

University of Social Sciences and Humanities

FACULTY OF VIETNAMESE STUDIES

Address: 10-12 Dinh Tien Hoang, District 1, Ho Chi Minh City, VIETNAM

Telephone: 84-28-38225009; Fax: 84-8-3-8229390

Email: vietnamhoc@hcmussh.edu.vn ; Homepage: www.vns.edu.vn

**REGISTRATION PROCESS FOR STUDENT VISA
(For students of Vietnamese language courses)**

Register to receive a student visa in your home country:

1. **Regulation of class:** have to learn 4 periods/ day, 5 days/ week (from Monday to Friday)
2. **Regulation of tuition fees:** tuition fees according to the length of visa (eg. If you ask a 6-month visa, you have to pay tuition fees for 6 months) + visa fee (840.000 VND) + administrative fee (300.000 VND). More detailed information about courses in Vietnamese and regulations for students with a student visa.
3. **Type of visa:** Once time visa
4. **The duration of visa:** 1- 6 months (maximum of 6 months)
5. **The registration deadline:** Students must register visa at least 4 weeks before entering Vietnam.
6. **Process:**

Step 1:

+ Student Application Form: Applicants must provide all information of learner and the register (who helps the learner to register), including place to collect visa, duration of visa (from date to date) and the date to intend to enter Vietnam.

+ 1 photocopy of applicant's passport.

Step 2: Pay tuition fees + administrative fees directly at the office or through bank transfer according to the quotation.

Step 3: The Faculty will email the results of student visa after 4 weeks from the date of application (visa result includes: the results of visa by the Immigration Department in Vietnamese + notification of the Faculty in English)

Step 4: Students will have to print the results of visa and send to the Embassy or Consulate General of Vietnam in the host country to receive a visa (students will have to pay the fee to the Embassy or Consulate).

Note: After students have received their student visa, they must follow the schedule arranged by the office of the Faculty and attend classes. Tuition fees are not refundable and reserved under any circumstances.

HCMC, September 1, 2018.

Office of The Faculty of Vietnamese Studies