

No. 281 /QĐ-ĐHKHCN

Ha Noi, March 31st, 2025

DECISION

On the issuance of Regulation of bachelor's double degree training program

RECTOR

UNIVERSITY OF SCIENCE AND TECHNOLOGY OF HANOI

Pursuant to Decision No. 2067/QĐ-TTg dated December 09, 2009 of the Prime Minister on the establishment of University of Science and Technology of Hanoi (USTH);

Pursuant to Decision No. 2557/QĐ-TTg dated December 30, 2016 of the Prime Minister on Regulations on organization and operation of USTH;

Pursuant to Higher Education Law No. 08/2012/QH13 dated June 18, 2012;

Pursuant to Law amending and supplementing a number of articles of Higher Education Law No. 34/2018/QH14 dated November 19, 2018;

Pursuant to Decree No. 86/2018/NĐ-CP dated June 06, 2018 by the Government on foreign cooperation and investment in education;

Pursuant to Undergraduate Academic Policies promulgated together with Circular No. 08/2021/TT-BGDĐT dated March 18, 2021 of the Ministry of Education and Training;

Pursuant to Decision No. 1292/QĐ-ĐHKHCN dated December 22, 2022 of the Rector of USTH on the issuance of Undergraduate Academic Policies;

Pursuant to Memorandum of Understanding between USTH and partner universities;

At the proposal of Director of Department of Academic Affairs.

DECIDES:

Article 1. Issuing with this Decision the Regulation of bachelor's double degree training program of USTH.

Article 2. This Decision is effective from the date of signing and replaces the Decision No. 107/QĐ-ĐHKHCN dated February 02, 2023 of the Rector of USTH on the issuance of Regulation of bachelor's double degree training program.

Article 3. Director of Administration, Director of Department of Academic Affairs, Head of International Cooperation Office, Director of Department of Quality Assurance and Examination, Head of Department of Student Affairs, Head of Department of Accounting and Finance Director of Foreign Languages Center, Director of Department of General Education, Directors of the relevant Academic Departments, officers, lecturers and students shall be in charge of implementing this Decision. / JB

Recipients:

- As Article 3;
- Rector;
- Vice Rectors;
- Archive: VT, DAA.PL.

PRINCIPAL RECTOR

(Signed and sealed)

Jean-Marc Lavest

**REGULATION OF BACHELOR'S DOUBLE DEGREE
TRAINING PROGRAM**

*(Promulgated with Decision No. 284/QĐ-ĐHKHCN dated March 31st, 2025 of the Rector
of University of Science and Technology of Hanoi)*

Article 1. Scope and subjects of application

1. Scope of application

a) This Regulation sets out the regulations for Bachelor's double degree training program (hereafter referred to as the DD program) at the University of Science and Technology of Hanoi (hereafter referred to as USTH) including: structure of the DD program, conditions to continue studying at the host university; conditions to be double-graduated;

b) The Department of Academic Affairs (DAA) and related units are assigned by the Rector to organize, manage and implement the DD program, including the development of teaching programs and teaching plans, the implementation of teaching plans and examinations, grade-passing, deferment, withdrawal and graduation of Undergraduate students; and to ensure that all activities comply with this Regulation.

2. Subjects of application

a) Students accepted to join the DD program (hereafter referred to as the DD students) are subjected to comply with this Regulation and current Undergraduate Academic Policies at USTH and partner universities;

b) Academic departments (ADs), Department of General Education (DGE), Foreign Languages Center (FLC), International Cooperation Department (ICO), Department of Student Affairs (DSA), individuals and units taking part in the DD program at USTH.

3. Interpretation of terms

In this Regulation, terms are understood as follows:

a) Partner university refers to the educational institution which cooperates with USTH in the DD program through Memorandum of Understanding signed between two parties (hereafter referred to as the Memorandum of Understanding or the MoU);

b) Home university refers to the educational institution at which the student is initially enrolled in the DD program and pays tuition fees;

c) Host university refers to the institution which receives the exchanged students in the DD program from the home university.

Article 2. Structure of the Bachelor's double degree training program

1. Students initially enrolled at USTH do the first year (B1) and the second year (B2) at USTH, the third year (B3) at the partner universities;
2. Two cases are planned for students initially enrolled at the partner universities:
 - + To do B1 and B2 at the partner universities and B3 at USTH;
 - + To do B1 at the partner universities, B2 at USTH and B3 at the partner universities;
 Other special cases (if any) are stated in the particular MoU.
3. The maximum duration of training is double the official duration of training at USTH or the partner universities, specifically mentioned in the MoU (for students initially enrolled at USTH, the maximum duration of training is 6 years).
4. Selection process for DD students at the Host university during the training program:
 - a) For students initially enrolled at USTH: In the second semester of B2, students submit their preferred choices of the partner universities in France at which they wish to study in the B3. USTH sends a list of nominated students to the partner universities, which conduct the selection process based on academic performance and interviews (if any). Students having completed 90 ECTS within the first three semesters will be given priority in USTH's nomination list submitted to the partner universities. The selection process details and the timeline for each DD program are stipulated in the Annexes attached to the MoU;
 - b) For students initially enrolled at the partner universities: In the second semester of B1 or B2, the partner universities submit a list of nominated students to USTH, USTH afterwards conducts, the selection process based on academic performance and interviews (if any).

Article 3. Conditions to do B3 at the partner university for DD students initially enrolled at USTH

1. Requirements

Students who are initially enrolled in the DD program at USTH, must satisfy three following conditions:

- a) Accumulated credits: DD students are requested to complete B1 and B2, precisely 120 ECTS of B1 and B2 at USTH;
- b) Language: Before continuing B3 at the partner universities in France, DD students are requested to have DELF B2 certificate or TCF certificate with a minimum score

of 400, except students with Baccalaureate Diploma from classe-bilingue programme or from Lycée français Alexandre Yersin – LFAY. Students are responsible for registering and covering the costs related to the DELF and TCF certification exams, FLC of USTH supports in providing information about the exam schedule for students. In case students already have DELF B2 certificate or TCF certificate with a minimum score of 400, they have right to not attend complementary French modules and mandatory French modules at USTH and tuition fee will be refunded (if any) in accordance with the current Regulation on tuition fee and fees of USTH. For mandatory French modules, DD students who already have DELF B2 certificate of TCF B2, are exempted from studying, exams and get 20.0/20.0 for the modules;

c) Tuition Fee: Students pay the tuition fee of B3 to USTH within one week from USTH issuing the Decision on approval of grade-passing to B3 before doing the mobility process. After starting study at the partner universities, students pay the fee of Contribution of student life and Campus (Contribution de vie étudiante et de Campus – CVEC) at the partner universities (if any).

2. Students who fail to at least one of the above three conditions

a) Are requested to redo the incomplete courses at USTH, get fully 120 credits as required (by continuing to study at USTH with tuition fee payment on their responsibility following the current Regulation on tuition fee and fees of USTH);

b) Are permitted to apply for extending the training time according to the current Regulation of USTH and complete the condition of language certificate if they met the condition of accumulated credits but didn't get French certificate as required. The extension training time is counted to the total maximum duration of the training program;

c) Are requested to apply for extending the training time according to the current Regulation of USTH complete the B3 tuition fee to USTH, then register to continue B3 at the partner universities in the next academic year and if they could not meet the condition of tuition fee.

Article 4. Conditions to continue studying at USTH for DD students initially enrolled at the partner universities

DD students who are initially enrolled in the DD program at the partner universities are accepted to do B2 or B3 at USTH if they completed B1 and/or B2 academic years in accordance with the academic regulation of the partner university and the selection process of USTH (Point b, Article 2.4 of this Regulation).

Article 5. Conditions to be double-graduated

1. Requirements

- a) To accumulate fully credits according to the Academic Policies of USTH and the partner universities;
- b) To do the graduation thesis and pass the graduation jury (if any) which is carried out by the host university where students attend B3;
- c) To satisfy these above requirements and other requirements for graduation of the current Undergraduate Academic Policies of USTH, according to that USTH accepts the B3 academic results from the partner universities (for DD students who are initially enrolled at USTH);
- d) The graduation ranks of students will be determined separately by USTH and the partner universities based on each school's grading system.

2. Students who fail to these requirements

- a) Are permitted to register and to redo failed modules at the host university and are requested to comply with its academic regulations;
- b) Are permitted to switch to the single degree program at USTH and follow the Article 6 of this Regulation (for DD students who are initially enrolled at USTH).

Article 6. Switching from the DD program to the single degree bachelor's program

This Article is applied for DD students who are initially enrolled at USTH:

1. Students deciding to switch to the single bachelor's program are requested to submit their application to the related department (DGE if students are in B1 or AD if students are in B2) in the middle of semesters I, II of the academic year following the Notice of USTH. Based on the student's expectation, their academic results and the approval of related AD directors (based on student's academic compatibility), DAA submits to the Rector for signing and issuing the Decision. Students allowed to switch to the single degree bachelor's program pay the next year's fees as it's applied to the single bachelor's program and are conferred by USTH as they are eligible for graduation. The tuition fees of the past years are not refunded;
2. B3 DD students who wish to switch to single degree program due to force majeure reason are requested to submit their application to the related ADs of both universities (USTH and the partner university). If approved, students will receive single degree issued by USTH in accordance with the regulations of graduation recognition in its current Undergraduate Academic Policies;
3. USTH recognizes the credits that students have accumulated at the partner universities based on the MoU and through the Committee for reviewing application on changing from the double degree to the single degree bachelor's program . Students switching from the DD program to the single degree program are exempted from

English modules (attendance and midterm exams if any) in B1 but are requested to do the final exam. Their score is counted for the overall result of the English modules.

Article 7. Responsibilities of Relevant Departments:

1. DAA is responsible for developing, disseminating, and coordinating with relevant units (ADs, DGE, FLC, ICO, DSA) to implement this Regulation. DAA serves as the focal point for reviewing the program switching, reviewing grade-passing, and reviewing graduation for DD students according to the current Academic Policies of USTH.

2. ICO is the main contact for negotiating, discussing, and implementing the signing of DD agreements with partner universities. Before, during, and after the students' study period in France, ICO is responsible for:

- Coordinating with the partner universities: Sending the list of nominated students to the partner universities in France; Receiving DD students' academic results and diplomas from the partner universities; Receiving and collaborating with relevant departments and units to address issues related to the DD program during students' studies;

- Coordinating with DD students: Being in charge of informing DD students about registering for partner universities; Receiving DD students' registration lists from the ADs; Notifying DD students of the partner universities' selection results; Instructing DD students the necessary administrative procedures in Vietnam and France; Receiving and coordinating the resolution of other arising issues during DD students' studies;

- Transferring diplomas: Acting as the contact point for transferring diplomas issued by the partner universities to the Department of Quality Assurance and Examination for distribution to DD students.

3. DSA is responsible for informing DD students about tuition fees and collaborating with the Accounting and Finance Department to compile the list of students who have completed their tuition fees to serve as the basis for sending students to study B3 at the partner universities.

4. FLC is responsible for teaching French to students and guiding them in registering for appropriate French language tests to complete the condition of language before studying in France.

5. ADs are responsible for guiding students during their studies at USTH. Receiving DD students' registration application and providing consultation on choosing the partner universities; Coordinating with relevant units if necessary to evaluate and

approve the list of students applying to the partner universities; Monitoring and supporting DD students throughout their studies in France.

This Regulation is effective from the date of its issuance and replaces Decision 107/QĐ-ĐHKHCN dated on February 22, 2023 of the Rector of USTH on the issuance of Regulation of bachelor's double degree training program. In the course of implementation, if there are any updates or adjustments, individuals, units inform DAA to collect and report to the Rector for decision./.

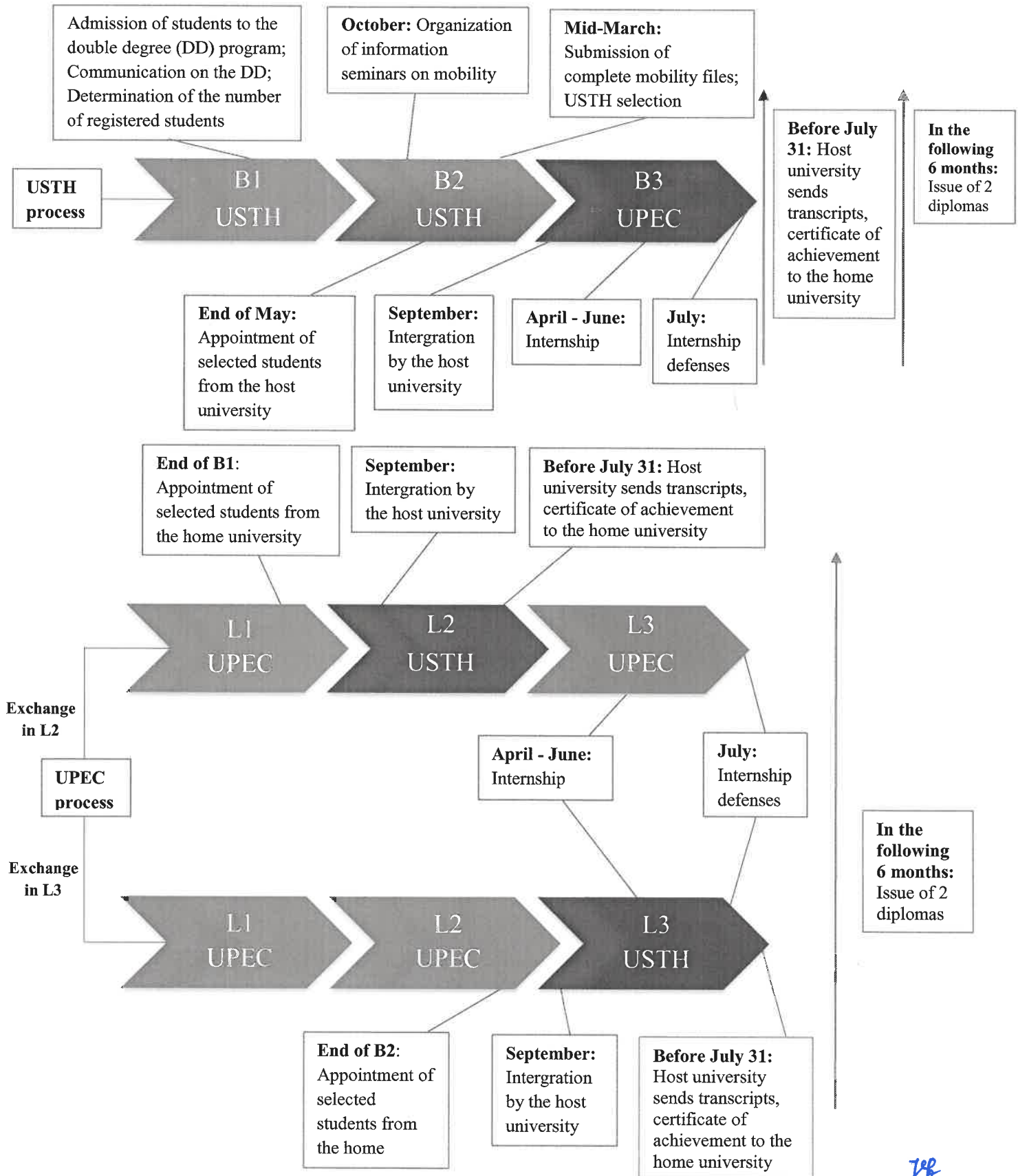
PRINCIPAL RECTOR

(Signed and sealed)

Jean-Marc Lavest

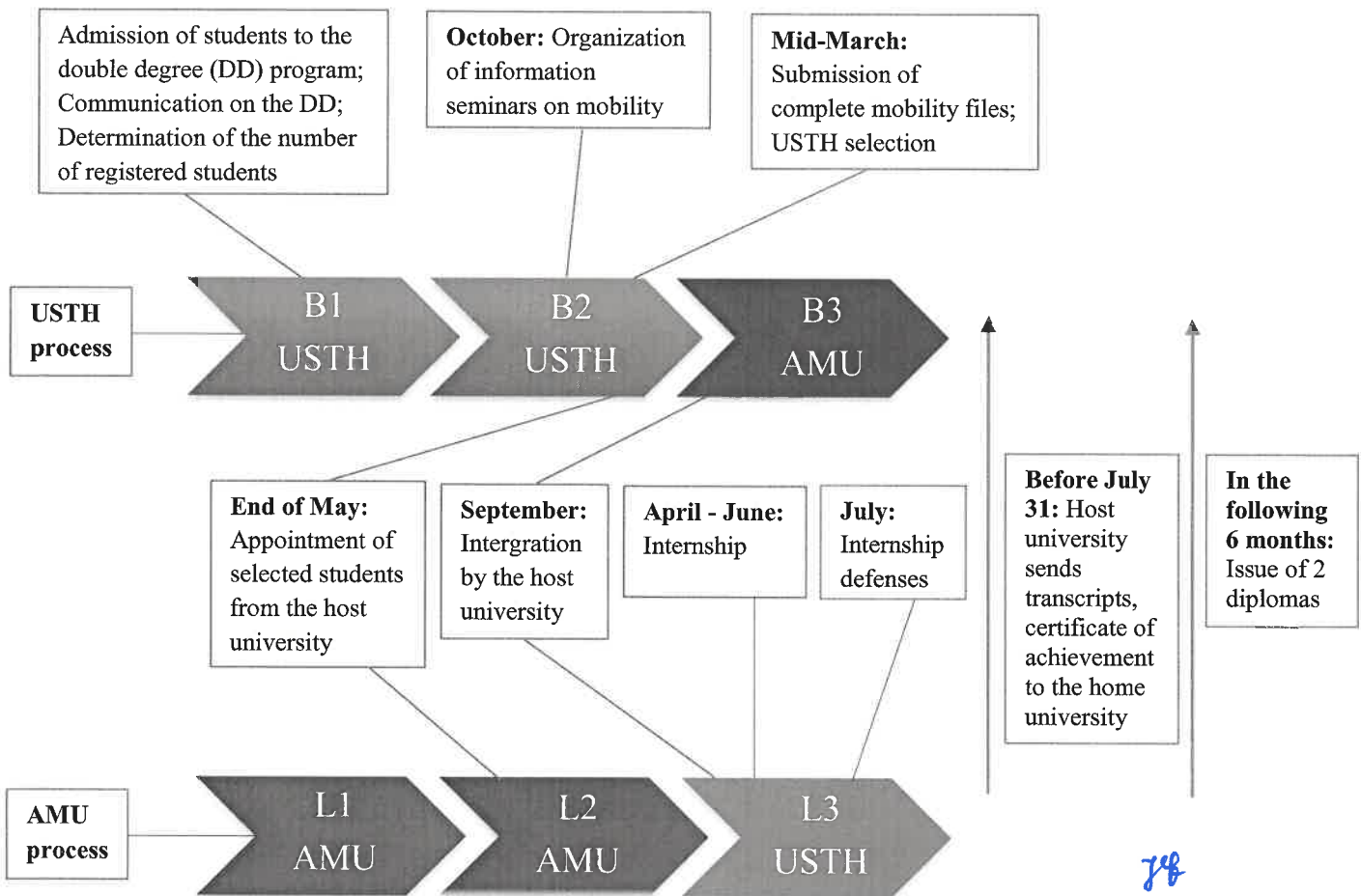
APPENDIX 1

Selection process and typical schedule of a double degree student in the bachelor's double degree training program between University Paris-Est Créteil (UPEC) and University of Science and Technology of Hanoi (USTH)



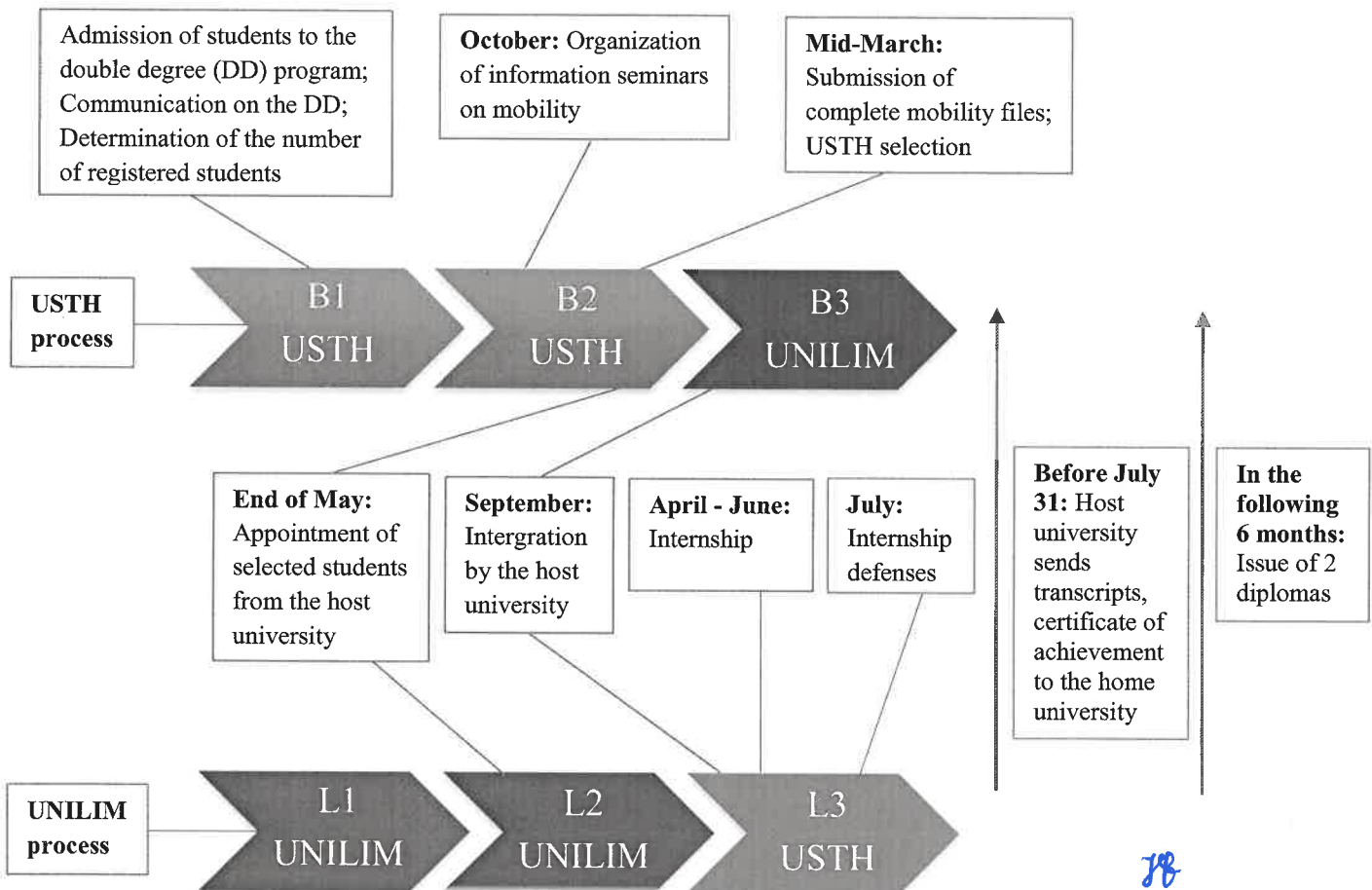
APPENDIX 2

Selection process and typical schedule of a double degree student in the bachelor's double degree training program between Aix-Marseille University (AMU) and University of Science and Technology of Hanoi (USTH)



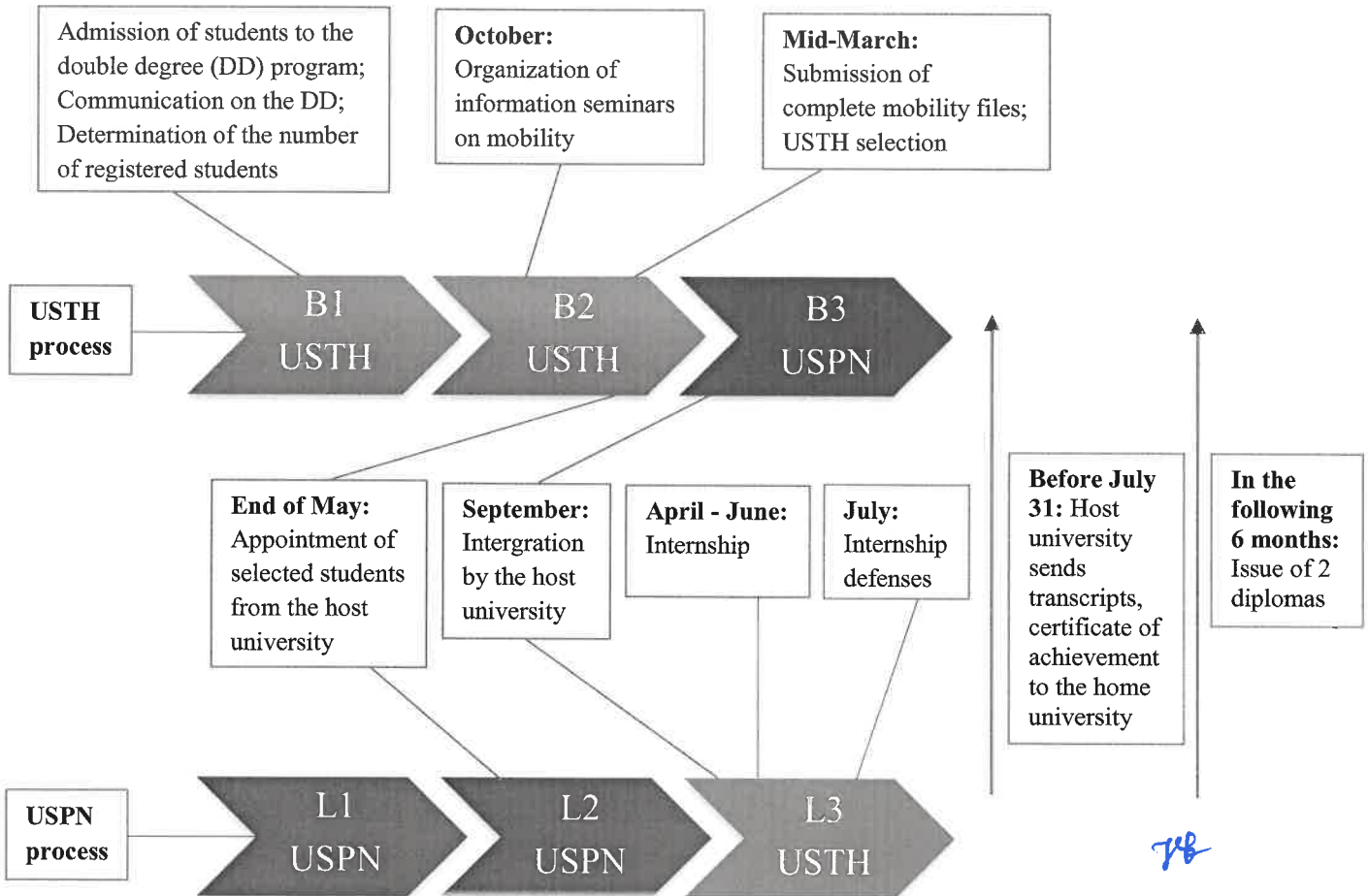
APPENDIX 3

Selection process and typical schedule of a double degree student in the bachelor's double degree training program between University of Limoges (UNILIM) and University of Science and Technology of Hanoi (USTH)



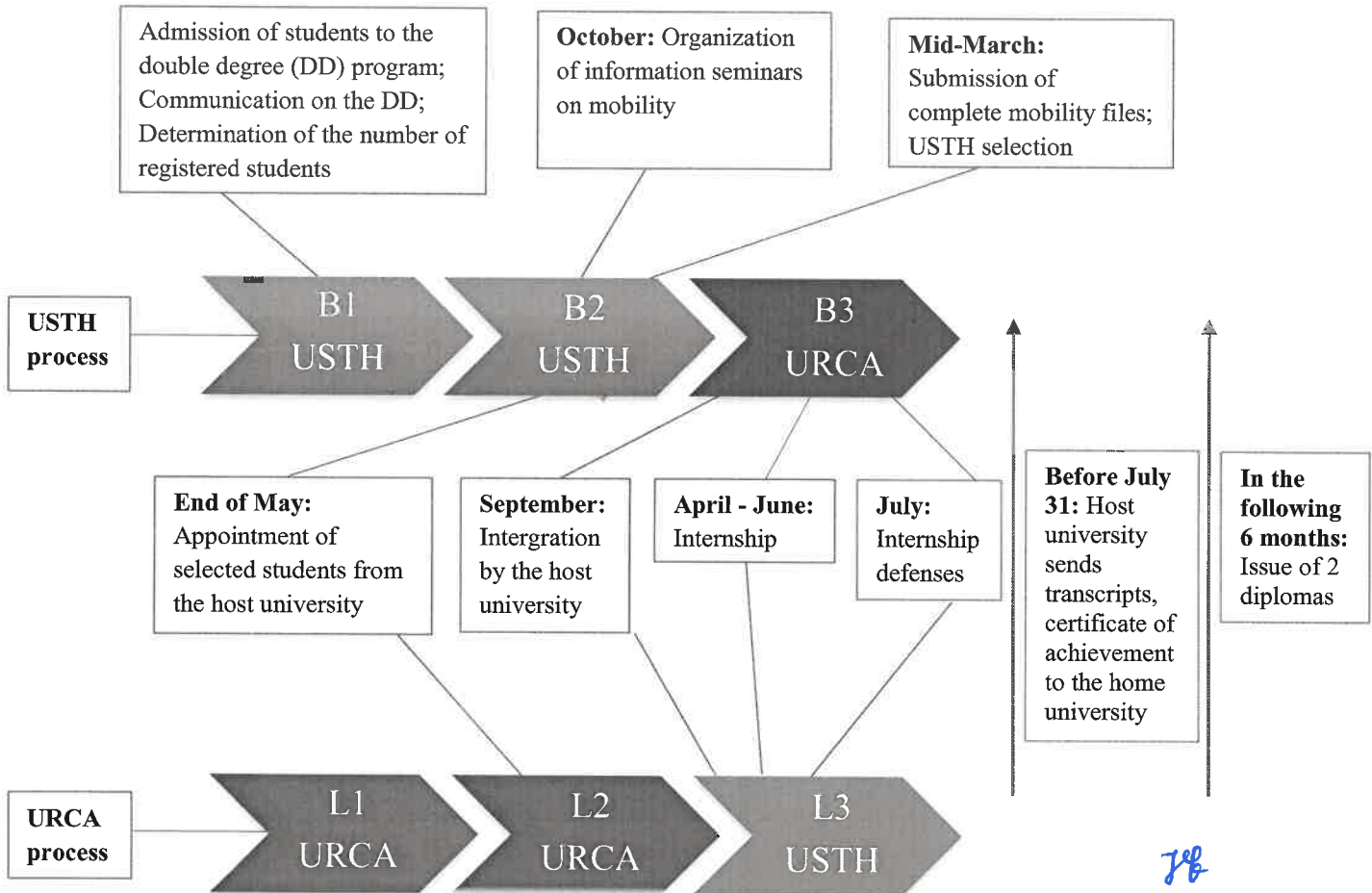
APPENDIX 4

Selection process and typical schedule of a double degree student in the bachelor's double degree training program between Sorbonne Paris Nord University (USPN) and University of Science and Technology of Hanoi (USTH)



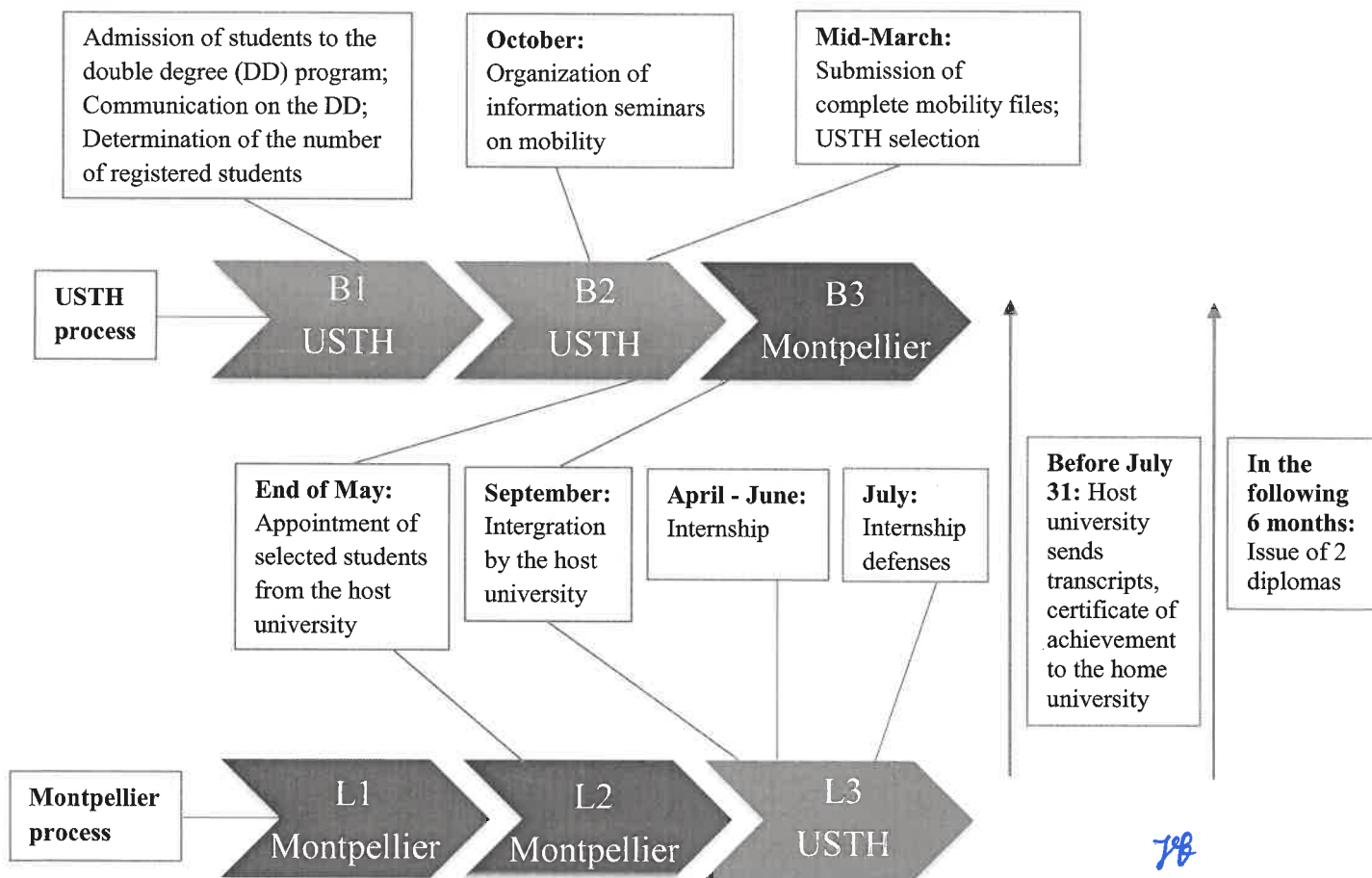
APPENDIX 5

Selection process and typical schedule of a double degree student in the bachelor's double degree training program University of Reims Champagne-Ardenne (URCA) and University of Science and Technology of Ha Noi (USTH)



APPENDIX 6

Selection process and typical schedule of a double degree student in the bachelor's double degree training program between University of Montpellier and University of Science and Technology of Hanoi (USTH)



APPENDIX 7

Selection process and typical schedule of a double degree student in the bachelor's double degree training program University of Lille and University of Science and Technology of Ha Noi (USTH)

