# Foreign Trade University

## International Student Guideline

## Academic year 2024 - 2025

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

### FTU Office of International Affairs - OIA

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| **Office of International Affairs**<br>A903, Building A, Foreign Trade University<br>No. 91 Chua Lang St, Dong Da, Hanoi - Vietnam | http://qhqt.ftu.edu.vn<br>T: +84 98 4764686 (Ms Hang) |

### Contacts


**Assoc. Prof. Dr. Cao Dinh Kien**
Director
Office of International Affairs

caokien@ftu.edu.vn

**Ms. Dao Thi Thu Ha (M.A.)**
Deputy Director
Office of International Affairs

hadtt@ftu.edu.vn

**Ms. Pham Thi Minh Tam**
Incoming Student Coordinator

Tel.+84-96-770-8889
inbound@ftu.edu.vn

**Ms. Pham Thi Mai Quyen**
Incoming Student Coordinator

Tel.+84-98-360-5566
inbound@ftu.edu.vn

# ACADEMIC CALENDER AY 2024 - 2025

| | Fall Semester 2024 | Spring Semester 2025 |
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| **Nomination Deadline** | 24 May 2024 | 25 October 2024 |
| **Application Deadline** | 31 May 2024 | 31 October 2024 |
| **Arrival period in Vietnam** | Beginning of August 2024 | Beginning of January 2025 |
| **Orientation day** | 01 August 2024 (tentatively) | 02 January 2025 (tentatively) |
| **Lecture Commencement** | August 2024 (tentatively 07 August 2024) | January 2025 (tentatively 08 January 2025) |
| **Class ends** | End of January 2025 (examination included) | End of July 2025 (examinations included) |

# ACADEMIC INFORMATION - HEADQUARTERS IN HANOI

**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

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| | **BUSINESS ADMINISTRATION**<br>• International Business Management – High quality Program<br>• International Business Management – Advanced Program<br><br>**HOTEL MANAGEMENT**<br>• Hotel Management – High quality Program<br><br>**BANKING & FINANCE**<br>• International Finance & Banking – High quality Program<br>• Banking & Finance – Advanced Program<br><br>**ACCOUNTING**<br>• ACCA – Oriented Accounting and Auditing – High quality Program<br><br>**LAW**<br>• International Business Law – High quality Program |
| **2. Business Language Programs (Undergraduate Program)** | **Business Chinese** (taught in Chinese)<br>**Business Japanese** (taught in Japanese)<br>**Business French** (taught in French)<br>**Business English** (taught in English) |
| **3. Graduate Training Programs (taught in English)** | **MASTER**<br>• Master in International Economics<br>• Master of International Trade Policy and Law |
| **4. Course list** | For Undergraduate programs, the course list is to be found at: **Course list - Year of study**. However, this list can only provides you with general idea of courses being offered in FTU. The tentative course list will be sent to students 1 month before classes start.<br><br>Exchange students are given access to all the courses available in the semester at Bachelor/Master level, as long as they do not have timetable clashes. Classes can be cancelled due to insufficient number of students to maintain the class. |

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| **5. Requirements** | **Academic requirement**<br>Specific minimum GPA is not required. However, incoming students should be in good academic standing.<br><br>**Language requirement**<br>IELTS 5.5, TOEFL iBT 65 or equivalent |

# ACADEMIC INFORMATION - HOCHIMINH CITY CAMPUS

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| **1. Undergraduate Training Programs (taught in English)** | **ECONOMICS**<br>• International Business Economics – High quality Program<br><br>**INTERNATIONAL BUSINESS**<br>• Logistics & Supply Chain Management – High quality Program<br><br>**BUSINESS ADMINISTRATION**<br>• International Business Management – High quality Program<br><br>**BANKING & FINANCE**<br>• International Finance & Banking – High quality Program |
| **4. Requirements** | **Academic requirement**<br>Specific minimum GPA is not required. However, incoming students should be in good academic standing.<br><br>**Language requirement**<br>IELTS 5.5, TOEFL iBT 65 or equivalent |

# FOR EXCHANGE STUDENTS

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| **1. Nomination (For nominated students)** | All exchange students must be nominated by their home university. Nomination is to be received by FTU via this form: **https://forms.gle/RgRxQ7ja7TUQTNKy6**<br>• 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. |
| **2. Application** | **Fill in Application Form for incoming students:**<br>• Fill in the Application Form at: **https://form.jotform.com/232879037388067**<br>• Prepare necessary application documents and submit to inbound@ftu.edu.vn<br><br>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)<br>2. **01 enrollment certificate** issued by home university<br>3. **01 general medical check-up** (issued by any hospital or clinic in your home country) (must be in English)<br>4. **01 nomination letter** by home university (for nominated students)<br>5. **01 photo of English Language Certificate** (IELTS 5.5, TOEFL iBT 65 or equivalent) (Students from English native speaking countries or studying in English taught programs in home university do not have to submit English certificate). |
| **3. Letter of Acceptance** | Within 2 weeks after application forms are received processed, OIA will send the incoming students an acceptance letter and other important information upon arrival in Vietnam via e-mail. |
| **4. Financial Information** | **Paid to FTU**<br>International student fee of 3.000.000 VND is to be paid before your arrival at FTU as regulated by the university. |

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| | **Others**<br>Textbook, traveling cost, accommodation fee, daily living expenses and expenses for extra-curricular activities outside the program are covered by students. |
| **5. Tuition fee** | **Tuition fee is waived for nominated students** from universities which have already signed the exchange agreements with FTU.<br>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.<br>Tuition fee shall be paid upon arrival depends on your selected courses:<br>1. **High-quality program** - **90 USD/credit** -> 270 USD/course<br>2. **Advanced program** - **105 USD/credit** -> 315 USD/course<br>• Payment must be made using Vietnamese Dong |
| **6. Accommodation** | **FTU does not offer accommodation for exchange students,** however, a housing list will be provided to students along with the Letter of Acceptance for reference. |
| **7. Visa** | **FTU will support you to get the visa one time before you arrive to study in Vietnam** (multiple entry) and will send the visa document to you 2 weeks before your Orientation day via email. You can enter Vietnam after you receive your visa document.<br>You are expected to pay for your visa in Noi Bai International Airport upon arrival.<br>**The visa price will be around 145-155 USD**<br>If you enter Vietnam earlier, your visa will not be student visa and you will have to be responsible for all relating issues. |
| **8. Academic transcript** | **Transcripts will be sent via e-mail to student and their home university coordinator approximately three (03) months after completion of the program**. The hard-copy transcript will directly to the coordinator mailing address (as provided in the nomination form) at a later date. |