

No. 23/2021/TT-BGDDT

Hanoi, August 30, 2021

## CIRCULAR

### ENROLMENT AND TRAINING FOR MASTER'S DEGREE

*Pursuant to Education Law dated June 14, 2019;*

*Pursuant to Law on Higher Education dated June 18, 2012; Law on amendments to Law on Higher Education dated November 19, 2018;*

*Pursuant to Decree No. 99/2019/ND-CP dated December 30, 2019 of the Government on elaborating to Law on amendments to Law on Higher Education;*

*Pursuant to Decree 69/2017/ND-CP dated May 25, 2017 of the Government on functions, tasks, powers and organizational structure of the Ministry of Education and Training;*

*At the request of the Director General of the Higher Education Department;*

*Minister of Education and Training promulgates Circular on enrolment and training for master's degree.*

**Article 1.** Regulations on enrolment and training for master's degree are attached hereto.

**Article 2.** This Circular comes into effect from October 15, 2021 and applies to courses starting from effective date hereof. This Circular replaces Circular No. 15/2014/TT-BGDDT dated May 15, 2014 of Minister of Education and Training.

**Article 3.** Chief of Office, Director of Department of Higher Education, heads of relevant entities affiliated to Ministry of Education and training; directors of higher education institutions and academies; principals of universities; principals or directors of other education institutions permitted to provide training for master's degree, and relevant organizations, individuals are responsible for implementation hereof./.

**PP. MINISTER  
DEPUTY MINISTER**

**Hoang Minh Son**

## REGULATIONS

### ENROLMENT AND TRAINING OF MASTER'S DEGREE

*(Attached to Circular No. 23/2021/TT-BGDDT dated August 30, 2021 of Minister of Education and Training)*

#### Chapter I

### GENERAL PROVISIONS

#### Article 1. Scope and regulated entities

1. These Regulations prescribe enrolment, organization, and management of training for master's degree, and issuance of master's degree.
2. These Regulations apply to higher education institutions and other education institutions permitted to provide training for master's degree (hereinafter referred to as "education institutions"); relevant organizations and individuals.
3. These Regulations serve as the basis for enabling training facilities to develop and issue specific provisions regarding enrolment, organization and management of training for master's degree, and issuance of master's degree in education institutions (hereinafter referred to as "regulations of education institutions").
4. These Regulations do not apply to enrolment and training activities for master's degree issued by foreign education institutions (including all programs linked with foreign training programs according to regulations on cooperation and investment of foreign countries in education training).

## **Article 2. Training program**

1. Master training programs shall be developed, appraised, and issued by education institutions within research orientation or application orientation in a manner that satisfies requirements of Vietnam education level framework and regulations on standard training programs of Ministry of Education and Training.
2. Training programs shall be provided for issuance of master's degree according to these Regulations; no other higher education degree shall be issued.
3. Training program applies to all training methods, training formats, and learners.
4. Training programs must prescribe:
  - a) List of major suitable for learners who have graduated university level (or equivalent);
  - b) Foreign languages accepted for enrolment and graduation; foreign language requirements for enrolment and graduation for each learner must be of the same language.
5. Training program must include mandatory contents according to regulations of Ministry of Education and Training.
6. Training programs delivered in foreign languages must comply with regulations of Prime Minister.
7. Changes and revisions relating to training program shall conform to applicable law provisions and must be publicized for learners prior to application.

## **Article 3. Training format and duration**

1. Formal training format shall apply to research orientation program and application orientation program. Part-time degree training format applies to application orientation program. Teaching time for each training format shall conform to Regulations on higher education training of Ministry of Education and Training.
2. For each training method, education institutions must provide standard learning plan for the entire course for each training program for learners. Training duration is regulated as follows:
  - a) Duration based on standard learning plan for the entire course must suit duration under National education system framework while guaranteeing that the majority of learners finish the training program;
  - b) Duration based on standard learning plan for the entire course for part-time degree must be at least 20% longer than formal training format of the same program;
  - c) Maximum duration for learners to complete a course shall be prescribed under regulations of education institutions without exceeding twice the duration based on standard learning plan for the entire course for each training format.

## **Article 4. Acknowledgement of learning results and credit conversion**

1. Learners shall be considered for credit acknowledgement and conversion for certain units of study when they have taken part in another master training program or have graduated a specialized training program according to Article 14 of Decree No. 99/2019/ND-CP dated December 30, 2019 of the Government. Number of credits acknowledged and converted must not exceed 30 credits.
2. Students who are pursuing university-level education program (or equivalent or higher) and have good or higher grade point average and other requirements prescribed by education institutions may register to take certain units of study of master training program in advance in the same education institutions. Number of credits acknowledged must not exceed 15 credits.
3. Units of study allowed for credit acknowledgement and conversion according to Clause 1 and Clause 2 of this Article when the following requirements are met:
  - a) Meet graduation standards, lecturer requirements, workload, and other requirements of the units of study in master training program;
  - b) Assessment score must be C (or equivalent) or higher;
  - c) Completion date must be within 5 years from the date on which acknowledgement, conversion is considered.
4. Regulations of education institutions prescribe:
  - a) Eligibility, criteria for assessment, and procedures for acknowledging studying results and converting credits;
  - b) Eligibility and procedures for registering for studying of students according to Clause 2 of this Article;
  - c) Effective period of studying results for credit acknowledgement and conversion;

d) Units of study and number of credits shall be acknowledged and converted based on eligibility of learners and training program.

## **Chapter II**

### **ENROLMENT**

#### **Article 5. Enrollees and enrolment eligibility**

1. Eligibility for enrolment:

a) Having graduated or eligible for recognition as university graduates (or equivalent or higher) in appropriate majors; in case of research orientation programs, graduating in good category or higher or making scientific publication in major that learners will study and/or conduct research;

b) Obtaining level 3 foreign language proficiency according to Foreign Language Proficiency consisting of 6 levels in Vietnam;

b) Satisfying other requirements of standard training programs issued by Ministry of Education and Training and requirements of training programs.

2. Appropriate majors specified under Clause 1 of this Article and other Articles hereof mean majors in university level (or equivalent or higher) that equip learners with necessary specialized basis to pursue master training degree of the respective majors and are specified in enrolment standards of master training degree; education institutions shall prescribe cases where additional academic requirements are to be satisfied prior to enrolment. For administration, management, and training majors in oriented application master program, appropriate majors in university level include majors directly related to administration and management majors.

3. Enrollees satisfying requirements under Point b Clause 1 of this Article when they obtain any of the following:

a) University degree or higher in foreign language majors; or university degree or higher in programs delivered primarily in foreign languages;

b) University degree or higher provided by education institutions within 2 years in which graduation standards of the program satisfy foreign language level 3 in the Foreign Language Proficiency consisting of 6 levels for Vietnam;

c) Any degree or certificate for foreign language equivalent to level 3 in Foreign Language Proficiency consisting of 6 levels for Vietnam under Annex hereof or other equivalent certificates publicized by Ministry of Education and Training and valid by the date of enrolment.

4. Enrollees who are foreigners and register for master training program delivered in Vietnamese must meet Vietnamese level 4 or higher in the Vietnamese Proficiency for foreigners or have graduated university (or equivalent or higher) where training programs are delivered in Vietnamese; satisfy second language requirements of education institutions (if any).

5. For training programs delivered in foreign languages, enrollees must satisfy foreign language requirements, to be specific, obtain any of the following certificate or degree:

a) University degree or higher in foreign languages used in teaching; or university degree or higher where education program is provided primarily in languages used in teaching;

c) Any degree or certificate for language used in teaching equivalent to level 4 in Foreign Language Proficiency consisting of 6 levels for Vietnam under Annex hereof or other equivalent certificates publicized by Ministry of Education and Training and valid by the date of enrolment.

#### **Article 6. Enrolment and learner acknowledgement**

1. Enrolment shall be organized one or multiple times in a year when education institutions satisfy quality assurance requirements for master training programs as per applicable provisions.

2. Methods of enrolment shall be decided by education institutions, including examination, consideration, or a combination of both; guarantee transparent, fair, objective, and truthful assessment of knowledge and capacity of enrollees. Education institutions may organize online enrolment when satisfying quality assurance requirements to guarantee reliable and fair assessment results.

3. Notice of enrolment shall be publicized on website of education institutions at least 45 days before the date on which the education institutions cease to receive application for enrolment and consist of:

a) Enrollees and eligibility for admission;

b) Enrolment quotas by training programs and training format;

c) List of appropriate majors of each training program and cases where additional study is required;

d) Application for enrolment;

dd) Enrolment plans and methods;

e) Tuition, fees for enrolment services, and fees for other services for each school year, and for the entire course;

g) Other necessary information.

4. Education institutions shall issue decision acknowledging admitted learners when learners satisfy all enrolment requirements of training program together with proof.

5. Regulations of education institutions prescribe:

a) Enrolment plan, enrolment notice, and enrolment methods;

b) Procedures for organizing enrolment exam, consideration, a combination of exam and consideration, assessing foreign language proficiency for enrolment, and acknowledging admitted learners;

c) Priorities in enrolment;

d) Storage and security affairs in enrolment exam and consideration;

dd) Internal inspection, examination, and monitor in enrolment;

e) Responsibilities of organizations, entities, and individuals in enrolment;

g) Other regulations relating to enrolment.

### **Chapter III**

## **TRAINING ORGANIZATION AND MANAGEMENT**

### **Article 7. Organization for training and assessment of studying results**

1. Training location shall be the head offices or branch offices of education institutions; practices, internship, research, and field trips shall be organized outside of education institutions without exceeding 20% of workload of training program. For health majors, organization of training activities in practice facilities shall conform to regulations of the Government, satisfy requirements of training program, and must be clarified in teaching plans.

2. Standards, responsibilities, and rights of lecturers teaching in master level education must conform to Article 54, Article 55, Article 57, and Article 58 of Law on Higher Education (with amendment thereto in 2018); regulations on standard training program of Ministry of Education and Training, and other relevant law provisions.

3. Planning and organization of teaching, assessment, and processing of learning results shall conform to relevant regulations under Regulations on higher education training of Ministry of Education and Training and regulations under Clause 4 through Clause 10 of this Article. Assessment of thesis of research orientation program shall conform to Article 9 hereof and assessment of study unit for graduation of application orientation program shall conform to Article 11 hereof.

4. Timetable must display time, location, teaching activities of each class in each course, training format, and training program. Teaching plans for units of study in training programs shall be distributed evenly in weeks of a semester. In case study schedule is to be more densely packed, number of lecturing hours for each unit of study must not exceed 15 hours per week and 4 hours per day.

5. Education institutions shall regulate procedures for study registration for learners to register at the beginning of each semester for each training program, maximum and minimum credits in each semester that learners are allowed to register while keeping the maximum credit in a school year does not exceed 45 credits in case of formal format and 30 credits in case of part-time degree.

6. Results of units of study in training program shall only be classified as qualified when assessment score is at least C.

7. Education institutions may organize online classes with workload not exceeding 30% of workload of training program after satisfying applicable regulations on application of information technology in management and organization of online training; and guaranteeing quality no lower than physical classes.

8. Online assessment shall be conducted once credibility, fairness, and transparency are guaranteed similar to regular assessment and contribute no more than 50% of weighing factor of scores of units of study, except for thesis and graduating units of study which shall conform to Article 9 and Article 11 hereof.

9. In case of natural disasters, epidemic, and other force majeure, education institutions shall provide training and conduct online assessment for units of study according to guidelines of Ministry of Education and training.

10. Regulations of education institutions shall prescribe:

a) Organization of teaching and studying activities;

- b) Assessment and determination of scores of unit of study; organization of guidelines, implementation, and assessment of practice, internship, and research topics;
- c) Standards, responsibilities, and rights of lecturers;
- d) Tasks and rights of learners, specialized entities, managing entities, and assisting entities as per applicable law provisions;
- dd) Collection of feedback of learners and relevant provisions in organization of master's degree training of education institutions.

#### **Article 8. Guidelines on thesis**

1. Learners pursuing research orientation programs must conduct a research topic worth 12 to 15 credits whose results are displayed in form of thesis. Learners shall produce the thesis for at least 6 months.
2. Thesis is a scientific report consolidating all primary research results of learners and satisfying the following requirements:
  - a) Making contribution to theories, academic sectors, or developing technology, enabling renovation; showing research capacity of learners;
  - b) Meeting cultural, moral, and traditional standards of Vietnamese people;
  - c) Complying with regulations of education institutions regarding academic integrity and applicable law provisions on intellectual property.
3. Each student shall be assisted by one or two thesis instructors with at least one thesis instructor is a full-time lecturer of education institutions. At any given time, a thesis instructor shall not guide more than 5 individual learners (including learners pursuing graduating units of study of application orientation program); guiding 2 learners working together shall be equivalent to guiding an individual learner.
4. Standards of thesis instructors:
  - a) Having specialized doctor's degree suitable with training majors and thesis topic of learners;
  - b) Having foreign language capacity and information technology application to conduct research and perform international scientific exchange;
  - c) Having scientific research results relating to the thesis topics within 5 years prior to the date on which the instructors are assigned to guide learners;
  - d) Satisfying other requirements as per standard training programs of the majors and regulations of education institutions.
5. Regulations of education institutions shall prescribe:
  - a) Standards, responsibilities, and rights of instructors;
  - b) Assignment of topics and thesis instructors; change of topics, instructors; time for implementing thesis;
  - c) Requirements for specialized contents, structure, format, and academic integrity assurance for the thesis.

#### **Article 9. Thesis assessment**

1. Thesis shall be assessed in form of defense in front of a committee. The defense session shall be organized publicly except for fields that require classification according to regulations of the Government.
2. Thesis defense committee must satisfy the following requirements:
  - a) The committee must have at least 5 members, including a chairperson, a director, 2 review members, and other members; in which at least 1 review member must not be associated with the education institutions;
  - b) Standards of committee members must match standards of thesis instructors under Clause 4 Article 8 hereof; in which the chairperson must be full-time lecturer or full-time researcher of the education institution;
  - c) Instructors can participate in the committee as a member without being able to give assessment score; parents, spouses, children, or siblings of learners are not allowed to participate in the committee.
3. Eligibility for defending thesis:
  - a) Having completed all units of study of training program;

b) Having submitted thesis and receiving consensus from instructors to defend;

c) Having satisfied other requirements of education institutions.

4. Thesis defense session shall be organized when at least 2/3 of total committee members are present which include a chairperson, a secretary, and at least a review member. Online thesis defense may be implemented under consensus of committee members and learners; all progression of the online thesis defense session shall be visually and audibly recorded and stored at education institutions.

5. Thesis score shall be the arithmetic mean of scores given by committee members present at the thesis defense sessions on the scale of 10; learners shall be qualified when their thesis score is at least 5.5.

6. In case thesis is unqualified, learners may revise for the second assessment within 3 months from the meeting date of the committee for the first assessment; do not organize the third assessment.

7. After successfully defending the thesis, the entirety of the thesis (which is revised at request of the committee if any) must be submitted, stored at libraries of education institutions, and publicized on website of education institutions in at least 30 days, except for topics that must be classified according to regulations of the Government.

8. Regulations of education institutions shall elaborate on criteria and procedures for assessing thesis; other contents relating to thesis assessment.

#### **Article 10. Thesis appraisal**

1. In case of difficulties, complaints, accusations or other cases according to management requirements, education institutions shall decide to organize appraisal of thesis quality.

2. Thesis appraisal committee shall have the similar composition and standards as thesis assessment committee; members of thesis assessment committee must not participate in thesis appraisal committee.

3. Regulations of education institutions shall elaborate on establishment of thesis appraisal committee; procedures for organizing committee meeting and processing thesis appraisal results.

#### **Article 11. Instruction, assessment, and appraisal of graduating units of study for application orientation program**

1. Learners pursuing application orientation program must conduct a graduating unit of study ranging from 6 to 9 credits in form of schemes, topics, or projects (hereinafter referred to as "schemes"). Learners shall conduct the scheme for at least 3 months.

2. Schemes shall be assessed in form of defense in front of a committee. The defense session shall be organized publicly except for fields that require classification according to regulations of the Government.

3. Scheme report shall a presentation of development, implementation, and implementation results of the scheme that satisfy the following requirements:

a) Allowing proposition and verification of new models and solutions for effectively dealing with difficulties in practice; exhibiting capacity of applying science, technology, and problem resolution of learners;

b) Meeting cultural, moral, and traditional standards of Vietnamese people;

c) Complying with regulations of education institutions regarding academic integrity and applicable law provisions on intellectual property.

4. Each student shall be assisted by one or two instructors with at least one instructor is a full-time lecturer of education institutions. At any given time, an instructor shall not guide more than 5 individual learners (including learners pursuing graduating units of study of application orientation program); guiding 2 learners working together shall be equivalent to guiding an individual learner.

5. Scheme assessment committee shall have at least 3 members, including a chairperson, a secretary, and a review member. In case the committee has more the 3 members, instructors may participate in the committee as a member without being allowed to give assessment scores. Defense session shall only be organized when the chairperson, the secretary, and review member are present. Online defense may be implemented under consensus of committee members and learners; all progression of the online defense session shall be visually and audibly recorded and stored at education institutions.

6. In case the scheme is unqualified, learners may revise in order to attend the second assessment within 45 days from the date on which committee meeting for the first assessment is held; do not organize the third assessment.

7. After successfully defending, the entirety of the scheme report (which is revised at request of the

committee if any) must be submitted, stored at libraries of education institutions, and publicized on website of education institutions in at least 30 days, except for topics that must be classified according to regulations of the Government.

8. Regulations of education institutions shall rely on Article 8, Article 9, Article 10 hereof, and this Article to elaborate on instruction, assessment, and appraisal of the scheme.

#### **Article 12. Recognition of graduation and issuance of master's degree**

1. Eligibility for graduation:

a) Having completed units of study of training program and thesis, scheme defense sufficiently;

b) Having foreign language proficiency satisfactory to graduation standard of training program prior to being considered for graduation; obtaining proof thereof by any of the certificate or degree under Annex hereof or other equivalent certificate publicized by Ministry of Education and Training, or graduate degrees or higher in foreign language majors, or graduate degrees or higher in programs delivered entirely in foreign languages;

c) Fulfilling responsibilities according to regulations of education institutions; not being criminally prosecuted and not being placed under academic suspension or discipline.

2. Education institutions shall organize consideration and issue decision recognizing graduation within 2 months from the date on which learners successfully defense thesis, schemes; up to 3 months for cases where scheme, thesis appraisal is required.

3. Education institutions shall issue master's degree for learners within 1 month from the date on which decisions recognizing graduation is issued.

4. The contents on degrees and degree annexes shall conform to regulations of Ministry of Education and Training which specify research orientation program or application orientation program.

5. For learners ineligible for graduation after the learning period under Clause 2 Article 3 hereof, principals or directors of education institutions (hereinafter referred to as "principals") shall issue certificate for units of study accumulated by the learners during training program.

6. Regulations of education institutions shall elaborate on methods of calculating average score of the entire course, procedures for considering and recognizing graduation; retention and issuance of certificate for units of study accumulated for learners who are ineligible for graduation.

#### **Chapter IV**

### **OTHER REGULATIONS FOR LEARNERS**

#### **Article 13. Pausing study progress, and dropping out**

1. Learners may temporarily cease their academic progress and retain obtained results when:

a) they are enlisted in armed forces;

b) they are mobilized by competent authority, representing the country to participate in international competitions or exams, or performing other tasks of the country or sector;

c) they are sick, pregnant, or injured by accident which requires prolonged period of treatment where written confirmation of competent medical examination and treatment establishments is required according to regulations of Ministry of Health;

d) they have other personal reasons as long as they have completed at least one semester in the education institution and are not enforced to drop out or receiving disciplinary actions.

2. Pausing period for Point d Clause 1 of this Article must be included in the deadline for completing the course under Clause 2 Article 3 hereof.

3. Learners will be allowed to drop out by education institutions for personal reasons, except for cases where learners are enforced to drop out or receiving disciplinary actions.

4. Regulations of education institutions shall elaborate on eligibility, entitlement, and procedures for applying for pausing study progress, resuming study progress and dropping out; retaining and verifying accumulated study results for learners dropping out.

#### **Article 14. Transfer of education institutions, location of study, and training program**

1. Learners shall be considered for transfer of education institutions, location of study, and training program if they:

a) satisfy qualification of training program which they apply for transfer to and education institutions where they apply for transfer to obtain all quality assurance requirements and have not exceeded training capacity for training program and majors as per applicable law provisions of Ministry of Education and Training;

- b) obtain consent of principals of education institutions which they apply for transfer from and education institutions which they apply for transfer to;
- c) obtain consent of heads of specialized departments in charge of training program, majors, individuals in charge of faculty (of both points of arrival and departure) and principals of education institutions in case of location of study and training program in the same education institution;
- d) have sufficient time for completing training program under Clause 2 Article 3 hereof and are not under any disciplinary action at warning level or higher.

2. Acknowledgement of study results and conversion of accumulated credits for learners in case of transferring education institutions or training program must conform to Article 4 hereof.

3. Regulations of education institutions shall elaborate on eligibility, sequence, and procedures for transferring education institutions, location of study, and training program.

#### **Article 15. Learner exchange and cooperation in training**

1. Education institutions may exchange learners with domestic and foreign education institutions (hereinafter referred to as "collaborating education institutions") with the following requirements:

- a) Domestic education institutions must be allowed to provide training for the same majors in master level;
- b) Foreign education institutions must be higher education institutions, accredited by competent authority for quality, and permitted to provide training and issue master's degree in respective majors.

2. Principles for exchanging learners:

- a) Principals of both education institutions must agree;
- b) Number of acknowledged credits of learners in collaborating education institutions must not exceed 25% of total credits of training program in which the learners are pursuing and conform to Article 4 hereof.

3. Regulations of education institutions shall elaborate on eligibility and procedures for exchanging learners; acknowledging accumulated credits of learners when providing training program in collaborating education institutions and publicize on website of education institutions.

#### **Article 16. Taking actions against violations of learners**

1. Learners cheating in examination or assessment of learning results shall be met with disciplinary actions for each unit of study in which the learners commit the violations.

2. Learners taking the exam on behalf of other individuals or learners asking other individuals to take the exam on their behalf shall be suspended for 1 year in case of first-time violation and enforced drop-out for the second violation.

3. Learners who commit the following violations shall be enforced drop-out and their issued master's degree shall be revoked and disposed (if any) as per regulations of Ministry of Education and Training:

- a) Commit frauds in enrolment, studying, thesis defense, scheme defense, or during application for issuance of degrees, certificates;
- b) Illegally use results of other individuals or illegally copies, excerpt in thesis, scheme and are concluded by appraisal committee to be unqualified if said illegally copied, excerpted, or used sections are to be removed;
- c) Asking or hiring other individuals to produce thesis or scheme.

4. Regulations of education institutions shall elaborate on detail actions against violations of learners.

### **Chapter V**

## **ORGANIZATION FOR IMPLEMENTATION**

#### **Article 17. Development and implementation of regulations of education institutions**

1. Based on these Regulations and other relevant law provisions, education institutions are responsible for:

- a) Develop, issue, and organize implementation of regulations of education institutions; specialize equal or higher requirements without contradicting these Regulations;
- b) Assume responsibilities in guaranteeing education quality according to Article 50 of Law on Higher Education (amendment thereto in 2018);
- c) Promote academic integrity; monitor and supervise anti plagiarism; develop policies and take strict actions in case of violations; guarantee truthfulness of thesis, schemes, and other research topics;
- d) Develop policies promoting gender equality in master training to implement national strategy



regarding gender equality in education and training.

2. Education institutions shall:

- a) Publicize and guide enrollees to comply with regulations relating to enrolment policies of education institutions;
- b) Publicize and guide learners to comply with regulations of education institutions and regulations relating to studying process; regulations on studying obligations and rights of learners upon starting the course;
- c) Inspect and examine implementation of plans, programs, and regulations of education institutions and other tasks relating to enrolment and training; comply with inspection, examination, and supervision of Ministry of Training and competent authority as per applicable law provisions.

#### **Article 18. Archiving, reporting, and publicizing policies**

1. Education institutions shall archive and preserve documents as per applicable law provisions regarding deadline for preserving specialized documents of education sector issued by Minister of Education and Training.
2. Education institutions are responsible for completing database in education institutions and fully, accurately updating data on master training onto national database on higher education; extracting consolidated report data from the system, and countersignature of education institutions and sending to Ministry of Transport before December 31 each year.
3. Education institutions shall publicize the following information on their website:
  - a) Overview on training program;
  - b) Time, location, and form of training;
  - c) Entry requirements and enrolment information;
  - d) Program structure (together with number of credits for each unit of study, thesis, scheme, and research topic);
  - dd) Lecturers delivering lectures and guiding thesis, schemes;
  - e) Studying and assessment;
  - g) Graduation standards, career opportunity;
  - h) Tuition and scholarship (if any);
  - i) Other information that enrollees and learners need to know about training program.
4. Education institutions shall publicize the following information on their website prior to organizing enrolment:
  - a) Regulations of education institutions, regulations on training management relating to enrolment, training organization, and issuance of master's degree;
  - b) Decisions on initializing training major;
  - c) Quality assurance requirements according to applicable regulations of Ministry of Education and Training and other information as per the law.
5. Education institutions shall regularly update the following information publicly on their website:
  - a) Number of learners admitted, pursuing study, dropping out, and graduating in each course, each major, each training program, and each training format;
  - b) Teaching plan, timetable of each class; name of topic and summary of thesis, scheme containing information on learners, instructors, and date of defense (except for topics that require classification according to regulations of the Government)/.

### **ANNEX**

#### **REFERENCING SCHEDULE FOR CONVERSION OF FOREIGN LANGUAGE DEGREES AND CERTIFICATES EQUIVALENT TO LEVEL 3 AND LEVEL 4 OF THE 6-LEVEL FOREIGN LANGUAGE PROFICIENCY FRAMEWORK USED IN VIETNAM FOR APPLICATION IN MASTER-LEVEL EDUCATION ENROLMENT AND TRAINING**

*(Attached to Circular No. 23/2021/TT-BGDDT dated August 30, 2021 of Minister of Education and Training)*

No.	Language	Certificate/Degree	Level/Score	
			Level 3 equivalent	Level 4 equivalent

1	English	TOEFL iBT	30-45	46-93
		TOEFL ITP	450-499	
		IELTS	4.0 - 5.0	5.5 -6.5
		Cambridge Assessment English	B1 Preliminary/B1 Business Preliminary/ Linguaskill. Score: 140-159	B2 First/B2 Business Vantage/ Linguaskill. Score: 160-179
		TOEIC (4 skills)	Listening: 275-399 Reading: 275-384 Speaking: 120-159 Writing: 120-149	Listening: 400-489 Reading: 385-454 Speaking: 160-179 Writing: 150-179
2	French	CIEP/Alliance française diplomas	TCF: 300-399 DELF B1 Certificate Diplôme de Langue	TCF: 400-499 DELF B2 Certificate Diplôme de Langue
3	German	Goethe - Institut	Goethe-Zertifikat B1	Goethe-Zertifikat B2
		The German TestDaF language certificate	TestDaF Level 3 (TDN 3)	TestDaF Level 4 (TDN 4)
4	Chinese	Hanyu Shuiping Kaoshi (HSK)	HSK Level 3	HSK Level 4
5	Japanese	Japanese Language Proficiency Test (JLPT)	N4	N3
6	Russian	ТРКИ - Тест по русскому языку как иностранному	ТРКИ-1	ТРКИ-2