

No: 3030 /QĐ-DHSP

Thai Nguyen, August 01, 2018

DECISION
Promulgating the Regulation on Credit-based Regular Higher Education

Pursuant to Decree No. 31/CP of April 4, 1994 of the Government on the establishment of Thai Nguyen University;

Pursuant to the Minister of Education and Training's Circular No. 08/2014/TT-BGDĐT of March 20, 2014, promulgating the Regulation on organization and operation of regional universities and affiliated higher education institutions;

Pursuant to the Decision No. 2424/QĐ-DHTN of October 22, 2016 of the President of Thai Nguyen University on promulgating the Regulation on tasks and powers of Thai Nguyen University, affiliated higher education institutions and units;

Pursuant to the Decision No. 346/QĐ-DHSP of February 16, 2017 of the Rector of the University of Education on promulgating the Regulation on organization and operation of the University of Education - Thai Nguyen University;

Pursuant to the Regulation on Training of regular universities and colleges according to the credit system, issued together with the Consolidated Document No. 17/VBHN-BGDDT of May 15, 2014 of the Minister of Education and Training;

Pursuant to the Regulation on Regular higher education at colleges and universities on the credit system of Thai Nguyen University, issued together with Decision No. 408/QĐ-DHTN dated April 22, 2013 by the President of Thai Nguyen University ;

Considering the proposal of the Head of Training Department,

DECISION:

Article 1. To promulgate together with this Decision the Regulation on regular higher education according to the credit system of the University of Education.

Article 2. This Decision takes effect from the 2018-2019 school year.

Article 3. Head of Training Department, relevant units and individuals are responsible for the implementation of this Decision.

On behalf. Rector

Recipients:

- TNU (for report);
- Vice-rector Nguyen Thi Tinh (for report);
- Units in the University (for implementation);
- University website;
- Saved in offices, Training department.

Vice-Rector

(signed)

Associate Prof.Dr. Mai Xuan Truong

6. Lecturers and officials who have many mistakes in grading and entering the marks will be listed in the content of annual competition.

Article 25. The calculation of GPA

1. Before calculating the semester GPA and the cumulative GPA, the letter grades of each course shall be converted into a number (4-mark scale) as follows:

10 mark scale	Letter mark	Equivalent to 4 mark scale
8.5 - 10	A	4.0
8.0 – 8.4	B+	3.5
7.0 – 7.9	B	3.0
6.5 – 6.9	C+	2.5
5.5 – 6.4	C	2.0
5.0 – 5.4	D+	1.5
4.0 – 4.9	D	1.0
0.0 – 3.9	F	0.0

2. The semester GPA and the cumulative GPA shall be calculated according to the following formula and rounded to 2 decimal places:

$$A = \frac{\sum_{i=1}^n a_i \times n_i}{\sum_{i=1}^n n_i}$$

Where:

A is the semester GPA or the cumulative GPA

a_i is the grade of the i^{th} course

n_i is the credits of the i^{th} course

n is the total number of courses.

a. The semester GPA which is used for the consideration for scholarships or awards after every main semester, shall be calculated only by the 1st result of the courses.

b. The semester GPA and the cumulative GPA, which are used for the consideration for expulsion, grading of performance or the graduate grading shall depend on the highest final-exam result from each course.

CHAPTER 4:

CONSIDERATION AND RECOGNITION OF GRADUATION

Article 26. Graduate thesis

1. At the beginning of the last semester, a student may register for doing graduate level as follows:

a. Graduate thesis means a course carrying 7 credits.

b. The condition for thesis registration is that students should have a cumulative GPA of 2.5 or above (up to the time of considering the conditions for thesis graduation).

c. Before considering the list of students doing a graduation thesis, the departments print the mark sheets from the training management software, then consider the wish of students and the guiding ability of the instructors; then make a list of students who are qualified for a graduation thesis and then submit it to the Training Department. The Training Department then collects a list to ask the Rector to decide in accordance with the real conditions of the university.

2. Guiding students to do a graduation thesis:

a) Teaching staff with the title of Professor may instruct no more than 7 students to complete the graduation thesis.

b) Teaching staff with the title of Associate Professor or a Doctor of Science may instruct no more than 5 students to complete the graduation thesis;

c) Teaching staff with the title of main Lecturer or a Doctorate can instruct no more than 3 students to do graduation thesis;

d) Teaching staff with the title of Lecturer can instruct no more than 2 students to complete graduation thesis.

3. Evaluation of graduation thesis

At the beginning of each academic year, the Rector shall analyse the facts to decide one of the two following evaluation formats for graduation theses:

a. Marking graduation thesis: Each graduate thesis is marked separately by 2 lecturers. The thesis mark is derived from the average mark from the two lecturers, graded on a scale of 10 rounded to 1 decimal place.

b. Graduation thesis council: Each graduation thesis is evaluated by a council of 5 members (including 2 reviewers). The graduation thesis mark is the average of the assessment marks from the council members, on a 10-point scale, rounded to 1 decimal place and announced immediately after the evaluation.

4. The graduation thesis mark is calculated as part of the cumulative GPA of the entire course.

5. Students whose graduation thesis is ineligible for grading or receives an F-grade must register to take courses that replace the graduation thesis, as students who do not complete a graduation thesis.

6. Graduation thesis replacement module: Students who are not assigned to do graduation thesis must register to study a number of alternative modules as required by the training programme with the equivalent of 7 credits of knowledge.

Article 27: Pedagogical practice and professional practice

1. In the university's training programme, there are 2 modules for pedagogical practice: Pedagogical practice 1 and Pedagogical practice 2.

2. Pedagogical practice is compulsory vocational training content. Students are enrolled as other modules, ensuring that they have the prerequisite subjects for the training programme.

3. Pedagogical practice complies with the current Pedagogical Practice Regulations of the University of Education.

4. Professional practice is a mandatory activity for the modules related to school education and preschool, and is specified in the training programme.

5. Professional practice is implemented in accordance with the current Professional Practice Regulations of the University of Education.

Article 28. Conditions for consideration and recognition of graduation

1. A student shall satisfy the following conditions to be considered and recognized for graduation:

a) The student is not liable to criminal prosecution or is not incurring an academic suspension until the time of the consideration for graduation.

b) The student has completed the required courses of the curriculum specified in clause 2 of this regulation.

c) The final cumulative GPA is at least 2.00.

d) The student satisfies a number of requirements on the grades of the courses belonging to the main discipline regulated by the Rector;

e) The student has the certificates of completion for Military Education and Physical Education courses, applicable to the disciplines that are not specialized in military education and physical education. The student has the certificates for ITC and foreign languages as required.

2. After each semester, students who are eligible for earlier or later graduation than the 4-year study period at the university must send an application to the Training Department for graduation consideration (following the form). Students who finish the course on time do not need to write an application for graduation consideration.

3. The Graduation Consideration Council shall include the Director or the authorized Vice Director as the president, the head of the Training Department as the secretary, the Deans of specialized faculties and the Head of the Student Affairs Division as members.

4. The Graduation Consideration Council shall depend on the requirements for the recognition of graduation specified in clause 1 of this article to formulate the list of students eligible for graduation.

5. Depending on the request of the Graduation Consideration Council, the Rector shall sign the decision for the recognition of graduation for eligible students.

Article 29. Issuance of the Certificate of graduation, reserve study, transfer of curriculum and form of education

1. The certificates of graduation from university are issued according to the main discipline. The graduate grades shall be determined according to the final cumulative GPA as follows:

- a) Excellent: the cumulative GPA is from 3.60 to 4.00.
- b) Good: the cumulative GPA is from 3.20 to 3.59.
- c) Fairly good: the cumulative GPA is from 2.50 to 3.19.
- d) Average: the cumulative GPA is from 2.00 to 2.49.

2. The graduate grade of a student having the final results at excellent or good level shall be degraded by 1 level in the following circumstances:

- a) The number of failed credits exceeds 5% of the total credits required in the curriculum;
- b) The student has incurred a disciplinary measure of warning level or higher during the time he/she studied at the university.

3. The academic results of students shall be recorded on their transcripts by courses and awarded to students with a diploma, including the academic results of training programmes accumulated in addition to the minimum requirement for a diploma.

4. If the study results of student satisfy the regulation in clause 1, article 28 of this regulation for the curricula corresponding to different disciplines, then the student shall be granted different graduate certificates corresponding to such disciplines.

5. If a student has not completed a military education, physical education course, English certificate or ITC certificate, but the time limit of study has been exceeded, and is within 5 years since he/she terminated his/her study, he/she may return to the university to complete the course to be eligible for graduation.

6. Any student who does not graduate is granted a certificate for the completed courses at the university. Such a student may apply for transfer to another curriculum according to the regulations in clause 3, article 16 of this regulation.

**CHAPTER 5:
ACTIONS AGAINST VIOLATIONS**