

CODE OF CONDUCT

For students at International School

Vietnam National University, Hanoi

*(Promulgated with Decision No. 399/QĐ-TQT dated 11/4/2023 of the Rector of
International School, Vietnam National University, Hanoi)*

Chapter I

GENERAL REGULATIONS

Article 1. Scope and applicable subjects

This document applies to students, post-graduate students (referred to as "learners") who are studying at the International School - VNU Hanoi (referred to as "the School").

Article 2. Purpose

1. The regulation on the code of conduct for students outlines the behaviors that students should and should not engage in, with the aim of enhancing the ethical awareness and sense of responsibility during their studies at the school.

2. It serves as a foundation for the School to monitor and take responsibility for addressing cases in which students violate laws, ethical standards, and principles in their academic, training, and social interactions.

3. The code of conduct aims to contribute to the establishment of a disciplined, friendly, humane, respectful, responsible, cooperative, and honest educational environment.

Chapter II

CODE OF CONDUCT FOR LEARNERS

Article 3. Regarding oneself & family

1. Comply with the Constitution and Laws of Vietnam (For international students studying at the International School, they must comply with both the legal system of

Vietnam and the laws of their home country). Comply effectively with local regulations at your place of residence.

2. Live with responsibility, willpower, courage, intelligence, creativity, and a lifelong learning capability. Possess the ability to work globally and adapt quickly to changes.

3. Respect oneself and one's family, avoiding actions that may negatively affect one's own reputation and the honor of one's family. Have self-respect, self-discipline, honesty, humility and a strong sense of personal responsibility.

4. Be aware of protecting and keeping personal information confidential

Article 4. Regarding the task of learning and training

1. Comply strictly with the Training Regulations, Student Affairs Regulations of the International School – VNU Hanoi, and partner universities. Self-consciously correct mistakes when violating regulations, rules, and internal policies of the School, as well as regulations issued by the Ministry of Education and Training and Vietnam National University, Hanoi.

2. Be proactive, self-motivated, and actively participate in the process of acquiring knowledge and applying the knowledge learned creatively in real life. Listen to lectures, actively engage in class discussions, and complete assigned homework, thesis topics, etc... well and on time.

3. Be honest, serious, and refrain from engaging in any form of cheating during studying, exams, and assessments.

4. Participate fully and enthusiastically in academic activities, social activities, and competitive events initiated by the school organizations.

Article 5. Regarding the staff, lecturers, and employees in the school

1. Show respect, politeness, and appropriate behavior towards the officials, lecturers, and staff members in the school, reflecting the culture of "Respecting the teacher, and valuing the teachings".

2. Maintain a positive and civilized attitude when expressing personal opinions and wishes, as well as collective opinions and wishes, towards the school's officials, lecturers, and staff. Express opinions in a frank, sincere, honest, and constructive manner.

3. Be courageous in reporting and requesting the school to address any instances of oppression, intimidation, or negative conduct by school officials, lecturers, or staff towards students.

4. Actively cooperate with the school's officers, lecturers, and staff in all educational and training activities.

5. Avoid using material possessions, money, and personal relationships as "tools" to create bias or pursue personal and group interests.

6. Demonstrate courage in opposing acts of personal gain and condemning behaviors that violate ethical principles, especially those that harm the teacher-student relationship within the school.

Article 6. For visitors and those working at the School

1. When there are visitors coming to visit and work at the school, students should maintain a polite and courteous attitude in their communication.

2. Enthusiastically providing assistance, guidance, and explanations within the limits of my knowledge and understanding when being requested by visitors.

Article 7. Regarding friends

1. Respect all differences in ethnicity, religion, gender, and culture based on the principles of law and social morality. It is strictly prohibited to engage in physical abuse, verbal abuse, threats, harassment, bullying, coercion, or any other behaviors that engage in other behaviors that jeopardize the emotional, physical, or safety of others.

2. Foster an open, empathetic, and sharing attitude, with a spirit of encouragement, helping one another in learning and cultivating moral character.

Article 8. Regarding the environment

1. Dress code and appearance when coming to the school must comply with the school's regulations on classroom decorum and traditional etiquette.

2. Students are required to wear a student ID card when entering the school.

3. Students should not disrupt teaching and learning activities, create noise, or cause disorder in public areas, administrative areas, classrooms, or libraries during class time.

4. Students should take care of and protect the school's facilities and teaching equipment, practicing thrift and preventing waste.

5. Students should be mindful of preserving a green, clean, and beautiful environment. They should refrain from littering and maintain cleanliness in the school's premises and public areas.

6. The use, storage, production, and trading of drugs and other prohibited substances are strictly prohibited in accordance with the Law on Drug Prevention and Control.

7. Bringing, using, possessing, or storing weapons on the school campus is strictly prohibited.

8. Using, possessing, or storing fireworks, explosives, or hazardous or flammable chemicals on campus is strictly prohibited,

Article 9. Regarding cyberspace

1. Learn and comply with the terms of use of social media service providers before registering and joining the social network.
2. It is important to exercise self-management and secure your social media account. Promptly notify relevant authorities and service providers if your account is compromised, impersonated, or used for malicious purposes that may harm national security, public safety, and the legitimate rights and interests of organizations and individuals.
3. Share information from official and reliable sources.
4. Behave in accordance with ethical and cultural values. Refrain from using language that incites hatred, violence, discrimination based on race, region, gender, or religion.
5. Do not post content that violates the law, contains information that undermines the dignity and reputation of individuals or organizations, or uses language that incites hatred, violence, or discrimination based on race, region, gender, or religion. Avoid using vulgar language, violating traditional cultural values, spreading fake news or false information, and creating public outrage that affects social order and safety.
6. Encourage the use of social media to disseminate positive information, share good examples, good deeds, and beautiful images of people, the country and the world.
7. Encourage family members, friends, and people around to use social media in a safe and healthy way.

Chapter III IMPLEMENTING ORGANISATION

Article 10. Responsibilities of functional departments

1. The Heads of affiliated units, departments, and faculties are responsible for disseminating the contents of these rules to all students and post-graduate students in the School, ensuring that they are informed and implemented.
2. The VNU-IS Youth Union will take specific measures to promote and launch a campaign to implementation of this Code of Conduct throughout the school, contributing to the development of a civilized and modern educational environment
3. Affiliated units, Party organizations, and youth organizations shall collaborate to strengthen the monitoring of students's implementation of the code throughout the school, based on their respective functions and tasks. At the end of the academic year, they shall report the results of the implementation to the school's board of directors.

Article 11. Responsibility of learners

1. All learners have the responsibility to comply with the content of this document and to actively encourage and remind their peers in the class and major to strictly adhere to these guidelines.

2. If necessary to report information related to the implementation process, students can directly meet and report to responsible persons (such as the Board of Directors, Student Affairs Office, Youth Union, leaders of specialized departments). Alternatively, they can send information to the email address of the Student Affairs Office: studentsinfor@vnui.edu.vn.

Article 12. Rewards and disciplinary actions

1. The School's Council for Commendation and Disciplinary Action, in collaboration with the heads of units and the Secretary of the Youth Union, will promptly recognize and reward individuals and units that perform well. They will also handle and discipline individuals or units that violate the rules.

2. The implementation of the Code of Conduct is one of the criteria for evaluating the performance of students. Cases of violations that fall outside the scope of this code will be considered and handled according to the laws, regulations of the Ministry of Education and Training, Vietnam National University, Hanoi and other regulations of the school.