



**UNIVERSITY OF
WOLLONGONG**
AUSTRALIA



MEMORANDUM OF UNDERSTANDING

Between the

Hong Duc University
and
University of Wollongong

Hong Duc University (hereafter HDU) and University of Wollongong (hereafter UOW), in accordance with the principles of equality and mutual benefit and through friendly negotiation, hereby agree to establish a collaborative arrangement for the purposes of providing high quality research training to qualified students from Vietnam with the aim of developing in researching and training collaborations between UOW and HDU.

- 1. Program overview:** Selected Vietnamese students will enroll in a designated program at UOW and undertake research training to complete a Doctor of Philosophy degree (4 years) or a Masters of Philosophy degree (2 years). Once successfully completing the requirements of the designated program and defending their dissertation, they will be conferred degrees by UOW.
- 2. Entry criteria:** Students will meet the normal selection criteria for the postgraduate research program of UOW including academic performance and English language requirements. While HDU will establish a field of candidates, UOW will make the final selection for the scholarship.
- 3. Cooperation:** HDU is responsible for selecting and sending PhD or Masters Research students to UOW. UOW will consider, decide and provide up to ten (10) scholarships for qualified candidates per year.
- 4. Priority areas:** Applications are encouraged in areas of research strengths at UOW. Our Research Strengths are described at www.uow.edu.au/research/strengths
- 5. Funding model:** For successful applicants:

UOW will

- Establish a UOW-HDU scholarship, which will provide an International Postgraduate Tuition Award (IPTA), a stipend of **AUD\$ 15,000 per year** to students for up to 4 years for the Doctor of Philosophy and 2 years for Masters of Philosophy. This stipend will be disbursed to the scholarship student fortnightly, subject to students' satisfactory progress. An allowance of \$1,500 will also be granted to each student each session (\$3000 per year) for the purpose of accommodation, living expenses



and travel associated with the research and field work of the Doctoral or Masters by Research study program. The scholarship will also provide up to 12 weeks of English language tuition, if required, on a one-off basis to enable nominees of the UOW-HDU scholarship to reach the English language entry requirements of UOW. Note that no student stipend will be paid during this period of English language study.

- Extension of the UOW- HDU scholarship, beyond periods noted above, will be considered on a case by case basis in negotiation with HDU.

HDU will

- Provide the cost of return airfares to New South Wales.
- Transfer to UOW a package amount of AUD \$21,000 for the stipend, English language support and associated costs per student per year. This will be paid twice yearly to UOW against UOW's invoice and subject to students' satisfactory progress.

UOW-HDU student

- UOW-HDU students are required to maintain their Overseas Student Health Cover during their study at UOW. Students are responsible for relevant cost that are not covered by either UOW or HDU including the annual Student Service and Amenity Fee (SAF) and any other compulsory fees applicable for the period of studying at UOW. The SAF is AUD\$286 per annum and is subject to annual increases.

- 6. Supervision of candidates:** UOW will provide a principle supervisor for each UOW-HDU student. Wherever possible, co-supervision between UOW and Vietnamese universities from which the candidates come will be encouraged. This is seen as a channel for the development of long-term research collaboration which both HDU and UOW embrace as a long-term goal.
- 7. Best endeavours:** Both HDU and UOW commit to making every administrative and faculty effort to ensure the success of this collaboration. Based on the successful running of the initial program both parties will actively pursue the possibility of strengthening collaborative ties more broadly across disciplinary fields and institutional partnerships and developing additional programs in the future.
- 8. Agreement duration and review:** This is an extension to the original Memorandum of Understanding.

The termination date for the MOU is three (3) years from the date of signing.

This Agreement will terminate on the Termination Date. Prior to the Termination Date, the parties may review the Agreement in good faith and decide whether:

- a) to extend the Agreement for a further term;
- b) to amend the Agreement and extend it for a further term; or
- c) to terminate the Agreement, either by consent or by the operation of the Termination Date.

The agreement may also be terminated by either party giving six months notice in writing of its intention to do so. In the event the program is discontinued, students admitted under the program will continue to receive support at the levels and for the time periods stipulated above.

- 9. Admission Process:** Candidates nominated by HDU will apply to UOW using its appropriate HDR application form and attaching all required supporting documents. The process for lodging application forms is contained in **Appendix 1** attached to this Memorandum of Understanding.



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10. Course Progression and Completion: Students must comply with UOW's Rules, Policies and Procedures and must meet course enrolment requirements adhering to the Australian Student Visa obligations.


11. Additional Activity and Dispute Resolution: This Memorandum of Understanding can be modified and added to by the mutual consent of the both parties. Matters not included in the Memorandum of Understanding, but directly related to it, may be addressed by the mutual agreement of the parties. Any such agreement must be appended to this Memorandum of Understanding and become valid upon the date of signing.

Both parties commit to resolving any disputes on the terms of this Memorandum of Understanding by seeking friendly, mutually acceptable resolutions.

Signed for:
Hong Duc University


Name: Assoc. Prof. Dr. Nguyen Manh An
Title: President
Dated:

University of Wollongong


Name: Prof. Tim Marchant
Title: Dean of Research,
Dated:



Appendix 1

THANH HOA SCHOLARSHIP PROGRAM - UOW RESEARCH SCHOLARSHIP PROGRAM

Application Process

1. HDU will promote and recruit a pool of suitably qualified applicants for the UOW-HDU Research Scholarship Program annually.
2. UOW will make the final selection of candidates from the pool through its standard admission procedures in accepting international students for Higher Degree by Research programs.
3. Applicants nominated by HDU will apply to UOW by completing the online HDR application process. A letter from HDU confirming that the applicant is supported for a UOW-HDU Research Scholarship must be uploaded with the application. HDU will then confirm the names to UOW of candidates that they wish to sponsor under the joint program
4. There are two possible intakes of HDU's students every year. For the Spring session intake, which has a starting date of July, HDU will forward the applications to UOW by 1st April of that year. For the Autumn session intake, which have a starting date of March, HDU will forward applications to UOW by 30th November, of the previous year.
5. UOW will establish a web-page, specifically for potential HDU students, to provide information about the application process and areas of potential study at UOW.
6. UOW will assess all applications and issue a Letter of Offer to each selected applicant confirming a place to undertake PhD or Masters by Research program at UOW.
7. A UOW Letter of Offer may be made conditional on the applicant meeting UOW's minimum English Language proficiency level and/or other entry requirements. All conditions specified in the Letter of Offer must be met by the applicant before UOW can confirm acceptance of the student.
8. All students accepting their offer must complete and sign a Letter of Acceptance form which is attached to their Letter of Offer.
9. HDU will arrange for each accepted UOW-HDU Scholarship Student to sign a letter authorising UOW to release academic progress reports to HDU. These letters are to be collected and forwarded to UOW together with the students' signed Letter of Acceptance form.
10. HDU is to ensure that the UOW-HDU Scholarship Students should receive assistance with Australian Visa application and other acceptance/pre-departure formalities.



Appendix 2

RESPONSIBLE UOW and Hong Duc University OFFICERS AND CONTACT DETAILS

A. The University of Wollongong

For Applications, enrolment and reporting requirements:

1. Admission Matters (Application to Enrolment)

Prof. Tim Marchant

Dean of Research

Contact details

Phone +61-2-42213861

Mobile +61-0428494720

Email: tim_marchant@uow.edu.au

Postal: Vice Chancellors Unit

University of Wollongong NSW 2522

Australia

2. Finance Matters (Invoices and Payments)

Mr. Damien Israel,

Deputy Vice Principal-Finance,

Contact details

Phone +61-2-42213829

Fax +61-2-4229 1985

Email: anne_marie_fletcher@uow.edu.au

Postal: Vice Chancellors Unit

University of Wollongong NSW 2522

Australia

B. Hong Duc University

Admission Matters (Application to Enrolment) and Finance Matters (Invoices and Payments)

Name: Dr Hoang Dinh Hai

Title: Director of International Education Center and Head of International Cooperation

Office of Hong Duc University.

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