Brief

**REGULATION ON ORGANIZATION AND MANAGEMENT OF POSTGRADUATE STUDY**

(According to Decision No. 2764 / QĐ-DHBK-SDH dated August 28, 2017 of the Rector of Hanoi University of Technology)

CHAPTER 2. PhD ADMISSIONArticle 40. Admission conditions

Applicants must meet the following conditions:

1. Having one of the following diplomas:

a. Have a Master of Science (MSc) degree from one of recognized or suitable universities on appropriate specialisation.

b. Having an understaduate degree with Great Dicstingtion, specialised in the same field in accordance with the specialisation registrated in the application.

2. Is the author of at least one scientific work (article or report) related to the fields of study published in scientific journals or conference proceedings within three years up to the date of application.

**CHAPTER 7. PROGRAMS AND TRAINING ORGANIZATIONS**

**Article 81.- Doctoral degree programs and time**

The PhD study curriculum consists of: supporting courses, doctoral courses, literature review asisgment, PhD thematic topics and PhD thesis.

Article 82. Supporting courses and doctoral courses1. Supporting courses

b. PhD students do not have a Master of Science (MSc) degree but have a university degree relevant to their PhD program must attend supporting courses. Supporting courses are courses under the research-oriented MSc program and must ensure a minimum 4 credit, maximum 16 credit.

c. PhD students with a MSc diploma specialised in closed field with the PhD program they admitted.

c. PhD student must complete supporting courses within 2 years from the date of the admission.

3. The PhD courses aim to provide students with up-to-date knowledge in the areas of specialization, theoretical and theoretical disciplines, theoretical disciplines and the application of critical science methods

a. Each PhD course is designed with 2-3 credit. Each PhD candidate has to fulfil minimum 8 credit corresponding with minimum 3 courses. Within that 8 credit, at least 4 credit are in the field program.

b. PhD courses are courses related to core knowdge at high levels of field and sub-field. The contents of courses are suitable with PhD candicate’s topics or help to skill the field research skills and paper writing.

d. PhD courses are proposed by PhD’s advisor from list of PhD and Master Program that effectively serve the thesis.

PhD candidates have to finished PhD courses within 2 year from the exame passing day anouncement of PhD candidate. The courses that have grade higher than C are considered as PhD candidate passed course.

Article 83. PhD thematic topics and literature review assignement

1. PhDthematic topics

PhDthematic topics required PhD candidate to update the knowledge that directly related with disertation, research capacity enhancement, help PhD candidate to solve some challenges related with his/her thesis. Each PhD candidate has to finish 3 PhD thematic topics with 6 credit. Each chosen thematic topic has to related with his/her thesis. Topic of thematic topics are proposed by advisor and PhD candidate. The themactic topics are carried under instruction of his/her advisor.

Thematic topics are required courses.

PhD candidate has to finish thematic topics before submitting the thesis defense documents at the foundation level.

1. Literature review assignment

Literature review assigment about current research related with the topics and other related contents:

PhD candidate has to finish the literature review assignment within 12 month from the date of PhD passing announcement.

Cursillo on the situation of PhD candidate and issues related to thesis topic:

a. Representing the results of researching and evaluating existing research works of authors at home and abroad that are closely related to the topic of thesis, raising outstanding issues, pointing out the issues that the thesis should focus on PhD candidate’s solution.

b. PhD candidate conducted the literature review assigment under the guidance of the dissertation advisor.

c. The evaluation is terminated through pre-professional reporting

The report will be presented within 15 minutes. The discussion will be followed by the questionnaire, then the professional unit will evaluate the questionnaire as satisfactory or unsatisfactory, with the minutes of the report.

d. PhD candidate must complete the the literature review assigment with satisfactory results within 12 months from the date of the call.

CHAPTER 8. THESIS AND THESIS DEFEND

Article 96. Requirement about dissertation

Dissertation: The main contents and research results have to be published in at least 2 scientific papers that at least one is belonged to ISI-Scopus or two papers are pulished in abroad peer review journal. The contents of papers has not to overlap and has to reflect of main contents of thesis.

Authorship of paper, solutions, invention which are results of research must be under the name of HUST. PhD candidate response for the truth and accuration of research and must follow Vietnam and international regulation about authorship.

Articles 97. Evaluation and conditions for dissertation defending

1. Dissertation defending is conducted through two levels:

a. Foundation level.

b. University Level.

2. Conditions for PhD candidate to propose the dissertation defense:

a. Complete dissertation during the thesis regulated time frame, study program

b. The dissertion satisfies the requirements stipulated in Articles 85 and 96 of this Regulation.

c. The dissertation has been commented and evaluated by Scientific Panel. The minutes of the final workshop agreed that quality of dissertation is good enough for further defending.

d. Advisor has confirmed the quality of the dissertation, comment on morale, attitudes, results of study and proposed for PhD candidate to defend.

e. PhD candidate is not subject to disciplinary actions.

**Article 98. Assessment of** disseration defending at foundation level

1. When PhD candidate satisfies the conditions specified in Clause 2, Article 97 of this Regulation, the head of the department, advisor (main advisor if PhD candidate has two advisors), the PhD carried school shall request the Graduation Institute to implement the regulations and submit the decision to the Foundation Academic Review Council.

c. Members of the Foundation Academic Review Council must comments indicating the new findings of the dissertation, the limitations and shorcreditomings of the dissertation, and request the PhD candidate to make corrections.

d. The dissertation will only be approved by the Grade-I thesis review committee to provide the univesity level protection when:

- Dissertation was finalized on the basis of the comments made at the meetings of the Council.

- Achieving three quarters (3/4) of the members of the Foundation Academic Evaluation Councils present at the final vote.

**Article** 99. Documents for defending at university level

1. Based on the results of foundation level of dissertation evaluation council, the PhD candidate can go to dedending at university level.

**Article 100. Independent review**

1. Before setting up the university-level dissertation review board, the University President ask the opinions of the two independent reviewer on the thesis:

a. Independent reviewers are scientists or experts in Vietnam or abroad; have good qualities and morals, have high scientific credentials, have scientitial truthness; Having scientific and professional experience in accordance with the research topic of the dissertation

b. The independent reviewers has the role of advising the President on reviewing the quality of dissertation and deciding to defend the dissertation.

c. It is encourage that foreign reviewer are invited, especially for dissertations in the field of basic science, technique and technology.

- If both reviewers approve the dissertation, the Institute of Higher Education submit the decision to establish the Council of thesis review for the PhD candidate.

- If there is a review diapprove of the dissertation, the Institute of Higher Education decides to choose and send the thesis to the third reviewer. If the third reviewer agrees to the dissertation, the President decides to set up the evaluation council University thesis for PhD candidate.

The thesis has to re-evaluat at the Foundation level if both the first dissenting reviewers do not approve the dissertation, or the third one does not approve the dissertation when the thesis has to be consulted by the third party. In this case:

a. The dissertation must be revised and re-defended at the foundation level.

b. PhD candidate will only be able to re-submit the request for the school's defendation at the earliest 6 months after the date of the thesis being returned and also ensure that the required time to defend at the universtiy level is met.

**Article 102. Requirements and conditions for organization of protection and** **evaluation thesis at university**

1. Institute of Higher Education is responsible for allocating enough personnel to conduct the work for disseratation defend

2. Organizing for PhD dissertation defend, ensuring the principles:

a. The dissertation must be publicly evaluated (except for secret topics).

b. The time and venue of the dissertation defend, abstracts and the full text of the dissertation, information about original of thesis must be published in website of Institute of Higher Education in Vietnamese and English or other foreign languages no later than 20 days before the date of defending.

c. The members of the Board must comment on the dissertation in writing to the Institute 25 days before the defense of the dissertation.

**Article 103. Organization of the university-level dissertation**

1. The organization of the dissertation defense must ensure the following principles:

a. The dissertation must be publicly defense. Topics related to national secrets shall be protected under the provisions of Article 105 of this Regulation.

b. The thesis defense:

- Must be of academic exchange, through which the thesis author demonstrates the level and knowledge of his field of expertise to members of the Council and interested persons.

- All members of the Board must fully understand the dissertation before the evaluation.

c. The whole process of the thesis evaluation meeting must be recorded in detail, especially the questions and answers of the PhD candidate for each question. The minutes must be approved by the whole Board, signed by the President and the Secretary.

2. The dissertation shall be evaluated in the form of a secret ballot:

a. The members of the Board may present their votes only for approval or disapproval.

White papers are considered as disapproval.

b. The dissertation meets the requirements when 6/7 or 5/6 Council members present their votes for approval.