Agreement

Between

Troy State University

And

College of Technology, Vietnam National University, Hanoi

Hanoi, Vietnam

This Agreement is made and entered into the 24th day of January 2005.

Between

Troy University (henceforth TROY), Troy, Alabama, a public university in the State of Alabama, USA.

And

College of Technology, Vietnam National University, Hanoi (henceforth CT-VNUH), Vietnam.

In consideration of the mutual covenants and agreements herein contained the sufficiency of which is hereby acknowledged, the parties do hereby agree as follows:

I. Agreement's objective

TROY and CT-VNUH agree to establish certain following degree program(s) at CT-VNUH, Vietnam:

- Bachelor of Science in Computer Science
- Master of Science in Computer Science

Further program(s) will be approved by mutual agreement. All TROY program(s) will follow all TROY regulations, academic standards and procedures.

All collaborative program(s) and location(s) are subject to the final approval of TROY and the USA Regional Accreditation Agency, the Southern Association of Colleges and Schools (hereinafter referred to as SACS.)

II. Obligations of the parties

A. CT-VNUH’s Obligations:
1 Obtain authorizations, licenses, and other instruments to comply with local laws and regulations required to administer the academic degree program(s) of TROY in Vietnam. Any official documents containing academic commitments for TROY or describing any academic or administrative responsibility of TROY require prior approval of TROY prior to the submission of these documents to any organization.

2 Appoint a representative to work with the Vietnam representative of TROY in coordinating program(s).

3 Introduce qualified local lecturers, who can meet the academic certification requirements of TROY and SACS accreditation standards, to participate in the teaching of the above program(s).

4 Acquire for entry visas for TROY’s lecturers who travel to Vietnam to participate in the teaching of the above program(s).

5 Collaborate with the Vietnam representative of TROY in managing and promoting the program(s), within TROY designated guidelines and academic requirements.

6 Be responsible for providing facilities, supplies, and equipment necessary for conducting the academic programs including but not limited to an office for TROY program coordinators. All classrooms must meet international standards.

B. TROY’s Obligations:

1. All TROY courses will follow syllabi similar to the courses taught at TROY campus in USA. These syllabi must be approved in advance by TROY.

2. Provide the list of faculty and appoint lecturers to teach courses in the program(s). All lecturers teaching TROY courses must meet TROY certification and SACS accreditation standards.

3. Set all academic entrance requirements, academic program standards, graduation requirements and conditions. TROY retains the final decision on all academic standards and policies for TROY academic policies, students and faculty.

4. Grants degree(s) to all students who have completed the program(s) when they satisfy all TROY degree requirements. Degree(s) awarded will be identical in every aspect to the degree(s) normally awarded by TROY to students who satisfactorily complete similar courses at the TROY campus in USA.

5. Appoint a Vietnam representative to coordinate and provide on-site management for all program(s) between TROY and CT-VNUH. Terms and conditions of the agreement
between TROY and TROY’s representative in Vietnam relating to the collaborative program(s) between CT-VNUH and TROY will be stated in a separate agreement.

III. Budget factors

1. All financial obligations related to expenditure for running the programs will be detailed in the appendix A and B.

2. CT-VNUH will collect all tuition fees and other fees of the collaborative program(s), and pay all tuition and other fees due to TROY on a timely basis as determined in the appendix A and B by wired transfer to an account designated by TROY's representative in Vietnam. The payments need to be made within ten (10) days after students have completed their registration which shall be before the first day of class.

3. CT-VNUH is responsible for all financial obligations related to facilities.

IV. Other agreements

1. Confidentiality:
   Each party hereto covenants, on behalf of itself, its representatives and its employees to maintain in strict confidence any information concerning the project, program, syllabi and student records which may be disclosed to any party during the term of cooperation and to not make any unauthorized used of the confidential information.

2. All syllabi of the program shall remain the property of party providing the syllabi, but a copy of each course syllabi must be maintained on file at TROY.

3. (i) All parties guarantee that TROY has sole authorization for the use of TROY’s name, program(s), academic standards, seal, logos and any promotional materials referring to TROY and its academic program(s).
   (ii) Any advertisement/promotional materials that carry TROY’s name, seal, or logo must be approved by TROY prior to publication and/or release to the public.
   (iii) Any advertisement/promotional materials that carry CT-VNUH’s name, seal, or logo must be approved by CT-VNUH prior to publication and/or release to the public.

V. Term of the Agreement

1. The terms for this Agreement shall be five (5) years from the date of signing the Agreement. This Agreement will be automatically extended on a year to year basis thereafter unless notice of termination is issued by either party. There must be a minimum of six (6) months notice to terminate or discontinue this agreement. This Agreement is non-exclusive.
2. In case of termination of this agreement, all parties shall ensure that all existing students involved with the program(s) will continue to receive the full support and joint efforts of all parties hereto in respect of alternative arrangements, for the completion of their courses and the attainment of the relevant degrees awarded once they satisfy the degree requirements. Upon notice to discontinue the agreement, the maximum time limitation for teach out of the students, who were enrolled in the TROY program at the time of the notice, for the Master’s degree shall not exceed eighteen months and for the Bachelor’s degree shall not exceed two years.

3. This Agreement supersedes all prior agreements, understandings or arrangements (oral or written).

4. This signed Agreement is made in seven (7) copies each in both Vietnamese and English, all of which are deemed to be official. Each party retains three (03) copies; TROY’s representative retains one (01) copy.

5. This Agreement shall be binding upon and ensure for the benefit of the successors in title of the parties but shall not be assignable by any party.

6. This Agreement is an education cooperation agreement not a joint venture between the parties. Neither party has the authority to enter into any engagement or make any representation of warranty on behalf of the other party.

For purposes of this agreement, notice shall be given to:

1. **College of Technology,**
   **Vietnam National University, Hanoi**
   E3 Building, 144 Xuan Thuy, Cau Giay District, Hanoi, Vietnam
   Tel: (84-4) Fax: (84-4)

2. **Dr. Susan C. Aldridge,**
   Vice Chancellor, University College,
   Adams Administration Building,
   Troy State University, Troy Alabama, 36082 USA
   Tel: 1-334-670-3617 Fax: 1-334-670-3770

3. **Dr. Jack Hawkins, Jr.**
   Chancellor,
   Adams Administration Building,
   Troy State University,
   Troy, Alabama 36082
   Tel: 1-334-670-3200 Fax: 1-334-670-3774
For and on behalf of TROY

Signature

Jack Hawkins, Jr., Ph.D.
Chancellor, Troy State University

12 June 05
Dated

Witness for Troy State University

Susan C. Aldridge, Ph.D.
Vice Chancellor
University College
Troy State University

6-12-05
Dated

For and on behalf of CT-VNUH

Signature

Gs. Vs. Nguyen Van Hieu
Rector, College of Technology

22 June 05
Dated

Witness for CT-VNUH

Prof. Nguyen Van Duc
Vice Rector

22-6-05
Dated
APPENDIX A

Bachelor of Science in Computer Science

1 - Majors:
- Computer Science

All degree program(s) and majors are subject to prior approval by the TROY academic committees and Provost, and the SACS accreditation agency.

2 - Intakes: 3 intakes per year

3 - Admission requirement:
- Grade 12 with minimum GPA: 6.0 (on scale 10), 2 (on scale 4)
- TOEFL: 500 score or higher

4 - Required documents:
- Completed and signed application form accompanied by the non-refundable application fee of USD 50
- 3 passport-sized photographs
- Certified photocopy of high school certificate
- Official English translation of high school certificate
- Certified photocopy of all academic transcripts
- Official English translation of all academic transcripts
- Original score of English test: TOEFL or institutional TOEFL
- A certified photocopy of Identity Card (I.C.)
- A certified photocopy of other results (if any)

5 - Degree requirement:
As per TROY Undergraduate Bulletin.

6 - Financial matters:
- TROY fee: USD 880/student/semester (maximum 12 credits). TROY fee is subject to change with 6 months prior notice.

- All funds due to TROY must be wired transfer to an account designated by TROY's representative within ten (10) days after students have completed their registration which shall be before the first day of class.

- The Vietnam representative of TROY is responsible for all financial obligations related to salaries, benefits and other deemed necessary expenses for faculty members who teach and supervise the courses of the programs.

- CT-VNUH is responsible for all financial obligations related to facilities, supplies, and equipments necessary for the running of the programs.
7 - Others:

- All faculties must have at minimum a Master's degree from an accredited university and a minimum of eighteen (18) graduate credit hours in the subject area they are to teach. All lecturers must meet TROY certification and SACS accreditation standards.
- If it appears that the number of students for an intake will not reach 25, TROY's representative reserves the right to cancel the intake and will reimburse the application fee if requested by students.
APPENDIX B
Master of Science In Computer Science

1 - Intakes: Minimum 1 per year.

2 - Duration: 16-18 months (part time)

3 - Admission Requirements:
   - A bachelor's degree from a regionally accredited four year college or university.
   - Grade point average and test score requirements as follows:
     - A minimum overall undergraduate grade point average of 2.5 (on a 4.0 scale) or a
       3.0 grade point average (on a 4.0 scale) for the last 27 semester hours (45 quarter
       hours)
     - A minimum composite score of 800 on the verbal and quantitative portions of the
       Graduate Record Examination (GRE)
     - A working knowledge of discrete mathematics. This requires completion of CIS 3312
       or its equivalent.

4 - Required documents:
   - Completed and signed application form accompanied by the non-refundable
     application fee of USD 50
   - 3 passport-sized photographs
   - Certified photocopy of all certificates
   - Official English translation of all certificates
   - Certified photocopy of all academic transcripts
   - Official English translation of all academic transcripts
   - Original score of English test: TOEFL or institutional TOEFL and GRE
   - A certified photocopy of Identity Card (I.C.)
   - A certified photocopy of other results (if any)

In the non-thesis option, the student must pass a comprehensive exam and must
successfully complete a research project and write a paper about that project.
   - Admitted to the candidacy*
   - Complete an approved research project proposal
   - Maintain a minimum overall 3.0 GPA
- Complete altogether 31 Semester Hours graduate-level course to 1 Semester of course CIS 6699.

*Note:* All above courses are 3 credit courses which require 45 contact hours (1 contact hour = 50 minutes) including examination period. Changes in academic program(s) required by TROY shall be implemented.

**Admission to candidacy**

Admission to the program for the M.S in Computer and Information Science does not constitute official admission to candidacy. The student must be admitted to candidacy for the degree at least one term prior to the anticipated term of graduation. To be eligible for admission to candidacy, student must meet the following requirements:

### Candidacy requirements

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<th>Non-thesis</th>
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<tr>
<td>1. Achieve unconditional admission to the program.</td>
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<td>2. Complete at least 15 Semester Hours of course work.</td>
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<td>3. Maintain a minimum overall Grade Point Average</td>
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<td>4. Pass the comprehensive examination</td>
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### 5 - Approval process

**Non-thesis option**

The Research Proposal must be approved by the research supervisor. The research project and related paper must be approved by a three member department committee—one of whom may be outside of the CIS department, CIS department chair, Dean of Division of Business and the Graduate Dean.
The research paper must be submitted to the department two months prior to graduation and must be submitted to the dean of the graduate division office at least two weeks prior to the end of the term.

6 - Financial matters:
- TROY fee: USD 9000/student/program. TROY fee is subject to change with 6 months prior notice.
All funds due to TROY must be wired transfer to an account designated by TROY’s representative as follows:
  1. 40% of the tuition fee will be paid upon enrollment which shall be before the first day of class.
  2. 30% of the tuition fee will be paid before the end of the 6th month of the program
  3. 30% of the tuition fee will be paid before the end of the 12th month of the program

7 - Others:
1. Each cohort group will be capped at 50 students per class.
2. If it appears that the number of students for an intake will not reach 25, TROY’s representative reserves the right to cancel the intake.
3. All faculty must have Doctorate degree or meet the SACS accreditation standards and the required graduate credit hours in the subject area they are to teach. All lecturers must meet TROY certification and SACS accreditation standards.