

Foreign Trade University

International Student Guideline

Academic year 2022 - 2023

Name of the University	FOREIGN TRADE UNIVERSITY
Website of the University	http://ftu.edu.vn/ http://english.ftu.edu.vn/
President	Assoc. Prof. Dr. BUI ANH TUAN

FTU International Office - FIO

International Office, A903, Building A Foreign Trade University No 91 Chua Lang Street, Dong Da Hanoi - Vietnam	http://htqt.ftu.edu.vn T: +84 34 9900 326 (Ms Mai)
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Contacts

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Academic calendar - AY 2022 - 2023

	Fall Semester 2022	Spring Semester 2023
Nomination Deadline	20 May 2022	21 October 2022
Application deadline	31 May 2022	31 October 2022
Arrival period in Vietnam	End of July 2022	End of December 2022
Self-quarantine after arrival	03 days (*)	03 days (*)
Orientation day	01 August 2022 (tentatively)	02 January 2023 (tentatively)
Lecture Commencement	Beginning of August 2022 (tentatively 08 August 2022)	Beginning of January 2023 (tentatively 09 January 2023)
Class ends	End of January 2023 (examination included)	End of July 2023 (examinations included)

※ All the dates for Academic Year 2022-2023 are updated on 24 January 2022. The official academic schedule for Academic Year 2022-2023 will be updated in late May, 2022.

(*) All students must be fully vaccinated against COVID-19 (with 2 doses) on entering Vietnam.

ACADEMIC INFORMATION

1. Undergraduate Training Programs (taught in English)

ECONOMICS

- International Business Economics – High quality Program
- International Business Economics – Advanced Program

INTERNATIONAL ECONOMICS

- International Economics – High quality Program

INTERNATIONAL BUSINESS

- International Business – High quality Program
- Japanese International Business – High quality Program
- Logistics & Supply Chain Management - High quality Program

BUSINESS ADMINISTRATION

- International Business Management – High quality Program
- International Business Management – Advanced Program

HOTEL MANAGEMENT

- Hotel Management – High quality Program

BANKING & FINANCE

- International Finance & Banking – High quality Program
- Banking & Finance – Advanced Program

ACCOUNTING

- ACCA – Oriented Accounting and Auditing – High quality Program

LAW

- International Business Law – High quality Program

2. Graduate Training Programs (taught in English)

Master

- Master of Business Administration with degree granted by University of Sunderland
- Master in International Economics
- Master of International Trade Policy and Law
- Master of Finance – Treasury with University of Rennes 1

3. Course list

To be found at <http://htqt.ftu.edu.vn/category/international-students/>. However, the list is tentatively scheduled. Official course list will be sent to students 2 months before classes start.

Exchange students are given access to all the courses available in the semester at Bachelor/Master level, as long as they do not have time table clashes. Classes can be cancelled due to insufficient number of students to maintain the class.

For Master programs, some courses taught by foreign professors from partner university are not available to exchange students. Detailed course list offered to exchange students will be sent to students 1 week ahead or latest at the beginning of each program.

4. Requirements

Academic requirement

Specific minimum GPA is not required. However, incoming students should be in good academic standing.

Language requirement

IELTS 5.5, TOEFL iBT 65 or equivalent

FOR EXCHANGE STUDENTS

<p>1. Nomination (For nominated students)</p>	<p>All exchange students must be nominated by their home university. Nomination is to be received by FTU via this form: https://forms.gle/yPp2Xt6c9ghTT1CG9 For universities that have sent us email of nominations at inbound@ftu.edu or qhqt@ftu.edu.vn and received our email of confirmation, there is no need to fill in the form again.</p>
<p>2. Application</p>	<p>Fill in Application Form for incoming students:</p> <ul style="list-style-type: none"> - Fill in the Application Form at https://form.jotform.com/220238749300451 - Prepare necessary application documents and submit to inbound@ftu.edu.vn <ol style="list-style-type: none"> 1. 01 copy of VALID passport (Passport must be valid beyond student's period of stay in Vietnam. Coordinator please make sure the student have their passport renewed in case the passport expires) 2. 01 enrollment certificate issued by home university 3. 01 general medical check-up (issued by any hospital or clinic in your home country) (must be in English) 4. (for fully vaccinated students) 01 COVID vaccine certificate (must be in English) 5. (for nominated students) 01 nomination letter by home university 6. 01 photo of English Language Certificate (IELTS 5.5, TOEFL iBT 65 or equivalent) <i>(Student from English native speaking countries or studying in English taught programs in home university do not have to submit English certificate).</i>
<p>3. Letter of Acceptance</p>	<p>Within 2 weeks after application forms are received processed, FIO will send the incoming students an acceptance letter and information of quarantine upon arrival in Vietnam via e-mail.</p>
<p>4. Medical Insurance and Letter of Commitment</p>	<p>As regulated by the Hanoi Department of Health, Hanoi People's Committee and Vietnamese Immigration Department, "All foreigners entering Viet Nam are required to buy international health insurance which covers all COVID-19 fee (medical check-ups, treatment , others,...) in Vietnam during their stay", PLEASE SUBMIT TO inbound@ftu.edu.vn :</p> <ul style="list-style-type: none"> - 01 THE SCAN COPY OF YOUR INTERNATIONAL MEDICAL INSURANCE that covers COVID-19 and all relating fees. The insurance is to be in English. - 01 SCAN COPY/SOFT COPY (with student' signature) OF LETTER OF COMMITMENT to confirm that you will be responsible for all extra fees arisen. Please print out the letter (attached), sign under "Student" and write your name clearly below your signature.

<p>5. Financial Information</p>	<p>Flight ticket and PCR test fee is to be paid by students. Be well noted that students have to self-quarantine for 3 days/4 nights at the hotel assigned by FTU and pay for the following fees:</p> <p>Paid at the airport (on picking up your student visa) - Visa fee (to be paid upon arrival at the airport)</p> <p>Paid to the hotel when receiving instructions from FTU - Transportation fee (pick up from Noi Bai Airport to hotel) - COVID test (2 times) - Medical protective clothing - Documents translation fee (to be paid later to FTU upon your presence at the University after self-quarantine) - Quarantine fee at the hotel (food and other living costs)</p> <p>Paid to FTU - Admission fee of 3.000.000 VNĐ is to be paid upon arrival at FTU as regulated by the university.</p> <p>Others Textbook, traveling cost, accommodation fee, daily living expenses and expenses for extra-curricular activities outside the program are covered by students.</p>
<p>6. Visa</p>	<p>Upon getting full hotel payment, Foreign Trade University will work with the authorities to get their approval to get the students into Vietnam. Further instructions will be sent to each students via email.</p>
<p>7. Tuition fee (For free-movers)</p>	<p>Tuition fee is waived for nominated students from universities which have already signed the exchange agreements with FTU. Students from non-agreement universities or students that have exceeded the quota of students from universities with agreements shall pay tuition fee per credit to FTU according to the regulations of FTU. The number of credits per semester students can take depends largely on their ability to study, but the average should be 12 (equivalent to 4 modules). Tuition fee will be paid upon arrival</p> <p>1. Normal programs taught in Vietnamese 1.747.500 VNĐ/credit (equivalent to 75 USD/credit -> 225 USD/course)</p> <p>2. High-quality program (taught in English) 2.097.000 VNĐ/credit (equivalent to 90 USD/credit -> 270 USD/course)</p> <p>3. Advanced program (taught in English) 2.446.500 VNĐ/credit (equivalent to 105 USD/credit -> 315 USD/course)</p>
<p>8. Housing</p>	<p>FTU does not offer accommodation for exchange students, however, a housing list will be provided to students for reference.</p>
<p>9. Academic transcript</p>	<p>Transcripts will be sent directly to the coordinator mailing address (as provided in the nomination form) approximately three (03) months after completion of the program.</p>