



HCMC, December 31, 2024

ANNOUNCEMENT

Re: Graduation consideration & submission of International English and MOS certificates for graduation requirements 2025

The Saigon International University formally informs students about the graduation consideration and the deadline for submission of International English and MOS certificates for graduation requirements 2025 as follows:

- 1. Requirements for graduation consideration and recognition (applied for students of course 14):**
 - Have no criminal prosecution or suspension by the time of graduation consideration.
 - Accumulate enough credits for specified programs.
 - Achieve a cumulative grade point average of the entire course of 2.00 or higher.
 - Obtain the certificates of national defense and physical education.
 - English and Information Technology requirements (see sections 4. and 5.)
 - Obtain the certificate of participation in club activities issued by SIU.
 - Meet the requirements of the SIU swimming training course.
 - Tuition fees and other fees must be paid.
- 2. Graduation consideration time**
 - Graduation consideration for the first time: May 26, 2025
 - Graduation consideration for the second time: August 25, 2025
 - Graduation consideration for the third time: October 25, 2025
 - Graduation consideration for the fourth time: December 25, 2025
- 3. Deadline for submission of International English and MOS certificates**
 - The deadline for submission of certificates for the first graduation consideration is May 15, 2025
 - The deadline for submission of certificates for the second graduation consideration is August 15, 2025
 - The deadline for submission of certificates for the third graduation consideration is October 15, 2025
 - The deadline for submission of certificates for the fourth graduation consideration is December 15, 2025
- 4. International English certificate:**
 - 4.1. The corresponding certifications for each major:**
 - 4.1.1. For the programs taught in the Vietnamese language:**
 - Students majoring in English Language: pass the English Language Proficiency Test organized by the Saigon International University with the result equivalent to Level 5 on the Vietnamese Foreign Language Proficiency Framework or submit an international English certificate equivalent to C1 level according to the Common European Framework of Reference for Languages (CEFR) (TOEIC 945, IELTS 7.0; TOEFL iBT 94).
 - Students majoring in Economic Law: submit TOEIC 550 of ETS - The US.
 - Students of other majors: submit TOEIC 500 of ETS - The US.

4.1.2. For the programs taught in English language: Students are required for a minimum TOEFL score of 79 iBT or an IELTS score of 6.5.

4.2. Submission of Certificates:

The **original certificate (Official Score Certificate, Test Taker Score Report, Original Test Report Form)** is not accepted. Only **Score Certificate (duplicate), Additional Test Report Form, and TOEFL iBT Score Verification Confirmation** are accepted by SIU in order to keep graduation records without returning them to students.

No	CONTENT	CERTIFICATES			
		TOEIC	TOEFL iBT	IELTS	
1	Organization	IIG	IIG	IDP	British Council
2	Type of certificate students need to submit	Score Certificate (duplicate)	TOEFL iBT Score Verification Confirmation	Additional Test Report Form (Additional TRF)	Additional Test Report Form (Additional TRF)
3	The registration method	When students register in IIG for TOEIC, students are required to request for Score Certificate (duplicate) service.	When students register in IIG for TOEFL iBT, students are required to request for TOEFL iBT Score Verification service	When students register in IDP for IELTS, students requests for Additional Test Report Form. <i>(According to IDP regulations, if the student requests IDP to send the additional test report form to the university within one month from the result release date, there will be no charge during this period. However, if the request is made after the one-month period, there will be a fee of 200,000 VND per additional test report form.)</i>	When students register in the British Council for IELTS, students request for Additional TRF service.
4	The submission method	SIU only accepts Score Certificate (duplicate) sent directly from IIG via postal mail.	SIU only accepts TOEFL iBT Score Verification Confirmation sent directly from IIG via postal mail.	SIU only accepts the Additional Test Report Form sent directly from IDP via postal mail.	SIU only accepts the Additional Test Report Form sent directly from the British Council via postal mail.

5	Information regarding costs and registration method	https://iigvietnam.com/cac-dich-vu-di-kem-bai-thi-tai-iig-viet-nam/ hoặc liên hệ trực tiếp tại văn phòng làm việc IIG	https://iigvietnam.com/cac-dich-vu-di-kem-bai-thi-tai-iig-viet-nam/ hoặc liên hệ trực tiếp tại văn phòng làm việc IIG	https://www.idp.com/vietnam/ielts/register-online/	https://www.britishecouncil.vn/sites/default/files/chinh_sach_gui_bang_diem_ielts.pdf
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Receiver:

Ms. Nguyen Thi Xuan Nhat - Academic Office Staff - 028. 36203932 (ext. 111)

The Saigon International University - 8C Tong Huu Dinh, Thao Dien Ward, Thu Duc City, HCMC

5. MOS Informatics Certificate:

Students are required to submit notarized copies of MOS - Microsoft Office Specialist certificate (Word, PowerPoint, Excel) to the Office of Academic Affairs (Lewis Campus - 2nd Floor, 8C Tong Huu Dinh St., Thao Dien Ward, Thu Duc City, HCMC)

- **Receiver:**

Ms. Nguyen Thi Hong Phuong or Ms. Nguyen Thi Kim Thi- Academic Office Staff - (028) 36203932 (ext.112)

- **Receiving time: During working hours, Monday to Friday (morning 7:00-11:30, afternoon 13:30-17:00)**

Note:

- Students are required to submit the certificates on time in order to be considered for graduation in 2025.
- Students who do not abide by SIU regulations must assume responsibility for the results of their studies and other related matters.

THE SAIGON INTERNATIONAL UNIVERSITY