



**TRƯỜNG ĐẠI HỌC  
BÁCH KHOA HÀ NỘI**  
HANOI UNIVERSITY  
OF SCIENCE AND TECHNOLOGY

## STUDENT'S HANDBOOK

**ONE LOVE  
ONE FUTURE**

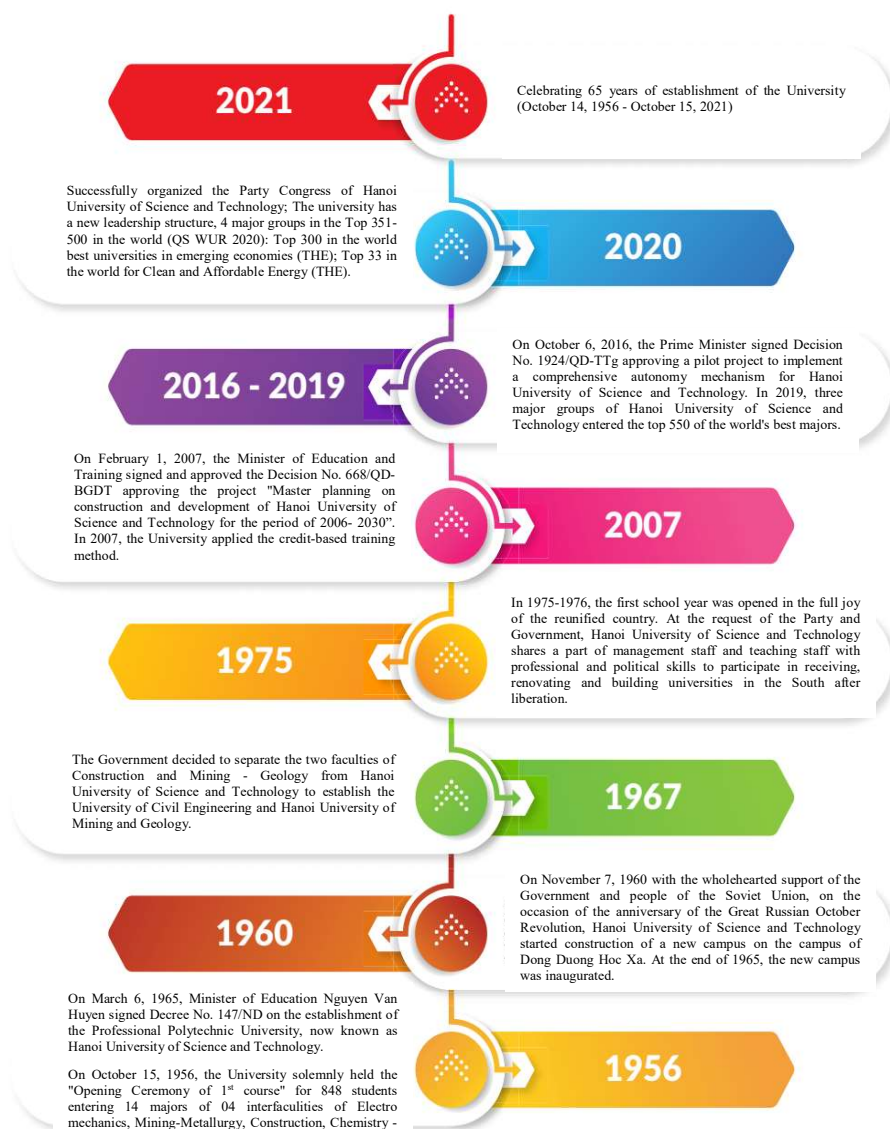


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# 2021

STUDENT'S HANDBOOK

## IMPORTANT MILESTONES



# 3

## WELCOME TO UNCLE HO'S VISIT

- On the 1st of the Lunar New Year 1958, Uncle Ho visited the Hanoi University of Science and Technology for the first time.
- On June 17, 1960, Uncle Ho visited for the second time with the Albanian government delegation.
- On March 11, 1962, Uncle Ho's third visit to the University was with a delegation of Laos led by the King.

## NOBLE TITLES AWARDED OFBY THE STATE



- In August 2000, the University received the title of Labor Hero in the renovation period.
- On October 15, 2001, it was honored to be awarded the Ho Chi Minh Medal-Order by the State.
- In April 2006, it received the title of People's Armed Force HeroHero-of-the-People's Armed Forces.
- In October 2016, it received the Ho Chi Minh Medal-Order for the second time.

## CERTIFICATION & RANKING



In 2014, it was recognized by URAP as a leading institution among universities in Vietnam based on the criteria for assessing scientific research capacity.  
In 2017, the University was recognized to meet the international quality accreditation standard HCERES (European Accreditation Standard).  
Ranked first among Vietnamese universities in the world's leading scientific assessment, ranking table SCImago from 2015 to 2018.  
Ranked first among universities under the Ministry of Education and Training in the QS Asia rankings 2018.

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# 90%

Students gained the jobs after 06 months of graduation

# 33.117

31,845 FORMAL TRAINING FULL-TIME-UNIVERSITY STUDENTS 1,272 POSTGRADUATE STUDENTS



# 60

Scholarships for students annually

# 234

Professors, Associate Professors

# 814

Doctors



# 26<sup>ha</sup>

TOTAL AREA OF UNIVERSITY

# 495

Classrooms and laboratories



## 05 - 30

STATUTES, REGULATIONS, RULES,  
PROCEDURES TO BE NOTED

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PARTY COMMITTEE, YOUTH UNION,  
STUDENT ASSOCIATION

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CENTRAL COMMITTEES, OFFICES

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TRAINING INSTITUTE SCHOOLS

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CODE OF CONDUCT OF HUST STUDENTS

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EXPERIENCE SHARING



## PART 01

### STATUTES, REGULATIONS, RULES, PROCEDURES TO BE NOTED



# RULES

NOTED BY THE STUDENTS

1



Students must bring their student ID cards, neatly dressed in accordance with Vietnamese culture and the seriousness of the university when entering the University.

2



When the student uses the bicycle, motorbike or car into the University, it is necessary to pay attention to reduce the speed, carefully observe the surroundings and park the vehicle in the right place. Taxis are not allowed to enter the University.

3



Do not arbitrarily bring the University's assets outside its campus.

4



After 6 p.m. daily, do not gather in public areas of the University's campus. All cultural, artistic, physical training and sports activities held in the University must be approved in writing by the University.

5



Do not arbitrarily organize advertising activities, services or organize gambling on campus in any form.

6



Violating students will be disciplined from warning to expulsion.

# **STATUTES, RULES, PROCEDURES, INFORMATION FOR STUDENTS**

## **RELATED TO TRAINING:**

*Students search at the student portal, the website of the University, contact the Academic Affairs Office, the Office of the School or contact the academic advisor and student class manager.*

- **Regulations—Statutes** on **full-time** formal training of the University
- Regulations on tuition fees for courses and training programs
- Information about timetable, exam schedule
- Registration of study
- Information about graduation projects and graduation consideration
- Learning forms

- Regulations on qualifications and foreign language standards for the output of courses and training programs
- Information about the training program
- Information about academic results
- Information about tuition fees, debts
- Instructions for sending questions to the Academic Affairs Office

## **RELATED TO STUDENT WORKS:**

*Students search on the portal of Hanoi University of Science and Technology, the portal of student affairs, contact the Student Affairs Office, the office of the Institute of Professional Studies or contact the academic advisor and student class manager.*

- Registration and inquiries for administrative procedures
- Regulations on consideration for scholarships to encourage study of the University
- Information about health insurance for students
- Information about extracurricular activities of the student club
- Information on career guidance activities and recruitment for students
- Evaluation of student training points

- Guide to policy settlement procedures
- Information about civic activities
- Information about sponsored scholarships for students
- Information about study support activities, student psychological consultancy
- Student service registration (dormitory, parking tickets, ...)
- Electronic document service - digital library



Student portal

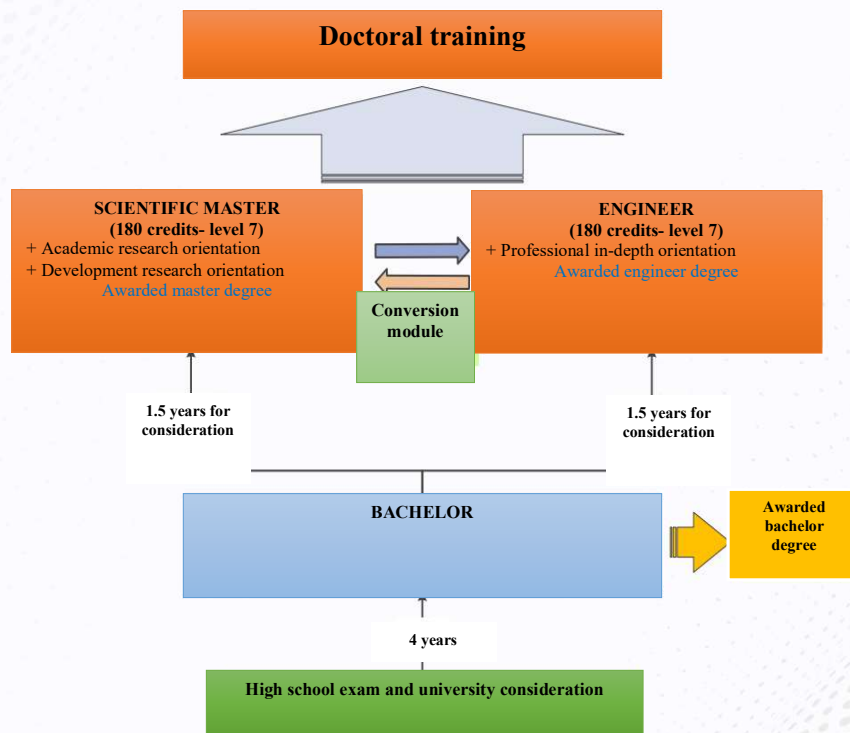


Online student's  
handbook



K66 admission  
information

## **FULL-TIMEFORMAL INTEGRATED TRAINING PROGRAM AND MODEL**



The training programs are organized according to the 4+1.5 model (the total training duration is 5.5 years for learners of the same discipline and according to the standard schedule).

# **FULL-TIME                      INTEGRATED                      TRAINING PROGRAM AND MODEL**

## **INTEGRATED PROGRAM FOR BACHELORS-ENGINEERS**

Award the bachelor's degrees and engineer degrees to graduates.

- Engineer training programs will be built in the direction of career depth with program standards in terms of input, output and knowledge volume, equivalent to a master's degree and reaching level 7 according to the national qualification framework. With a minimum total of 180 credits and standardized training, the graduates can learn to switch between engineer degrees and master's degrees. Accordingly, if the students study the 4-year program, they will receive a bachelor's degree; After that, if they continue studying for 1.5 years under the integrated engineering program, they will be awarded the engineer's degree.
- The bachelor - engineer integrated program is developed with the aim of improving the quality of the traditional engineering training programs of Hanoi University of Science and Technology.
- Ensure the goal of training the engineer's level in the direction of an in-depth career, combining harmony between modern knowledge and core skills.

## **INTEGRATED PROGRAM FOR BACHELORS – MASTER OF SCIENCE**

Award the bachelor's and master's degrees to graduates.

- Students enrolled in the integrated bachelor - master program will study the 4-year program and receive a bachelor's degree; After that, if they continue studying for 1.5 years under the integrated master program, they will be awarded a master's degree.
- The objective of the program is to train highly qualified human resources with research and innovation capabilities in science and technology.

The training programs are built in accordance with the provisions of the current Law on Higher Education on training programs and degrees. Ensure practicality and modernity according to international standards and ensure the integration, consistency and continuity of the program between Bachelor and Engineer & Master training levels.

## LIST OF MAJORS

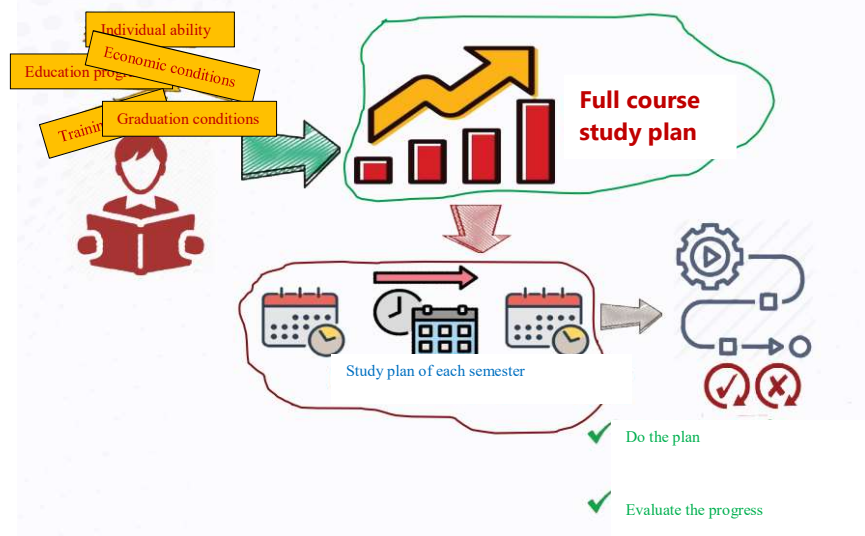
No.	Name of training program	Major	School
1.	Mechatronic Engineering (Standard program)	Mechatronic Engineering	School of Mechanical Engineering
2.	Mechatronic Engineering (Advanced program)	Mechatronic Engineering	
3.	Mechatronics (International cooperation program - Nagaoka University of Technology, Japan)	Mechatronic Engineering	
4.	Mechatronics (International Cooperation Program - Leibniz Hannover University, Germany)	Mechatronic Engineering	
5.	Smart Mechatronics Systems and Robots (talent program)	Mechatronic Engineering	
6.	Mechanical Engineering (Standard program)	Mechanical engineer	
7.	Mechanical Engineering - Manufacturing (International Cooperation Program - Griffith University Australia)	Mechanical engineer	
8.	Automotive Engineering (Standard program)	Automotive Engineering	School of Transportation Engineering
9.	Automotive Engineering (Advanced program)	Automotive Engineering	
10.	Mechanical Engineering (Standard program)	Dynamic Mechanical Engineering	
11.	Aviation Engineering (Standard program)	Aviation Engineering	
12.	Aviation Mechanics (Vietnam-France PFIEV program)	Aviation Engineering	
13.	Electrical Engineering (Standard program)	Electrical Engineering	School of Electrical Engineering
14.	Power Systems and Renewable Energy Systems (Advanced program)	Electrical Engineering	
15.	Control and Automation Engineering (Standard program)	Control and Automation Engineering	
16.	Control - Automation Engineering (Advanced program)	Control and Automation Engineering	
17.	Control and Intelligent Automation (talent program)	Control and Automation Engineering	
18.	Industrial Informatics and Automation (Vietnam-France PFIEV program)	Control and Automation Engineering	
19.	Electronics - Telecommunications Engineering (Standard program)	Electronics - Telecommunications Engineering	School of Electronics and Telecommunications
20.	Electronics - Telecommunications Engineering (Advanced program)	Electronics - Telecommunications Engineering	
21.	Biomedical Engineering (Advanced program)	Biomedical engineering	
22.	Smart embedded systems and IoT (Advanced program)	Electronics - Telecommunications Engineering	

23.	Digital Communication and Multimedia Engineering (Advanced program)	Digital communication and multimedia technology	School of Electronics and Telecommunications I
24.	Smart Electronics System and IoT (talent program)	Electronics - Telecommunications Engineering	
25.	Electronics and Telecommunications Engineering (International Cooperation Program - Leibniz Hannover University, Germany)	Electronics - Telecommunications Engineering	
26.	Computer Science (Standard program)	Computer science	School of Information and Communication and Technology
27.	Computer Science (talent program)	Computer science	
28.	Computer Engineering (Standard program)	Computer Engineering	
29.	Information Technology (Vietnam - France Advanced Program)	Information technology	
30.	Information Technology (Vietnam - Japan Advanced Program)	Information technology	
31.	Information Technology (Advanced Global ICT program)	Information technology	
32.	Data Science and Artificial Intelligence (Advanced program)	Data Science	
33.	Cyber security - Cyber security (Advanced program)	Safety information	
34.	Computer Science (International Training Program - Troy University, USA)	Computer science	
35.	Maths - Information (standard program)	Maths	School of Applied Mathematics and Informatics
36.	Maths - Information (talent program)	Maths	
37.	Management information system (standard program)	Management information systems	
38.	Chemical Engineering (Standard program)	Chemical engineering	School of Chemical Engineering
39.	Chemical Engineering - Specialization in Refining and Petrochemical Engineering (Talent program)	Chemical engineering	
40.	Chemistry (standard program)	Chemistry	
41.	Printing Technology (Standard program)	Printing Engineering	
42.	Chemical Engineering (Advanced program)	Chemical Engineering	
43.	Bioengineering (Standard program)	Bioengineering	School of Biotechnology and food technology
44.	Food Engineering (Standard program)	Food Engineering	
45.	Food Engineering (Advanced program)	Food Engineering	School of environmental science and technology
46.	Environmental Engineering (Standard program)	Environmental engineer	
47.	Resource and environment management (standard program)	Resource and environment management	

48.	Materials Engineering (Standard program)	Materials Engineering	School of Materials Science and Engineering
49.	Materials Science and Technology (Advanced Program)	Materials Engineering	
50.	Heat Engineering (Standard program)	Heat engineering	School of Heat Engineering and Refrigeration
51.	Textile Engineering (Standard program)	Textile and garment engineering Textile engineering	School of Textile – Leather and Fashion
52.	Engineering Physics (Standard program)	Technical physics	
53.	Nanotechnology and Optoelectronics (Talent program)	Technical physics	School of Engineering Physics
54.	Nuclear Engineering (Standard program)	Nuclear engineering	
55.	Medical physics (standard program)	Medical Physics	
56.	Educational Technology (Standard program)	Educational technology	School of Engineering Pedagogy
57.	Industrial Economics (Standard program)	Industrial Economics	School of Economics and Management
58.	Industrial Management (Standard program)	Industrial Management	
59.	Business Administration (Standard program)	English language	
60.	Accounting (Standard program)	Accounting	
61.	Finance - Banking (Standard program)	Finance-Banking	
62.	Business Analytics (Advanced program)	Business administration	
63.	Logistics and Supply Chain Management (Advanced program)	Industrial Management	
64.	Business Administration (International Training Program - Troy University, USA)	Business administration	
65.	English for Technical Science and Technology (standard course)	English language (English Science Engineering & Technology)	School of Foreign Languages
66.	International professional English (dual degree program of Hanoi University of Science and Technology and Plymouth Marjon University, UK)	English language (International professional English)	



## METHOD FOR MAKING STUDY PLAN



### STUDY PLAN

- Be an organized schedule
- Show the learning path over time of a course

### MAKING STUDY PLAN

- Role of the study plan
- Define learning goals for planning
- Make a study plan for the whole course
- Make a detailed study plan of each term/ adjust the plan

### ROLE OF STUDY PLAN

- Support learners in the right direction; Ensure output target
- Ensure the right schedule at all times and the whole process

### HOW TO IMPLEMENT THE PLAN

- Get to know yourself
- Rules of scientific time arrangement
- Make a detailed timetable
- Focus and self-study
- Ensure learning conditions
- Evaluate the results

## MAKING STUDY PLAN



### MAKING ENTIRE COURSE STUDY PLAN

SET UP THE ENTIRE COURSE STUDY PLAN IN CONFORMITY WITH:

- Learning goals
- Your own resources and conditions
- Optimizing the time to complete the study program

### NEED TO MASTER THE TRAINING PROGRAM

- General information: Qualification upon graduation; graduation conditions; training objectives; standards of knowledge and skills of graduates; volume of theoretical, practical and practical knowledge; standard training plan; forms of training; how to rank learning outcomes.
- Detailed information: General/basic course blocks/required/elective/additional conditions for integrated learning to higher levels..., requirements for each module and assessment methods, certificates need to be completed.

### MAKE STUDY PLAN OF EACH SEMESTER

MASTER MODULE CONDITIONS TO MAKE THE REGISTRATION PLAN

- Previous study, parallel, prerequisite coursework

#### SIGN UP FOR COURSE

- The University plans to open classes according to the priority of registering for compulsory subjects first
- With electives: self-select as desired
- Unsatisfactory courses: need to re-register quickly
- Selectively consult with academic advisors, teachers, and previous students

- It is important to note that courses are only opened once a year

- Passing courses: need to register with previous courses
- Equivalent replacement modules: need to be completed quickly
- Actively register for the course with the desired lecturer

## IMPLEMENT THE STUDY PLAN



### GET TO KNOW YOURSELF

- Need to know your own habits
- Need to know your own personality

### SET UP DETAILED SCHEDULE

- How much time is required for self-study
- Make scheduling
- Make a detailed plan by day
- If you have a busy schedule, you need to be flexible and creative

### ENSURE LEARNING CONDITIONS

- Have full textbooks/reference books
- Use a time management app

### CONCENTRATE AND STUDY

- Go to school on time
- Focus your mind on learning
- Read in advance the course description/detailed outline/course teaching plan; Understand the method of testing, assessment, and course weights

### SCIENTIFIC TIME ORDERING RULES

- It is necessary to arrange study time in a scientific way: to achieve the learning goals of the semester
- When arranging time, ensure 4 elements:
  - + Comprehensive
  - + Reasonable
  - + Highlights
  - + Leave free time

### SELF-ASSESSMENT OF YOUR RESULTS

- Compare your own learning results with your classmates
- Self-assess with that result and the time invested in learning to re-check the goal after each semester and avoid over-learning or under-studying
- Check the personnel learning progress chart on [ctt.hust.edu.vn](http://ctt.hust.edu.vn) to understand: progress and learning results; academic alert levels; number of credits owed; the remaining volume of the training program; the status of equivalent or alternative courses to apply for equivalence transfer;

## NOTES



### **PRACTICE SKILLS FOR DEVELOPING THE STUDY SCHEDULE**

- Statistics of all modules, the number of credits in each semester, school year, and course (according to the training program framework)
- Determine the registration of courses in accordance with the capacity and goals set out in each semester
- Monitor and evaluate the progress against the plan to shorten the time to complete the training program
- Balance your time allocation between study and social and skill-enhancing activities

### **MAKE YOUR OWN TABLE TO TRACK YOUR LEARNING PROCESS**

- Synthesize passed and failed courses to actively register for the next semesters
- Aggregate the average score of the modules to improve the enrollment decision when necessary
- Check and compare the set goals after each semester
- Avoid excess or lack of courses in the training program

### **FORM STUDY DISCIPLINE**

- Practice self-discipline when learning, especially when learning online
- Train yourself according to the study plan
- Thoroughly adhere to the set study plan
- Form daily study habits, take notes, listen fully to lectures

### **ASSESS YOUR ADVANTAGES AND LIMITATIONS**

- Maintain self-assessment after each semester
- Timely recognize their own strengths and limitations to adjust the study plan in line with the set goals

## STUDENT POINTS

## PRACTICE



### ASSESSMENT ASPECTS

- ✓ Consciousness, attitude to learning and scientific research.
- ✓ Awareness and results of compliance with rules and regulations in the University.
- ✓ Citizenship, responsibility and relations with the community.
- ✓ Results or special achievements in study and training of students.
- ✓ Awareness and results of participation in political, social, cultural, artistic, sports, scientific, career guidance, and crime prevention activities of the class, other unions and organizations inside and outside the University.

### METHOD AND PROCEDURE



### USE OF ASSESSMENT RESULTS



1. Reviewing scholarships, considering commendation - discipline, considering dropping out, stopping studying, considering staying in the dormitory.

3. Students who are classified as weak or poor in training for two consecutive semesters must suspend their studies for at least one semester in the next semester and if they are classified as weak or poor in training for two consecutive semesters, for the second time, they will be forced to drop out of University.

2. Consider rewarding students with excellent training results.

4. The results of the training assessment of the whole course are recorded in the scoreboard of the learning results and kept in the student's file upon graduation.

**FRAMEWORK OF STUDENT PRACTICE POINTS IN  
SCHOOL YEAR 2020-2021**

No	Practice assessment criteria	Proof	Point
I	Criteria for plus points (Up to 100 points)		
TC1	Academic points (Up to 30 points)		30
1	<b>Academic results with semester GPA (up to 24 points):</b>		
	<i>Have academic results at a GPA <math>\geq 3.6</math></i>	*	20
	<i>Have academic results at: <math>3.2 \leq GPA &lt; 3.6</math></i>	*	18
	<i>Have academic results at: <math>2.5 \leq GPA &lt; 3.2</math></i>	*	16
	<i>Have academic results at: <math>2.0 \leq GPA &lt; 2.5</math></i>	*	14
	<i>Have academic results at: <math>1.5 \leq GPA &lt; 2.0</math></i>	*	12
	<i>Academic effort (e.g. higher assessment period GPA than last term, reduced academic warning level, or maintaining a GPA above 3.6)</i>	*	8
2	<b>Foreign language proficiency (up to 6 points):</b>		
	Meet the requirements according to the progress of the training program	*	4
	Obtain a foreign language certificate equivalent to Toeic 600 points or more	MC	2
3	<b>Participation in academic activities (up to 6 points):</b>		
	<i>Participating in activities and events related to scientific, academic and professional research</i>	MC	3
	<i>Member of Academic Club, Research Lab, Research Group, Startup group</i>	MC	6
	<i>Participate in scientific publications at conferences or specialized scientific journals</i>	MC	6
	<i>Participating in school, national and international Olympic competitions</i>	MC	6
TC2	Point on sense of discipline (up to 25 points)		
1	<b>Participating in compulsory activities (up to 20 points):</b>		
	Participating in civic activities organized by the University and School	MC	7
	Participating in class, branch and branch meetings organized by the School, Class, and Party Committee	MC	7
	Complying with the rules and regulations of the University	MC	6
2	<b>Participating in complementary activities (up to 6 points):</b>		
	Participating in an internship to strengthen professional capacity at the enterprise	MC	6
	Participating in seminars and training courses to strengthen soft skills and work consciousness.	MC	3
	Participating in news talks, crime prevention and social evils	MC	3
	Participating in career guidance activities, socio-political events	MC	3
TC3	Points for participating in political, social, cultural and sports activities (up to 25 points)		
1	<b>Participating in cultural and sports activities (up to 10 points):</b>		
	Participating in cultural activities (cultural events/movements, HUST student exams,... of the School, the University)	MC	6
	Participating in sports activities, sports tournaments of the School, University or legal organizations	MC	6
2	<b>Participation in social activities (up to 9 points):</b>		
	Participating in student forums, seminars with leaders of the School, the University	MC	3
	Taking positive actions in cyberspace (online activities) in accordance with the policy of the University and the State is recognized by the collective.	MC	3
	Participating in volunteer activities (local volunteering, traffic safety school gate, supporting the organization of activities/events of the University, School)	MC	3
	Participating in the movement "Iced tea cup for the community", "HUST youth"	MC	3
	Participating in humanitarian blood donation launched and organized by the University and legal organizations	MC	6
	Participating in the volunteer team of School, Youth -Student Union, participating in the volunteer campaign "green summer", "winter volunteer", "exam season relay",	MC	6

3	Participating in personnel work in Class, Organization of Unions - Associations, Teams/Groups/Clubs (up to 6 points):	<b>Proof</b>	<b>Point</b>
	Officers of Teams/Groups/Clubs, Classes, Unions - Associations, Branches have successfully completed the tasks recognized by the collective	MC	6
	Officers of Teams/Groups/Clubs, Classes, Unions - Associations, Branches have successfully completed the tasks recognized by the collective.	MC	4
	Officers of Teams/Groups/Clubs, Classes, Unions - Associations, Branches complete the tasks recognized by the collective	MC	2
<b>TC4</b>	<b>Point of civic awareness in community relations (maximum 20 points)</b>		<b>20</b>
<b>1</b>	<b>Activities related to civic responsibility (up to 16 points):</b>		
	Understand and abide by the laws of the State, the regulations of the school and the place of residence	MC	8
	Declare contact information and residence as required by the University	*	4
	Participating in the propaganda of the Party's guidelines, the State's laws and policies, the regulations of the place of residence, the regulations and the University's regulations which are recognized by the locality and the University.	MC	4
	Participating in maintaining security - order, protecting landscape - environment, civilized lifestyle in public places, promoting the beautiful image of the University which is recognized by the locality and recognized by the University.	MC	4
<b>2</b>	<b>Having achievements in learning, scientific research and training (up to 4 points):</b>		
	Winning prizes in student contests of science and technology, Olympics, science and technology	MC	4
	Receive certificates of merit and medals equivalent to ministerial level or higher	MC	4
	Have a certificate of participation in the Party awareness training class from the Good level or higher	MC	4
	Be admitted to the Communist Party of Vietnam	MC	4
	Achieving the title of Student of the Year at University level or higher, Certificate of Merit for Good Student Union, Certificate of Merit for Students who actively contribute to the University's activities	MC	4
	Be commended for participating in the propaganda of the Party's guidelines, the State's laws and policies, the regulations of the place of residence, the maintenance of security and order, the protection of the landscape and the environment, and the civilized way of life in the public place, social activities.	MC	4
	<b>Total maximum points</b>		<b>100</b>
<b>II</b>	<b>Students will be deducted points if they violate the following regulations</b>		
<b>1</b>	<b>Violations in learning</b>		
	Violation of exam regulations from warning or more	*	-10
	Being disciplined when taking the exam	*	-20
<b>2</b>	<b>Violations against regulations on security, order, traffic safety, hygiene, landscape and environment, and civilized lifestyles are subject to a disciplinary decision by the University's Disciplinary Council corresponding to the following levels.</b>		
	Violation at the level of Reprimand	*	-6
	Warning Level Violation	*	-9
	Violation at the level of Discipline forced school expulsion, suspension	*	-12
<b>3</b>	<b>Breaking the law</b>		
	Violating the law belongs to the group of criminal offenses	*	-50
	<b>Total deducted points</b>		

(\*) Based on management system

(MC) Proof is issued when participating in the activities.

## iCTSV SYSTEM DEPLOYMENT SUPPORT TEAM

As a unit under the Student Affairs Office, the team was established with the task of supporting the implementation of the iCTSV system in assessing students' training results. The goal is to help students complete the training process at University with "**Knowledge - Skills - Attitudes**".

### ROLES


1. Advise and support the Student Affairs Office in the management and certification of activities created by the Student Affairs Office.
2. Support and guide students on how to use the iCTSV system (app and web) as well as familiarize themselves with the regulations on Practice Points.
3. Share and provide information about activities for students to choose to participate in.
4. As one of the intermediary channels to receive comments and feedback from students about the iCTSV system and regulations on Practice Points.
5. Linking and supporting units in the school in implementing regulations on Practice Points, planning to confirm activities.

The iCTSV App helps students find information about their practice scoring activities, track their practice point evaluation results and access many other services and information in the University.

Room 106-D4

[fb.com/ictsv.hust](https://fb.com/ictsv.hust)  
[fb.com/groups/DiemRenLuyenHUST](https://fb.com/groups/DiemRenLuyenHUST)

App iCTSV



Download on the  
AppStore

Download on the  
CHPlay



## RESEARCH, CREATION AND START-UP

### SUPPORT STUDENTS TO MAKE ANNUAL SCIENCE RESEARCH

Students pursue research topics under the guidance of lecturers to help students form scientific thinking and working methods, implementing the motto "Learn with practice" towards "Start-up".



### RESEARCH AND CREATIVE CLUB

Established to provide professional support and facilities for students to engage in and conduct research around topics, creating industry-specific research and creative products (BK-AMC, HUST-SMARTCAR, BK-UAV, AI-CLUB, GW Club, GFC, SEP).

### ANNUAL START-UP AND CREATIVE CONTESTS

It is a useful playground to encourage creativity and entrepreneurship among students.





#### **BKHUB - COWORKING SPACE**

With an area of up to 1200m2, the most modern and professional BKHUP (BKHUP Coworking Space) in Vietnam according to international standards on the 3rd floor, A17 building, 17 Ta Quang Buu, Hanoi is the place for young research groups, inventors, investors, and business organizations can work, meet, connect, and spark creativity and development together.

#### **BKFUND VENTURE CAPITAL FUND**

BKFund is a startup investment fund, built from the alumni network of Hanoi University of Science and Technology. BKFund has the mission of investing, incubating and commercializing technology in universities, investing and incubating startups of staff, students and alumni.

WHEN NECESSARY



STUDENT  
OFFICE  
RESEARCH  
MANAGEMENT OFFICE  
RESEARCH INSTITUTES

AFFAIRS

## GUIDELINES FOR SETTLEMENT OF POLICY REGIMES

The tuition fee exemption and reduction for students under the policy regime is implemented according to Decree No. 81/2021/ND-CP, dated August 27, 2021 of the Government. Tuition fee exemption and reduction is divided into two parts, one is paid by the State (directly paid into the student's bank account) and the other is compensated by the University (directly deducted from the student's tuition fee).

### SUBJECTS AND LEVELS OF TUITION FEE EXEMPTION AND DEDUCTION

No	Subjects	Symbol	Level of tuition fee exemption and reduction (%)
1	Children of people who were active in the revolution before January 1, 1945; children of revolutionary activists from January 1, 1945 to August 1945 uprising.	CCBCM	100
2	Children of martyrs.	CLS	100
3	Children of the hero of the people's armed forces.	CAH	100
4	Children of heroic labor during the resistance war.	CAH	100
5	Children of wounded soldiers; Children of policy beneficiaries as war invalids.	CTB	100
6	Children of a sick soldier.	CBB	100
7	Children of anti-sheep activists contaminated with toxic chemicals.	CĐHH	100
8	Students with disabilities.	KT	100
9	Students from 16 to 22 years old with no source of nourishment who are studying at university with their first degree are eligible to receive monthly social allowances as prescribed in Clauses 1 and 2, Article 5 of Decree No. 20/2021/ND-CP dated March 15, 2021 of the Government.	KCNND	100
10	Selected mode students.	CT	100
11	Students are ethnic minorities, living in areas with difficult or extremely difficult socio-economic conditions according to current regulations of competent authorities.	XĐBKK- -DT	100
12	Students who are ethnic minorities whose father or mother or both father and mother or grandparents (in the case of living with grandparents) belong to poor and near-poor households according to the Prime Minister's regulations.	HN-DT	100
13	Students who are ethnic minorities (other than very few ethnic minorities) in extremely difficult villages, communes in zone III ethnic and mountainous areas, communes with special difficulties in coastal areas islands according to the regulations of the competent authority.	DT- -XĐBKK	70
14	Students who are children of cadres, civil servants, public employees and workers whose father or mother has a labor accident or an occupational disease is entitled to regular allowances.	TNLD	50



For details for information and instructions for preparing document, see here.

## STUDENT'S FINANCE



### **CERTIFICATE OF EDUCATION AND TRAINING INCENTIVE CERTIFICATE**

- Students are entitled to receive an educational incentive certificate after completing the submission of the Documents to the University.
- Location of issuing educational incentives: Desk No. 1, Room 103 Building C1.

### **POLICY SCHOLARSHIP AWARD CONFIRMATION**

- Selected students submit and receive confirmation of entitlement to policy scholarships at desk 4, room 103 - Building C1 at the beginning of each semester.

### **BANK LOAN CONFIRMATION**

The certification of bank loan procedures is carried out in accordance with the following decisions of the Prime Minister: Decision No. 157/QĐ-TTg, dated September 27, 2007; Decision No. 751/QĐ-TTg, dated May 30, 2017 and Decision No. 1656/QĐ-TTg, dated November 19, 2019.

### **BORROWERS**

Students in one of the following categories are eligible for a loan at Policy Bank:

- Students are orphans of both parents or only one parent is orphaned but the other is unable to work.
- Students who are members of poor or near-poor households according to the State's regulations
- Students who are members of households whose per capita income is up to 150% of the income per capita of poor households according to the State's regulations.
- Students from households facing financial difficulties due to accidents, illnesses, natural disasters, fires or epidemics during their study period, certified by the People's Committees of communes, wards and towns where they reside.

LOAN LIMIT: 2,500,000 VND/student/month

### **HOW TO APPLY FOR A LOAN CERTIFICATE:**

- Students log into their personal accounts on the student portal system [ctt.hust.edu.vn](http://ctt.hust.edu.vn) to register to receive loan certificates.
- The system will automatically schedule an appointment to pay the loan document at the Student Affairs Office (Desk No. 8, Room 104, building C1) or receive it at the student's place of residence (students have to pay the shipping fee for sending documents to the post office).



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OF SCIENCE AND TECHNOLOGY

6 TỶ  
0 ĐỒNG  
SUF HỌC ĐỒNG

## STUDY ENCOURAGEMENT SCHOLARSHIP

**A**

GPA  $\geq 3.6$  AND  
SEMESTER  
PRACTICE POINT  $\geq$   
90 POINTS

The excellent  
scholarship is 1.5 times  
as much as the level of  
the fair scholarship

**B**

GPA  $\geq 3.2$  AND  
SEMESTER  
PRACTICE POINT  $\geq$   
80 POINTS

Excellent scholarship  
is equal to 1.2 times  
the level of good  
scholarship

**C**

GPA  $\geq 2.5$  AND  
SEMESTER  
PRACTICE POINT  $\geq$   
65 POINTS

The scholarship is  
equal to the total  
tuition fee of the  
modules with GPA of  
the previous semester

**NOTE: NO SCHOLARSHIP ISSUED FOR STUDENTS  
BEING IN ONE OF THE FOLLOWING CASES:**

- a. Subject to disciplinary action from the level of reprimand or higher at the time of scholarship consideration;
- b. Be warned from level 1 or higher;
- c. There is an F grade in the semester for scholarship consideration;
- d. Failure to meet the foreign language standards according to the level of the school year or the number of accumulated credits;

- dd. Enroll in less than 15 credits (including courses without GPA) in the semester for which the scholarship is awarded;
- e. Enroll in less than 8 credits (including non-GPA credits) in the scholarship semester;
- g. Study beyond the design time of the standard training program.

✉ ctsv@hust.edu.vn  
dt@hust.edu.vn

## ENTERPRISE SCHOLARSHIP

## SPONSORED

**01**

Students update information about corporate scholarship programs on the student information page ([ctt.hust.edu.vn](http://ctt.hust.edu.vn)).

**02**

Students complete the online registration form according to the instructions in the notice

**03**

Students receive the results of the online application form via email from the University

**04**

Students who pass the online application round will receive an email with instructions on how to prepare a hard copy and submit the application according to the instructions

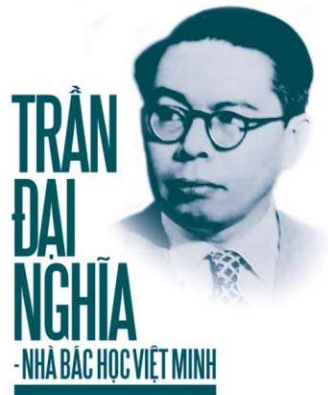
**05**

Students receive the final scholarship results by email or view the list of students receiving scholarships on the student information page ([ctt.hust.edu.vn](http://ctt.hust.edu.vn))

**06**

Students receive the scholarship via bank transfer from the school or the enterprise/scholarship fund and attend the scholarship awarding ceremony according to the instructions of the University.

# TRAN DAI NGHIA SCHOLARSHIP



*Honorary scholarship named after Prof. Tran Dai Nghia (1913 - 1997) - Professor, military engineer, scholar, General of the Vietnam People's Army.*

## PURPOSE OF SCHOLARSHIP

- Carry out the responsibilities of Hanoi University of Science and Technology to society in training high-quality human resources for the process of industrialization and modernization of the country.
- Support the University's students who have difficult circumstances, have the will and energy to excel in their studies.
- Attract excellent students to study at Hanoi University of Science and Technology.

## SUBJECTS OF SCHOLARSHIPS

Tran Dai Nghia Scholarship is a scholarship awarded by Hanoi University of Science and Technology to students with extremely difficult economic circumstances (poor households, near-poor households or households with other extremely difficult economic circumstances), with good learning and practice results.

## SCHOLARSHIP LEVEL

Tran Dai Nghia scholarship has 2 levels, corresponding to 50% and 100% of the tuition fee that students must pay in the semester to consider and grant the scholarship.

## PRINCIPLES FOR CONSIDERING AND GRANTING TRAN DAI NGHIA SCHOLARSHIP

- Tran Dai Nghia scholarship is considered and granted by semester, each semester is considered once at the beginning of the semester.
- Not considering, granting Tran Dai Nghia scholarships to students who are not registered to study at the time of scholarship consideration and grant.
- Not considering, granting Tran Dai Nghia scholarships to students who are being disciplined from warning level or higher.
- Not considering, granting Tran Dai Nghia scholarships to students who have received study encouragement scholarships or sponsored scholarships in the semester to consider and grant Tran Dai Nghia scholarships.
- Not considering, granting Tran Dai Nghia scholarships to students eligible for tuition fee exemption or reduction according to the State's regulations.

## SUPPORT FOR STUDENTS WITH UNEXPECTED DIFFICULTIES

The University is always interested in supporting students who have difficulties in life. The University's support policy is to give priority to timely support for the most difficult students. Over the years, the University has implemented many programs to support students with unexpected difficulties in life.

### MAKE A WATCH LIST OF STUDENTS WITH EXTREMELY DIFFICULT FAMILY CIRCUMSTANCES

- The University receives information to monitor students with extremely difficult circumstances through information channels (email, phone, direct, reflection of the press).
  - Counseling and motivating students with extremely difficult circumstances in a timely manner.
  - Connect with sponsors, donors, scholarship funds to support students in a timely and correct manner.
  - Students contact the Student Affairs Office when having difficulties: [ctsv@hust.edu.vn](mailto:ctsv@hust.edu.vn).
- UNEXPECTED STUDENT SUPPORT PROGRAMS**

- The University has implemented tuition support programs for students affected by natural disasters and epidemics.
- The University has implemented computer support programs for students with difficult circumstances who have to study online due to the impact of the epidemic.
- The University has implemented food support programs for students who have difficulty during social distancing due to the impact of the epidemic.





# CAREER AND EMPLOYMENT SUPPORT FOR STUDENTS

*Career counseling and job support for students has always been interested and focused by Hanoi University of Science and Technology.*

## SKILL TRAINING AND CAREER CONSULTANCY

Every year, the University cooperates with units, enterprises... to organize a career orientation day, invite speakers who are alumni, business representatives, experts to share experiences and inspire for students. The school also regularly organizes training programs on soft skills and career skills for students such as: teamwork skills, project planning and implementation skills, guidance on writing job applications, resumes, and curriculum vitae, direct interview skills,...

## REALITY, ENTERPRISE INTERNSHIP

The University regularly introduces and organizes for students to go on field trips, to practice at agencies, units, enterprises... suitable to the majors in which students are trained. Feedback from the internships also helps the University evaluate the quality and training content and the quality of personnel after participating in the labor market.



Hotline

**0243 869 2896**



**WORK.HUST.EDU.VN**



### **JOB FAIRS, SEMINARS, RECRUITMENT INFORMATION**

Recruitment information sent by recruiters to the school is regularly updated through offices, functional boards and training institutes through the personal email system provided by the University and posted on channels. Official information of the University is such as: website, social network, student forum...

The University has built an online job portal ([work.hust.edu.vn](http://work.hust.edu.vn)) to facilitate students to search for career and job information, and at the same time facilitate businesses to search suitable candidates for the vacancy.

Every year, the University organizes job fairs, recruitment seminars, and attracts domestic and foreign businesses to assist students in finding a career suitable to their abilities and expertise.



# STUDENT PSYCHOLOGY AND LEARNING CONSULTANCY TEAM

The team of support, study counseling and student psychology is a unit of the Student Affairs Office and was established on June 30, 2021 according to Decision No. 1598 of the President of Hanoi University of Science and Technology.

## MISSION

Counseling, troubleshooting and support to solve problems related to learning, psychology, reproductive health, gender, ... of students.

Guiding and training digital skills through seminars, talks, activities to connect students, share knowledge...

## FORMS OF SUPPORT

- Psychological counseling for students;
- Study counseling for students;
- Organize seminars, experience sharing sessions to help students overcome difficulties and problems in study and life.

## WHAT WILL YOU GET?

Coming to *Điểm tựa yêu thương*, you will be able to express and share your secret thoughts, problems, worries in life, and difficulties in learning.

And also, you will also have the opportunity to help other students with difficulties.

## WHAT CAN YOU CONTRIBUTE?

Let's join hands with the school to build and develop the "*Điểm tựa yêu thương*" into a reliable, safe and student-friendly consulting address.

You can:

- Join the club to support student learning;
- Participate in the organization of activities.



Room 101 - C1  
Open according to  
weekday working schedule



Điểm Tựa Yêu Thương, another name of the Student Support Point, is a place to organize counseling and support activities for students who have difficulties in learning and psychological life.

#### **SUBJECTS**

- Students are at risk of psychological problems due to poor academic performance or poor training results.
- Students have signs of illness, or "actively" seek psychological help.
- Parents and other stakeholders.

#### **OBJECTIVES**

Creating a breakthrough in support activities, academic counseling and psychology for students, by:

- Standardize the process of receiving requests, classifying, organizing and evaluating the effectiveness of support and counseling activities for students; Building a database of students who need support and sharing to use them effectively for student support and advice;
- Develop a PRO-ACTIVE support program to ensure effective mobilization and use of resources to systematically deploy support and counseling activities for students with learning and mental difficulties.
- Have a policy to maximize the participation of full-time staff, teachers, parents, experts and collaborators to ensure the readiness and coverage of the activity.

# INFORMATION SYSTEM FOR STUDENTS

## HUST.EDU.VN

This is the official website of Hanoi University of Science and Technology. Here you can find all the information related to the University's activities, from training, scientific research, student activities to international cooperation...



## CTT.HUST.EDU.VN

This is a portal for students, providing information about study plans, timetables, exam schedules, tuition fee payment plans, scholarships, jobs, movement activities, regulations, rules, learning processing results, ... In addition to the general information for students, each student will be provided with an email account to access the portal system to register for modules, register for classes, look up grades, apply for scholarships, use online services,... and receive the University's announcements.

Students are responsible for managing their personal email accounts.

Instructions for resetting email passwords (Office 365 accounts) for students



## SOME OFFICIAL FANPAGES

- Hanoi University of Science and Technology: [fb.com/dhbkhanoi](https://fb.com/dhbkhanoi)
- University training: [fb.com/dtdhbkhn](https://fb.com/dtdhbkhn)
- Student affairs: [fb.com/ctsv.hust.edu.vn](https://fb.com/ctsv.hust.edu.vn)

#### ONLINE STUDENT'S HANDBOOK

Online student's handbook system (online): a set of tools to support the assessment of training scores for students. The student's handbook system includes a website (linked to the Portal [www.ctt.hust.edu.vn](http://www.ctt.hust.edu.vn)) and a mobile application, supporting individuals with responsibilities:

1. Register and update account information;
2. Assign the right to operate on the system to relevant individuals;
3. Announce activities, receive registrations to join groups and activities;
4. Provide evidence, confirm and evaluate evidence of participation in activities;
5. Calculate and announce practice points for students.

(See more at Practice Points section)

#### HUST WORK - STUDENT CAREER ORIENTATION SUPPORT PORTAL

In order to contribute to sharing the core values of Polytechnic people to society, creating conditions for students to find career and job information, the Student Affairs Office of Hanoi University of Science and Technology has built a portal for support career guidance and student employment - HustWork.

#### USERS



ALUMNI  
STUDENTS  
ACADEMIC  
ADVISORS  
LECTURERS



LECTURERS  
FACULTIES AND SCHOOLS  
STUDENT PARENTS  
HIGH SCHOOL STUDENTS

# ONLINE UNIVERSITY ADMINISTRATION SYSTEM- eHUST

*From the academic year 2021-2022, Hanoi University of Science and Technology deploys the website Online university administration system <https://e.hust.edu.vn> (1 portal) and eHUST app to use.*

## ABOUT eHUST

The online university administration system (eHUST) is an ecosystem on a digital system operated on an application that helps students and lecturers access and perform tasks that help with their work and teaching of teachers; Academic activities, administrative procedures of students are more convenient and effective.



## FUNCTIONS

The eHust application provides functions for both students, faculty, and staff of the University. With this application, you will have the ability to access and exploit school information quickly, easily and efficiently:

- Information about classes, timetables
- Look up information about teachers, students, modules, classes, student classes, ...
- Remind class schedule, work schedule as well as important news and announcements.
- Other functions such as lookup scores, study results, look up exam classes, test scores, ... are continuously updated.

The application will be continuously developed and updated for the purpose of serving and providing students and school staff with convenient and effective services.



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## PART 2

PARTY COMMITTEE  
YOUTH UNION  
STUDENTS ASSOCIATION



## PARTY COMMITTEE PROCEDURES WHEN ENTERING THE UNIVERSITY

*Receiving Party member Documents for newly  
admitted students who are Party members;*

*- Receiving and introducing activities of Party  
subjects;*

*- Transferring party activities to students after  
graduation, returning to their respective  
localities or working offices.*

Note: Schedule of changing party activities at  
the Party Committee of Blocks of  
Universities and Colleges in Hanoi. Every  
Tuesday, Wednesday and Thursday  
mornings, from 8:30 a.m. to 11:00 a.m.

### STEP 01

Party members make a self-criticism, which must be certified by the Secretary of the Party cell. Make a copy of the admission notice and submit it to the Party Committee of the ward (commune) where the Party is being held so that the Party Committee of the ward (commune) writes a letter of recommendation to change the Party's activities. The letter of introduction to change activities of the Party clearly states: Place to move to Party activities: Party Committee of Hanoi University of Science and Technology. Regards: Party Committees of Hanoi Universities and Colleges.

### STEP 02

Party members receive Party member documents from the Party Committee of the ward (commune) where they live or work, and transfer them to the Party Committee of the Hanoi University-College block at 1 Tran Phu, Van Quan ward, Ha Dong District, Hanoi City (Building 2C).

### STEP 03

Party members receive the party member documents from the Block Party Committee and submit it to the University's Party Committee Office.

📍 C2 - 203

☎ 024. 3869 2743

✉ dubk@hust.edu.vn

## YOUTH UNION



**01**

Solve problems related to Youth Union members, including: Receiving and transferring activities of the Youth Union.

**02**

Develop the Union, re-issue the union book, certify the membership, sign the graduation payment with the University's union members at the Union Office of the University.

**03**

Comment and evaluate the union members by each school year; reward and discipline union members.

**04**

Introduce Youth Union members to Party awareness classes, introduce elite Union members for the Party to consider and admit.

**05**

Organize cultural, artistic, sports, propaganda, volunteering, academic and research activities according to the specialized committees of the Youth Union or at the Union of Faculties - School, and student class sub-unions.



📍 C2 - 208

📞 024. 3869 2751

✉️ dtn@hust.edu.vn

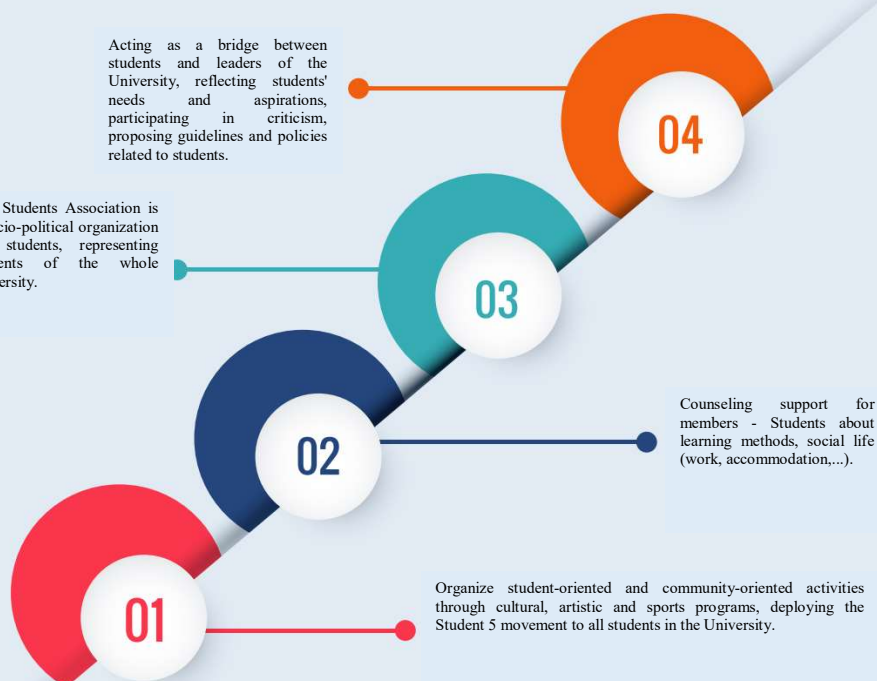
🌐 svbk.hust.edu.vn

## STUDENTS ASSOCIATION



Acting as a bridge between students and leaders of the University, reflecting students' needs and aspirations, participating in criticism, proposing guidelines and policies related to students.

The Students Association is a socio-political organization for students, representing students of the whole university.



📍 B8 - 101

☎ 024. 3869 6166

✉ hsv@hust.edu.vn

🌐 fb.com/hoisinhvienbkh



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## PART 3

### CENTRAL COMMITTEES, OFFICES

## ACADEMIC AFFAIRS OFFICE

*Managing and providing support services, helping specialized units to effectively build and deploy training programs, creating the most favorable conditions for lecturers and students to improve teaching and study quality and effectiveness.*

### MISSION

1. Develop, guide and supervise the implementation of training regulations, regulations on organization and management of training in order to ensure the effective operation of the training system and strict compliance with the provisions of the law;
2. Manage and guide the planning, development of disciplines and training programs to meet the needs of society according to the University's development strategy and approach to international standards;
3. Formulate and manage formal training plans, optimize the use of staff and facilities in training; manage and support students to register for study, create the most favorable conditions for students to implement training programs;
4. Promote innovation in educational methods and technology in order to improve the quality and effectiveness of the teaching and learning process in a learner-centered manner and take advantage of the latest technological advances;

5. Make database management and learning process of full-time students, management of diplomas and certificates;
6. Manage tuition fee data and organize the implementation of the collection of formal training fees;
7. Organize the implementation of training quality assurance processes, collect opinions, evaluate and give feedback from learners on the quality of teaching and learning;
8. Support units to develop and implement international cooperation projects and cooperate with enterprises in formal training;
9. Support units in planning, building and developing resources and training quality assurance conditions;
10. Perform other duties assigned by the President.

### Contact details

📍 C1 - 202

✉️ [dt@hust.edu.vn](mailto:dt@hust.edu.vn)

🌐 [ctt.hust.edu.vn](http://ctt.hust.edu.vn)



## STUDENT AFFAIRS OFFICE

*Managing, advising and supporting students, creating conditions to help students maximize their capacity and perfect their personality and skills to be more successful in study and life, to become good citizens for society association and country.*

### MISSION

1. Make policy advice, development, guidance and supervision of the implementation of regulations and regulations on learners of the University;
2. Organize counseling and life support activities for students;
3. Exploit, manage and consider scholarships and grants for students;
4. Advise on the implementation of policies and regimes for students;
5. Support learners to practice their qualities and ethics, well exercise the rights and responsibilities of citizens and students of Hanoi University of Science and Technology;

6. Manage and support student clubs (culture - sports, research - creativity, academic support,...) and extracurricular activities;
7. Organize training programs on career skills, start-up creativity, support internships and introduce jobs for students;
8. Collect opinions and analyzing the employment situation of students after graduation;
9. Perform other tasks assigned by the President.

### Contact details

 C1 - 103,104

 [ctsv@hust.edu.vn](mailto:ctsv@hust.edu.vn)

 [ctt.hust.edu.vn](http://ctt.hust.edu.vn)



## RESEARCH MANAGEMENT OFFICE

*Managing and supporting units and individuals in research and innovation activities to promote development, improve efficiency and quality of research in accordance with the development orientation of the University.*

### MISSION

1. Formulate, guide, coordinate and supervise the implementation of regulations and policies to promote research and innovation;
2. Support and coordinate units to make the most of state funding sources for scientific research and innovation;
3. Develop mechanisms to promote the exploitation of cooperative relationships, funding sources for research and innovation activities;
4. Funding management of research and innovation tasks from the University's funds;

5. Organize the development of project proposals to improve research capacity;
6. Organize the implementation, management and planning of the development of research groups and research laboratories;
7. Support units and individuals in research and creative activities;
8. Make management of intellectual property rights;
9. Make database management and information on research activities;
10. Perform other duties assigned by the President.

### Contact details

 C1 - 220

 khcn@hust.edu.vn

 fb.com/syncst.hust



## FACILITIES OFFICE

*Managing and supporting the operation of facilities to best serve the general activities and activities of the units in the University.*

### MISSION

1. Make policy advice, development, guidance and supervision of the implementation of regulations and plans on the use of facilities throughout the University;
2. Manage the database of the system of equipment, machinery, land, buildings, and structures throughout the University;
3. Manage, renovate, maintain and operate the infrastructure system of electricity, water, telephone, construction works, classrooms and other shared facilities of the University;
4. Guide and support units in formulating investment proposals, purchasing, renovating, repairing and maintaining buildings and equipment;

5. Manage the recall and liquidation of equipment throughout the University;
6. Manage the area, campus, ensuring hygiene, landscape, environment, labor safety, fire and explosion prevention throughout the University;
7. Ensure the operation and support of teaching and learning activities in lecture halls and shared classrooms;
8. Develop and manage contracts to exploit facilities to 'deploy' service activities;
9. Perform other tasks assigned by the President.

Contact details

 C3- 204

 csvc@hust.edu.vn

 0243 8681954





## ADMISSION OFFICE

*Communication and consulting, helping candidates choose and prepare best for their study and career development path at Hanoi University of Science and Technology; Regular enrollment ensures the size and quality to best meet the requirements of the training programs.*

### MISSION

1. Research the training and employment market; develop enrollment plans and methods suitable to the characteristics of training programs and adhere to the University's strategy;
2. Develop content and organize communication and promotion activities to spread and enhance the attractiveness of training programs to candidates and parents;
3. Make career counseling and enrollment counseling, helping candidates choose majors, training programs, learning and career development opportunities that best suit their personal conditions and capabilities;

4. Consult on financial support and student life, considering scholarships for excellent students and students with difficult circumstances;
5. Manage and organize the implementation of enrollment and admission processes to ensure efficiency, fairness and objectivity, in strict compliance with the provisions of law;
6. Advise and support units in planning, develop sectors and training programs to meet the needs of the market;
7. Perform other tasks assigned by the President.

Contact details

 C1B-101

 tuyensinh@hust.edu.vn

 ts.hust.edu.vn



## EXTERNAL AFFAIRS OFFICE

*Developing and exploiting resources of domestic and foreign cooperation networks with education, research and business community partners; providing policy advice to the Board of Presidency and supporting external cooperation activities of the units.*

### MISSION

1. Consult, formulate, guide and supervise the implementation of regulations and plans on foreign cooperation activities;
2. Develop and coordinate the University's network of partners and cooperation projects with scholars, training and research institutions, and enterprises; supporting the development of the partner network of the units;
3. Effectively exploit resources from external cooperation for school construction and development;
4. Manage and coordinate international exchange student programs;

5. Consult and support units in the organization of external cooperation events; welcoming and supporting activities of international delegations during their working time at the University;
6. Manage databases and information on external activities;
7. Support in carrying out the procedures for the entry/exit delegation for staff/students and international guests of the University;
8. Perform other tasks assigned by the President.

### Contact details

📍 C1-212

✉ [htqt@hust.edu.vn](mailto:htqt@hust.edu.vn)

🌐 [htqt.hust.edu.vn](http://htqt.hust.edu.vn)



## COMMUNICATION AND BRANDING OFFICE

### MISSION

1. Make news editing and publishing: In charge of updating news and images about all important programs, events and activities of Hanoi University of Science and Technology. Editing, selectively posting on the website [hust.edu.vn](http://hust.edu.vn) and the School's internal newsletter;

2. Publishing of internal newsletters: In charge of content creation, printing and publication of periodic newsletters of Hanoi University of Science and Technology according to the specific plan of each academic year;

3. Design of the brand identity system: Standardization and design of the brand identity system of Hanoi University of Science and Technology. Implement and monitor the application of the brand identity system throughout the University;

4. Brand development consulting: Developing short-term and long-term communication plans together with brand identity building services, in order to enhance the brand value of the unit;

5. Internal communication: Organizing internal communication programs and activities within the University of Science and Technology in order to create a positive working environment, upholding the university lecture culture;

6. Design communication publications: Develop content, layout, design, print and complete the documents of the University and its units (brochures, leaflets, powerpoint presentation, video clips, etc.) ;

7. Event organization: Brainstorm ideas, plans, organize human resources, and material facilities (designing samples, staging art programs,...) for corporate events: seminars, meeting, celebration...;

8. Press relations: Extracting and analyzing press information; Building and maintaining relationships with the press and media; Responsible for writing PR articles, press releases for events;

9. Information connection via social networks: Create and manage the University's accounts with the name of University of Science and Technology on social networking sites (Facebook, Twitter and Youtube);

Contact details

📍 321 - Tả Quang Bửu

✉ [ccpr@hust.edu.vn](mailto:ccpr@hust.edu.vn)

🌐 [www.facebook.com/ccprhust](https://www.facebook.com/ccprhust)



## ADMINISTRATIVE OFFICE

*Assisting the University leaders in directing, operating and coordinating activities of the units; administrative support for organizations and units in the University.*

### MISSION

1. Perform clerical work and centralized archiving; assisting in administrative activities, offices of the Party Committee, the University Council, University Council, the University's Trade Union, the Youth Union and Alumni;
2. Coordinate, monitor and support the units in performing the common work of the whole University;
3. Synthesize, analyze data, evaluate and report on implementation of plans, tasks, strategic solutions, results of main activities of the University;

4. Help the Board of Presidency to develop annual key tasks, programs and projects to realize strategic goals and propose adjustments to the development strategy of the University;
5. Preserve and develop relationships with Party and State agencies and socio-political organizations;
6. Care and develop the alumni network, seek cooperation and support opportunities for the University;
7. Perform other tasks assigned by the President.

Contact details

 C1 - 114

 [hcth@hust.edu.vn](mailto:hcth@hust.edu.vn)

 [hust.edu.vn/web/vi/phong-hanh-chinh-tong-hop](http://hust.edu.vn/web/vi/phong-hanh-chinh-tong-hop)



## INSPECTION AND LEGISLATION OFFICE

*Legal support, supervision and inspection to ensure that activities in the University comply with the provisions of the law and the University's regulations.*

### MISSION

1. Legal control over the issuance of legal documents, regulations and regulations of the University;  
2. Supervising and inspecting the observance of laws and regulations of the University by units and individuals under the management of the President;  
3. Legal advice and supervision for units in the University in signing and performing transactions with partners;

4. Organizing the propagation and dissemination of laws in the University;  
5. Carrying out citizen reception, complaint settlement, denunciation settlement and anti-corruption work of the University;  
6. Perform other tasks assigned by the President;

### Contact details

 C2 - 217

 [ttpc@hust.edu.vn](mailto:ttpc@hust.edu.vn)

 [www.hust.edu.vn/web/vi/phong-thanh-tra-phap-che](http://www.hust.edu.vn/web/vi/phong-thanh-tra-phap-che)



## QUALITY MANAGEMENT OFFICE

*Managing and supporting units to develop and implement quality assurance processes in areas of operation, in accordance with national and international standards.*

### RELATED TO STUDENTS

- Education quality Accreditation.
- Pedagogic operation.
- University ranking.

 C2-102

 [dbcl@hust.edu.vn](mailto:dbcl@hust.edu.vn)

 [dbcl.hust.edu.vn](http://dbcl.hust.edu.vn)

Contact details



# TA QUANG BUU LIBRARY

## FUNCTIONS

1. Make management of information and library work in service of the University's training, scientific research and technology transfer;
2. Exploit, supplement, manage and develop the Library's information resources from domestic and foreign sources to meet the university's training, scientific research and technology transfer needs;

## MISSION

1. Perform the function of managing information - library work of the University.
2. Perform the function of exploiting, supplementing, managing and developing the information resources of the Library.
3. Perform the function of organizing, managing and developing information and document services in the Library.

3. Organize, manage and develop information - document services in the Library;
4. Manage and operate equipment and digital information system of the Library;
5. Research and apply advanced technologies and professional standards to library activities.

4. Perform the function of managing and operating the library's equipment and digital information system.
5. Perform the function of research and application of advanced technologies and professional standards to library activities.

Contact details

📍 TV Tạ Quang Bửu

✉ [tvtqb@hust.edu.vn](mailto:tvtqb@hust.edu.vn)

🌐 [library.hust.edu.vn](http://library.hust.edu.vn)



## LANGUAGES & ACADEMIC EXCHANGE SUPPORT CENTER

*The Center for Foreign Languages has the function of building, organizing and managing foreign language training programs, organizing exams for internal recognition certificates and international foreign language certificates.*

### MISSION

1. Provide foreign language training courses for students of Hanoi University of Science and Technology and others with other requirements;
2. Organize and implement extracurricular activities and supporting activities for foreign language training: clubs, seminars and other short-term training courses;
3. Issue certificates to students who have achieved the output and input according to the requirements of Hanoi University of Science and Technology;
4. Coordinate with international testing organizations to organize international language certification exams as a test site provider.

 Tòa nhà C3B  
 [cfl@hust.edu.vn](mailto:cfl@hust.edu.vn)  
 [cla.hust.edu.vn](http://cla.hust.edu.vn)

Contact details





## BACH KHOA MEDICAL CENTER

- Advise and assist the President in the field of health.
- Manage medical examination records of officials and students, primary health care, medical examination and treatment, 24/24 hour emergency duty, epidemic prevention, environmental sanitation, hygiene and food safety on the campus of the University.
- The medical center coordinates with offices to issue and manage health insurance cards and body insurance of staff and students.

### STUDENT SUPPORT

When entering the University.

- Students must buy Health Insurance (According to the health insurance law).
- Students must have a medical examination to enter the school according to the regulations of the Ministry of Education and Training (Examination at No. 6 - Ta Quang Buu according to the schedule announced by the student affairs office).
- Should buy body insurance to be compensated in case of accident, accident, or illness requiring surgery and hospital stay. While studying at University.

- Students must have a medical examination upon entering the school and upon graduation at the Medical Center. The examination schedule will be announced by the Student Affairs Office.
- When sick, students must go to the Center for medical examination, procedures, tests and medication according to the current regime.

Contact details

📍 Số 6 Tạ Quang Bửu

✉ [yte@hust.edu.vn](mailto:yte@hust.edu.vn)



## DORMITORY MANAGEMENT CENTER

- *Comprehensive management of students staying in the Dormitory campus.*
- *Managing activities for living and studying of boarding students:*
  - + *Electricity, domestic water, food.*
  - + *Security and order, environmental sanitation.*
  - + *Sports and cultural activities in the Dormitory.*

### MISSION

The Dormitory Center is responsible for managing the activities of the Student Dormitory.

1. Make management of student dormitories; ensure security and order, a healthy living and educational environment; promote self-governance movement among students.
2. Assume the prime responsibility for, and coordinate with relevant units in, organizing the implementation of fire prevention and fighting, fighting against natural disasters, fighting epidemics, ensuring environmental sanitation, food hygiene and safety in the Dormitory.
3. Coordinate with relevant units to propose models and plans for dormitory management in a civilized and modern direction.
4. Implement the regime of financial reporting, accounting of revenues and expenditures, and fulfill financial obligations in accordance with the principles and regulations of the State and

5. Implement the statistical reporting regime in accordance with regulations.

6. Develop an annual plan on personnel organization, financial revenue and expenditure, accommodation regulations for boarding students.

7. Promulgate specific documents, rules and procedures to direct and operate the dormitory management activities.

8. Arrange boarding students in each house with the right objects and the right number of students,

9. Develop annual plans on repair and upgrade of houses and infrastructure works. Coordinate with offices to implement projects in the dormitory.

10. Coordinate with Youth Union, Student Association, TNKK to organize cultural and sports activities for boarding students.

11. Support students who unfortunately get sick during their dormitories.

Contact details

 B9-101

 [ktx@hust.edu.vn](mailto:ktx@hust.edu.vn)

 [ktx.hust.edu.vn](http://ktx.hust.edu.vn)



## BACH KHOA SERVICE CENTER

### MISSION

1. Manage the activities of the Bach Khoa Service Center (NTHBK) and the Bach Khoa Service Center infrastructure campus

- Be directly responsible for monitoring and supervising the activities of the units in accordance with the contents committed in the contract.

- Directly implement the commitments stated in the contract for the operation of the units in the building: supply electricity, water, security protection, environmental sanitation and deal with related unexpected jobs to the activities of affiliates in Bach Khoa Service Center.

2. Manage and organize activities to look after bicycles, motorbikes and cars:

- Manage and organize parking activities in the University to serve staff and students in accordance with the regulations issued by the Board of Presidency.

- Ensure conditions for the garages to operate: electricity, water, fire protection equipment and deal with unexpected jobs related to the service activities of the garage.

3. Manage and organize food and beverage activities and services:

- Manage food and beverage service activities for staff and students in the University.

- Check and supervise the units and individuals associated with food and beverage service, comply with regulations:

- Hygiene and food safety;

- Environmental sanitation.

4. Manage and organize photo copy service activities.

📍 10 Tạ Quang Bửu

✉ [pvbk@hust.edu.vn](mailto:pvbk@hust.edu.vn)

🌐 [ttpv.hust.edu.vn](http://ttpv.hust.edu.vn)

Contact details



## INFORMATION NETWORK CENTER

*Effectively developing and managing Information Technology (IT) infrastructure; support exploitation and use of IT services shared throughout the University.*

### MISSION

1. Make policy consultation, formulation, guidance and supervision of the implementation of regulations and operational plans for the development of shared IT infrastructure and services;
2. Make operation, maintenance and maintenance of shared IT infrastructure and services; support units in the maintenance, maintenance and operation of network equipment;
3. Implement processes for management and allocation of shared IT resources and services;

4. Plan and propose the expansion of shared IT infrastructure and services; consulting, supporting and supervising activities of upgrading and expanding the shared IT service infrastructure;
5. Provide guidance, training and technical support to units and individuals in the school using shared IT infrastructure and services;
6. Maintain, build, upgrade and operate technology for the school's level 1 website system and build templates for level 2 units;
7. Perform other tasks assigned by the President.

### Contact details

📍 P922 - TVTQB

✉ [Office-bknic@hust.edu.vn](mailto:Office-bknic@hust.edu.vn)

🌐 [bknic.hust.edu.vn](http://bknic.hust.edu.vn)



## CENTER FOR DATA AND COMPUTATION TECHNOLOGY

*Center for Data and Computation Technology (NXBBK) was established under the Decision No. 30/2005/QĐ-BVHTT of the Ministry of Culture and Information dated August 19, 2005 and the Decision No. 5621/QĐ-BGD&ĐT dated October 6, 2005 of the Ministry of Education and Training.*

### **STUDENT OFFER**

**SPECIAL PRICE FOR BOOKS PUBLISHED BY HUST PUBLISHING HOUSE:**

1. Retail purchase:

Discount: 20%

2. Buy in groups:

- Quantity from 5-20: 25% discount

- Quantity greater than 20: 30% discount

3. Buy reading cards - electronic textbooks (e-book/e-textbook): get gifts or discounts according to the monthly program.

Contact details

📍 Nhà E

✉ [nxbbk@hust.edu.vn](mailto:nxbbk@hust.edu.vn)





TRƯỜNG ĐẠI HỌC  
BÁCH KHOA HÀ NỘI  
HANOI UNIVERSITY  
OF SCIENCE AND TECHNOLOGY

## PART 4 **SCHOOLS**

# SCHOOL OF MECHANICAL ENGINEERING

## LECTURERS, OFFICERS

- ⚙ 11 Subjects and 01 center
- ⚙ 171 officers (4 professors, 27 Associate Professors, 81 doctors)
- ⚙ 68 masters and 4039 students (115 postgraduates).

## ACADEMIC COMMITTEE

## ADVISORY

- 📍 C8 - 106
- ✉ hai.hoanghong@hust.edu.vn
- ☎ 024 38696165

**School office: C10-304**

- 🌐 <https://sme.hust.edu.vn>
- ✉ [sme@hust.edu.vn](mailto:sme@hust.edu.vn)
- ☎ 024 38696165

For more details,  
see here



# SCHOOL OF TRANSPORTATION ENGINEERING

## LECTURERS, OFFICERS

- ⚙ Total current officers of School are 75, including 02 professors, 20 associate professors, 28 doctors, 23 masters, 11 officers learning and researching in foreign countries.

## ACADEMIC COMMITTEE

## ADVISORY

- 📍 C6 - 102
- ✉ sang.phamvan@hust.edu.vn
- ☎ 024 38684944

School office: C6-102

- 🌐 <https://ste.hust.edu.vn>
- ✉ [ste@hust.edu.vn](mailto:ste@hust.edu.vn)
- ☎ 024 38684944

For more details, see  
here





# SCHOOL OF HEAT ENGINEERING AND REFRIGERATION

## LECTURERS, OFFICERS

⚙ The lecturers include 50 officers, including 05 professors, 8 associate professor, 21 doctors.

## ACADEMIC COMMITTEE

## ADVISORY

📍 C7 - 206

✉ hien.lethithu@hust.edu.vn

☎ 024 38682625

School office: C7-204

🌐 <http://sheer.hust.edu.vn>

✉ [sheer@hust.edu.vn](mailto:sheer@hust.edu.vn)

☎ 024 38682625

For more details, see  
here



# SCHOOL OF ELECTRICAL ENGINEERING

## LECTURERS, OFFICERS

⚙ The officials include 139 people, including 02 professors, 13 associate professors, 58 doctors.

## ACADEMIC ADVISORY COMMITTEE

📍 C1 - 320  
✉ [cvht.see@hust.edu.vn](mailto:cvht.see@hust.edu.vn)  
☎ 024 38696211

School office: C1-320, 323

🌐 <https://see.hust.edu.vn>  
✉ [see@hust.edu.vn](mailto:see@hust.edu.vn)  
☎ 024 38696211

For more details, see here



# SCHOOL OF ELECTRONICS AND TELECOMMUNICATIONS

## LECTURERS, OFFICERS



Have 106 officers including 1 professor, 16 associate professors, 50 doctors  
Total lecturers with doctoral degree account for 80% of total lecturers.

## ACADEMIC ADVISORY COMMITTEE



C9 - 405



cvht-set@hust.edu.vn



024 38694957

School office: C9-405



<https://set.hust.edu.vn>



set-office@hust.edu.vn



024 38692242

For more details, see  
here



## SCHOOL OF INFORMATION AND COMMUNICATION AND TECHNOLOGY

### LECTURERS, OFFICERS

⚙ Have 134 officers, lecturers. In which, teaching officers are 102 with graduate degrees or higher, with 10 professors/associate professors and 34 doctors.

### ACADEMIC ADVISORY COMMITTEE

📍 B1 - 504  
✉ [tuvanhoctap@soict.hust.edu.vn](mailto:tuvanhoctap@soict.hust.edu.vn)  
☎ 0983359425

School office: B1-504

🌐 <http://soict.hust.edu.vn>  
✉ [vanphong@soict.hust.edu.vn](mailto:vanphong@soict.hust.edu.vn)  
☎ 024 38692463

For more details, see  
here



## SCHOOL OF APPLIED MATHEMATICS AND INFORMATICS

### LECTURERS, OFFICERS



The officers of School with 57 officers are mostly trained at the Doctoral degrees in the developed countries with the professional skills and active working style.

### ACADEMIC ADVISORY COMMITTEE

D3 - 106

[sami@hust.edu.vn](mailto:sami@hust.edu.vn)

0973941221

School office: D3-105

<http://sami.hust.edu.vn>

[sami@hust.edu.vn](mailto:sami@hust.edu.vn)

024 38692137

For more details, see  
here



# SCHOOL OF CHEMICAL ENGINEERING

## LECTURERS, OFFICERS

⚙ The officers of School have 160 officers, officials including 2 professor, 30 associate professors, 80 doctors, 34 masters, 14 engineers.

## ACADEMIC ADVISORY COMMITTEE

📍 C4 - 214  
✉ tue.nguyen@hust.edu.vn  
☎ 0976545519

School office: C4-214

🌐 <http://chemeng.hust.edu.vn>  
✉ [sce@hust.edu.vn](mailto:sce@hust.edu.vn)  
☎ 024 38680070

For more details, see  
here



# SCHOOL OF BIOTECHNOLOGY AND FOOD TECHNOLOGY

## LECTURERS, OFFICERS



Officers of school: 65 members, including 2 professors, 20 associate professors, 16 doctors, 20 masters, 4 engineers and 1 worker (in which 48 lecturers, 14 education service staff and 3 office officers).

## ACADEMIC ADVISORY COMMITTEE



C4 - 201B



tu.nguyenthiminh@hust.edu.vn



024 38682470

School office: C4-202



<http://sbft.hust.edu.vn>



[sbft@hust.edu.vn](mailto:sbft@hust.edu.vn)



024 38682470

For more details,  
see here




## SCHOOL OF ENVIRONMENTAL SCIENCE AND TECHNOLOGY

### LECTURERS, OFFICERS



Total officers of INEST are currently 70 people. In which, there are 11 professors and associate professors; 27 doctors, 20 masters, remaining engineers and bachelors.

### ACADEMIC ADVISORY COMMITTEE


 C10B - 304


 quang.nguyenduc@hust.edu.vn

 0918230009

School office: C10-312

 <http://inest.hust.edu.vn>

 inest@hust.edu.vn

 024 38681686

For more details, see  
here





## SCHOOL OF MATERIALS AND ENGINEERING

### LECTURERS, OFFICERS

⚙ The officers of School include 64 officers, officials, including 2 professors, 12 associate professors, 34 doctors, 9 masters and 5 engineers and bachelors.

### ACADEMIC ADVISORY COMMITTEE

📍 C5 - 316  
✉ long.buiduc@hust.edu.vn  
☎ 0936308577

School office: C5-315

🌐 <http://mse.hust.edu.vn>  
✉ [mse@hust.edu.vn](mailto:mse@hust.edu.vn)  
☎ 024 38680409

For more details, see here



# SCHOOL OF TEXTILE – LEATHER AND FASHION

## LECTURERS, OFFICERS

⚙ School have 33 officers, including 8 associate professors, 15 doctors, 7 masters and 3 engineers-bachelors.

## ACADEMIC ADVISORY COMMITTEE

📍 C5 - 216  
✉ [tuan.daohanh@hust.edu.vn](mailto:tuan.daohanh@hust.edu.vn)  
☎ 0979200780

School office: C5-217




🌐 <http://bktextile.hust.edu.vn>  
✉ [stlf@hust.edu.vn](mailto:stlf@hust.edu.vn)  
☎ 024 38692401

For more details,  
see here






# SCHOOL OF ENGINEERING PEDAGOGY

## ACADEMIC ADVISORY COMMITTEE

 D3.5 - 302A  
 hanh.phamhong@hust.edu.vn  
 0982100990

School office: D5402

 <http://feed.hust.edu.vn>  
 [sepd@hust.edu.vn](mailto:sepd@hust.edu.vn)  
 024 38681432

For more details, see  
here



# SCHOOL OF ENGINEERING PHYSICS

## LECTURERS, OFFICERS

⚙ Total officers, officials of School are 84 people, including 2 professors, 16 associate professors and 48 doctors.

## ACADEMIC ADVISORY COMMITTEE

📍 C10 - 101

✉ [vuong.dangduc@hust.edu.vn](mailto:vuong.dangduc@hust.edu.vn)

☎ 0912970551

School office: C10-101

🌐 <http://sep.hust.edu.vn>

✉ [sep@hust.edu.vn](mailto:sep@hust.edu.vn)

☎ 024 38693350

For more details, see  
here



## SCHOOL OF ECONOMICS AND MANAGEMENT

### LECTURERS, OFFICERS

⚙ There are 78 lecturers, officers. It includes 74 teachers with the postgraduate degrees with 08 professors/associate professors and 29 doctors.

### ACADEMIC ADVISORY COMMITTEE

📍 C9 - 302

✉ huy.phamcanh@hust.edu.vn

☎ 024 38692304

School office: C9-304

🌐 <https://sem.hust.edu.vn>

✉ [sem@hust.edu.vn](mailto:sem@hust.edu.vn)

☎ 024 38692304

For more details, see  
here



## SCHOOL OF FOREIGN LANGUAGES

### LECTURERS, OFFICERS

- ⚙ The current officers include 96 officers, including 03 doctors, 08 researchers, 62 masters, 02 foreign teachers, 20 main lecturers, 13 officers participating in training courses in Master and Doctor in foreign countries.

### ACADEMIC ADVISORY COMMITTEE

- 📍 D4 - 208, 209
- ✉ anh.phamhoai@hust.edu.vn
- ☎ 0384460764

School office: D4 – 2<sup>nd</sup> floor

- 🌐 <http://sofl.hust.edu.vn>
- ✉ sofl@hust.edu.vn
- ☎ 024 38692201

For more details, see here





## CODE OF CONDUCT



Regulations on standards of cultural behavior of learners include what to do and what not to do to ensure discipline and democracy in the University.



Do well in educating morals, lifestyles, building codes of cultural behavior of learners during their study and training time at the University.



Promote the core role of the University in the cooperation between the University, families and society in the work of educating and training learners.



Contributing to perfecting personality, cultural lifestyle; create fundamental changes in cultural behavior; build a healthy cultural environment.



Monitor compliance with regulations; handle responsibility when learners violate ethical standards in learning, training and social relations.



## CONDUCT

## FOR

## YOURSELF AND YOUR FAMILY



01

Comply with the tasks of learners in the regulations and regulations of the Ministry of Education and Training and of the University.

02

Actively cultivate moral qualities, lead a healthy, simple, honest, and humble lifestyle.

03

Attend the University fully, on time, have a sense of striving for excellence in learning, know how to self-study and

self-research; Actively participate in school/institute/class activities, Union - Association activities

04

When entering the campus of the University, always wear your student ID card. Absolutely do not lend or borrow another person's

student card to use; Student cards are not allowed to be mortgaged.

05

Learners must wear simple, discreet, neat, polite clothes suitable for the environment of the University when going to school.

06

Have self-respect, self-respect, self-discipline, do not do things that adversely affect the honor of themselves and their families.

Together with the family, overcome all difficulties to complete the study task.

07

Take self-criticism and criticism seriously; to voluntarily correct mistakes when violating the Training Regulations, Student Affairs Regulations,

Inpatient/Outpatient Regulations and other regulations of the Ministry of Education and Training and the University.





## CONDUCT

## FOR

TEACHERS, OFFICERS, VISITORS OF  
UNIVERSITY



01

Polite, courteous, respectful attitude to teachers, officials and employees of the University; do not have relations, collude

with bad elements to threaten or quarrel with teachers, officials and employees of the University.

02

Actively cooperate with lecturers and teachers in all educational and training activities of the University.

03

Do not use facilities, money and personal relationships to seek favoritism, individual or group benefits, affecting the educational environment.

04

It is not allowed to record audio, video, or take pictures during class hours without the consent of the teacher. It is strictly

forbidden to use social networks to distort or defame teachers, officials and employees of the University.

05

Bravely fighting, condemning self-seeking acts, individuals who take advantage of work to

commit acts that violate moral qualities, worsen the teacher-student relationship.

06

When the delegation or guests visit and work at the University, learners must have a gentle, open, friendly and polite attitude when communicating.

07

Be dedicated to help, guide in each specific situation



## CONDUCT

FOR

FRIENDS  
AND  
ENVIRONMENT



01

Unite to help each other in learning and training.

02

Know how to listen, respect each other's differences of opinion and lifestyle. Words, actions, and gestures must have culture.

Do not quarrel, hurt each other's spirit or infringe on each other's body.

03

Do not use the internet, social networks, ... to defame, propagate to smear, incite hatred towards others.

Maintain an equal and pure relationship with friends of the opposite sex.

04

Consciously maintain hygiene, environmental landscape and learning spaces, protect the school's facilities ... do not step

on the wall, stone bench, table, chair. Put garbage in the right place.

05

Participate in environmental protection activities, use safely and save electricity, water and equipment of the University. Consciously protect

cultural works, historical relics in the locality.

06

Do not hang or stick posters, banners or banners without the permission of the University; Do not arbitrarily write, draw, paste on the walls, tables

and chairs in the classroom, dormitory room and other areas in the University.



## CONDUCT UPON COMMUNICATION

### VIA EMAIL

01

When there is a need to discuss or reflect with teachers, officials or units in the University, students must use the email provided by the University to send email.

02

When there is a problem that needs to be exchanged by email, students need to send an email to the individual or functional unit assigned by

the University to handle the work. The students can send more to the classroom manager to understand the problem and support further exchange (when needed). The students should only send information directly to the email of the teachers in the Board of Presidency when the unit/individual assigned to handle does not answer their request, or solves the problem if it is not satisfactory.



03

How to compose and respond to emails:

- **Email subject:** clear, concise. When composing an email with an opening and closing greeting, it shows respect for the recipient of the email.
- **Email content:** Briefly, directly state the issue you want to discuss and give opinions and suggestions. If there are more than one problem, present it by numbering or newline.
- **At the end of the email:** There should be a section with your name, title (if any), affiliated units to ensure identification.
- **Direct email recipients (to):** Be responsible for replying to emails, recipients of indirect emails (forwarded from others) are not required to reply.
- **Respond to email (reply):** Only respond to the sender (reply to) when the response content only informs the sender and respond to all recipients of the message (reply all) when the response content needs to notify the people involved.

## CONDUCT UPON COMMUNICATION

### ON SOCIAL NETWORKS



*Social networks (facebook, messenger, twitter, instagram, zalo, ...) are increasingly directly influencing the economy, politics and society of the country; development of each organization as well as the life of each individual. Therefore, we need to have the necessary skills when participating in social networks to show that we are cultured and educated people.*

01

#### **Things not to do when individuals join social networks**

- Do not register on a nick associated with the school name.
- Limiting participation in forums with sensitive content such as gender, religion, belief, politics, works.... without clear verification.
- In some entertainment events of the group, for example: Organizing parties, exchanges, ... Individuals attending these events need to control the taking of photos to prevent unnecessary incidents caused by the failure to manage the image, affecting the reputation of the University.

02

#### **Do not post, comment on the following issues**

- Complain about policies, about individuals with a non-constructive and discriminatory attitude.
- Do not use profanity, swear words or use words to provoke the group
- Content of information and images adversely affect the reputation of the University.
- Do not take photos and do not post particularly offensive images while using the School's uniform. If you are photographed in such circumstances, seriously ask the photographer to delete the images.

## CONDUCT UPON USE OF

### ELEVATORS AND PARKING LOT



01

#### When using the elevator

- When entering: Line up on the right, wait for everyone in the elevator to exit, then the people outside will step into the elevator one by one.
- When exiting: Take turns to the elevator on the right, let pregnant women, the elderly and visitors to the school go first.
- Do not jostle or push when getting in and out of the elevator. No phone calls, no loud talking, no business discussions in the elevator.

02

#### When entering the parking lot

To improve the quality of student services. From May 2019, the school implemented a parking system integrated in the student card. To ensure efficiency, learners need to send their vehicles:

- Should register for the service by month, so as not to waste time paying the parking fee each time. If parking a day ticket, it is necessary to prepare the most convenient payment to pay the fee, to avoid causing congestion at the parking lot;
- Should go to class 15 to 20 minutes earlier than class time, meeting;
- Comply with the regulations on queuing, going in the right lane when entering and leaving the parking garage;
- Arrange vehicles in rows according to regulations.

## CONDUCT UPON PARTICIPATING IN

ACTIVITIES,  
MEETINGS

EVENTS,



01

### **Time culture**

Arrive at least 5 minutes before opening time. If you are unable to attend the activity/event or are late, you must report it to the Organizing Committee or the person in charge (group leader, class monitor, ..).

02

### **Listening culture**

- Listen to the opinions of others before presenting your own. Listen to understand the requirements, meeting content and your responsibilities, if there are unclear or disagreeable points, you must discuss with the meeting organizer.
- Comply with the operating rules of the meeting chairperson, respect the opinions of others, do not show a negative attitude, lack a constructive spirit, do not work separately during meeting hours.

03

### **Speech culture**

- Register / give a signal before speaking.
- Outline the main ideas when preparing the speech. Do not speak beyond the time specified by Board of Organizers. Avoid interrupting while others are speaking.
- Always be ready to prepare ideas to speak if invited.

04

### **Cell phone culture**

Put the phone on vibrate. In urgent cases, only listening when not having to speak or not serving the meeting; must leave the meeting room when answering the phone but not more than 5 minutes.

## EXPERIENCE SHARING

- LEARNING
- LOCATION
- ACTIVITIES
- ACCOMMODATION

- TRAVELING
- PART-TIME JOB
- FRIENDS, LOVE
- OBJECTIVES





## TYPICAL SUBJECTS

Unexpectedly entering the gate of Hanoi University of Science and Technology, you will be approached in a credit-based way. There will be many questions, many strangenesses, and even mistakes due to ignorance and inexperience.



### **CALCULUS I + II + III**

Calculus I involves a lot of math knowledge in high school while Calculus II deals with geometry and Calculus III deals with differentials and numbers. This subject is quite difficult, so make sure to learn the background knowledge and do a lot of exercises over and over again!



### **ALGEBRA**

A subject with many abstract definitions, you need to carefully study the exercises that the teacher corrects in class, search for documents in the library and external sources.



### **GENERAL PHYSICS I + II**

Firstly, it is necessary to pass the test (do enough tests + prepare well + study and make good reports + good luck). The final exam consists of 50% theory and 50% multiple choice, you should refer to the exam documents of previous years.



### **GENERAL INFORMATICS**

A course on programming languages, helping you to know how to write programs using DEV C++ software. This subject has practice, you need to work enough practice. It is necessary to do all the workbooks and combine practice on the computer to achieve high results.



### **MARXIST-LENINIST PHILOSOPHY, MARXIST-LENINIST POLITICAL ECONOMICS, SOCIALISM**

You must complete the essay as required by the teacher to get a grade on the process. And need to study according to the review outline.

*Regardless of the subject, the most important thing is that you need to go to school fully, and listen attentively to the lecture. Surely during the teaching process, the teachers will note the key parts, you should pay attention to take full notes!*

## REFERENCES



### SUBJECTS TEXTBOOKS

Of the 15 subjects in the first year, there are subjects that will require workbooks such as Advanced Mathematics, General Physics and General Informatics.



### SPECIALIZED REFERENCES

We are proud to have Ta Quang Buu Library - the largest electronic library in Southeast Asia! With a huge volume of books in all fields, we are fully qualified to study specialized knowledge. To use the services at Ta Quang Buu library, please visit the link <http://library.hust.edu.vn/index.php> or go to the library to ask the teachers and staff!



### OTHER BOOKS, STORIES, MAGAZINES

Find your favorite books and stories at other sources such as the Book Club or the Student Support Committee (Youth Union, Student Associations). There are regular book exchange activities, book borrowing and reading and writing contests.

*Depending on the field of study, you can directly consult the lecturer or go to the website of the faculty or institute to get materials for learning knowledge and skills!*

## EXAM AFFAIRS

Exams are the lifelong story of students. Here are a few basic exam preparation tips that have been compiled from the previous generations of HUST-ers for K66 students!



### SELF-STUDY, SELF-EXAM PREPARATION

The university environment requires self-study - self-reading, so to do well in an exam you must study by yourself, without delay, without distraction. Experience in exam preparation for Calculus, Physics, General Informatics is to synthesize the formulas yourself. For General Law, Management Studies, Philosophy, etc., use mindmapping diagrams, write notes, use highlighters or the most scientific ways of taking notes. The system is knowledgeable, you can already get 50% of the test score!



### CAREFUL APPLICATION

Knowledge system is not enough if you don't practice. Use the formulas you have just synthesized to do the exercises. Review any formula, make sure the type of lesson has that formula. Any exercises that I can do, I review first, to take the exam, I will definitely get a score.



### FOLLOWING THE TEXTBOOKS

A common situation among students is improper use of online search engines, which leads to sabotage, going too far from the knowledge they are learning. Remember to always stick to basic knowledge, knowledge in textbooks, workbooks and even what teachers say in class. Only by mastering the basics will you be able to answer the more difficult questions.



### GROUP STUDY

Through group study, you will easily discuss with each other to find the answers to difficult exercises and give each other suggestions and corrections. Common forms are studying with friends in class or going to exam preparation classes organized by previous classmates. That is also the reason why when the exam day is near, self-study room 411 and 412, library is "crowded" and full of learning spirit!



#### AVAILABLE EXAM QUESTIONS!

Outlines, exam questions of previous years are always ready to serve students at Ta Quang Buu library. The exam contains the most complete and general knowledge content, so this is also the most effective test preparation secret. Students not only grasp the knowledge they have learned, supplement the missing knowledge, but also grasp the test-taking tips to be the fastest and most accurate. This is also a way to practice confidence before each exam.



#### REASONABLE TIME ALLOCATION

In each exam, students are often faced with knowledge from many subjects, sometimes frustrating. It's okay if you know how to arrange your exam time so that all subjects are evenly distributed. A study shows that people's mental labor capacity increases gradually from morning to near noon, active before sleeping and in the toilet! Use this time to review the most difficult subjects.



#### OTHER NOTES

Find a quiet place to study, away from noise; get enough sleep to avoid stress; eat and drink well without skipping meals; turn off all mobile phones and computers when studying; Temporarily stay away from social networking sites and online games



*Depending on the field of study, you can directly consult the lecturer or go to the website of the faculty or school to get materials for learning knowledge and skills! Find a quiet place to study, away from noise; get enough sleep to avoid stress; eat well without skipping meals; turn off all mobile phones and computers when studying; Temporarily stay away from social networking sites and online games.*

# 05

## REASONS WHICH YOU SHOULD STUDY IN GROUPS





## BENEFITS OF GROUP STUDY

01

### LONG-TERM MEMORY OF KNOWLEDGE

Through the laughter of my friends when I'm wrong. Those laughs will make you remember for long-term so that next time you won't stick to that mistake anymore.

02

### NEW AND EASY TO UNDERSTAND APPROACH

It is with the same age that we have words and language to describe us in a simpler, easier to understand way and there are some "unique" expressions and "tricks" to remember for a long time.

03

### LEARN FROM YOUR FRIENDS

Of course, are all these heads the same, all thinking the same thing? There are more bold thoughts, there are certain thoughts, there are critical thoughts.... You will be distilled more things to draw yourself the best possible things.

04

### DARE TO LEARN MORE

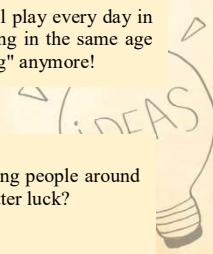
#### Why?

Simply, most of the time when learning in class, we suffer from the pressure called the number of students combined with not daring to ask the teacher, afraid of being retorted, afraid that the teacher will ask if we have learned the basic knowledge?... But group study is completely different. You will not have to be afraid at all, they are simply friends that we still play every day in class, still joking and laughing at each other in class. Being in the same age group will make you not feel the pressure of "understanding" anymore!

05

### PERFECTING KNOWLEDGE, PSYCHOLOGY

Of course, it's still good to have self-motivation, but having people around you, your friends to share and help you motivate, what better luck?



# Student's preparation





### FOREIGN LANGUAGE

If you want to become a global citizen, or simply a high salary (> 60 million VND/ month), a foreign language is one of the most important things.

So, you should orient yourself on a foreign language learning path right from the time you are a freshman. Communication is a skill that most of you are still unfamiliar with when entering the university gate, you can practice it in many ways depending on your situation.

### INFORMATICS

Training yourself in computer skills at a certain level will help you a lot even at university, at home or later on applying for a job anywhere.

First, you must be able to use the keyboard fluently with as many fingers as possible, use Office well (Word, Excel, Power-Point). At the same time, the good use of search engines in searching documents online is also an extremely important skill.



### SOFT SKILLS

In fact, only 15% of successful people are due to specialized knowledge, the remaining 85% is determined by the soft skills they are equipped with (according to Wikipedia). Companies have always valued "soft" skills, because studies show them to be a very effective assessment factor alongside traditional job skills or so-called "hard" skills.



# ENTERTAINMENT PLACES





#### SCENIC SPOTS AND HISTORY RELICS

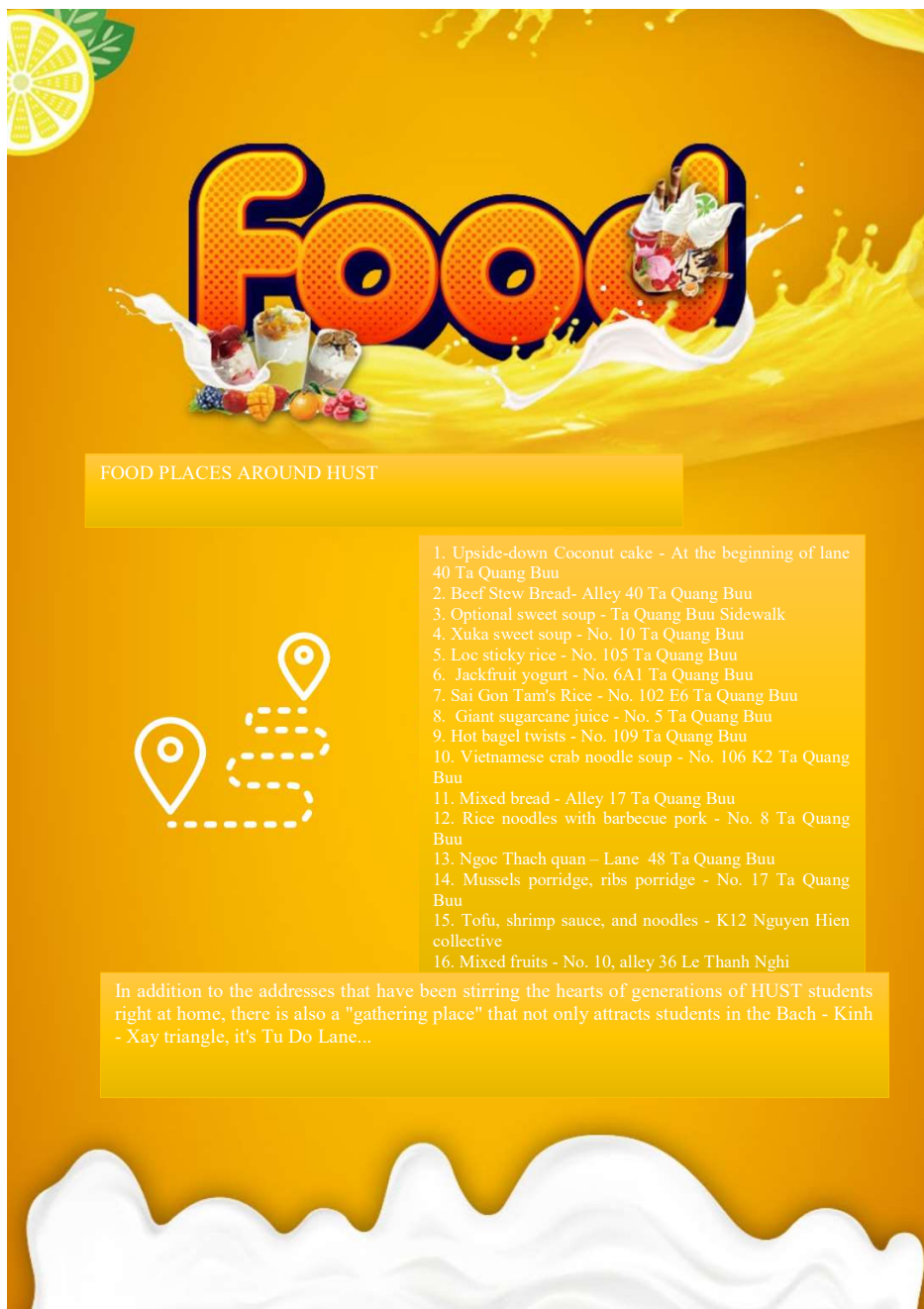


#### ENTERTAINMENT



1. Vietnam Museum of Ethnology - Nguyen Van Huyen Street, Cau Giay
2. Walking Street - Hoan Kiem District
3. Guom Lake - Hoan Kiem District
4. West Lake
5. Uncle Ho's Mausoleum - Hung Vuong Street, Ba Dinh
6. Long Bien Bridge
7. Hanoi Opera House - Hoan Kiem District
8. Temple of Literature - Dong Da District
9. History Museum - No. 1 Trang Tien, Hoan Kiem
10. Tran Quoc Pagoda - Ba Dinh District
11. Imperial Citadel of Thang Long - Hoang Dieu Street, Ba Dinh District
12. Hoa Lo Prison - Hoan Kiem District

1. Water Park - Tay Ho District
2. Thu Le Park - Cau Giay District
3. Aquarium - TimesCity, Hai Ba Trung District



## FOOD PLACES AROUND HUST



1. Upside-down Coconut cake - At the beginning of lane 40 Ta Quang Buu
2. Beef Stew Bread- Alley 40 Ta Quang Buu
3. Optional sweet soup - Ta Quang Buu Sidewalk
4. Xuka sweet soup - No. 10 Ta Quang Buu
5. Loc sticky rice - No. 105 Ta Quang Buu
6. Jackfruit yogurt - No. 6A1 Ta Quang Buu
7. Sai Gon Tam's Rice - No. 102 E6 Ta Quang Buu
8. Giant sugarcane juice - No. 5 Ta Quang Buu
9. Hot bagel twists - No. 109 Ta Quang Buu
10. Vietnamese crab noodle soup - No. 106 K2 Ta Quang Buu
11. Mixed bread - Alley 17 Ta Quang Buu
12. Rice noodles with barbecue pork - No. 8 Ta Quang Buu
13. Ngoc Thach quan – Lane 48 Ta Quang Buu
14. Mussels porridge, ribs porridge - No. 17 Ta Quang Buu
15. Tofu, shrimp sauce, and noodles - K12 Nguyen Hien collective
16. Mixed fruits - No. 10, alley 36 Le Thanh Nghi

In addition to the addresses that have been stirring the hearts of generations of HUST students right at home, there is also a "gathering place" that not only attracts students in the Bach - Kinh - Xay triangle, it's Tu Do Lane...



# Accommodation is not a concern.



## HUST DORMITORY

HUST Dormitory is currently applying the modern CSAM- HUST Online Dormitory System to facilitate students during their stay:

- Register online
- App to quickly handle problems 24/7

Distance to University: 0km  
Therefore, it is extremely convenient for students in the process of studying and living.

01

Many facilities to support students: football and basketball courts; Common activity house; Laundry store; self-study rooms.

02


Scale: 4,500 accommodations  
(including 8 4-5-floor buildings)

03

### CONTACT:

- Management Center of HUST Dormitory: 1st floor - Building B9, Hanoi University of Science and Technology
- Laundry store: Blue pink house behind hall B6 (next to B7) - close to Tran Dai Nghia street
- Common living space: 5th floor - Building B10

 [ktx.hust.edu.vn](http://ktx.hust.edu.vn)

 [ktytucxabkhn](#)  
[ktytucxatructuyen](#)

In addition, you can refer to Phap Van Student Housing Area (Hoang Mai District, Hanoi City):  
(024) 6292.0276 | 0983.27.52.76

# SUPPORT FOR RESIDENTIAL REGISTRATION

CSAM-HUST is an online accommodation system that assists students in the registration process.



DEMANDING STUDENTS CAN REGISTER SUPPORT INFORMATION CHANNELS  
ONLINE IN:



KTX Bách Khoa: [ktx.hust.edu.vn](http://ktx.hust.edu.vn)  
KTX Pháp Vân: [csam.com.vn](http://csam.com.vn)



[fb.com/kytucxabkhn](https://fb.com/kytucxabkhn)  
[fb.com/csamvietnam](https://fb.com/csamvietnam)



Phòng CTSV: P103 - C1



[ctsv@hust.edu.vn](mailto:ctsv@hust.edu.vn)

## LIVING ACTIVITIES

For newcomers to Hanoi, finding a suitable and convenient hostel is quite difficult because they are not used to the new environment.

To make it easy to find accommodation for freshmen. Support group for finding accommodation for students of Hanoi University of Science and Technology (under the Youth Union - Student Association, address: <https://www.facebook.com/groups/NhatroBKHN/> is an information channel used by students. trust sharing new hostel address, find roommate, transfer rooms....

### HOSTEL

Usually a row of houses built for rent only and not shared with the landlord.

#### Advantages:

- More guaranteed security
- This can also be a dormitory for students of the same University, so you can help each other in study or in life.
- Freedom of movement. No time constraints.

#### Disadvantages:

- Because of various ideas, sometimes meeting neighbors is annoying.
- Facilities are relative but not ideal.
- Electricity and water are charged according to service charges, so they may be higher than outside.

### SHARED STAY WITH THE LANDLORD

This is the form chosen by many women because it is quite safe.

#### Advantages:

- Living with the landlord, so in many cases, you are treated very well by the owner as if you were a child in the house.
- Material conditions are quite adequate.
- Living with the landlord, the living space is more spacious and airy. Sometimes there are balconies, gardens ...

#### Disadvantages:

- It will be commented on by the landlord on how to live, walk and stand between each other.
- Hours of operation must be according to the landlord. Do not go too late.
- Regarding safety, if you meet a good landlord, it is okay. And vice versa, if you meet a bad landlord, it is very dangerous.



# TRAFFIC SYSTEMS

Things to be mastered





BUS  
4 wheels of students

01

BEWARE OF  
PICKPOCKETS

02

COMPLY WITH  
VEHICLE  
REGULATIONS

03

SAFETY FIRST

04

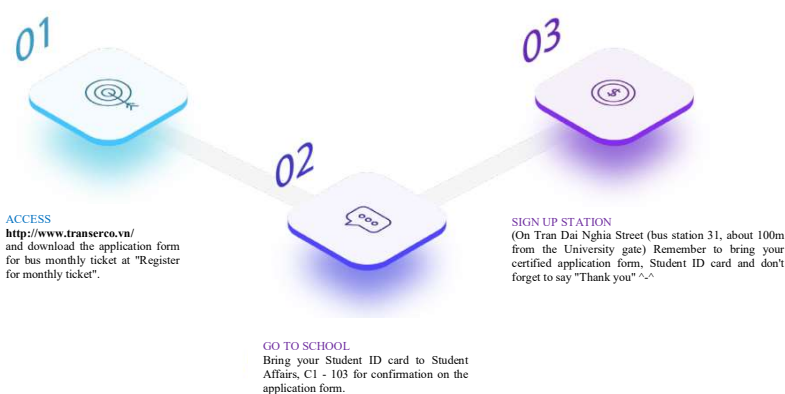
KNOW THE BUS STOP

PARABOL GATE  
03, 03B, 21A, 21B, 25, 26, 28, 32,  
41

BUILDING T, BUILDING TC,  
STADIUM  
08, 18, 23, 26, 31

DAI CO VIET STREET (THONG NHAT  
PARK)  
35, 44, 51  
TRAN DAI NGHIA STREET  
26, 31  
DORMITORY AREA  
23, 31





#### ABOUT BUS FINDING APP

Bus Finding App can be downloaded at CH Play or Appstore.

- With very simple steps on smartphones, we can search for all bus routes.
- In addition, with this application, users can know the departure and arrival points and track the time of the upcoming vehicles thanks to the location. Along with that, you can also search for services of the Corporation, information about ATMs, amusement parks, restaurants, or tourist attractions... in Hanoi.



#### OTHER VEHICLES

When using a motorbike or bicycle, you should note the following when circulating traffic in Hanoi:

- Make sure you know the traffic laws.
- Make sure your brake system, indicator lights are okay and always safe.
- You should find out in advance the route you want to go if you do not know the way.
- Limiting walking while listening to the phone, in addition to traffic safety issues, is also to prevent being robbed and snatched when answering the phone.

#### SEND VEHICLES AT UNIVERSITY

Students will use the parking cards to access the parking lot (Make a card at the HUST Service Center - 3rd floor, 10 Ta Quang Buu Street). Using a regular parking cards, students will be given a discount to pay less for parking than using a turn-by-turn parking card.

**USE TICKETS:** Stadium, gymnasium, B6, B10, B13, A17

**USE MAGNETIC CARDS:** D3, D6, D9, C5

Contact details



# Why You Should Join EXTRACURRICULAR ACTIVITIES



A background image showing a group of young men in a park-like setting with trees and a building in the distance. One man in a blue shirt is pointing towards the camera. A semi-transparent white box with the text 'OUR BEST THINGS' is overlaid on the image.

## OUR BEST THINGS

*If you don't join a student organization once, there's a lot you'll miss...*



### NEW FRIENDS

Most students find it difficult to adapt to the university environment, especially new students. Classes can be very large and intimidating and conversation is discouraged during lectures. This is why you should join a student association or club, especially if you are quite shy and have too little time to chat with your classmates. You will find yourself in an organization - people who are likely to share your interests, it will be easier for you to talk and get to know each other.



### YOU HAVE A PASSION AND CAN SHARE YOUR PASSION

Youth Union - Student Association has many clubs/ teams/groups to help students practice skills and share common passions. That will bring a lot of fun as well as valuable learning knowledge for you. If you have a passion, it's great to share and nurture your passion with others.



### FROM OUR CARE OR YOUR HOBBIES

To find people with the same passion as you, you can search for a club that matches your interests and interests. If you are really interested and interested in a certain issue, you can consider starting a club and invite everyone to join.



#### **LEARN LEADERSHIP SKILLS**

Unions - Associations are a good environment to learn important leadership skills and apply them to work or classroom assignments. Holding an executive position in an organization will be reflected in your resume. You will be able to gain other important skills such as event planning, financial management, coordination of members of other organizations. Quickly find a club or volunteer team that you love and if you work hard, you can 'could' land a certain position.



#### **FUN**

Finally, student clubs and organizations can't bring you a lot of fun. You will meet new people who share your interests at various interesting events and activities. This is an invaluable experience that you won't be able to have when you start working. Join student clubs and organizations and make the most of your time at university.

*Our vibrant youth under the roof of Hanoi University of Science and Technology...*







CREATIVE RESEARCH CLUBS

INTER-UNIONS OF SCHOOLS

VOLUNTEER TEAMS UNDER  
FACULTIES/SCHOOLS  
HUST CHEERLEADER ASSOCIATION

S8PM CHEERLEADER DANCE CLUB

HUST BOOK LOVER CLUB

MIC MUSIC CLUB

DEBATING CLUB

STUDENT HOMETOWN ASSOCIATION

5-GOOD STUDENT CLUB  
STUDY SUPPORT CLUB

FOR MORE DETAILS OF ACTIVITIES  
OF CLUBS:

[fb.com/svncst.hust](https://fb.com/svncst.hust)

[fb.com/doanthanhvienbkhn](https://fb.com/doanthanhvienbkhn)

[fb.com/tinhnguyen.bachkhoa](https://fb.com/tinhnguyen.bachkhoa)

[fb.com/hoicodongviendhbkhk](https://fb.com/hoicodongviendhbkhk)

[fb.com/S8PMTEAM](https://fb.com/S8PMTEAM)

[fb.com/CLBYeuSachBachKhoaHaNoi](https://fb.com/CLBYeuSachBachKhoaHaNoi)

[fb.com/micclub.vn](https://fb.com/micclub.vn)

[fb.com/TranhBienBK](https://fb.com/TranhBienBK)

Thanh Hóa, Phú Thọ...

[fb.com/sinhvien5totbkhn](https://fb.com/sinhvien5totbkhn)

[fb.com/groups/hotrosinhvienontapdaicuong](https://fb.com/groups/hotrosinhvienontapdaicuong)

Please access to Website:  
<https://ctsv.hust.edu.vn>

## What you need to know about part-time jobs



## PART-TIME JOBS



“

*Choose a part-time job close to the major*

”

A part-time job close to the major will be a plus in your work experience history. It would be a great thing when you just graduated from school to have a resume with a line showing the experience for the position you are applying for.

“

*Learn from the experience of the "seniors"*

”

No one can succeed and become a person without leadership. You may be hard-working, smart, and skillful, but you need guidance before those qualities can effectively support and turn what you've done into practical experience. It is advisable to ask, seek advice and advice from the forerunners for practical instructions and valuable advice.

“

*Work part-time to gain experience, not for a living.*

”

There are many friends, because of the difficult family economic situation, so they work part-time to earn more money to pay tuition fees, rent a house to eat and drink, ... and all sorts of other "money and money". But all of that is ultimately about making your studies more secure and complete. Always remember that you go to work because you want to learn more knowledge and gain experience, not for a living. By identifying the right goal, you will have a completely different focus and understanding. You will actively seek out good values for yourself, values that are greater than the value of money. For example, relationships, the ability to communicate, or even fun...

“

*Balance of time and health*

”

Young people very easily fall into the case because they are so passionate about their work that they lack focus on their studies, leading to having to retake the exam, poor academic results and worse, dropping out of school. Never forget that your main task is to learn. This is very clear, you all know.



“

*Beware of scams*

”

Recently, there has been a lot of information about "part-time jobs" scams (actually a multi-level business) with tricks that students are very easily fooled. You can read in the newspaper, on the internet a lot of interesting job postings: easy job, part-time, high salary like folding envelopes, picking up tennis balls, delivering mail, etc. Be careful! A lot of people have been trapped. When you go to the company, that office applies for a job, they are required to pay several hundred thousand dollars called "fees", etc., then, when you go to work, you will be used by the company all kinds of tricks to make it difficult for you, forcing you to quit your job, not receive a salary but lose some money! Therefore, when applying for a job,



you should invite more friends, both men and women, to go with you, to avoid bad things!



*Jobs chosen preferably by students*

“

”

**Tutoring:** is the most popular part-time job of students. This job not only helps you review your knowledge, but also improves your teaching ability as well as your communication and communication skills. This is the easiest and highest paying part time job.

**Programming:** If your major is programming then this is absolutely the right job for you. If you are a beginner, you should practice in simple programming or code for others. Initially, although the salary is not high, you will accumulate a lot of work experience after graduation.

**Working at a restaurant:** Becoming a waiter at a restaurant, a coffee shop or a fast food joint is a pretty good job for students. Most of these places are very flexible in terms of working hours. Each shift will have a certain amount of time and your total salary is calculated by adding up all the hours worked. In addition, if you do a good job, you will be rewarded.

To find yourself a suitable part-time job, you can follow the group  
Job support for HUST Students: [fb.com/groups/vieclamthemBKHN](https://fb.com/groups/vieclamthemBKHN)

# FRIENDS AND LOVE





#### BUILDING FRIENDSHIP

Studying at university, class members come from all over the country, you will have your own language and point of view. Therefore, we should not criticize each other's origins and think that we are the best. Learn to listen and respect people. Learn to adapt, avoid closing yourself off and feeling guilty about not knowing something,

#### POINTS OF VIEW FOR COHABITATION

It's called cohabitation but the essence is 100% real life, there's no such thing as "trying" only! Try to analyze what some "reason" sentences are:

"We will get married anyway": if it's true that the two of you intend to get married, then go home to each other, introduce each other's parents and clearly state your aspirations and plans.

so remember here everything needs to be proactive as soon as possible, the better you will be, the more comfortable you will be in life and study.



Find friends who share your strengths: sociable, playful, find friends who are as open-minded as you are. As for those who are mature, then look for people who are "like-minded" with you. When you are empathetic, you will feel more confident and warm.

"Cohabiting to save costs": the fact that costs will increase even if there is a crisis of pocket money after a period of cohabitation. Girlfriends will tend to cook deliciously, with many attractive dishes for their boyfriends; and will begin to feel that his boyfriend spends too much on useless games such as drinking, playing games, etc. And the boyfriend feels it is annoying when his girlfriend is always trying to control and criticize how to spend his money.

Finally, there is the issue of safe sex when living together: you need to know how to prevent pregnancy and STIs.

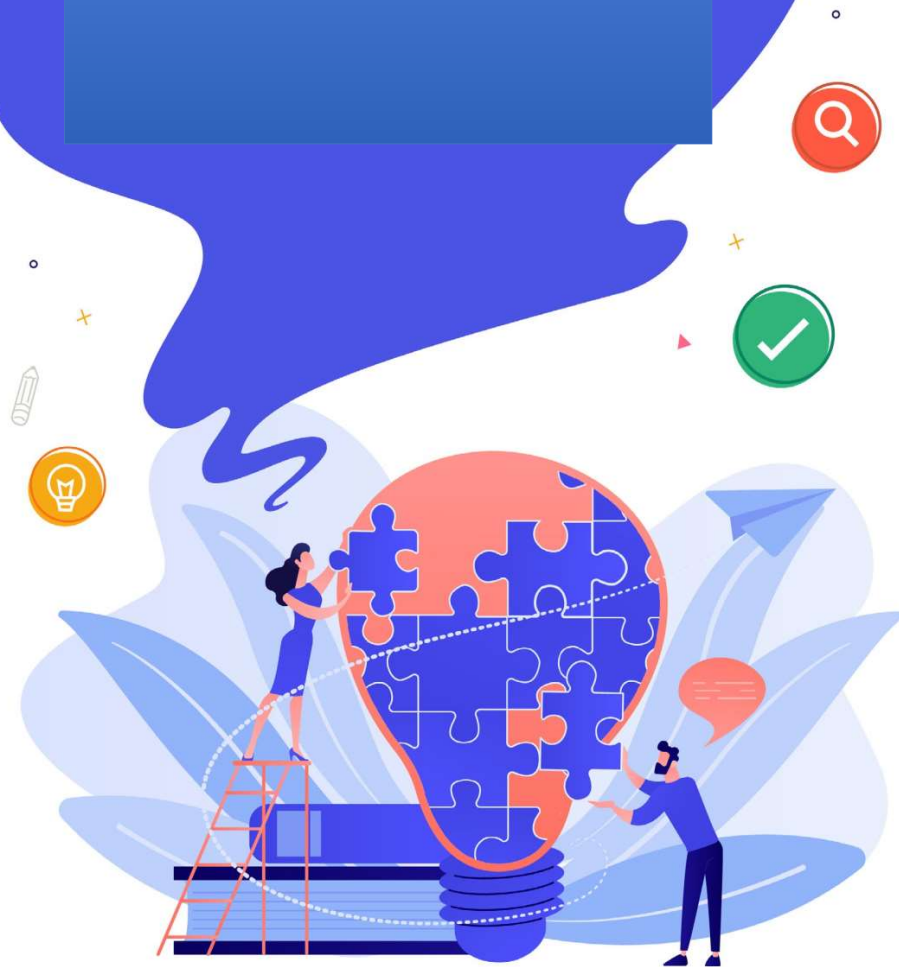
#### LOVE:

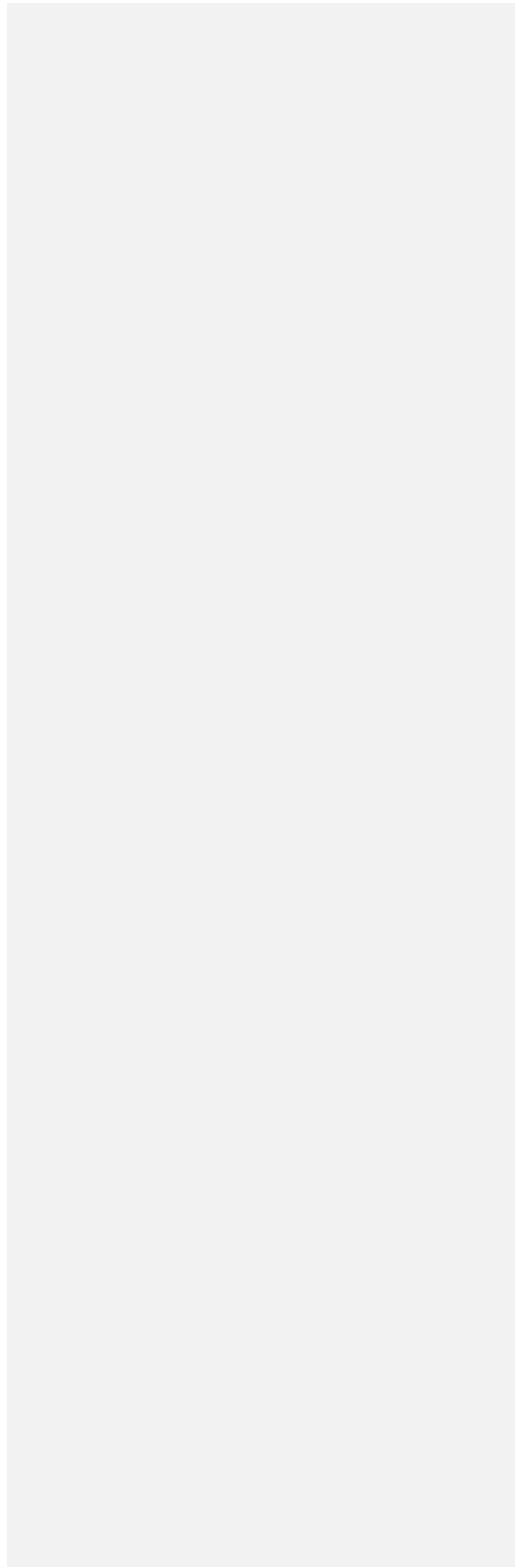
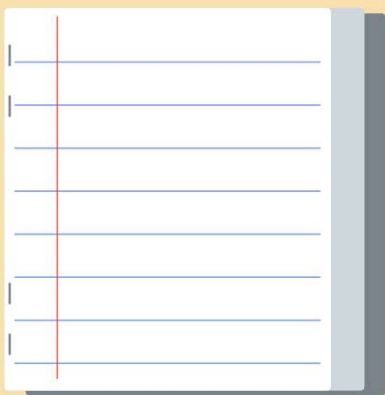
##### STUDENTS ARE EASY...TO LOVE

In the new situation, you have more space, more freedom, but somewhat lack of affection due to being away from home, so it will not be surprising if a male friend appears to make you feel loved and moved. That can be called love.



## FUTURE DIRECTION OBJECTIVES







## SEKISHO HUST

SEKISHO association was established in 1908, initially as a small shop with the name "SEKISHO Wholesaler" - mainly dealing in petroleum-related products. With enthusiastic help from local people - where the corporation's headquarters are located, SEKISHO has gradually matured over time and diversified its business fields, expanding into housing and living equipment industries, automobile, care services, information technology, supply of human resources.

Sekisho Company started coming to Hanoi University of Science and Technology in 2016, so far the two sides have cooperated and implemented many programs to support recruitment, football, and soft skills for students. Every year, the Sekisho Job Fair is held to connect many Japanese enterprises with the need to recruit high-quality human resources with attractive salaries and modern working environment, attracting hundreds of HUST students and universities.



Tokyo, Ibaraki, Tochigi, Gunma, Saitama, Chiba, Fukushima, Vietnam  
@ sekisho.co.jp/foreign/vietnamese/

# HUST STUDENT'S HANDBOOK IN 2021

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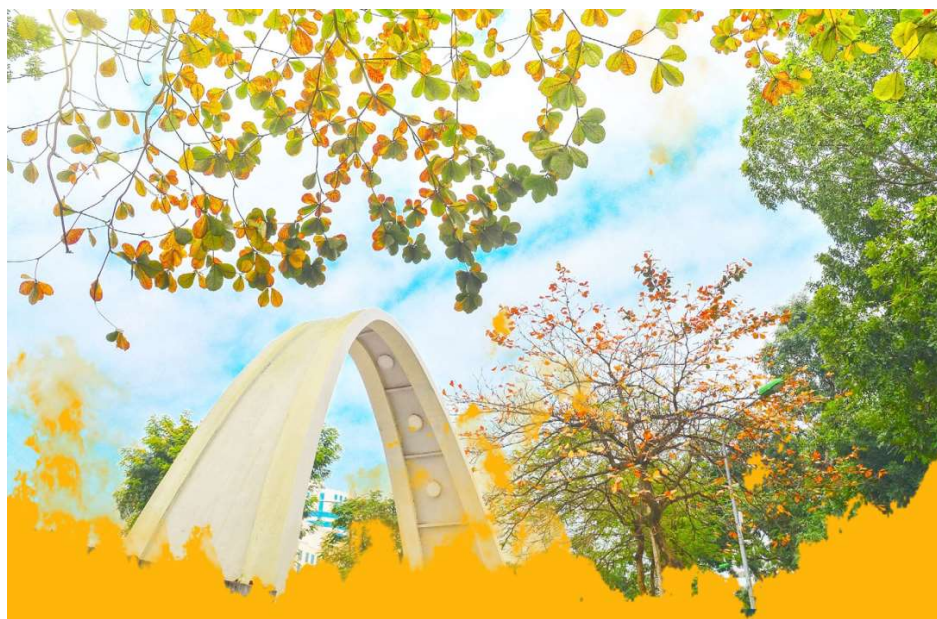
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## Bách khoa yêu thương

Tác giả: Thầy Trần Tuấn - Viện Điện

Bách khoa ớ tha thiết yêu thương  
Những cửa gương lấp lánh trên giảng đường  
Ôi kỉ niệm bao mùa thi xao xuyến  
Rồi mai đây náo nức khắp công trường  
Chúng ta đi tiếp bước cha anh  
Lớp người mang kiến thức đang trưởng thành  
Hạt giống đang ươm nẩy mầm tươi thắm  
Thành cây xanh in bóng dưới mái trường  
Bài ca sinh viên Bách khoa đang ngân vang  
Tổ quốc đón chào ngày mai vinh quang  
Dựng xây tương lai bao hạnh phúc huy hoàng  
Mùa xuân đất nước đang ngập tràn hương lúa mới  
Tiếng máy công trường và ngân ống khói vươn cao  
Tuổi thanh xuân ta vượt mọi gian lao  
Kìa chân trời tươi sáng đang vẫy chào.