

## **FINANCIAL REGULATIONS AND TARIFF**

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## A. FINANCIAL REGULATIONS AND TARIFF FOR UNDERGRADUATE

### I. LISTED TUITION FEE

- Listed tuition fee is issued according to the standard curriculum framework announced at the time of admission.
- Tuition fees include training-practical fees, facilities fees, IT support, Student activities (*orientation, health services and counseling psychology, academic advisors, career counseling, student associations, clubs, sporting-cultural events, international exchange, business experiences*).
- Listed tuition fee by program:

• Currency Unit: VND

Program	Standard Duration (years)	Listed Tuition Fee per Academic Year	Listed Tuition Fee per Semester	Listed Tuition Fee per Credit (*)
Bachelor of Nursing	4	349,650,000/year	174,825,000/semester	9,780,000/credit
Doctor of Medicine	6	815,850,000/year	407,925,000/ semester	27,195,000/ credit
Other Bachelor Programs	4	815,850,000/year	407,925,000/ semester	27,195,000/ credit

(\*) Tuition fee listed by credit applied in the following cases

- ✓ Students taking additional credits when studying two programs at the same time (double degree) at VinUniversity
- ✓ Students who take additional credits beyond the standard curriculum framework announced at the time of enrollment (which normally includes one major and up to one minor). This applies, for example, to students pursuing two majors (double concentrations) or two minors (double minors) at the same time.
- ✓ Students taking additional credits when studying an integrated exchange program at VinUni's partner universities
- ✓ Students studying a short-term exchange program within the scope of cooperation with a partner universities or other programs that require payment by credit.
- ✓ Students are required to retake a course in the following cases: failure to meet the minimum passing grade, inability to take the final exam due to absence or violation of academic regulations, or voluntary registration to improve their academic performance.
- ✓ Students transferring from another university are recognized as equivalent to VinUniversity's credits according to the current credit transfer training regulations of the VinUniversity. In case students receive approval for conditional credit transfer with a course that requires additional knowledge (for example, practice/experiment), the tuition fee will be determined based on the actual number of credits for these additional courses. Only applicable to students enrolling from the 2024-2025 academic year onwards.

Note:

- *Credits are understood as subjects that have determined a specific number of academic credits according to VinUniversity's current Training Regulations. In cases where subjects do not determine the number of academic credits but only specify the number of required hours, they will be converted 15 contact hours equivalent to 1 credit.*
- The tuition fees do not distinguish between training methods, including online, offline or hybrid (online-offline) learning.
- Tuition fees apply for Vietnamese and International Students with the same rate
- Payment deadline: Students will pay tuition fees (02) twice/year at the beginning of the main semesters, according to the annual announcement schedule from VinUniversity.

### II. OTHER FEES

#### 1. Application fee

- Application fee accounts for the screening procedures necessary for processing submitted application to the academic programs at VinUniversity.
- The fee is **2,000,000 VND**/application/applicant
  - ✓ The fee applies to Applicants who are accepted to join the interview.

- ✓ The fee is **WAIVED** for applicants who:
  - Participate in recruitment events organized by VinUniversity or VinUniversity's College
  - Participate in academic or extracurricular competitions organized by VinUniversity or VinUniversity's College
  - Be on the nomination list of the Principal of the High School the candidate attends
  - Other special cases approved according to the recruitment campaign/period of the year

- Applicants pay fees before interview date.
- This fee is NOT refundable or transferable under any circumstances.

## 2. Confirmation Fee for the right to receive Scholarship/Tuition discount/Financial Aid Eligibility - Retention fee

- Retention fee is the fee required to confirm the award of a Scholarship, Tuition Fee Incentive, or Financial Aid granted to the Applicant following the preliminary admission results.
- Fee: **20,000,000 VND/time/Student.**
- Applicants pay fees according to the announcement from the VinUniversity except for some special cases.
- This fee is NOT refundable or transferable under any circumstances, but deductible from the tuition fees or other payments upon the student's enrollment. The fee is refundable only in cases where the student receives a conditional offer of admission but does not enroll due to failure to meet the specified conditions, or if the University cancels the intake of the selected academic program. Students who are awarded a scholarship covering 100% or more of tuition fees will have this fee reconciled after the first academic year.

## 3. Library fee

### 3.1. Fines for overdue borrowing or recall

- The fines for borrowing overdue or overdue recall is for late payment of the borrowed material or equipment from the due date or the expiration of the recall to the actual date of return or the date of notification of lost document or equipment from Student (including day-off and holidays).
- Overdue fines:
  - ✓ For normal material: **10,000 VND/day** overdue/document.
  - ✓ For course reserve material: **10,000 VND/hour** overdue/document.
  - ✓ For equipment: **10,000 VND/day** overdue/equipment.
- Students who have not paid a fine for overdue materials or equipment borrowing are not allowed to continue borrowing library materials or equipment.
- Students who delayed to return books for more than 30 days, in addition to late payment fees, will have to pay an additional fine equivalent to the cover price of the borrowed document.
- Fines are collected at the time incurred.

### 3.2. Fees for repairing slightly damaged documents or equipment

- The fee for repairing slightly damaged materials or equipment is to compensate for damaging slightly library borrowed material or equipment according to the Library Regulations.
- Fee: **200,000 VND/document or equipment.**
- In addition to damage compensation, Students may have to pay additional administrative fees or fines for borrowing overdue material or equipment according to the Library Rules.
- Students who have not paid the fee will not be allowed to continue borrowing library materials or equipment.
- Fees are collected at the time incurred.

### 3.3. Fee for replacing documents or equipment that are lost or badly damaged

- The replacement fee for the lost or badly damaged document or equipment is to compensate for damages resulting from the loss or serious damage of library borrowed material or equipment according to the Library Regulations.

- Fees:
  - ✓ For documents available for re-order on the market (national and international): The fee is calculated by the purchased price of new documents and **200,000 VND** administrative fee/document.
  - ✓ For documents not available on the market (national and international): The fee is calculated by 05 times of the original price.
  - ✓ For equipment: The fee is calculated by newly-purchased price of the same or equivalent equipment and **200,000 VND** administrative fee/equipment.
- In addition to damage compensation, Students may have to pay fines for borrowing overdue materials or equipment according to the Library Regulations.
- In the case Students find a previously lost material or equipment and return it to the library after the Students have paid the replacement fee, this fee will not be refunded. However, Students will own the found documents or equipment.
- Fees are collected within 30 working days of notification of lost or badly damaged material.

#### 4. Academic Administrative Fee

The academic administrative fee is an admin fee for processing students' academic requests, specifically:

Academic Administrative Services	Fee Amount	Collection Time
1. Student ID Card Replacement	200,000 VND/card	At the time of student's request
2. Providing Certified documents (temporary transcript, certified copy of transcript, student confirmation, issuing copies, etc.)	50,000 VND/copy	At the time of document request
3. Processing Tuition Deferment or Refund (for Leave of Absence/Withdrawal)	2,000,000 VND/request	Upon receipt of application
4. Processing transferring Programs	2,000,000 VND/request	Upon receipt of application
5. Processing Concurrent Enrollment in Two Programs	2,000,000 VND/request	Upon receipt of application
6. Fee for the evaluation of credit transfer (in accordance with Article 13 of Academic Regulations for Full-Time Undergraduate Programs, excluding exchange programs conducted under VinUni's partnership agreements with partner institutions).	2,000,000 VND/subject	Upon receipt of application
7. Exam Score Review	1,000,000 VND/request/subject	Upon receipt of application

#### 5. Re-examination and Retake Fees

- For courses in which students do not meet the academic requirements, they may be required to retake the final examination (if a re-exam is organized) or register to retake the course. The applicable fees shall follow VinUni's official announcement on re-examination and course retake fees..
- In cases where students register to retake a course for the purpose of grade improvement, the applicable course retake fee shall also follow the University's prevailing regulations.
- The tuition fee for retaken credits is 50% of the standard per-credit tuition fee (as referenced in Section I). For courses that do not specify academic credits but instead stipulate a required number of hours, the conversion rate shall be 15 contact hours equivalent to 1 credit.
- Re-examination fees:
  - ✓ For theoretical exams: 1,500,000 VND/student/attempt
  - ✓ For practical exams: 2,500,000 VND/student/attempt
  - ✓ For exams administered in accordance with the U.S. National Board of Medical Examiners (NBME) standards: 2,000,000 VND/student/attempt
- These re-examination and course retake fees (if applicable) are not eligible for any tuition discounts, early payment incentives, or VinUni scholarships.
- Effective Date and Scope:

- ✓ For students admitted before Academic Year 2025 (Cohorts 1,2,3,4,5):
  - ❖ The first retake or re-examination of any course initially registered prior to Fall Semester 2025 will remain free of charge, regardless of the reason (whether due to not meet the academic requirements or GPA improvement).
  - ❖ The retake/re-examination fee will apply starting from:
    - (i) the second retake or re-examination of those courses, or
    - (ii) For any course first registered from Fall Semester 2025 onward
- ✓ For students admitted from Fall Semester 2025 onward (Cohort 6 and later): The new fee policy will be fully effective for all retake and re-examination attempts.

## 6. Dormitory Fee

- This fee includes accommodation, facilities, internet, common restroom area, technical fee, parking (1 vehicle/Student, for car, students need to register in advance so that the university can arrange parking depending on availability), electricity and water (according to the norm of 120 kWh electricity/person/month, 4m<sup>3</sup> water/person/month). In case of exceeding the limit, there will be an extra charge according to the rate prescribed by the VinUniversity. Students can utilize other paid-services like cleaning, laundry and dining.
- The fee is calculated based on the number of days of residence in the Dormitory, according to the official move-in and move-out dates for each academic term as announced on the website.
  - ✓ On-campus dormitory:
    - Room type for 4–8 students per room: **3,200,000 VND/month/student**.
    - Room type for 2 students per room: **4,000,000 VND/month/student**
  - ✓ Off-campus dormitory: **4,500,000 VND/month/student**

*Note: The daily rate is calculated based on a standard month of 30 days*

- Each Student in the Dormitory must pay a deposit equivalent to 1 month rent and billed with the Dormitory fee.
- Deadline:
  - ✓ For short-term Students: pay in 1 single payment within 1 week before the first day of admission to the Dormitory.
  - ✓ For full-time Students: Payable together with the tuition fee of the corresponding semester.
- Refund/clearing conditions:
  - ✓ Dormitory fee refund:
    - Refundable corresponding to the period when Student has not stayed due to objective reasons from the VinUniversity.
    - Not refundable for subjective reasons including the reason of being disciplined by the VinUniversity.
    - In cases where a student voluntarily withdraws from the University and the withdrawal is approved by the University, the refund amount for dormitory fees shall be applied in accordance with the same refund rate as for tuition fees (refer to Section D, Clause 4 of this Regulation).
  - ✓ Deposit refund:
    - Refundable when Students leave the Dormitory for objective reasons from the VinUniversity or according to the regulations after deducting all receivables related to the Student as prescribed.
    - Not refundable when the Students leave the Dormitory for subjective reasons including the reason of being disciplined by the VinUniversity.

## 7. Compulsory Health Insurance Fee (collection and paid on behalf)

- The health insurance fee for Vietnamese Students is a compulsory surcharge according to the compulsory health insurance framework for Vietnamese Students studying at universities. VinUniversity collects and transfers the fee to the Social Insurance Office.
- The Health Insurance Fee is maintained even if Vietnamese Students are temporarily suspending for their studies to join the Student exchange program. However, for students with deferred enrollment, the University will not collect the fee and will not renew the Health Insurance until they resume their studies.

- Health insurance fee for International Students is a compulsory surcharge which VinUniversity pays for the appropriate health insurance package on behalf that applies during the period of study at the VinUniversity.
- The Health Insurance Fee is paid once per year, together with the tuition fee for the first semester, and is calculated based on the actual number of months the student participates in the insurance scheme. The fee is determined according to the official rate set by the Social Insurance Authority or the terms and pricing of the selected insurance provider. This fee is a pass-through fee, collected and paid on behalf of the student to the insurance provider, with no markup or difference incurred by the University
- The University has selected PVI Insurance as the provider of the health insurance program for international students and will share students' personal information with the insurance provider for policy issuance purposes.
- If international students wish to purchase health insurance independently, they must submit complete proof of valid health insurance to the University Clinic via email at [clinic@vinuni.edu.vn](mailto:clinic@vinuni.edu.vn), at least one week prior to the University's fee notification issue date.
- Vietnamese students who have already been issued a valid compulsory health insurance card, or have an active valid insurance plan, will not be required to pay this fee. Such students must submit a copy of their health insurance card, or proof of active coverage via VssID or VNeID applications, to the University Clinic via email at [clinic@vinuni.edu.vn](mailto:clinic@vinuni.edu.vn), in accordance with the University's announcements.

## 8. General health examination Fee (collected and paid on behalf)

- According to the regulations of the Ministry of Health, from the academic year 2022-2023, the general health examination organization for students upon admission is mandatory requirement and periodic at least once in each academic year. This is a pass-through fee collected and paid by the University on behalf of the Student to the Hospital, with no markup or difference incurred.
- The general health examination fee is paid once per year together with the Student Billing.
- In the event that a student does not participate in the health check-up organized and announced by the University, the student shall bear all costs incurred from undergoing the general health examination at an external medical facility that provides services in accordance with Circular No. 32/2023/TT-BYT. The examination results must be submitted to the University Clinic and sent via email to [clinic@vinuni.edu.vn](mailto:clinic@vinuni.edu.vn).

## 9. Graduation Package Fee

- To participate in the Graduation Ceremony, all graduating students are required to register and pay a fee of 2,000,000 VND/student. This fee partially covers the cost of organizing the event, including: graduation regalia (gown, cap, and hood), a professional individual photo shoot prior to the ceremony, and event logistics and organization costs.
- Notes:
  - ✓ Other organizational expenses such as stage setup, sound and lighting systems, videography, group photography, graduation gifts, and the cocktail reception for students and parents have been fully sponsored and supported by the University and its partners.
  - ✓ The fee is all-inclusive and non-refundable, even if the student does not utilize one or more of the included services.
- Fee collection time: As specified in the University's official fee announcement.

## 10. Compensation Fee for Property Loss or Damage

- The compensation fee for property loss or damage is a fee imposed to cover the cost of damage or loss of equipment, items, or facilities belonging to the University.
- Fee collection time: Immediately upon the occurrence of loss or damage.
- Applicable fee schedule:

No.	Item Description	Unit	Unit Price (VND)
1	Ceremony stole (Opening/Graduation)	Piece	300.000
2	Graduation gown	Set	1.500.000
3	Glass water bottle	Piece	140.000
4	Glass cup	Piece	65.000
5	Plastic tray	Piece	90.000
6	Broom & dustpan set	Set	110.000

No.	Item Description	Unit	Unit Price (VND)
7	Clothes hanger	Piece	15.000
8	Hair dryer	Piece	400.000
9	Electric kettle	Piece	800.000
10	Plastic slippers	Pair	45.000
11	Housekeeping sign	Piece	70.000
12	Double bed sheet	Piece	600.000
13	Single bed sheet	Piece	400.000
14	Double duvet cover	Piece	850.000
15	Single duvet cover	Piece	600.000
16	Double duvet insert	Piece	700.000
17	Single duvet insert	Piece	600.000
18	Pillowcase	Piece	95.000
19	Pillow insert	Piece	105.000
20	Bath towel	Piece	155.000
21	Face towel	Piece	50.000
22	Floor mat	Piece	130.000
23	1.6m x 2m spring mattress	Piece	6.000.000
24	1.2m x 2m foam mattress	Piece	1.500.000
25	Large trash bin (30L)	Piece	1.700.000
26	Bathroom trash bin	Piece	450.000
27	Air conditioner remote control	Piece	150.000
28	Microwave oven	Piece	3.700.000
29	Soiling of bedding, towels, equipment, supplies, or furnishings provided by the University (e.g., hard-to-clean stains, discoloration, grease, etc.)	Piece	300.000

- **Other property losses:** The compensation fee shall be based on the purchase price of a new asset/equipment of the same or equivalent type, or the cost of repair to restore the damaged asset/equipment to its original condition; plus an administrative fee of 200,000 VND per incident.

## **B. FINANCIAL REGULATIONS AND TARIFF FOR POSTGRADUATE**

### **1. Application fee (\*)**

- Application fee accounts for the screening procedures necessary for processing submitted application to the academic programs at VinUniversity, apply to all candidates who submit their application.
- The fee is **2,000,000 VND**/application/applicant.
- The fee is **WAIVED** for applicants who:
  - ✓ Participation in admission events organized by the University or by its Colleges/Research Centers;
  - ✓ Being nominated by a distinguished professor or reputable researcher.
- Other special cases approved according to the recruitment campaign/period of the year Applicants pay fees before the interview when being informed.
- This fee is **NOT** refundable or transferable under any circumstances.

### **2. Listed tuition fees and scholarship policy**

- Listed tuition fee: **932,400,000 VND**/year. The total tuition fee will vary depending on the duration of each academic program.
- All Students of Resident Doctor program who successfully enroll may be eligible for scholarships and receive additional sponsorships or allowances from the Vinmec Healthcare System or other institutions/hospitals, according to specific regulations applicable for each academic year.
- All Students of Master programs who successfully enroll may be eligible for scholarships and financial aids, according to specific regulations of each program and academic year.
- All Students of Doctor of Philosophy programs who successfully enroll may be eligible for scholarships, financial aids or allowances according to specific policy of each program.

### **3. International Foundation of Medicine exam fee (IFOM) (for Resident Doctor Program)**

- IFOM exam fee is the cost of purchasing the IFOM test and organizing the IFOM exam in Vietnam
- The fee: 2,000,000 VND/person. The fee is subject to annual adjustment as announced by the University, based on the official fee rates published by the U.S. National Board of Medical Examiners (NBME).
- Applicable for students who have passed the review round and been invited to take the IFOM exam.
- Applicants pay fees before the IFOM exam when being informed.

### **4. Other fees (except the above fees):**

- Are applied in according with the Financial Regulations and Tariffs in Section A.II.
- Students who receive 100% tuition sponsorship under the Residency Programs, Doctor of Philosophy (PhD) Programs, or Master of Science (Msc) Programs are exempted from the payment of the Fee for Confirmation of Eligibility for Scholarship/Tuition Privilege/Financial Aid.

## **C. FINANCIAL REGULATIONS AND TARIFF FOR SHORT-TERM PROGRAMS**

### **1. Tuition fees for the Pathway English Program**

- Pathway English Program for Students who have passed VinUniversity's admission round but have not achieved IELTS 6.5; Training level is Advanced (Students with IELTS 6.0 are aimed to IELTS 6.5).
- The listed tuition fees issued apply to Students enrolled the Pathway English Program, regardless of the form of training including online, offline, or online-offline combinations.
- Study time: 180 hours/level.
- Fee: **50,000,000 VND**/level/Student. Tuition fees are inclusive of the textbook (printed version if applicable) and online learning resources access.
- Tuition fees and charges are applied according to the policy of the academic year (if any)
- For students who have registered for and participated in the Pathway English Program, if they subsequently submit a certified English proficiency certificate that meets the official entry requirements, the refundable tuition amount shall be calculated based on the actual duration of participation up to the date of submission of the official certificate. The specific refund amount shall be determined subject to the approval of the Chief Financial Officer.

### **2. Fee for using facilities for exchange Students from partner universities**

- The fee for using facilities at VinUniversity for exchange Students from partner universities:
  - ✓ Short-term exchange students (less than 1 semester or less than 4 months): 1,250,000 VND/week/student
  - ✓ Long-term exchange students (from 1 semester or more): 10,000,000 VND/semester/student.
- The fee is based on the actual days the Student studies at VinUniversity. The time Students participated in the exchange program at VinUniversity is determined based on confirmation of partner VinUniversity at least 7 days before Students officially join the program.
- This fee is collected one (01) time for the whole semester with dormitory and other service fees (if any) in section A.II of this Regulation.
- This fee is **NOT** refundable or transferable under any circumstances.
- Other specific rules apply under the Agreement with the Partners.

## **D. TUITION FEES, SCHOLARSHIP AND FINANCIAL AID POLICIES & OTHER ASSISTANCES**

### **1. Merit Scholarship and Financial Aid Policy**

- All Students successfully enrolled in VinUniversity until the year 2030 will receive the Educational Development Grant from the Founding Donor equivalent to 35% discount of the listed tuition fees for the entire official duration of the program (according to the standard course time designed for Students to complete the program). The Educational Development Grant is already included in the Merit-based Scholarship (ranging from 50% to full tuition coverage) and Financial Aid packages.
- Applied simultaneously (cumulatively) to the Talent Scholarship, Additional Scholarship, Financial Support levels and understood to include 35% of educational development support but not exceeding 100% of the listed Tuition Fee.
- Scholarship, Financial Aid, and Educational Development Support levels are calculated based on the listed Tuition Fee and are announced for each academic year.
- The Talent Scholarship is applicable for the entire duration of the Student's study and is not considered for scholarship upgrade. Students have the opportunity to participate in other sources of financial support during their studies.
- Scholarship, Financial Aid & Award programs are applied according to VinUniversity Student Affair regulation.
- Maintaining Scholarships and Financial Aid Support apply according to VinUniversity Student Affair regulation.

### **2. Special Tuition Fee Assurances and Payment Discounts**

#### **2.1. Family Tuition Assistance**

- Students can qualify for 2.5% reduction on the listed tuition fee where they are able to demonstrate that they have siblings, parents, spouse, or legal child who is studying in an undergraduate or graduate program at VinUniversity.
- The assistance is applicable from the second family member enrolled. This assistance will be adjusted if the family member discontinues their studies at VinUniversity (graduation, deferment, withdrawal or drop-out), and the student is then responsible for reimbursing the previously deducted amount.
- To qualify for this special tuition assistance, students must submit a valid application with supporting documentation evidences the family relationship. The application must be submitted at least one week prior to the University's fee notification issue date.

#### **2.2. Alumni Tuition Assistance**

- VinUni alumni who have successfully completed an undergraduate or graduate program are eligible for a 10% reduction on the listed tuition fee when pursuing a second undergraduate degree or continuing with a graduate program at the University.
- To qualify for this special tuition assistance, an alumnus must submit a valid application, documentary evidence must be provided if requested. The application must be submitted at least one week prior to the University's fee notification issue date.

#### **2.3. Annual Payment Discount**

- Students who pay tuition and dormitory fees upfront for the entire academic year will receive a 5% discount calculated on the total amount payable before the discount.
- This discount only applies if the payment is made within the deadline announced by the University.

#### **2.4. Conditions of Application**

- The Alumni Tuition Assistance cannot be applied simultaneously with the Family Tuition Assistance.
- Special tuition assistance and annual payment discounts can be applied concurrently with scholarship programs.
- Effective from Fall Semester 2025

### **3. Tuition Fees and others Adjustment Policy (applicable to both Undergraduate and Post Graduate)**

- A student's tuition fee does not change during the course, including the retention period.

- The remaining fees can be changed in accordance with the VinUniversity's policy and the laws of Vietnam.

#### 4. Tuition Retention and Refund Policy

- Tuition fees and other payments made are non-deferrable and non-refundable, except for cases permitted under this Financial Regulation and subject to the University's approval based on the Student's written request for refund/deferral
- Students who file for leave-of-absence while retaining academic progress /withdraw profile/drop out of VinUniversity, in any case, need to submit a retention/withdrawal application to the VinUniversity at least 30 days before the official date of withdrawal.
- Tuition Retention is applied when the Students have paid the tuition fee and then have a leave-of-absence application (suspension) submitted by the last working day of the 3rd week of the Semester and are approved by the VinUniversity. The whole tuition fee will be reserved for a maximum of one (01) academic year. When the Students return to study, they will be deducted from the payable fee. Students who apply for a deferment after the above deadline will not have their tuition fees deferred, except in some special cases that may be considered for retention or refund of tuition fees:
  - ✓ Performing military service or performing duties under the mobilization order of a state agency
  - ✓ Serious illness that prevents continuing studies
  - ✓ Accidents or force majeure events

Students and parents must prepare full documents for special cases.

- Tuition Refund:

- ✓ Full refund when there is natural disaster, war, terrorism... or other serious crisis that the VinUniversity must close, or suspend learning completely without the alternative form of learning.
- ✓ Partial refund in the case of Students actively drop out of VinUniversity and is approved by the VinUniversity. Refund level specifically:
  - Refund 80% of the actual paid tuition fee paid for the short course or semester if the student withdraws before the official start date of the short course or semester, as stated in the notice sent to students
  - Refund 50% of the actual tuition fee paid for the short course or semester if the student withdraws within two weeks from the official start date of the short course or semester.
- ✓ No refund of the tuition fee paid for the short course or semester shall be made if the student withdraws from VinUniversity after two weeks from the official start date of the course or semester.
- ✓ *Note: Each semester shall be considered separately in determining the timing of withdrawal and the applicable refund rate. For example, if a student has paid tuition fees for the full academic year but withdraws after two weeks from the first day of the Fall semester and before the start of the Spring semester, the student shall be entitled to a refund of 80% of the actual tuition fee paid for the Spring semester.*
- Any changes or delays on studying schedules; replacing channels and forms of learning (eg: from offline to online); replacing the forms of organization of Student life, international Student exchange, internship (eg: from offline to online...) are considered a new form of learning under normal conditions and are not eligible to apply for tuition refund/deferral or tuition reduction.

## **E. OTHER RELATED POLICIES**

### **1. Deadline, payment methods, and terms of implementation**

#### ***1.1. Deadline for Tuition Fees and Fees***

- The deadline for paying Tuition fees and fees are specified in each of the above fees.
- In case of application for extension of tuition fee payment period, evidence of objective reasons is required and must be approved by the VinUniversity. The deadline to pay Tuition fees after renewal must be before the first day of the semester.

#### ***1.2. Payment methods***

- Students shall make tuition and fee payments through the online payment platform at the following link: <https://my.vinuni.edu.vn/>
- For international transfers in foreign currencies, payments can be made to the University's USD account. Please contact [financialsupport@vinuni.edu.vn](mailto:financialsupport@vinuni.edu.vn) for detailed account information.
- If students are unable to use the online payment method as announced, they may make payments directly by bank card at the Finance – Accounting Office during working hours, or by wire transfer to the University's bank account with the following details:
  - ✓ Account Name: VinUniversity
  - ✓ Account Number (VND) : 88991188
  - ✓ Account Number (USD) : 11229922
  - ✓ Bank name: Techcombank - Head Office
  - ✓ Description: In accordance with the instructions stated in the tuition fee notice.
- Foreign currency transfers from abroad can be made via the VinUniversity's USD account. Please email to [financialsupport@vinuni.edu.vn](mailto:financialsupport@vinuni.edu.vn) for more information.
- Tuition fees in USD are **ONLY** applicable to International Students when paying tuition fees in accordance with regulations and converted at the buying rate of Vietnam Technological and Commercial Joint Stock Bank (Techcombank) on the date of the the VinUniversity's Payment Notice

#### ***1.3. Terms of implementation***

- For exceptional cases which are unable to meet financial regulations, Students may submit a request in written to ask for consideration and approval from VinUniversity in particular.
- For the actual number of day charges, the base for calculating costs is based on the standard number of days in a week is 7 days, a month is 30 days and the standard number of days in a year is 360 days.
- In case the Students do not complete the Tuition and related fees payables on time according regulation, Students will have to pay late payment fee is 2.000.000 VND. This fee will be paid with the Tuition Fee.
  - ✓ Note: The date VinUniversity records Student's fulfilling payment obligation is the date of receiving money on VinUni's Bank Credit Note
  - ✓ Example: Student makes payment after the bank transaction time on 25/08/2022, leading to the date on the VinUni's Bank Credit Note being 26/08/2022 => The student's payment obligation completion date is 26/08/2022.
- In case the Students do not pay the Tuition fee and related fee payment obligations on time from one (1) week or more but no longer than three (3) weeks from the payment deadline as prescribed (or approved extended payment deadline, if any), the student will be subject to suspension from course registration, withdrawal from enrolled courses, and deactivation of access to VinUniversity systems such as Canvas, Library, SIS, and other platforms
- Students with outstanding non-tuition fees (e.g., late payment fees, dormitory fees, etc.) will be restricted from accessing certain academic and student services. These may include the issuance of academic transcripts, student status confirmation or program completion certificates, academic certifications, priority consideration for dormitory accommodation, and other support services.. International students may be subject to additional consequences if they are officially withdrawn, and in such cases, VinUniversity is obligated to report changes in enrollment status to immigration authorities.

- When a Student had been suspended their studies for non-payment of Tuition Fees for two consecutive semesters and still fails to pay Tuition Fees on time in the following semester, the Student will be forced to withdraw from the University. If a Student is forced to withdraw from the University for non-payment of Tuition Fees, previous debts must be paid in full before the Student can reapply to study at VinUniversity.
- For students who are currently on academic leave and wish to return to their studies while still having outstanding financial obligations, re-enrollment confirmation will only be processed once all financial obligations to the University have been fully settled.
- Students need to understand their responsibility for fee completion and the payment deadline. Notification from the VinUniversity for any reason not reaching the Students does not mean delaying the responsibility to pay the fees as prescribed.
- In the case of Students violating the financial policy, the VinUniversity reserves the right to consider discipline from the level of reprimand to warning or dismissal. The VinUniversity has the right to ask external units to recover bad financials in accordance with the current law.
- Students need to fulfill all financial obligations before being considered for graduation.

## **2. Settlement of receivables – payables to Students at the end of academic year**

Student refunds (for example: dormitory deposit, overpayment...) after netting-off with students' receivables at the end of academic year will be finalized and prioritized as a credit in the next following academic year.

## **3. Issue electronic invoice**

- The official e-invoice detailing Tuition fee and fees will be sent to the VinUniversity Student's email (or the person authorized by the Student) within 30 days of the payment date.
- In case Students have special needs to issue an invoice to an organization, Students must submit a request and submit all required documents to the Finance and Accounting Department before the payment deadline.
- In case billing information is not provided before the deadline, an electronic invoicing will be issued under the default Student's name and address.
- The official e-invoice issued does not include fees collected on behalf of third parties (eg: compulsory health insurance fee collected on behalf of the Social Insurance Office).