

**REGULATIONS**  
**On Undergraduate Admission for Full-Time Programs**  
**at the Diplomatic Academy of Vietnam**

*(Issued pursuant to Decision No. 85/QĐ-HVNG dated February 2, 2023, by the Director of the Diplomatic Academy of Vietnam)*

**Chapter I**

**GENERAL PROVISIONS**

**Article 1. Scope of Regulation and Subjects of Application**

1. These Regulations stipulate the principles, requirements, standards, procedures, authorities, and responsibilities of relevant parties involved in the admission process for full-time undergraduate programs.

2. These Regulations apply to all organizations and individuals involved in the undergraduate admission process for full-time programs conducted by the Diplomatic Academy of Vietnam (hereinafter referred to as "the Academy").

**Article 2. Interpretation of Terms**

For the purposes of these Regulations, the following terms shall be construed as follows:

1. Scope of Admission refers to the programs, disciplines, fields of study, and modes of training subject to admission in a given intake or under a specific admission method.

2. Application for Admission refers to the act of a candidate participating in the admission process for a training program or academic discipline at the Academy by registering their preferences on the Academy's admission system and the centralized admission support system administered by the Ministry of Education and Training (hereinafter referred to as the "centralized admission system"), and by registering for entrance examinations (if any) or other admission evaluations following the Academy's regulations.

3. Admission Evaluation is the process of assessing applications, either independently by the Academy, jointly with other institutions (if applicable), or through the centralized admission system managed by the Ministry of Education and Training, to determine admission eligibility and to compile a list of qualified candidates based on the evaluation criteria established by the Academy.

4. Preference Processing refers to the procedure, conducted via the Academy and centralized admission systems, for identifying the highest-ranked preference among the programs for which the candidate qualifies, thereby determining the final list of admitted candidates.

5. Minimum Admission Threshold (or Quality Assurance Threshold) refers to the minimum academic competency requirements demonstrated through high school academic records, results from the national high school graduation examination, results from domestic or international aptitude tests, other standardized test results, or a combination thereof, as stipulated by the Academy, which are used to assess a candidate's ability to pursue and complete the training program.

6. Direct Admission is the recognition of admission eligibility for candidates who meet the eligibility criteria for application as specified in these Regulations without being subject to the minimum admission threshold.

7. Evaluation Criteria are the factors used in examinations, assessments, or evaluations of candidate competencies to classify candidates according to their suitability for admission into specific training programs.

8. Admission Criteria are the factors used to determine a candidate's admission eligibility, primarily based on high school academic records, results from the national high school graduation examination, results from domestic and international competency assessments, other examination results, or a combination thereof as defined by the Academy. These criteria are typically quantified into an admission score, which may include bonus or priority points according to the Academy's regulations.

9. Admission Score (per program or discipline) is the minimum score required for candidates who have registered for that specific program or discipline to be eligible for admission; candidates with scores equal to or higher than this threshold are considered to have met the admission requirements.

10. Priority Score is the additional score granted to candidates in prioritized groups, representing the difference between their applicable admission threshold and the standard admission threshold, or equivalently, the bonus points added to the candidate's admission score.

11. Entrance Examination is an examination organized as an integral part of the admission process, in which the examination results serve as the sole or principal basis for evaluating admission eligibility.

12. Independent Examination refers to an examination organized independently from the admission process, where the examination results are considered to varying degrees in the admission evaluation.

13. Supplementary Examination is an additional examination (such as aptitude tests, talent assessments, interviews) organized in support of a specific admission method, and the results serve as one of the criteria in the admission evaluation process.

14. Direct examination refers to the mode of examination in which candidates are supervised in person; candidates take the test on paper, on a computer, a network-connected device or participate in an in-person interview before the examination board.

15. Online examination refers to the mode of examination in which candidates are supervised online and monitored using technological means; candidates take the test on a computer, a network-connected device or participate in an online interview.

16. The Centralized Admission Support System of the Ministry of Education and Training (MOET) is a software system that facilitates the registration of admission preferences, exchange of admission data, processing of candidates' preferences, and management of admission and enrollment data of training institutions.

17. The Admission Portal (of the MOET) is the web interface of the Centralized Admission Support System managed by the MOET.

18. The Institution Code is a nationally standardized identification code assigned to the Diplomatic Academy of Vietnam following MOET regulations.

19. The Program Code is a standardized code used within the Diplomatic Academy of Vietnam to identify a specific academic major or training program in conjunction with the corresponding admission method.

20. The Admission Portal of the Academy is the web interface of the Academy's admission support system used for regular undergraduate admissions.

### **Article 3. General Requirements for Admission**

1. The Academy shall exercise institutional autonomy and be accountable for its admission activities, ensuring compliance with legal regulations and assuming responsibility before the law.

2. The Academy shall implement all necessary measures to facilitate convenience and ensure equal opportunities for all candidates to select those with the most suitable aspirations and competencies in alignment with the requirements of academic majors and training programs.

3. The Academy shall closely coordinate under the guidance and supervision of the MOET to ensure uniformity, consistency, and interoperability within the system, thereby improving the quality and effectiveness of admissions both for the Academy and the system as a whole.

### **Article 4. Fundamental Principles in Admission**

#### 1. Fairness to Candidates

a) Regarding information provision: Each interested candidate shall be provided with full, clear, reliable, consistent, and timely information to make appropriate decisions and best prepare for participation in the admission process.

b) Regarding opportunity to apply: No candidate shall be deprived of the opportunity to apply due to regulations unrelated to academic qualification or ability, or due to unnecessarily burdensome or costly admission procedures.

c) Regarding competency assessment: Candidates shall be evaluated objectively, fairly, and reliably based on their academic capability and likelihood of success, under the requirements of the academic majors and training programs.

d) Regarding admission opportunity: Candidates shall be afforded the highest possible chance of admission and the right to determine their priority preferences among eligible academic fields, majors, and programs.

d) Regarding fulfillment of commitments: The Academy shall fulfill its commitments to candidates; provide counseling, support, and address complaints to protect candidates' legitimate rights and interests in cases of risk or dispute.

#### 2. Equality among Training Institutions

a) Regarding cooperation: The Academy shall ensure equal cooperation aimed

at enhancing the quality and effectiveness of the admission process and bringing optimal benefits to candidates.

b) Regarding competition: The Academy shall ensure fair, honest, and healthy competition in admissions following the legal provisions on competition.

### 3. Transparency towards Society

a) On information transparency: The Academy shall be responsible for disclosing full, clear, and timely information on its admission process through appropriate media channels to ensure public oversight and supervision by competent state authorities.

b) On accountability: The Academy shall be responsible for reporting upon request by competent state authorities and providing explanations to the public, in an appropriate manner, on major issues that provoke public concern.

## **Article 5. Applicants and Eligibility Conditions**

1. Applicants: At the time of selection (before the official announcement of admission results), applicants must have been recognized as having graduated from a Vietnamese upper secondary education institution (high school) or hold a foreign diploma recognized as equivalent in level.

2. Eligibility conditions: Applicants specified in Clause 1 of this Article must satisfy the following conditions:

a) Attain the minimum admission threshold as prescribed in Article 9 of this Regulation;

b) Be in sufficient health condition for academic study under prevailing regulations;

c) Provide complete personal information and application documents as prescribed.

3. For training programs employing multiple admission methods concurrently, the Academy shall specify eligibility conditions and applicant requirements for each method in its annual Admission Plan.

4. For candidates with disabilities affecting learning ability who wish to apply for admission, the Academy shall, within its capacity, consider admitting them into academic programs suitable to their health conditions.

## **Article 6. Admission Methods**

1. Within its annual Admission Plan, the Academy shall determine and announce one or more admission methods (entrance examination, selection/admission based on criteria, or a combination thereof), applicable generally to the Academy or specifically to certain programs, disciplines, or fields of study. A single program or discipline may utilize multiple admission methods simultaneously.

2. For each admission method, the Academy shall stipulate assessment and selection criteria and the method of combining those criteria to classify, rank, and determine admission eligibility following the requirements of the respective program or discipline. The assessment and selection criteria shall be based on the fundamental knowledge and core competencies required for pursuing the intended academic program or discipline.

3. For admission methods based on academic performance or individual subject exam results (including high school subject grades, results of the high school graduation examination, and other evaluations):

a) The subject combination for evaluation must comprise at least three subjects aligned with the characteristics and requirements of the training program (subject-specific weighting may be applied), including either Mathematics or Literature;

b) A training program or discipline may utilize multiple subject combinations, with provisions on score differentials between combinations when determining admission eligibility, if applicable;

c) No more than four subject combinations may be used for admission to any single training program or discipline (excluding cases where subject combinations differ only in the foreign language component).

4. For interview-based admission methods:

- Interview content: Aimed at evaluating general understanding, not academic knowledge. It includes: general knowledge in economics, politics, society, culture, and the field of study the candidate applies to; reasoning, argumentation, presentation, and persuasion skills; foreign language proficiency; soft skills; and other relevant aspects (e.g., community engagement, special talents, if any);

- Interview format: Conducted either in person or online via the Internet;

- Interview panel: Established by the Chairperson of the Admission Council, consisting of one Chair and members who are Heads/Deputy Heads of Faculties/Departments and lecturers with at least a Master's degree in relevant fields;

- Interview process and candidate evaluation: Each candidate is allotted a maximum of 30 minutes to present themselves and respond to the panel's questions. The panel evaluates candidates based on a standardized assessment form prepared by the Secretariat of the Admission Council. For each candidate's response, panel members shall score according to specific criteria. All interviews shall be recorded to ensure objectivity and fairness. Upon conclusion, panel members shall total the candidate's scores and sign the assessment form.

- The interview score is the arithmetic mean of the scores awarded by panel members, rounded to two decimal places. In cases where there is a discrepancy of 2 or more points (on a 10-point scale) between panel members, the Chairperson of the Admission Council shall convene a review meeting with the panel. If necessary, a second interview panel may be formed to reassess the candidate's score based on the recorded interview. The interview scoring scale shall be specified in the annually published Admission Plan.

5. For programs with separate admission quotas by method or subject combination:

a) The allocation of quotas among different admission methods or subject combinations must be rational and ensure fairness for applicants choosing different options;

b) Any modification or addition of admission methods or subject combinations must be substantiated and follow a reasonable timeline. The quota share for any existing method or combination may not be reduced by more than 30% compared to the previous year's allocation within the same program/discipline unless such changes were announced at least one year before the application period.

6. In case the Academy organizes an entrance examination, it must announce the examination at least one year in advance and comply with examination regulations issued by the Ministry of Education and Training.

7. The Academy shall be accountable for the scientific and practical basis for

determining admission methods, selection criteria, subject combinations, and quota allocation, which must be grounded in the analysis, evaluation, and benchmarking of the academic performance of annually admitted students.

#### **Article 7. Preferential Policies in Admission**

1. Regional Preferences (according to Appendix I of the Regulation):

a) The priority score applied for Region 1 (KV1) is 0.75 points; rural Region 2 (KV2-NT) is 0.5 points; Region 2 (KV2) is 0.25 points; and Region 3 (KV3) is not eligible for regional priority points.

b) A candidate's admission region shall be determined based on the location of the high school (or intermediate vocational school) where the candidate studied for the longest duration during upper secondary education. If the durations are equal across different regions, the region of the school most recently attended shall be applied.

c) The following cases are entitled to regional preference based on permanent residence:

- Students of boarding high schools for ethnic minorities shall be entitled to priority and preferential regimes as prescribed by the State.

- Students whose permanent residence (during their upper secondary or intermediate study period) has been for more than 18 months in Region III communes and villages with particularly difficult socio-economic conditions in ethnic minority and mountainous areas as defined by the Minister-Chairman of the Committee for Ethnic Minority Affairs and the Prime Minister; particularly disadvantaged coastal, island communes; particularly difficult communes, border communes, and communes in safety zones under Program 135 (pursuant to Decision No. 135/QĐ-TTg dated 31/07/1998); particularly difficult hamlets or communes in areas designated by the Prime Minister, provided that the student studied at an upper secondary or intermediate school located within a district/town/city that includes at least one such commune.

- Military personnel, officers, non-commissioned officers, conscripts of the People's Public Security Forces nominated for admission: If stationed for 18 months or more in any region, they are entitled to regional priority based on that region or



their place of permanent residence before enlistment, whichever offers a higher priority level; if stationed for 18 months or more in regions with differing priority levels, the region with the longer duration of stationing shall apply; if stationed for less than 18 months, the priority shall be determined based on the place of permanent residence before enlistment.

d) Candidates are eligible for regional priority in the year they graduate from upper secondary school (or intermediate level) and the subsequent year.

2. Preferences Based on Policy Categories (pursuant to Appendix II of the Regulation)

a) The priority score for Group UT1 (including categories 01 to 04) is 2.0 points; for Group UT2 (including categories 05 to 07) is 1.0 point;

b) Priority scores for other policy beneficiaries (stipulated in prevailing legal documents) shall be decided by the Minister of Education and Training;

c) Candidates falling into multiple policy categories under Points a and b above shall only be entitled to the highest applicable priority score.

3. The priority scores specified in this Article correspond to a total score of three subjects (in the admission subject combination) on a 10-point scale per subject (no weighting). Where the admission method applies a different scale, the priority scores shall be converted accordingly.

4. From 2023 onwards, for candidates whose total converted score reaches 22.5 or more (on a 30-point scale), the priority score shall be calculated as follows:

*Priority score = [(30 – Total score achieved)/7.5] × Priority score prescribed in Clauses 1 and 2 of this Article.*

5. For early admission methods, the Academy may apply its own preferential and incentive policies, including specific priority/incentive scores for each target group, provided such policies comply with the Academy's requirements. The scoring formula shall be specified in the annual admission scheme.

## **Article 8. Subjects Eligible for Direct Admission and Preferential Consideration**

1. Subjects Eligible for Direct Admission

a) Individuals awarded the titles of Labor Hero, Hero of the People's Armed

Forces, and National Emulation Soldier shall be directly admitted to programs as determined by the Academy.

b) Candidates winning first, second, or third prizes in national or international competitions for excellent students or in national/international science and engineering contests organized or nominated by the Ministry of Education and Training shall be considered for direct admission in the year of upper secondary graduation to relevant programs/majors related to the competition subject or project. The awards must be received no more than 3 years before the admission year.

c) Candidates winning official prizes in international art competitions (in singing, dancing, music, fine arts) recognized by the Ministry of Culture, Sports and Tourism shall be considered for direct admission in the year of upper secondary graduation to relevant majors. The awards must be received no more than 4 years before the admission year.

d) Candidates who participated in national teams competing in official international sports events recognized by the Ministry of Culture, Sports and Tourism and confirmed to have completed their duties, including: World Championships, World Cups, Olympic Games, Asian Games (ASIAD), Asian Championships, Asian Cups, Southeast Asian Championships, SEA Games, Southeast Asian Cups—shall be considered for direct admission in the year of upper secondary graduation to relevant majors. The awards must be received no more than 4 years before the admission year.

## 2. Subjects Eligible for Preferential Consideration for Admission

a) Candidates at Points b, c, and d of Clause 1 of this Article shall receive preferential consideration for admission into relevant majors, in accordance with their stated preferences (if they do not use the right of direct admission).

b) Candidates who won gold, silver, or bronze medals in national sports competitions held once a year, and candidates officially recognized as national-level athletes by the General Department of Sports, shall be preferentially considered for admission into relevant majors in the year of upper secondary graduation. The awards must be received no more than 4 years before the admission year.

c) Candidates winning official prizes in national professional art competitions (in singing, dancing, music, fine arts) shall be preferentially considered for admission

into relevant majors in the year of upper secondary graduation. The awards must be received no more than 4 years before the admission year.

3. Additionally, the Director of the Academy may, based on the candidate's upper secondary academic performance and the training program's requirements, decide on admission for one of the following cases (if necessary, the candidate must complete one year of preparatory knowledge before official enrollment):

a) Candidates with severe disabilities certified by competent authorities under prevailing regulations, who are capable of studying in certain programs designated by the training institution but are unable to participate in standard admission procedures;

b) Candidates belonging to extremely small ethnic minority groups as prescribed by the Government, or candidates from 20 poor border/island districts in the Southwest Region;

c) Candidates with permanent residence for at least 3 years, who studied and graduated from upper secondary schools for 3 years in poor districts (boarding school students shall be considered based on their permanent residence) as prescribed by the Government or the Prime Minister;

d) Foreign candidates who meet the current regulations of the Ministry of Education and Training on Vietnamese language proficiency and academic competency assessment.

3. The Academy shall specify and publicize in its Admission Scheme and admission plan the targets, quotas, criteria, admission scope, majors, and training programs for direct and preferential admissions.

#### **Article 9. Admission Thresholds for Training Disciplines**

Based on quality assurance requirements, the Academy shall determine and announce the admission thresholds for each discipline and mode of admission, which shall not be lower than the minimum admission thresholds stipulated by the Ministry of Education and Training.

#### **Article 10. Reservation of Admission Results**

1. Candidates who have received an official admission notice may have their admission results reserved in the following cases:

a) They are enlisted for military service or join centralized youth volunteer

programs in the year of admission under a decision or order issued by a competent authority;

b) They suffer from a serious illness or are involved in severe accidents that prevent them from enrolling on time, as evidenced by medical records and confirmation from a competent medical authority.

2. Candidates falling under the provisions of Clause 1 must submit a written request for reservation along with supporting documents to the Academy within the time frame specified for enrollment. The maximum duration for which admission results may be reserved is three (03) years.

3. Immediately upon satisfying the conditions for re-enrollment, candidates whose admission results have been reserved shall carry out enrollment procedures in accordance with the Academy's regulations. They must provide proof of having fulfilled their obligations or recovered from illness. For cases under Clause 1 of this Article with a reservation period of three (03) years or more, the Academy shall consider referring the candidate to a preparatory program or institution for review before commencing official studies.

#### **Article 11. Admissions Scheme**

1. Annually, the Academy shall develop, publish, and implement its Admissions Scheme to fulfill its responsibilities of accountability and commitment to candidates, state management authorities, and society. The Admissions Scheme must provide sufficient information as a basis for:

a) Candidates to select institutions, disciplines, training programs, and modes of admission appropriate to their capacity, interests, and personal conditions; to prepare for the admission process and comply with the Academy's enrollment plan;

b) State management authorities and society to monitor the implementation of legal regulations and the Academy's commitments to learners in the field of admissions and training.

2. The principal contents of the Admissions Scheme shall include:

a) Information introducing the Academy, its training disciplines and programs, including details on the establishment of the disciplines, language of instruction, teaching staff, conditions for study and research, graduation qualifications, quality

assurance outcomes, graduation rate (based on total enrollment), and the rate of graduates employed in jobs relevant to their qualifications (as per the Academy's annual Admissions Scheme);

b) Full details of training costs, tuition fees, admission service fees, and other service charges for the entire course and per academic year; scholarship policies, tuition fee exemptions and reductions, financial aid, dormitory accommodation, and other incentives and support policies for learners;

c) The enrollment plan and scope of admissions for each intake within the year (in which the first intake for full-time undergraduate programs must comply with the general plan issued by the Ministry of Education and Training), including regulations on admission eligibility and conditions, modes of admission, selection combinations, and admission quotas for each discipline and training program; application procedures and necessary information for candidates;

d) Risk mitigation measures in the admissions process and the Academy's commitments and responsibilities.

3. The Academy shall announce its admissions and publish the Admissions Scheme on its official website and through other appropriate channels at least thirty (30) days before the opening of registration for the first intake. In case of adjustments or additions (if any), these must be published at least 15 days in advance.

## CHAPTER II

### ADMISSION TO FORMAL EDUCATION PROGRAMS

#### **Article 12. Formulation of Admission Plans**

1. Based on the general plan issued by the Ministry of Education and Training (MOET) for the first round of admission to formal education programs, the Academy shall coordinate the implementation of the following procedures:

a) Registering for admission via the MOET's Admission Information Portal (hereinafter referred to as "the system" within the scope of this Chapter) and via the National Public Service Portal;

b) Organizing admission using the following methods: separate admission/combined admission, based on results of the High School Graduation Examination, high school academic records, or candidate assessments;

c) Processing candidates' preferences on the system (in a cycle integrated with the Academy's internal admission procedures);

d) Confirming enrollment via the system and enrolling according to the Academy's notification.

2. Based on the MOET's general plan, the Academy shall formulate plans for direct admission, early admission under certain special admission methods, and additional admission rounds (if any), in alignment with the MOET's general plan.

#### **Article 13. Organization of Direct Admission Registration and Selection**

1. Based on the published Admission Scheme, the Academy shall notify and organize the registration for eligible candidates for direct admission, as prescribed in Article 8 of this Regulation, either online or in person at the Academy.

2. The Academy shall conduct the direct admission process for qualified candidates and announce results following the general timeline.

3. Candidates granted direct admission may confirm enrollment early (if eligible) as announced by the Academy or in the same timeline as other candidates. The Academy shall not require early enrollment confirmation beyond the general timeline.

4. Candidates granted direct admission who have not yet confirmed enrollment may still register preferences on the national system for additional admission opportunities like other candidates.

#### **Article 14. Organization of Early Admission Registration and Selection**

1. The Academy shall develop and announce early/combined admission plans under certain methods, enabling candidates to apply either online or in person at the Academy.

2. The Academy shall conduct early admission for candidates who have completed application procedures but shall not require them to confirm enrollment earlier than the general timeline. The Academy shall publish and upload to the system the list of conditionally admitted candidates (excluding the high school graduation requirement) for preference processing along with other admission methods, to be completed before the candidate preference registration period on the system.

3. Candidates applying under the Academy's early admission plan must subsequently register their preferences in the system following MOET's general plan.

a) If a candidate has been notified by the Academy of conditional admission to a particular program (excluding the high school graduation requirement), the candidate may freely prioritize that preference or other preferences upon system registration.

b) If a candidate is not conditionally admitted to a program, they may still register for that program under other admission methods on the system.

#### **Article 15. Registration for Admission on the System According to the General Plan**

1. The MOET shall support the organization of the first round of admission registration to formal education programs for all admission methods of the Academy. Registration begins after the High School Graduation Examination and ends after the release of examination results and graduation consideration.

2. Candidates applying in the first round (including those who applied early under the Academy's plan) must register their preferences via the system (through the MOET's Admission Portal or the National Public Service Portal) according to the MOET's plan and instructions.

3. Candidates may register for multiple programs and institutions without restriction on quantity but must rank preferences in descending priority. If multiple preferences are qualified for admission, only the highest-ranked preference will be

recognized for admission and enrollment.

4. Candidates shall express their preferences using the MOET's online support system as follows.

a) Priority order of preferences (No. 1 indicates the highest);

b) Institution or admission unit code;

c) Program or training field code (admission code);

d) Admission method code;

đ) Admission combination code (for methods using High School Graduation Exam results or other combinations defined by the Academy).

#### **Article 16. Admission and Preference Processing Under the General Plan**

1. The Academy shall autonomously organize admission according to its specific methods and criteria or coordinate with other institutions for joint admission. The MOET shall provide a timeline and assist in preference processing via the system.

2. After the preference registration period ends, the Academy shall download data from the system for admission purposes, including candidate preferences and high school graduation exam results, academic records, etc.

3. Admission principles

a) Admission scores are determined to ensure enrollment numbers for each program following the announced quotas, but shall not fall below the minimum threshold;

b) For a program/method/subject group, all candidates are assessed equally based on admission scores, regardless of preference order, unless specified in point c of this Clause;

c) In cases of score ties at the admission threshold, the Academy may apply additional criteria as prescribed in its annual Admission Scheme;

d) Regional and priority group bonus points shall be uniformly applied across all admission methods as regulated in Article 7 of this Regulation.

4. After each admission cycle, the Academy uploads to the system a provisional list of candidates eligible for admission by program and method. The system will automatically remove lower-ranked preferences for candidates eligible for multiple preferences, returning the list of highest-preference admissions.



5. Based on the system's results, the Academy shall repeat the admission cycle, adjusting cut-off scores to meet quotas within the stipulated timeframe. In the final cycle, the Academy determines the final admission scores and uploads the official list of admitted candidates. This list forms the basis for final admission decisions.

6. The Academy shall publish final admission scores (and any additional conditions or criteria) for each program and method and provide candidate-specific result lookup via its website (or the joint website of a group of coordinated institutions).

#### **Article 17. Notification of Results, Enrollment Confirmation, and Enrollment**

1. The Admission Letter shall detail required enrollment procedures and methods.

2. Candidates shall confirm enrollment via the system before enrolling at the Academy.

3. Candidates who fail to confirm and complete enrollment within the prescribed period

a) Without valid reasons shall be deemed to have declined enrollment and may be refused admission by the Academy;

b) Due to illness, accident (certified by a district-level hospital or higher), or natural disaster (certified by the district-level People's Committee or higher), the Academy may consider late enrollment or deferment of admission results;

c) Due to errors or misunderstandings by admission staff or the candidates themselves, the Academy shall coordinate with relevant parties to review evidence and decide whether to admit the candidate or defer the admission result.

4. Candidates who have confirmed enrollment at the Academy are not permitted to participate in further admission rounds elsewhere, unless permitted by the Academy.

#### **Article 18. Organization of Additional Admission Rounds**

1. Based on remaining quotas and the number of enrolled candidates, the Academy's Admission Council shall decide whether to conduct additional admission rounds. The Academy shall announce the plan, methods, registration formats, and admission conditions for each program, which must not be less stringent than prior rounds.

2. Candidates who have not been admitted or have not confirmed enrollment may register for additional admission rounds under the Academy's plan and instructions.

3. After each additional round, the Academy shall publish on its website the admission scores (and any conditions or additional criteria) for each program and method, provide candidate-specific result lookup, and send admission letters with enrollment instructions.

### **Article 19. Responsibilities of Stakeholders in the Admission Process**

#### 1. Responsibilities of candidates.

a) Thoroughly review the Academy's admission information and refrain from applying to programs/methods for which they are ineligible;

b) Provide complete and accurate application information, including personal, regional, and priority group data (if applicable), preferences, and verify the authenticity of supporting documents;

c) Consent to the Academy's use of personal and academic data for admission purposes;

d) Complete the payment of application fees before the deadline.

#### 2. Responsibilities of the Academy.

a) Provide complete, properly formatted, and accurate admission data to the system following MOET guidelines;

b) Determine (or agree upon with other institutions) the levels, methods, and usage of admission service fees;

c) Provide full information, advice, and guidance to candidates to prevent ineligible applications;

d) Ensure the admission process is accurate, fair, and objective; comply with commitments in the published Admission Scheme;

d) Verify candidate information and documents upon enrollment to ensure all enrollees meet admission conditions;

e) Address feedback, complaints, and denunciations related to the admission process following legal regulations.

## Chapter III

### IMPLEMENTATION PROVISIONS

#### **Article 20. Organization, Functions and Powers of the Academy's Admission Council**

1. The Director of the Academy shall issue a decision to establish the Regular Undergraduate Admission Council (hereinafter referred to as the Admission Council) to manage and administer all activities related to the admission process, including admission inspection. The Director shall also stipulate the organization, functions, and powers of the specialized subcommittees following current regulations.

2. The composition of the Admission Council of the Academy includes:

- a) Chairperson: Director or Deputy Director;
- b) Vice-Chairperson: Deputy Director or Head of the Training Department;
- c) Standing Member: Head or Deputy Head of the Undergraduate Training Division;
- d) Members: Several heads or deputy heads of departments, heads or deputy heads of faculties involved in the admission process, and information technology officers.

Persons whose relatives (children, spouses, parents, or siblings of the candidate or their spouse) are applying for or taking part in the admission process of the Academy shall not be permitted to participate in the Admission Council or its assisting subcommittees in that year.

3. Functions and powers of the Academy's Admission Council:

- a) To organize the development and public disclosure of the annual admission scheme;
- b) To implement admission activities following the published Admission Scheme and the Admission Regulations, in compliance with this Regulation and relevant legal provisions, and to be accountable to the Ministry of Education and Training (MOET), competent authorities, and the public for the Academy's entire admission process;
- c) To organize internal inspection and supervision, proactively address risks identified in the Academy's Admission Scheme; to resolve complaints, denunciations,

and violations related to the admission process following this Regulation and relevant laws;

d) To update the list of admitted and enrolled candidates in the system within 30 days from the date of enrollment completion (applicable to regular undergraduate admissions) and to report as required under this Regulation and at the request of MOET on the admission situation and results;

e) To preserve and archive documents related to the admission process throughout the training course under the Law on Archives and regulations on the retention period of professional records in the education sector. For self-administered entrance examinations (if any), exam room lists, test papers, exam records, and grading results must be preserved according to the timelines prescribed in the MOET's Regulation on the High School Graduation Examination;

f) To collect and use admission fees and application processing fees as prescribed;

g) To summarize and review the admission process; to decide on commendation and disciplinary actions following the regulations.

#### 4. Functions and powers of the Chairperson of the Admission Council

a) To organize and take responsibility for the Academy's admission process;

b) To establish subcommittees to assist in implementing admission activities.

5. The Vice Chairperson of the Admission Council shall perform tasks assigned by the Chairperson and shall act on behalf of the Chairperson upon authorization.

### **Article 21. Organization, Functions and Powers of the Secretariat of the Admission Council**

1. The composition of the Secretariat includes:

a) Head of the Secretariat: concurrently held by the Standing Member of the Admission Council;

b) Members: Several officers from the Undergraduate Training Division, relevant faculties and departments, and information technology staff.

2. Functions and powers of the Secretariat:

a) To publish information on eligibility conditions, application dossiers, timelines, formats, and locations for registration for admission or entrance

examination (if applicable) on the Academy's website and other mass media;

b) To verify application dossiers of applicants and admitted candidates as prescribed;

c) To update all admission-related information of the Academy to the MOET's centralized admission support system and the Academy's admission portal as prescribed for processing (in the case of regular undergraduate admissions);

d) To propose the admission thresholds for decision by the Admission Council;

e) To prepare the list of admitted candidates and issue admission notices;

f) To perform other tasks assigned by the Chairperson of the Admission Council.

### **Article 22. Handling of Violations**

1. Officials and candidates who commit violations during the admission examination (if any) shall be handled following the MOET's Regulation on the High School Graduation Examination.

2. Candidates found to have committed fraud during the application or examination process to gain admission may, depending on the severity, be expelled, barred from applying to the Academy in subsequent years, or be subject to criminal prosecution under the law.

3. Individuals who violate this Regulation and are public employees or civil servants of the Academy shall, depending on the severity, be disciplined under Article 71 of the Law on Higher Education, the Law on Public Employees, the Law on Cadres and Civil Servants, and relevant disciplinary regulations.

### **Article 23. Commendation**

The Chairperson of the Admission Council shall commend or propose that the Director commend:

1. Individuals or units that have excellently fulfilled their assigned tasks;

2. Individuals or units with significant contributions to the admission process.

### **Article 24. Implementation Provisions**

1. This Regulation takes effect from the date of signing and replaces previous relevant regulations of the Academy.

2. The Head of the Training Department, Heads of affiliated units of the Academy, and relevant units and individuals shall be responsible for implementing

this Regulation.

3. This Regulation shall be annually reviewed, amended, or updated under the provisions and guidance of the Ministry of Education and Training.

4. During implementation, any issues arising that require adjustment or supplementation shall be reported to the Training Department for consolidation and submission to the Director for consideration and decision.

### Appendix I. Classification of Admission Areas

Area	Description and Conditions
Area 1 (KV1)	Communes classified as Areas I, II, III and communes with particularly disadvantaged hamlets located in ethnic minority and mountainous regions; particularly disadvantaged communes in coastal and island areas; specially disadvantaged communes, border communes, and safe zone communes eligible for investment under Program 135 as prescribed by the Prime Minister.
Rural Area 2 (KV2- NT)	Localities not classified under Area 1, Area 2, or Area 3.
Area 2 (KV2)	Provincial cities and towns; suburban districts and towns of centrally-run cities (excluding communes classified under Area 1).
Area 3 (KV3)	Urban districts of centrally-owned cities.

## Appendix II. Categories of Priority Policy Beneficiaries

Category	Description and Conditions
<i>Group Priority 1 (UT1)</i>	
01	Vietnamese citizens of ethnic minorities with permanent residence for at least 18 months during their upper secondary education or intermediate vocational education in Area 1.
02	Direct production workers with at least 5 consecutive years of service, including at least 2 years recognized and awarded as Emulation Soldiers at the provincial level or higher.
03	<p>a) War invalids, diseased soldiers, and individuals certified as entitled to policies applicable to war invalids.</p> <p>b) Active-duty military personnel; officers, non-commissioned officers, and conscripted police officers/staff who are assigned to study and have served at least 12 months in Area 1.</p> <p>c) Active-duty military personnel; officers, non-commissioned officers, and conscripted police officers/staff assigned to study and have served at least 18 months in total.</p> <p>d) Demobilized military personnel or police officers who have completed their compulsory service as prescribed.</p>
04	<p>a) Relatives of martyrs.</p> <p>b) Children of war invalids, diseased soldiers, or those entitled to similar policies with a working capacity reduction of 81% or more.</p> <p>c) Children of persons involved in revolutionary resistance exposed to toxic chemicals with a working capacity reduction of 81% or more.</p> <p>d) Children of Heroes of the People's Armed Forces; children of Labor Heroes during the resistance period.</p> <p>đ) Children of resistance activists with deformities or malformations due to chemical toxins, currently receiving monthly allowances.</p>
<i>Group Priority 2 (UT2)</i>	
05	<p>a) Youth volunteers assigned to study.</p> <p>b) Active-duty military personnel; officers, non-commissioned officers, and conscripted police officers/staff assigned to study who have served less than 12 months in Area 1 or less than 18 months in other areas.</p> <p>c) Commune-level Military Commanders and Deputy Commanders, Hamlet Militia Leaders, Core Militia Platoon Leaders, and Core Militia members who have completed at least 12 months of service and are applying to local military training programs. The maximum eligibility period for priority is 18 months from the date of discharge decision to the date of university admission registration.</p>



06	<p>a) Vietnamese citizens of ethnic minorities with permanent residence outside the areas specified in Category 01.</p> <p>b) Children of war invalids, diseased soldiers, or those entitled to similar policies with a working capacity reduction below 81%.</p> <p>c) Children of resistance activists exposed to toxic chemicals with a working capacity reduction below 81%.</p>
07	<p>a) Persons with severe disabilities certified by a competent authority according to Joint Circular No. 37/2012/TTLT-BLĐTBXH-BYT-BTC-BGDĐT dated 28 December 2012, issued by the Ministry of Labour – Invalids and Social Affairs, Ministry of Health, Ministry of Finance, and Ministry of Education and Training, regarding assessment of disability level.</p> <p>b) Outstanding workers from all economic sectors who have been recognized at the provincial or ministerial level as skilled workers, artisans, or awarded the Creative Labour Badge by the Vietnam General Confederation of Labour or the Central Committee of the Ho Chi Minh Communist Youth Union.</p> <p>c) Teachers with at least 3 years of teaching experience applying to teacher training programs.</p> <p>d) Nurses, pharmacy assistants, orderlies, medical assistants, midwives, medical technicians, or those with an intermediate diploma in pharmacy with at least 3 years of service applying to training programs in their respective healthcare disciplines.</p>