of the social allowance are students studying at national centralized and long-term regular public training schools in the following categories:

1. Students are ethnic minorities in the highlands. The basis for identifying ethnic minorities is the original birth certificate, or the marriage certificate of the parents (if the original birth certificate is lost), while stating that the father or mother is an ethnic minority. Ethnic minorities living in the highlands or having permanent residence in the highlands for at least 3 years (up to the time of entering the training school).

2. Students who are orphans of both parents are helpless. These are people who do not have an official sponsor, do not have a regular source of support (students must present a certificate from the district-level social insurance agency on the basis of the request of the ward or commune where they are located). resident students).

3. Students who are disabled according to the State's regulations in Decree No. 81/CP of November 23, 1995 are those who face economic difficulties, their working capacity is reduced by 41% or more due to disabled, determined by the competent Medical Council (documents and procedures for medical reduction shall be applied according to the guidance in Circular 34/TT-LB of December 29, 1993 of the inter-Ministry of Labor - Invalids and Social Affairs). and society – Ministry of Health). Students in this category must present a medical assessment report and certification from the People's Committee of the commune or ward about their difficult economic situation.

4. Students with extremely difficult economic circumstances, overcoming learning difficulties, who are those whose families belong to poor households, must present a certificate of being poor students from the commune-level People's Committees. certified according to the certificate form issued together with Circular 18/2009/TTLT/BGDĐT-BTC-BLDTBXH, dated August 3, 2009. (Attached to the notice)

Social welfare benefits:

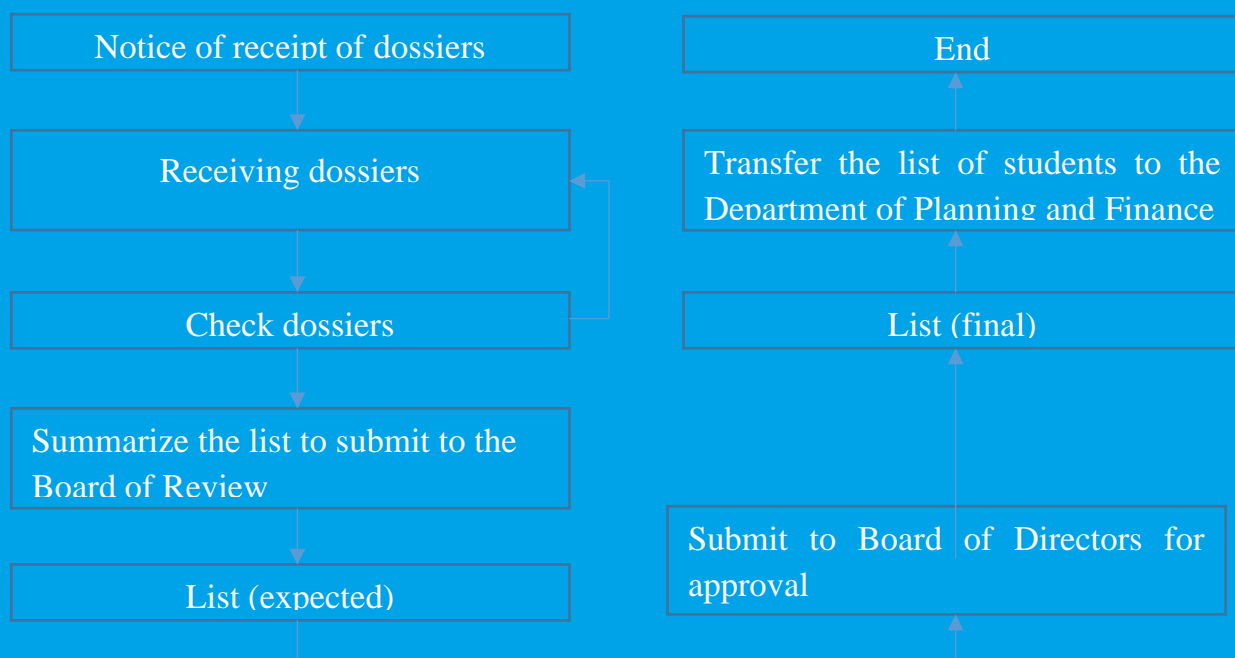
- Subject 1: enjoy the social allowance of 140,000 VND/month
- Subjects 2, 3, 4 enjoy a social allowance of 100,000 VND/month

#### **SOCIAL ASSISTANCE PROFILE**

<b>SUBJECTS</b>	<b>REQUIRED DOCUMENTS</b>
Subject 1: Students are ethnic minorities in the highlands	<ul style="list-style-type: none"><li>- Application for receiving social allowance (made according to form 01/TCXH)</li><li>- A written certification from the local government, the student whose father or mother is an ethnic minority in the highlands and has a permanent residence in the locality for 3 years or more. (refer to sample: 03/TCXH)</li><li>- Passport (notarized copy):</li><li>- Birth certificate (notarized copy)</li></ul>
Subject 2: Students who are orphans with both parents and helpless	<ul style="list-style-type: none"><li>- Application for receiving social allowance (made according to form 01/TCXH)</li><li>- Birth certificate (notarized copy)</li><li>- Death certificate of father and mother (notarized copy)</li><li>- Certificate of orphans of both parents from the local government. (In case students do not have death certificates of parents) (Refer to sample: 04/TCXH).</li></ul>

Subject 3: Students who are disabled according to the State's regulations in Decree No. 81/CP of November 23, 1995, who are facing economic difficulties, and their working capacity is reduced by 41% or more. due to disability, as determined by the competent medical board	<ul style="list-style-type: none"> <li>- Application for receiving social allowance (form 01/TCXH .)</li> <li>- Minutes of medical assessment and certification of the People's Committee of the commune or ward about the difficult economic situation.</li> </ul>
Subject 4: Students with extremely difficult economic circumstances, overcoming learning difficulties are those whose families belong to poor households.	<ul style="list-style-type: none"> <li>- Application for receiving social allowance (form 01/TCXH .)</li> <li>- Certificate of being a student from a poor household as certified by the Commune People's Committee according to form 01/TCXH certificate issued together with Circular 18/2009/TTLT-BGDĐT-BTC-BLDTBXH, dated March 3 August 2009. (Students in this category must redo the application for social security examination every year)</li> <li>- Poor household book (notarized copy)</li> </ul>

## IMPLEMENTATION PROCESS





## EDUCATIONAL PRIORITY

5. The preferential regimes in education and training prescribed in this Circular do not replace the policy scholarships, scholarships to encourage study and training according to current regulations.

### SUBJECTS AND SCOPE:

Circular 36/2015/TT-BLDTBXH dated September 28, 2015

1. The preferential regime in education and training applied to pupils and students is:

People with meritorious services to the revolution and their children specified in Article 1 of this Circular (hereinafter collectively referred to as students) study at vocational education institutions with a course of 1 year or more or educational institutions higher education under the national education system (collectively referred to as vocational and university education institutions);

2. Students belonging to many categories who are entitled to preferential regimes in education and training shall enjoy only one preferential regime of the highest level.

3. Students studying at the same time at many vocational education institutions, universities or many faculties and disciplines in the same vocational education institution or university are entitled to only one preferential regime at the highest level at the university, a vocational education institution, university.

4. No preferential regime in education and training shall be applied to pupils and students specified in Clause 1 of this Article in one of the following cases:

a) Currently receiving salary or living expenses while attending school;

b) Having enjoyed the preferential regime at a vocational education institution, university;

c) Persons with meritorious services specified in Article 1 of this Circular shall be suspended from the preferential regime for people with meritorious services to the revolution.

### PREFERENTIAL TREATMENT

1. Annual preferential subsidy regime.
2. Preferential monthly allowance.

The subsidy levels are implemented in accordance with the Government's Decree No. 20/2015/ND-CP dated February 14, 2015 stipulating the level of allowances and allowances for people with meritorious services to the revolution.

### PRIORITY REQUIREMENTS

1. The application form for settlement of preferential regimes in education and training (Form No. 01-GDGD).

2. Certificate of general education institution or vocational education institution, university (Form No. 02-GDGD).

3. Decision on the implementation of the preferential regime in education and training (Form No. 03-GDGD)

### PROGRESS

Students wishing to confirm Form No. 02-UDGD; submit the form to the Student Affairs Office – University of Science and Technology – University of Danang.

Reception time: weekdays.

Payment time: every Friday.

### Note:

- Students go to the website of the Student Affairs Office and go to the download form section of the certificate of the general education institution or the vocational education and training institution or university (Form No. 02-GDGD). Fill in the information and submit.

- In case the student can't get the book directly, the recipient must present the student card or identification document of the book owner and

sign in place of the signature entry in the receipt book.



## STANDARDS AND PRECAUTIONS

Students with good or higher academic and training results, and not disciplined at the level of reprimand or higher in the semester of scholarship consideration, will be considered and granted study encouragement scholarships within the scope of the incentive scholarship fund. Encourage school learning at the following levels:

a. The level of the scholarship is quite good: Having an average academic grade point average of good or higher and a training score of good or higher.

b. Excellent scholarship level: Having an average academic grade point average of good or higher and a training score of good or higher. The scholarship level is higher than the good one and determined by the Rector.

c. Excellent level of scholarship: Having an overall average of excellent academic results and excellent training scores. The scholarship level is higher than the excellent one and is determined by the Principal.

The average academic grade point average is determined according to the current regulations of the Regulation on regular university and

# SCHOLARSHIP

college training, the Regulation on formal intermediate professional training promulgated by the Ministry of Education and Training. may take test scores, test all subjects for the first time, in which no test scores are below 5.0 or fail to pass all subjects). Training results are determined according to the provisions of the current Regulation on evaluation of training results issued by the Ministry of Education and Training.

a. Scholarships to encourage learning are awarded each semester and 10 months in the academic year.

## SCHOLARSHIP ASSESSMENT PROCESS :

### **Step 1:** Update student learning results

The Student Affairs Department uses the score data of the Training Department and combines with the training score data to filter out a list of students who are eligible for scholarships to encourage study (exams with no scores below 5, 0 and an academic GPA above 7.0).

**Step 2:** The Student Affairs Department publishes the list of students eligible for scholarship consideration on the school's website for students to check their feedback.

**Step 3:** Perform scholarship consideration according to the conditions

General conditions: Excellent scholarship -> HB Excellent -> HB Good



a. The level of the scholarship is quite good (Grade Good): Having an average academic grade of good or higher and a training score of good or higher.

b. Excellent level of scholarship (Classified as Excellent): Having an overall average of good or higher in study and good or higher in training.

c. . Excellent level of scholarship (Grade of Excellence): Having an overall average of excellent academic grades and excellent training scores.

The overall average score of study is determined according to the current regulations of the Regulation on training universities and colleges according to the credit system (only test scores can be taken, the first course is completed, in which there is no score). test below 5.0).

- Scholarships are considered from top to bottom in the following order of priority:

(a) Scholarship Rating (Excellent -> Excellent - > Good)

(b) Semester GPA

(c) Training points

(d) Accumulated academic points

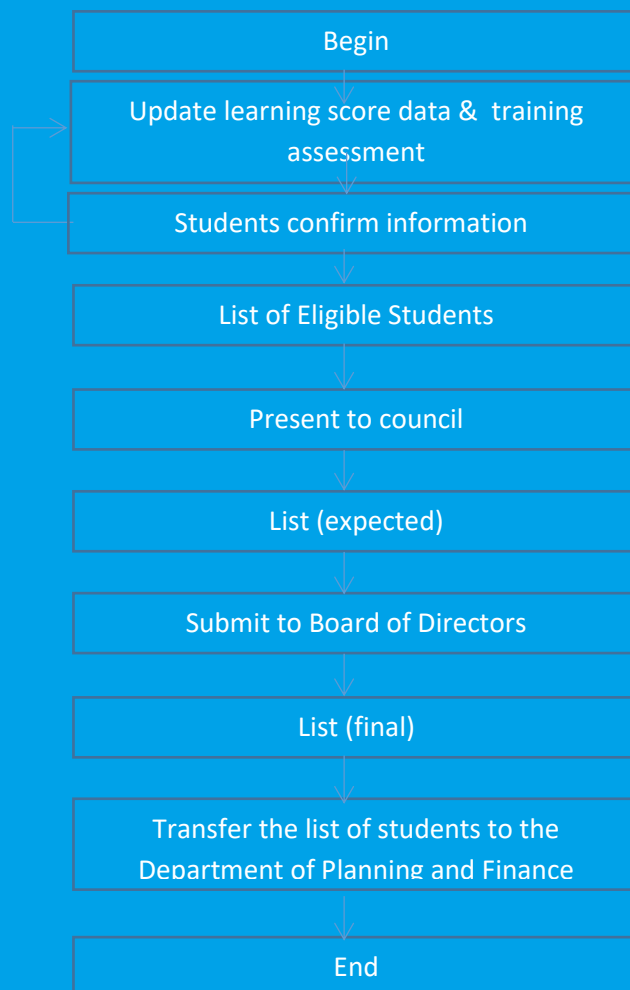
(e) Total number of accumulated credits/term.

- Scholarships are considered from top to bottom until the end of the scholarship fund for that semester.

- In the same course and major, ensure that the lowest scores of the classes receiving the scholarship are relatively equal, not too different.

**Step 4:** Submit the list of students who are considered for academic encouragement scholarships to the Scholarship Review Board to make a decision on granting scholarships.

**Step 5:** The decision is transferred to the Department of Planning and Finance to provide scholarships for students.





# INTERNATIONAL STUDENT EXCHANGE ACTIVITIES

## ANNUAL ACTIVITIES

International student exchange activities are managed by the International Cooperation Department and supported by the Student Affairs Department. Over the years, the school regularly organizes useful and interesting activities such as: Vietnam - Japan student exchange program; Model ASEAN Student Program; Voluntary sales program on the occasion of the School's founding anniversary; Volunteer activities to protect the environment; Soft skills training classes.

In addition, the school always opens up opportunities and creates conditions for students to participate in cultural exchange and exchange activities with students from countries in the region and the world. Advanced program students are often chosen to represent the University of Danang - University of Science and Technology and Vietnam to attend many major programs and events in the international student community.

International student exchange activities are carried out by the University of Danang - University of Science and Technology with the aim of creating favorable conditions for DUT students as well as students of partner schools to improve their professional knowledge, English, and search understand the culture and education of different countries. This is also an opportunity for students to participate in cultural exchange activities as well as participate in volunteer activities.

## BENEFITS AND VALUE

When participating in international student exchange activities at DUT, you receive many benefits such as: The program is completely free; certificated; have the opportunity to improve some soft skills such as presentation skills, teamwork skills....

And the most important thing is that you can operate in an international, friendly, open and very professional environment.

A photograph of three students sitting on the grass outdoors, surrounded by green foliage. They are all wearing white shirts and are looking at open books or papers. The student on the left is partially visible, the middle student is a young woman with long dark hair, and the student on the right is a young man with glasses. They appear to be engaged in a collaborative study session.

# Other student supports







## STUDENT DORMITORY

Dormitory Management Center of The University of Danang - University of Science and Technology is a training service unit with the function of taking care of the material, cultural and spiritual life of boarding students.

The dormitory management team of DUT is a functional unit under the management of the Student Affairs Department of the University of Science and Technology - the University of Danang. The University of Danang - University of Technology dormitory is located at 60 Ngo Sy Lien, Hoa Khanh Bac ward, Lien Chieu district, Da Nang city, built in 1977 next to the University of Technology - Da Nang University.

After more than 40 years of growth, the University of Danang - University of Technology Dormitory has become one of the prestigious boarding houses in Da Nang city. According to the plan, the dormitory of the University of Technology - the University of Danang currently consists of 5 housing complexes to provide accommodation for more than 1200 students. There is a separate housing area for foreign students.

With the criterion of not only creating accommodation but also meeting the entertainment, entertainment and learning needs of students. Dormitory of University of Science and Technology - University of Danang is paying

more and more attention to the scenery as well as facilities. In terms of facilities, in addition to living rooms, each building has its own self-study room for students, covering the entire dormitory. Regarding the healthy entertainment needs of students, the dormitory is constantly building sports areas: football fields, volleyball, badminton.... The number of trees and stone benches has also increased significantly, creating a cool and fresh space for students.



To promote security as well as movement, the Self-Government Team was established to represent the students. Thanks to that, many activities have been organized regularly for students inside and outside the dormitory: Spring Festival of the dormitory, football tournament, cooking contest.... Create more playgrounds as well as help the dormitory day more widely known.





## INTRODUCTION OF CENTER

Center for Business Relations and Student Support was established under Decision No. 4277/QĐ-ĐHĐN dated December 18, 2009 by the President of the University of Danang.

### I. Contact information:

Address: 54 Nguyen Luong Bang - Hoa Khanh Bac Ward - Lien Chieu District - Danang City.

Telephone: 02363-737.879 Email: sserc@dut.udn.vn Website: dut.udn.vn/sserc

Fanpage: Center for Business Relations and Student Support

### II. Mission of the Center:

1. Charge of business relations activities:
  - Establish and maintain a cooperative relationship between the University and businesses in mobilizing funding sources for the University's activities: scholarships for students, recruitment consulting, internships, career guidance, gender orientation, and training programs. job offer...
  - Advise the school administrator on policies to support training to meet social needs.
  - Coordinate with units inside and outside the University to deploy activities to support students, business relations.
2. Management of student dormitory:
  - Manage dormitory according to current regulations.
  - Coordinate with functional units to organize psychological and health counseling

# Student Support and Enterprise Relationship Center

activities, introduce accommodation for students.

- Organizing cultural - artistic - sports - sightseeing - tourism activities or other forms of entertainment associated with expertise and academics, contributing to training students' capacity and moral qualities.
3. Exploiting student support services:
    - Organize, manage and exploit services to serve students' needs.
    - Organizing training, granting certificates and certifications of soft skills courses for students.

Email: [sserc@dut.udn.vn](mailto:sserc@dut.udn.vn)

Website: [sserc.dut.udn.vn](http://sserc.dut.udn.vn)

### I. ARTICLES ABOUT ACTIVITIES OF THE CENTER

1. Group of articles on skill development:
2. Group of articles on Job Fair, Job Seminar, Recruitment, Business Reception:
3. Group of scholarships - support:
4. Employment information



## INTRODUCTION OF THE STUDENT ASSOCIATION

Over 40 years of construction and development, University of Science and Technology has always maintained its position as a leading technical university of the Central - Central Highlands and the whole country. Today, the school has made great progress in all areas: learning, teaching, organization size, student and young staff movement activities.

Following each step of the university's development, with the attention and guidance of the Party Committee, the Board of Directors and functional units throughout the university, the Ho Chi Minh Communist Youth Union (DTN) of HCMUT has grown larger and larger, strong, mature and always the leading unit in all aspects of activities in the universities and colleges of the University of Danang as well as in the city. The Youth Union of the school has always been awarded certificates of merit and emulation flags by the Central Youth Union, the Ministry of Education and Training, the People's Committee of Da Nang City, the Da Nang Youth Union; For many years in a row, it has been recognized by the Central Youth Union as a unit with excellent achievements in union work and the youth-student movement.

Since the establishment of Polytechnic University (1975) and the birth of the Party Committee of HCMUT, an urgent task posed to the University Party Committee at that time was to build a strong Party organization with the cadres are both pink and professional, and the Youth Union is the right hand. Faced with that situation, under the direct direction of the Party Committee - Board of Directors, the Youth Union

of Danang University of Science and Technology was established. And it can be said that, from the early days to the next 40 years, the Youth Union of the University has always held the position of a strong union base in the block of Universities - Colleges in the province of Quang Nam - Da Nang, and Da Nang city later.

In the period before 1995, the activities organized by the Youth Union took place actively on many fronts. Prominent is the movement "Youth shock on the Science - Technology front" of youth and students as well as activities "Associating the school with society, learning with productive labor". In addition to academic and scientific research activities, the Youth Union also encourages union members and young people to participate in social work as well as actively participate in volunteer work.

Since the University of Danang was established (1995), the Union of Polytechnic University has become one of the units under the delegation of the University of Danang. Playing the role of the eldest brother in the grassroots Youth Union system under the UD, over the past 20 years, the Polytechnic University Union has always shown its position, always being the leading flag in the emulation movement of the University Union, Danang. Over the past 20 years, the Union of HCMUT has had many effective models of activities and initiatives, which are illustrated in detail by the results that HCMUT's delegation has achieved in the past 10 years:

1. The work of building and consolidating the organization of the Union: The delegation of HCMUT has been organized reasonably and closely at three levels, continuously consolidated in a orderly and effective manner. The high reputation of the Youth Union has always been affirmed by the school's Board of Directors, teachers and all students.

2. The political core role for the student union organization: The youth unions at all levels have well fulfilled the political core role for the student union organization. The Union and the Association have always coordinated very well in all student movement activities.

3. Participating in Party building: Actively propagating the glorious tradition of the Communist Party of Vietnam. Organize many classes on fostering Party awareness and introduce and admit many elite Union members to the Party.

4. Political-ideological, moral and lifestyle propaganda and education for union members and students: Always stick to the guidelines of the Party and the State, always organize activities in all aspects to creating conditions for all union members to clearly demonstrate the role of youth with a healthy lifestyle, the will to excel in learning, and make a positive contribution to the development of the school and society. In the Olympic competitions of Marxist-Leninist science and Ho Chi Minh Thought at the University of Danang, the school's team always won high prizes. In addition, the Youth Union actively participates in other activities organized by the Youth Union and Central Youth Union.

5 Political-ideological, moral and lifestyle propaganda and education for union members and students: Always stick to the guidelines and policies of the Party and the State, always organize activities in all aspects to creating conditions for all union members to clearly demonstrate the role of youth with a healthy lifestyle, the will to excel in learning, and make a positive contribution to the development of the

school and society. In the Olympic competitions of Marxist-Leninist science and Ho Chi Minh Thought at the University of Danang, the school's team always won high prizes. In addition, the Youth Union actively participates in other activities organized by the Youth Union and Central Youth Union.

6 Movement of learning and scientific research among young staff and university students: The Youth Union has always focused on promoting academic and scientific research activities of students and young staff. The school's youth always affirms its leading position in terms of academic discipline and student research in the university - college block of the Central - Central Highlands.

7 Youth Volunteer Movement: The Youth Volunteer Movement is a very strong and proud activity of the school's youth. HCMUT's union members and students are very active in community activities. The achievements of the Youth Union members of the school in the "Green Summer" volunteering sessions are always recognized and appreciated by the local authorities and the superior Union. Blood donation is also one of the exciting activities of the school's youth. In just three blood donation campaigns of the 2014-2015 school year, the previous student donated more than 1500 blood units...

8 Movement of culture - art, physical training - sport: Cultural - artistic - sports activities have always been the strength of the Union of Polytechnic University. Following the tradition, over the past 5 years, the school's youth training organization has continued to deploy very effective cultural activities to gather and promote the creativity and excitement of the youth and have expressed their own identity. school students.





# Learning Resources and Communication Center

## I. Function

The Learning Resources & Communication Center has the function of advising, assisting and being responsible to the Rector for the organization, exploitation, storage and provision of information and materials in the fields of science, technology, economy, ...; managing communication activities, promoting the school's brand name in service of training and scientific research in the University.

## II. Mission

### Learning Information Resources

Develop a plan to develop and supplement resources for teaching and research according to the proposals of the units and the annual plan of the University;

Organize and manage learning materials according to professional standards;

Guide to search, introduce reference materials for users of information for research, teaching and learning;

Receiving donated materials;

The organization provides products and services to support the exploitation and use of information and documents.

### Communication

Formulate and organize the implementation of a plan to communicate and promote the brand name of University of Science and Technology, University of Danang;

Building relationships with mass media agencies to report and promote the image of the University;

Coordinating with units in the University to make media publications to promote the school's brand name; carrying out communication activities, promoting information resources, products and services at the Center;

Organize and manage a network of collaborators to collect news and report on the University's activities on the mass media.



## III. NASATI Database

*NASATI – NATIONAL DATABASE ON SCIENCE AND TECHNOLOGY*

Provides access to electronic databases through the Special Reader Service of the National Agency for Science and Technology Information, under the Ministry of Science and Technology. Including the following databases:

### *STD – Vietnam Science and Technology Publication Database*

The full-text database of Vietnamese S&T documents in the form of excerpts has been published in scientific journals, conference proceedings, and scientific conferences, built and updated by the National Agency for Science and Technology Information since 1987. . Currently, STD has more than 200,000 records, of which over 120,000 are attached to the original PDF file format updated weekly. On average, over 11,000 new documents are updated each year.

#### *Science & Technology tasks in Vietnam*

Vietnam's largest bibliographic database of Science & Technology tasks, including a database of ongoing Science & Technology tasks and a database of results of Science & Technology tasks. The database has more than 20,000 records with bibliographic descriptions and summaries; updated about 1,200 - 1,500 tasks/year. Using this database, you can know detailed information about the director and staff involved in the research project, the lead agency and a summary of the main results of the study.

#### *ScienceDirect*

ScienceDirect (a product of Elsevier) is the essential source of information for research and training. This is a full-text collection that covers core scientific literature with many high-impact journals. The database currently has more than 9 million full-text articles and is increasing by ½ million each year, covering 24 fields of science and technology. The number of peer-reviewed journals is over 2,500 titles.

#### *ProQuest Central*

ProQuest Central is a large database including 25 multidisciplinary databases, handling over 19,000 journals, including more than 13,000 full-text journals; covers over 160 different subject areas under; offers the full text of 56,000 theses in the field; conference materials...

#### *Springer Nature*

Springer Nature is one of the world's leading sources of electronic news, the Springer publisher's portfolio of publications, including more than 2,700 scientific and technological journals in fields such as engineering, chemistry, and materials science, computer science, medicine.... In addition, readers can view the full text of over 24,000 books published by Springer Publishing from 2005 to 2014 to which NASATI has purchased access. Springer Link is the preferred data source for university researchers, businesses, and other important research centers.

#### *IEEE Xplore Digital Library*

IEEE Xplore Digital Library The IEEE (American Institute of Electrical and Electronic Engineers) can provide over 3 million of the world's highest quality full-text documents in the fields of nose science and technology such as IT, Electronics - Telecommunications, automation, energy,... Papers have been published in 10 IEEE journals and 1,200 conference proceedings organized by IEEE. The library is updated weekly with more than 20,000 new documents monthly including articles that are allowed to be provided before publication.

#### *ACS*

The chemical journal database of the American Chemical Society currently publishes 44 leading scientific journals in the world. ACS has been publishing research in chemistry and related fields for more than 130 years. The database also provides weekly newsletters about businesses and activities in chemical technology

#### *ISI - Web of Knowledge*

ISI Web of Knowledge is a powerful tool to search and evaluate the quality of scientific works on a database of scientific citations from more than 12,000 world leading publications updated weekly. Including: 8,060 journals in the fields of natural sciences, science and technology, 2,697 journals in the fields of social sciences,... and more than 150,000 documents of conferences and seminars with a long history back to 1900. ISI is an indispensable tool in assessing the quality of scientific works



according to international standards, allowing accurate identification of development trends of the fields of science and technology in the past, present and future as well as in the future. such as determining the position of each research institution and of each country in the field of science and technology

### *IG Publishing*

IG Publishing is a publisher of iGroup (Asia Pacific Ltd) that has cooperated with more than 100 prestigious publishers in the world and provides book series in the form of online e-books. Currently, IG Publishing has provided more than 80,000 titles on the following topics: S&T, Medicine,...

### *Scopus*

Launched in November 2004, Scopus is Elsevier's largest abstract and citation database containing both confidential research materials and valuable web data. With material from more than 5,000 international publishers, SciVerse Scopus provides the research community with a simple, quick, accessible and searchable source of aggregated, accessible and searchable data to support research needs in scientific fields. science, engineering, medicine,...

Language: Vietnamese English,...

URL: Special Reader Service  
(<http://db.vista.gov.vn>)



**Space and facilities:** Learning Resources & Communication Center, University of Science and Technology is located on the campus of the University with an area of 4,500 m<sup>2</sup>, including 04 functional floors with a capacity of 1,000 seats; with a system of group study rooms, specialized rooms, conference rooms...

- Floor 1: includes reference and lookup collections; curriculum; textbook borrowing room; Information desk; computer area and self-study space...
- 2nd floor: monograph collection; Information desk; computer area and self-study space; Group classrooms, special rooms...
- 3rd floor: archives of documents; conference rooms, event spaces and functional areas;
- 4th floor: self-study space, event organization and creative exchange activities...

### **User manual:**

- The service subjects of the Center are entitled to use equipment, computers, group study rooms, and conference rooms at the Center to serve learning and research;
- When there is a using need, the user (the user card is still valid for use) must register first to be sorted in order of priority first, after;
- The user must comply with the instructions for use of the officer in charge; be responsible for fully preserving and handing over the vehicles that have been assigned to use;

- Based on the number of vacant rooms and registration information of units and individuals; The center will schedule room use and notify the registered units and individuals after 02 working days:

- For units, lecturers and researchers of the university:

+ Fill in the registration form

+ Send the form to Learning Resources & Communication Center at the Information Counter on the 1st Floor (Print) or email: [tthl-tt@dut.udn.vn](mailto:tthl-tt@dut.udn.vn) (Signed PDF)

+ Confirm the room use schedule according to the notice of the Center

- For Information Users of Learning Resources & Communication Center:

+ Fill in the registration form certified by the instructor in charge

+ Send the Registration Form and Group List to Learning Resources & Communication Center at the Information Counter on the 1st Floor (Print) or email: [tthl-tt@dut.udn.vn](mailto:tthl-tt@dut.udn.vn) (Signed PDF)

+ Confirm the room use schedule according to the notice of the Center

Contact:

- Direct: Information Counter 1st Floor, Learning Resources & Communication Center (54 Nguyen Luong Bang, Danang City)

- Email: [tthl-tt@dut.udn.vn](mailto:tthl-tt@dut.udn.vn)

- Telephone: (0236) 3735 906





THE UNIVERSITY OF DANANG

**DANANG UNIVERSITY OF SCIENCE AND TECHNOLOGY**

TRƯỜNG ĐẠI HỌC BÁCH KHOA - ĐẠI HỌC ĐÀ NẴNG



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