

No: 81/QD-SIU

Hochiminh City, August 11, 2020

## DECISION

### Promulgating the Regulation on exemption from English Skills courses at all levels for students holding International English Certificates

#### CHANCELLOR OF THE SAIGON INTERNATIONAL UNIVERSITY

*Pursuant to the Minister of Education and Training's Decision No. 43/2007/QD-BGDĐT dated August 15, 2007 on the promulgation of the Regulation on full-time higher education using the academic credit system;*

*Pursuant to the Ministry of Education and Training's Circular No. 07/2015/TT-BGDĐT dated April 16, 2015 on the promulgation of the regulations on minimum amount of knowledge, required capacity of graduates at each training level of undergraduate education and procedures for formulation, appraisal, and issuance of curriculums for undergraduate level, master's level, and doctorate level;*

*Pursuant to the University Charter enclosed with Decision No. 58/2010/QD-TTg dated September 22, 2010 of the Prime Minister;*

*At the request of the Head of the Academic Office, Head of the Testing & Quality Assurance Office,*

#### HEREBY DECIDES:

**Article 1.** Issued with this Decision the **Regulation on exemption from English Skills courses at all levels for students holding International English Certificates.**

**Article 2.** This Decision shall take effect from the date of signing.

**Article 3.** The University Board, Heads of units, all managers, lecturers, staff and students of the Saigon International University shall be responsible for implementing this Decision./.

**Recipients:**

- Board of Trustees (for reporting);
- University Board (for directing);
- As Article 3;
- Archive: Admin, School of Foreign Language.

**CHANCELLOR**

**Dr. Tran Xuan Dinh**

## **REGULATION**

### **on exemption from English Skills courses at all levels for students holding International English Certificates**

*(Enclosed with Decision No. 81/QĐ-SIU dated August 11, 2020  
of the Chancellor of the Saigon International University)*

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#### **Article 1. Scope of regulation and subjects of application.**

1. This regulation regulates the consideration and recognition for the transfer of academic achievement and the amount of knowledge exempted in the formal undergraduate curriculum (hereinafter referred to as exemption).
2. This regulation applies to the students of the Saigon International University.

#### **Article 2. Procedure for exemption from English Skills courses.**

1. The Chancellor issued the Decision to establish the Council of Consideration and Recognition for Exemption from English Skills courses (ES courses).
2. Procedure for exemption from ES courses:

*Step 1.* The Dean of the School of Foreign Languages is responsible for establishing the Team in charge of consideration and recognition for exemption from ES courses.

*Step 2.* The Team in charge of consideration and recognition for exemption from ES courses shall:

- Record and summarize the results of consideration.

- Submit to the Dean of the School of Foreign Languages a list of ES courses exempted for each student enclosed with their international English certificates.

*Step 3.* The Dean of the School of Foreign Languages is responsible for reviewing and approving the list.

*Step 4.* The Dean of the School of Foreign Languages submits the list and related documents to the Council of Consideration and Recognition for Exemption from ES courses through the Academic Office.

*Step 5.* The Academic Office is responsible for checking the exemption proposed in the list

and submitting it to the Council of Consideration and Recognition for Exemption from ES courses.

*Step 6.* The Council of Consideration and Recognition for Exemption from ES courses is responsible for reviewing and approving the list.

*Step 7.* The Academic Office is responsible for informing students of the exemptions.

3. The School of Foreign Languages is responsible for advising students on the matters related to exemption from ES courses if requested.
4. For students: At the beginning of the courses or before registering for new courses, students may submit the application for exemption from ES courses along with the original International English Certificate directly to the Academic Office of the Saigon International University.

Students are exempted from ES courses which are taught by the time they submit their international English certificate.

### **Article 3. Requirements for exemption from English Skills courses**

#### 1. For English Language students

- Students submitting a valid IELTS certificate with a score of 6.0-7.0 or a valid TOEFL iBT certificate with a score of 60-101 are exempted from the ES 1 & 2 courses.

- Students submitting a valid IELTS certificate with a score of 7.5 or higher or a valid TOEFL iBT certificate with a score of 102 or higher are exempted from the ES 1, 2, 3, 4, 5, & 6 courses.

#### 2. For students of other majors

- Students submitting a valid IELTS certificate with a score of 6.0 or higher or a TOEFL iBT certificate with a score of 60 or higher are exempted from the English Skills 1, 2, 3, 4, 5, & 6 courses.

- Students failing to submit international English certificates such as IELTS or TOEFL iBT may take the entrance TOEIC-format test and the Speaking test organized by the Saigon International University. Students achieving the score of at least 450 on the entrance TOEIC-format test and the score of at least 160 on the Speaking test are exempted from the English Skills 1 course.

#### 3. Students who are exempted from a course receive a score of 10 for that course.

Students (except English Language students) exempted from the 6 ES courses may choose to take the 4 2nd Foreign Language courses. The results of the 2nd Foreign Language courses are non-cumulative.

### **Article 4. Implementation**

1. The School of Foreign Languages and Heads of relevant units are responsible for implementing this Regulation; recording and handling violations of the Regulations;

guiding and answering students' questions on related issues; reporting as requested by the University Board.

2. Relevant units report to the University Board any problems arising during the implementation process./.

**CHANCELLOR**

**Dr. Tran Xuan Dinh**