



GUIDEBOOK TO VIETNAM

*Fulbright Program in Vietnam
Public Affairs Section - U.S. Embassy, Hanoi
Vietnam*

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INTRODUCTION

This guidebook aims to provide Fulbright English Teaching Assistants (ETAs) with a general introduction to Vietnam and practical information on living and working in Vietnam. For more detailed travel information, ETAs should buy a Vietnam travel guidebook available at many bookstores in the U.S. Please refer to Appendix A for an introduction and general information on the Fulbright Program in Vietnam. You are requested to spend time reading this guidebook carefully and feel free bring any of your questions to the Fulbright Program in Vietnam. We continue to update and add to the guidebook as information becomes available. We welcome your input and suggestions, as you know what is most useful to you.



ETAs AY 2010 – 2011 in front of the One-pillar Pagoda, Hanoi, August 2010



ETAs AY 2009 – 2010 in front of the Vietnam Museum of Ethnology, Hanoi, August 2009

ENGLISH TEACHING ASSISTANTSHIP PROGRAM IN VIETNAM

The English Teaching Assistant Program (ETA) aims to foster English learning activities in Viet Nam and provide a cultural exchange experience to both ETAs and the host institutions. This program brings newly graduated U.S. college students to Vietnamese universities and colleges in different parts of the countries. The presence of an ETA at the host institutions will provide the college community with opportunities to be exposed to a native English speaker and learn about American culture. ETAs are expected to support English teaching sessions, especially in developing students' conversational skills. ETAs are also encouraged to become a part of the college community, promote intercultural friendship and understanding and inspire English learning movements. Along with serving their role as teaching assistants, ETAs are also welcome to discover Vietnam's rich culture and develop a broader intercultural vision and deeper self-understanding.

During the time in Vietnam as a Fulbright ETA, beside your assignments at the host institutions, the Fulbright Program in Vietnam offers a variety of activities for the ETAs to participate in as follows:

A. In-country Orientation

In order to help the ETAs best prepare for and benefit from their stay and work in Vietnam, the Fulbright Program in Vietnam organizes a four-week orientation in August in Hanoi. All ETAs are required to attend the orientation. During the orientation, ETAs will be briefed on security, political, economic and medical issues by Embassy officers. Besides, outside lecturers deliver lectures on Vietnamese history, geography, culture and economy. You will spend most of the time learning basic Vietnamese language and learning English teaching methodologies. The Fulbright Program will provide accommodation and in-city transportation for ETAs during the orientation.

B. Enrichment Seminars

The Fulbright Program in Vietnam organizes mid-year and final-year enrichment seminars in order to create the opportunity for ETAs to share your successes and the difficulties or challenges in work and life at the host institution. All ETAs are required to attend these seminars. During the seminars, ETAs make short presentations covering different aspects of your grant, including work assignments, cultural adaptation, accommodation, working with the host institution and students, community-involved activities, working as a cultural ambassador to Vietnam, etc. The Enrichment seminars are often combined with cultural exchange activities co-organized by the Fulbright Program in Vietnam and a Vietnamese university or college in order to create valuable opportunity for the ETAs and Vietnamese students to interact with one another for cultural exchange and mutual understanding. Exchange activities may include Open Forum, English Speaking Contest, English Drama Contest, etc.

C. Mission Speaker Program

Through the Public Affairs Section of the U.S. Embassy (Hanoi) and Consulate (HCMC), Fulbright ETAs are encouraged to volunteer to speak on topics of interest at the American Centers in Hanoi and HCMC. These activities not only bring the opportunity for Vietnamese students and working people to interact with the English native speakers but also provide valuable chance for you to be engaged with them and to enrich your ETA experience.

Besides the above-mentioned activities, there are many other programs for you to participate in to enhance your Fulbright experience in Vietnam. As we are inspired by the Program's ultimate goal of mutual understanding between the U.S. and Vietnam, we rely on the ETAs as cultural Ambassadors to Vietnam to bring the two peoples closer to each other. Through you, Vietnam will learn more about the U.S. and its culture. Also through you, your friends and colleagues in the U.S. will know more about Vietnam.



Jens Olsen, Carolyn Weber, Kieu Le and Emma Swift, ETAs AY 2010 - 2011 at the Mid-year Enrichment Seminar

CHAPTER I: PRE-DEPARTURE



ETAs AY 2011 – 2012 at the Mid-year Enrichment Seminar, Dalat, Dec. 2011

I. PRE-DEPARTURE PROCEDURES

In order to enter Vietnam you must:

- Possess a valid passport;
- Have a valid visa on the passport;
- Intend to stay for a period compatible with the “period of stay” set by the Ministry of Security;
- Not fall under any of the items of exclusion provided under Vietnamese immigration regulations.

A. Passport

U.S citizens need a passport to depart or enter the United States and to enter most foreign Countries. If (1) this is your first passport, (2) your most recent previous passport was issued more than 12 years ago or (3) you were under age 18 when you received the previous passport, you must apply in person for your passport with a completed form DSP-11 (passport application form) at one of the passport agencies in your area or one of the federal or state courts or U.S. post offices authorized to accept passport applications. Contact the nearest passport agency for the addresses of the passport acceptance facilities in your area.

If you have had a previous passport and wish to renew it, you may be eligible to apply by mail by obtaining Form DSP-82 (application for Passport by Mail form) from one of the offices accepting applications or from your travel agent, and complete the information requested on the reverse side of the form. You are eligible for “passport by mail” if (1) you already have a passport and that passport is your most recent passport, (2) your most recent passport was issued within the past 12 years, (3) you were over 18 years old at the time your most recent passport was issued. For more information on the passport, please visit the website of the U.S. Embassy in Hanoi at <http://vietnam.usembassy.gov/service.html> and the U.S. Consulate in Ho Chi Minh City at <http://hochiminh.usconsulate.gov/service.html>

B. International Health Certificate

When you receive your passport, an International Health Certificate will be included or you can obtain one at any U.S Public Health Service office in your area. Your physician should record on this certificate any inoculations you have had.

No shots are required for entering Vietnam unless you are coming from a country that has had an outbreak of cholera, smallpox, or yellow fever. Refer to Appendix B for more information on vaccinations.

C. Visa

All Fulbright grantees **must** obtain **proper** visas sponsored by your host institutions before coming to Vietnam. The Fulbright Program in Vietnam will work with your host institution to apply for the entry visa on your behalf. Your host institution, not the Fulbright Program, will be responsible for arranging visa approval for you from the Vietnamese Ministry of Security. The Fulbright Program in Vietnam acts as a liaison between you and your host institution during the visa process. **You are responsible for the visa fee, which varies depending on the type of visa awarded (single entry, multiple entry, six months, or one year.)**

You are required to provide the following documents for visa application:

- 1) A notarized copy of your diploma(s)
- 2) An original copy OR a notarized copy of your transcripts
- 3) A valid original copy of your criminal history background check (with a stamp/signature/logo)
- 4) An application form for work permit. The form will be sent to you via email.
- 5) An original copy of your valid medical check record
- 6) Five (5) portrait photos (3cm by 4 cm)
- 7) An original copy of your visa application form

Visa application form is available on the websites of the Vietnamese Diplomatic Missions in

Washington D.C.: <http://vietnamembassy-usa.org/services/visa-application-process>

San Francisco: <http://www.vietnamconsulate-sf.org/en/consular-services/visas/>

Houston, Texas: <http://vietnamconsulateinhouston.org/en/consular-services/visa-information>

New York: <http://www.vietnamconsulate-ny.org/en/visa-issuance.html>

You should not send your visa application to the Vietnamese Embassy/Consulate in the U.S. without first obtaining visa approval code from the Fulbright Program in Vietnam. You can indicate your visa pick up location at one the above mentioned Vietnamese Diplomatic Missions in the U.S. in the visa application form. However, once your application process is underway, you will not be able to change the location. Changing the pick-up location later may require you to begin the entire process from the beginning.

It is not necessary to go to the Vietnamese Embassy or Consulate in person to apply or pick up the visa. You may mail your documents and passport, along with the check for the visa fee, to the Embassy/Consulate and request them to return the passport to you by registered mail.

The visa should cover the entire grant period; your host sponsorship ends when the grant ends. However, several of you may be given a visa that does not cover the whole grant period since the visa procedures depend very much on the local authority where your host institution is located though your host institution tries their best.

If you are one of the cases, please remember that you need to work with your host institution well in advance to have your visa extended before it expires. Your visa extension **must** be done by the host institution and under no circumstances should you have it done by any other agencies. Failing to do so may jeopardize sponsorship by your host institution and your status as a Fulbright grantee.

The amount of time it takes for the host to obtain the visa approval code varies from institution to institution. You should submit your visa application to the Fulbright program in Vietnam **at least two months** prior to your departure from the U.S. to avoid last-minute complications. **However, we expect you to send in those documents to the Fulbright Program in Vietnam as soon as possible.** It is important to remember that ultimately the visa approval process is in the hands of your host and the Immigration authorities. In some cases, past grantees did not receive their visa approval until a few days before they planned to depart from the U.S. The Fulbright Program in Vietnam understands that it is difficult to make travel arrangements without visa approval, and does its best to move the process along.

II. ARRIVAL IN VIETNAM

A. Shipping Goods to Vietnam

1. What to bring

First, decide what you will need to bring with you to Vietnam and how you will ship it. Remember that almost everything you will need, i.e. furniture and appliances, clothes, everyday goods and medicines are available in Vietnam, although the size, design, and fit may sometimes not be of the standards you are used to.

The followings are some hints that may help you decide what to bring:

- Electrical appliances: electricity for home use in Vietnam is 220 volts, although converters are widely available.
- Clothes: See part III. A, Chapter II in this guidebook.
- Shoes: It is difficult to find shoes beyond size 9 (27 cm) for men or 7 (24.5cm) for women.
- Personal computers

Pets can be brought into Vietnam. All animals must have a certificate of health issued by a veterinarian, including certification of inoculation against rabies dated between one to six months before the pet's arrival at post. Currently, no quarantine is required. Pets are usually brought in as excess baggage at the traveler's expense, rather than as cargo to avoid long airport delays and expensive handling charges. If you bring pets through Hong Kong, the People's Republic of China or Singapore, you must have authorization to do so from the governments of those countries.

Since you will be staying at your host institution's guesthouse or dormitory, you should consult your host institution in advance if you are allowed to raise pets in your room/apartment.

2. Shipping Your Baggage to Vietnam

Choose a method (via air, sea, cargo, or postal) that suits you best. Since much depends on the quantity, size, weight and content of what you will send, contact the applicable party directly for details on the cost and regulations.

a. Accompanying Baggage (airline baggage allowance)

If you plan to travel light and bring all baggage with you, be sure to check the travel agent or the airline you use for detailed regulations (size, number of pieces, weight, excess charges) on the airline baggage allowance. You may have to pay some excess weight charges, but the amount of time you can save this way might make it a worthwhile method, although the excess baggage charge can be very high depending on the airline. Upon arrival, you simply go through customs and take everything with you.

b. Unaccompanied baggage by air (air freight)

If the airport were more accessible, this would be one way to ship your excess baggage. However, we advise against using airfreight, because airfreight goods arrive at a building that is a 20-minute walk from the passenger terminal at Tan Son Nhat airport and about 20 minutes from the passenger terminal (at Noi Bai airport). You

would have to arrange to cart everything back to the passenger terminal for customs clearance. If you decide to return to the airport on another day, it is an expensive and time consuming (all day) procedure.

c. Unaccompanied baggage via post office

This is the most economical way to ship your books and other goods that are not needed immediately. Check with your local post office about “bulk mail” or “snail mail” at book rates and mail your belongings about two months in advance of the time you will need them. Contact your partner institution and ask if you can use their address to send your goods.

B. Shipping Back to the United States

Although you will be referring to this handbook prior to your arrival in Vietnam or shortly afterwards, return shipment is discussed below because methods for shipping goods from Vietnam to the U.S. are different. Perhaps, this information will enable better planning for your entire stay.

Before you begin packing, you should be sure to obtain a copy of the U.S. Department of the Treasury publication “KNOW BEFORE YOU GO: Customs Hints for Returning Residents” from the consular section of the U.S. Embassy or Consulate, since customs regulations for Vietnam and the U.S. are NOT the same.

- Airline baggage allowance: Check with the travel agent/airline for details.
- Unaccompanied baggage: Again, a written declaration is required for customs clearance of unaccompanied baggage to be shipped back to the United States.

C. Vietnam Customs and Immigration

Customs procedures in Vietnam are quick and simple. No arrival and departure forms are required for visitors to enter and exit the country. Visitors are required to fulfill the custom form when having

- Luggage exceeds duty free concessions
- Luggage sent before or after trips
- Professional equipment temporarily imported and re-exported or vice versa;
- Addictive medicines
- Other medicines exceed 30 USD in value
- Foreign currency exceeds 5,000 USD (five thousand US dollars) or its equivalence other foreign currency, or over 15,000,000 VND (fifteen million Vietnam Dong) in cash.

1. Prohibited / Restricted Items

Weapons, ammunition, explosives, military technical equipment, drugs, toxic chemicals, debauched and reactionary products, firecrackers of all kinds, toys with negative impacts on the dignity education, social security and safety, cigarettes beyond the stipulated quantity, etc.

4. Plants, Animals (Pets), Live and Raw Products

These items must be presented to the Animal or Plant Quarantine officer respectively for quarantine inspection prior to customs examination; the quarantine prohibitions and restrictions vary, explicitly and rigidly enforced that it would be advisable for anyone considering bringing them to inquire directly to the proper quarantine office.

5. Currency

There is no restriction on the amount of currency that can be imported into the country, but all currency over \$5,000 must be declared. However, in certain circumstances there may be income tax considerations. United States currency, letters of credit, travelers' checks and other fiscal items drawn in United States dollars (USD) are allowed.

Foreign currency may be readily exchanged for Vietnamese dong at many authorized foreign exchange banks and at authorized moneychangers, such as travel agencies hotels, and gold shops. Banks and travel agencies sometimes request to see your passports for identification purposes.

D. Airport Information

There are two major international airports in Vietnam: Noi Bai International Airport in Hanoi and Tan Son Nhat International Airport in HCMC. In addition, Danang International Airport is used for certain international flights, mainly for flights from Bangkok. If your destination is in the south, you will most likely connect through HCMC; likewise if your destination is in the north you will connect through Hanoi. There are direct flights from both HCMC and Hanoi to many destinations in Vietnam including Haiphong, Quang Binh, Vinh, Hue, Danang, Nha Trang, Quy Nhon, Can Tho and Da Lat.

Since arrival procedures usually follow the same pattern at each of the international airports, the following explains procedures at Noi Bai Airport (Hanoi):

1. Baggage Claim

After passing through immigration, pick up a free baggage cart before proceeding to the appropriate baggage carousel. The cart may be used until you reach the airport's outer gates.

2. Money Exchange

Unless you have acquired an amount of Vietnamese dong in advance, you may want to exchange foreign currency into Vietnamese dong before you leave the airport. You will need to change a sufficient amount for transportation into Hanoi (around \$20 or less). Once you arrive in the city, there are many places you can exchange money. Ask hotel reception if you don't know where to go.

3. Delivery Services / Shipment of Baggage within Vietnam

Vietnam Airlines accepts domestic shipments of baggage that arrive at the international arrival and departure gates in Hanoi and HCMC. You will have to carry your baggage to the domestic arrival and departure gate to have it processed at the Vietnam Airlines freighting counter. The service charges by the kilogram and is very reasonably priced.

In addition, the Vietnam Post and Telecommunications Corporation (VNPT), which is the state postal and telecommunications monopoly, runs two domestic delivery services, CPN and EMS, that are quite fast and reliable within major cities. However, you must bring your baggage to the nearest post office in town. CPN and EMS will deliver small and medium-sized packages within major cities in 24 hours. Large packages and rural deliveries take between 2-5 days. Both services operate out of the post offices in most cities and towns. EMS offers delivery notification within 24 hours of arrival.

4. Transportation to and from the airport

a. Noi Bai International Airport (Hanoi City)

Right close to the luggage claim area, there are taxi counters where you can order a reliable taxi to get in the city/ hotel. It costs you about VND350,000 (≈USD18) per trip to anywhere in central Hanoi. Also, you can request the pick-up service by the hotel which costs you about the same with the airport taxi but it is more convenient for you. The trip from the airport to downtown Hanoi will take 40-50 minutes, depending on traffic. Tips are not required or expected for taxi services.

b. Tan Son Nhat International Airport (Ho Chi Minh City)

At the lobby outside the airport, there are taxi stands where you can take a taxi to get in the city or hotel. It costs you about VND150,000 (≈US\$8). The most popular and easiest way to go from the airport to downtown HCMC is by taking one of the many taxis lined up outside of the international arrival gate. Always ask the driver to use the meter because it is almost always cheaper than the fare the driver will try to negotiate with you. Tips are not required or expected for taxi services. Suggested taxi numbers are **Vinasun Taxi** (84-8-38272727); **Mai Linh Taxi** (84-8- 38225999); **Airport Taxi** (84-8-38232323).

c. Da Nang International Airport (Danang City)

The airport is located about 4km outside of the city. Cost for taxis is around VND 100,000 (≈US\$5). So the most popular and easiest way to go from the airport to downtown HCMC is by taking one of the many taxis lined up outside of the international arrival gate. Always ask the driver to use the meter because it is almost always cheaper than the fare the driver will try to negotiate with you. Tips are not required or expected for taxi services. Suggested taxi numbers are **Mai Linh Taxi** (84-511-3525252); **Airport Taxi** (84-511-3825555).

E. Accommodation and Meals upon arrival

1. Accommodation

As usual, ETAs are required to attend the in-country orientation for 4 weeks in Hanoi, tentatively from July 30, 2012 through August 24, 2012. The Fulbright Program in Vietnam will arrange and cover for accommodation for the ETAs during the orientation. If the ETAs arrive earlier than the orientation start date and would like to stay in the same hotel, the Fulbright Program in Vietnam can help to book the extra nights for you. Payment for extra nights will be on your account. Fulbright Program in Vietnam will keep you posted on the accommodation arrangement and coverage for the orientation.

2. Eating Out During Your First Few Days in Vietnam

It is a good idea to eat at established restaurants and hotels during your first few days in Vietnam to let your stomach gradually adjust to the local food. Almost all larger hotels have restaurants or cafes that are open from 07:00 to 21:00. In Hanoi and other smaller cities and towns, restaurants close much earlier than in HCMC, where you can find eateries open all night. Be warned that hotel food can be expensive. Depending on where you stay, the cost of meals can vary between VND 70,000-150,000 (about \$3.5 to \$7). Most Vietnamese prefer to eat stall food in the mornings and usually choose noodle soup, rice congee/porridge or a hot sandwich. If you plan to eat at a street stall or Vietnamese restaurant, be aware of the sanitary conditions in which the food is being prepared (See Appendix B).



Andrea Paquin, ETA AY 11 – 12, with her colleague and students on Vietnamese Teacher's Day at An Giang University

CHAPTER II: LIVING IN VIETNAM



Carolyn Weber, ETA AY 10 – 11, with Vietnamese friends in Dong Thap province

I. CLIMATE AND GEOGRAPHY

Vietnam's northern terrain is mostly mountainous or hilly, with some highland areas covered by a thick green blanket of jungle (about half of the total land area). The Red River Delta and coastal plains in the lowland part of the North are heavily populated and intensively cultivated (almost entirely by rice fields). Although much of this Delta region is seasonally flooded, a complex system of dikes and levees helps to prevent serious flood damage.

The southern part of Vietnam, dominated by the estuary of the Mekong River system, is low, flat and frequently marshy. The rich soil in the Mekong Delta is the most fertile in the country. Areas immediately north and east of Ho Chi Minh City in the Mekong Delta are much more varied, with low-lying tropical rain forest, upland forest, and the rugged Annamite Mountain chain.

Vietnam is largely a tropical monsoon country. In the north, a hot rainy season prevails from May to September. The average temperature in Hanoi is about 86°F during this period with very high humidity. Due to the lack of proper drainage, flooding caused by heavy rainfall and/or typhoons can create conditions hazardous to one's health and property. Flooded streets slow down traffic and can lead to accidents. Houses and furnishings can suffer as a result of leaky roofs and other sources of water damage. Food supplies are also affected. During the cooler, dry season in the north from December to March, the average temperature is 68°F, with an overnight minimum around 40-42°F. Due to the lack of heating in most shops and offices during the dry season, it will feel considerably colder.

In the south, Ho Chi Minh City and the Mekong Delta experience a year-round tropical climate with daily temperatures normally exceeding 88°F. The rainy season in Danang and Hue in the central region lasts from October to March.

II. IMMIGRATION PROCEDURE AFTER ESTABLISHING RESIDENCE IN VIETNAM

A. Alien Registration

After establishing residence, you will have to register at the local police station. Typically, your landlord or host institution will do this for you; if not, you are responsible for making sure it gets done. The police will need a copy of your passport, visa and arrival/departure card to register you. Note that while HCMC and Hanoi officials may be more lax in imposing this process, if you are in the central region of Vietnam it is essential to have yourself registered in a timely manner.

B. Registration at the U.S Embassy/ Consulate

When in Vietnam, you must register yourself with the U.S. Embassy in Hanoi or the Consulate in HCMC for your own protection. By registering, you provide information on where you are living or staying in Vietnam and your permanent contact information in the U.S. in case of emergency. You can register at the consular services section of the Embassy/Consulate or register online at: <https://travelregistration.state.gov/ibrs/ui>

C. Temporary Exits / Re-Entry Permit

You should receive a multiple-entry visa, which will allow you to leave Vietnam and re-enter. Please be noted that under FSB policy, grantees are allowed a maximum of 2 weeks (14 days) of leave time out of country during their grants. If grantees leave their host

countries for more than 14 days, their stipend amounts will be adjusted accordingly. In order to travel out of the host country properly, ETAs are requested to get the written approval from the host institution and then written approval from the Fulbright Program in Vietnam as early as possible prior to the planned travel dates. Taking unauthorized/excess leave is a violation of the Fulbright grant terms and conditions. This could lead to a removal from the program.

D. Temporary Residence outside the sponsored accommodation

According to the law, foreigners who stay overnight at private residences (friend's houses), are required to register the temporary residence with the local authority.

The law states that: "Foreigners staying overnight at private houses of citizens shall directly or through the householder, make a declaration of temporary residence with the police authority of a ward or commune in charge of the locality of temporary residence. The police authority of the ward or commune shall be responsible for forwarding the declaration of temporary residence of the foreigner to the immigration office under the police authority of a province or city under central authority".

This process is simple and you can register through your friends whom you stay overnight with at his/her residence. Similarly, your host institution has to register for your friends who come and stay with you on campus temporary. To avoid any trouble, please make sure to get all the necessary procedures done when you stay overnight at your friend's places or invite your friends to stay with you overnight at your residence.

For your own safety, ETAs are requested to inform the Fulbright Program in Vietnam your temporary address where you stay on the weekend/holiday so that we know where you are in case of an emergency. Since you are the responsibility of your host institutions, not just an independent individual, ETAs need inform them in advance of where you are staying/ going.

E. Remaining in Vietnam after Grant Expiration

Per FSB's policies, if you remain in Vietnam after the expiration of the grant, you need to get approval from the Fulbright Program in Vietnam and make sure that your visa is still valid. If you are going to stay longer than the indicated period on your visa, you need to discuss this with your host and ask for assistance to apply for a visa extension. After your grant expires, you will no longer be considered a grantee, and must not continue to represent yourself as such. Remaining in Vietnam without advance approval will forfeit the return travel entitlement.

III. CLOTHING, FOOD AND SHOPPING

A. Clothing

1. Clothes to Bring

In general, Vietnamese people dress more conservatively than Americans, particularly on special occasions, when they dress very formally. If it is absolutely necessary to wear a very formal dress, you can rent one at a bridal or special occasion shop if you are not very tall or large. College students dress in a more American style like T-shirts, jeans and sneakers. Dresses suitable for both work and cocktail parties are especially useful to pack, as you will often have to go from daytime to evening engagements without having time to return home.

Well-matched pieces of comfortable clothing that can be worn interchangeably or worn in layers for warmth are very practical. Loose, lightweight clothing in natural fabrics that can be easily washed is suitable for the high temperatures and humidity of summer.

The heavy coats and parkas used in the coldest regions of the U.S. are not necessary in Vietnam. Still, foreigners who live in the northern areas of Vietnam usually speak of winter as being quite cold. Warm waterproof jackets, wool socks and sweaters, long underwear, poncho and flannel nightclothes are essential. Plan to bring enough of each to allow for long drying times for heavy articles. Wool slacks and suits for women are recommended for winter wear. Long-sleeved suits and dresses that will allow long underwear and sweaters to be worn underneath are more practical than close-fitting garments. Be prepared for your home in Vietnam to be much chillier than your home in the States.

Wearing warm clothes is recommended if you will teach or conduct research in classrooms or libraries, which are usually unheated or inadequately heated. Long underwear is sold in great variety for men, women and children, but extra large sizes are not readily available. If you wear a larger size, or if you are particular about clothing, you should bring more than one set from the U.S.

High-quality rain gear is also essential for adults and children in Vietnam. Rather than bringing several coats, a waterproof jacket with a zip-out wool lining may prove most useful.

2. Buying and Making Clothes in Vietnam

There is a great variety of clothing (style, color, size) available at most department and specialty stores. Remember to always try on clothes before buying, because sizes usually vary. Many Americans find that sleeve lengths for blouses, sweaters and jackets are too short.

You can also have your clothes tailored in Vietnam inexpensively. Many shops specialize in making men's suit and other clothes. There is no shortage of fabrics, from silk to cotton, in Vietnam, but always bargain hard and check the quality carefully. Better yet, ask a Vietnamese friend to come with you when buying fabric or arranging for tailoring.

3. Footwear

Your feet will require special attention in Vietnam. Finding the right size shoes is a common problem for foreigners, so you should bring enough to last a year. Shoe sizes in Vietnam usually follow the European system; the largest women's size commonly available is a size 36 (size 7 U.S.) and size 41 (size 9 U.S.) for men, though with a little persistence you can usually find larger size in limited styles. In tourist areas, women may be able to find dressy sandals in larger sizes or have them made to fit. Since you will probably be walking a lot, you will need comfortable walking shoes. For Hanoi's winter, you may need shoes that are loose enough to allow you to wear thick socks comfortably. You should also consider bringing soft-soled fur-lined slippers for wearing in the home, as most houses are built with marble floors.

4. Coping with humidity

It is wise to place moisture absorbing material or low-wattage electric bulbs in closets during the humid season. Silica gel is recommended and readily available. If you stay in Vietnam beyond winter, all winter clothes to be stored should be laundered or dry-cleaned and packed with moth crystals. If you are not careful, your favorite wool jacket or sweater may become

moth-eaten, or your silk dress may be badly spotted and spoiled by mildew. In choosing clothes to bring to Vietnam, select materials that dry easily. Shoes should also be kept clean, aired often and stored in a dry place. You might also consider buying a dehumidifier to use in the room where your clothes are stored.

B. Food

You must be careful when consuming fresh meat and dairy products in Vietnam, as the Vietnamese have no adequate inspection system (See Appendix B). For dairy products, it is advisable to purchase well-known brand names. For meat, however, foreigners often do consume meat and seafood purchased at the local open-air markets without any health problems. You are advised to buy those products at some familiar and guaranteed sellers, especially those recommended by your Vietnamese friends. Imported seafood and meat, primarily from Australia and New Zealand, are always available fresh or frozen - at a much higher price, of course. Long-life UHT milk (whole, low fat and skim) from New Zealand and Vietnam (Vinamilk, Dutch Lady), powdered milk, and butter are readily available in all of the supermarkets.

Most other basic foodstuffs are available in supermarkets and delicatessens, and larger stores also carry imported sodas, liquor, food items and small kitchen appliances. The limited selection of western fruits and vegetables varies from season to season. Principal items that should be brought with you or sent from abroad include traditional holiday foods, ethnic foods, dietary products, baby foods, special snack foods, sport drinks, and treats for children and pets. Personal care products are generally available (with the exception of quality feminine hygiene products), but U.S. products or their equivalents are sometimes scarce and sell at twice the average U.S price. Seldom will you find a wide selection of products available at one location. Thus, from time to time, you will need to shop around before you find a certain item on your grocery list

1. Weights and Measures

The metric system of measurement is used in Vietnam, and all cooked and uncooked food items in the market are sold by the gram/kilogram or liter/milliliter. All recipes follow the same system of measurement.

2. Cooking

Most cooking is done on small gas stoves with one or two burners and/or a grill, which are placed on a low counter, though more modern houses will have electric, or gas ranges with an oven. If you do have the use of an oven, it will most likely be much smaller than those used in the U.S. Therefore, you will no doubt find yourself frying, boiling, stewing and grilling on a stove rather than roasting and baking in an oven. Microwaves are very popular, however, and some come equipped with grill and oven functions. Prices and quality vary, so make sure you know what you want before buying.

3. Eating out

There are a wide variety of restaurants in Vietnam in terms of price, style and cuisine. In addition to Japanese, Thai, Chinese, Korean, Indian, French, Italian and American-style restaurants, the cuisine of many other countries can be found in big cities in Vietnam, with the exception of Kosher foods and good Mexican and Greek eateries. Eating out is increasingly popular and there are a number of books on the topic in both Vietnamese and English.

C. Shopping

If you do not speak Vietnamese, shopping will take time in the beginning. Some people recommend one or two initial shopping expeditions in the company of Vietnamese friends, who can assist in the selection of stores and offer advice on prices and the quality of items.

1. Department Stores

Department stores in Vietnam stock a wide variety of goods, including clothes, electrical appliances, furniture, cosmetics, household items and food items.

2. Supermarkets

Supermarkets are increasing in number and becoming popular among the Vietnamese. You can often find items at lower prices than at department stores or small stores. U.S. and other foreign brand foods and specialties may be obtained at the various western style supermarkets throughout the city.

3. Local Markets

Shopping at the local markets for food can be a cultural experience in itself. Fresh produce, seafood, meat, and poultry are sold at the markets from morning to night. You can easily find various kinds of fresh products at very good prices here. However they are usually crowded and dirty. Don't be surprised if you see chickens being killed and other dead animal products out in the open.

IV. MONEY AND BANKING

A. Currency

The Dong (VND) is the monetary unit used in Vietnam. Paper notes bear the portrait of Ho Chi Minh, with the smallest note being 200 VND and the largest 500,000 VND. The rate of exchange fluctuates. As of early May 2012, the exchange rate is at 20,880 VND to 1 USD.

The first currency of Vietnam is the dong, which is abbreviated to 'd'. Banknotes come in denominations of 500d, 1000d, 2000d, 5000d, 10,000d, 20,000d, 50,000d, 100,000d, 200,000d and 500,000d. Now that Ho Chi Minh has been canonized (against his wishes), his picture is on *every* banknote. Coins are also in circulation, although they are more common in the cities, and include 500d, 1000d and 5000d. The second currency is the US dollar and that needs no introduction.

B. Financial Practices

Banking and financial customs in Vietnam are quite different from those in the United States. "Cash and carry" is the prevalent method of conducting personal transactions, although major credit cards are accepted at all larger hotels, most high-end restaurants and many shops catering to foreigners. Sometimes a fee of 1 to 3% will be added to the total bill for credit card transactions.

Dong checks are negotiable only at the banks on which they are drawn or through the bank at which you have an account. Checks drawn on U.S. accounts are not accepted for regular shopping.

Credit is often extended in Vietnam, but payment, particularly from foreigners, is usually expected either upon delivery or at the time of ordering.

C. Banking

1. Bank Account

It is possible for foreigners to set up a personal (checking) account at several banks such as ANZ, Vietcombank, etc. You will need to provide your passport and visa as well as some other documentation depending on each bank, along with an application form (available at each bank). For example, ANZ (Australia) requires documentations to prove that you are involved with an organization in Viet Nam (we suggest your grant announcement or a letter of introduction from the college). You will also need to deposit a minimum amount of \$300 (if you open an USD account) in order to activate the account. Another option is to set up a local account with Vietcombank or VID Public Bank. Money can be deposited and withdrawn from these accounts in both VND and USD.

2. Cash Card/ATM Machine

ATMs have become popular in larger cities in Vietnam. Hanoi and HCMC have ATMs from ANZ, HSBC, and Citibank. Vietcombank is also developing a wide ATM network which accepts foreign cards. These machines are marked with the GlobalAccess, Cirrus, Interlink, Plus, Star, Accel, Exchange or Explore logo. Payment is made in dong and the service charge is automatically deducted from the total. Note that your bank may charge additional fees for ATM withdrawals.

If your ATM card is also a debit card and has a Visa or Master Card logo on it, you can withdraw money from your U.S. bank account at most credit card cash-advance counters at banks in Vietnam, though you will have to pay a service charge.

V. PUBLIC SERVICES AND UTILITIES

A. Utilities

1. Electricity

Electricity in Vietnam is 220v/50-cycle alternating current (with two round-pin electrical plugs). Voltage regulators are recommended for most appliances, especially computers, as electrical power in Vietnam is unstable and prone to fluctuations, which can damage sensitive electronic equipment. If you use many electrical appliances, especially heaters or air-conditioners, the electric company in your area should be consulted about possibly stepping up the circuit breaker.

2. Gas

Most kitchens in Vietnam have gas ranges. These ranges are connected to a gas canister, which can be replenished when empty through a local distributor at a low cost.

3. Water

There are a few types of water sources available, depending on where you live in Vietnam. In Hanoi and the Northern provinces, many houses get their water from wells. Most houses come with electric pumps that transfer the water from the well, located below the house, to a reservoir tank above the house. In many cases these pumps turn on automatically when the reservoir is depleted. Sometimes you may have to turn on the pumps yourself when there is no water in your house. In many parts of southern Vietnam, water is piped just as it is in the

States and there is no need for an electric pump in your house. Water is relatively inexpensive compared to the cost of electricity.

Your host institution will be responsible of paying for the expenses of electricity, gas and water during the time you live and work there.

B. Mobile phones

Like the rest of Asia, mobile phones are ubiquitous in Vietnam. Mobile phones are a convenient and relatively inexpensive option if you do not have a private telephone line. There are many models of phones in different price ranges and the phones can be bought at many retail outlets throughout the major cities. You can choose a “pay-as-you-go” plan by purchasing pre-paid cards in amounts from VND 50,000 up to 500,000. Mobifone, Vinaphone, and Viettel are some popular providers of mobile phone service and offer monthly payment plans which charge around VND 270,000 (about \$18) per month for a basic subscription and about VND 1,800 per minute of local airtime. There is no charge to receive incoming calls or receive text messages between mobile phones. In addition, these mobile phone providers offer promotion very regularly such as doubling your account when you add account at some certain dates.

C. Internet Access

There are three types of internet: cable internet, wireless internet and 3G prepaid USB. You will have internet access in your room provided and covered by your host institution.

VI. MEDICAL CARE AND SERVICES

A. Medical facilities

Minor medical emergencies and common illnesses can be treated in Vietnam at local clinics and international hospitals, with standards comparable to the U.S., but for operations or serious illnesses it is advised to seek care in Bangkok, Hong Kong, or Singapore.

There are several medical facilities in Hanoi and Ho Chi Minh City which have a number of qualified foreign doctors on staff who speak English. While each can treat routine illnesses and stabilize trauma, they are not full-service medical facilities. Dentists are also available in Hanoi and HCMC and the level of general dental care is acceptable.

In Hue, Da Nang, and Nha Trang, there is a general hospital that can treat minor ailments; however, you need to go HCMC or Hanoi if you need to be examined by a foreign doctor.

B. Medical Insurance

Even if you have medical insurance in the States, it may not be valid in Vietnam. Buying basic travel insurance - either before you leave or after you arrive - is an absolute must. Most travel policies provide coverage only for emergencies, not for routine our outpatient care, and will typically reimburse you only after you have paid, so make sure you keep all receipts and records. With that in mind, a good policy should include emergency evacuation coverage in the event that you need to be flown to a neighboring country for treatment; it should also provide for repatriation of remains.

As a Fulbright grantee, you are provided with medical insurance. Doctors and hospitals in Vietnam expect immediate cash payment for health services. Make sure you read the policy

and reimbursement procedure sent to you either from IIE. Any questions you may have should be directed to the insurance provider.

Refer to Appendix B for Health Information and Guidelines.

VII. LOST DOCUMENTS/ CREDIT CARD

A. Lost Documents

Losing your documents and credit cards while abroad can be a nightmare. You should keep copies of your passport ID page, visa, customs declaration, and all other important documents, in a secure place. In the event that you lose your passport, you should immediately report to the U.S. Embassy in Hanoi or the U.S. Consulate in Ho Chi Minh City as well as report to your host institution contacts who will have to apply for a replacement visa on your behalf.

B. Lost Credit Cards and Travelers' Checks

You should report any credit card or traveler's check missing to your credit card/traveler's check companies immediately. Below is a list of numbers for contacting credit card and traveler's check companies that are common in the States.

Credit Card and Travel's Check Companies:

Citibank Master/Visa:	1-800-347-4934
American Express:	(336) 393-1111; traveler's checks (contact Amex Australia) 61-282-239-171
Discover:	1-800-347-2683
Master Card International:	1-636-722-7111
Visa International:	1-800-VISA-911



Stephen Cook, ETA AY 2010 – 2011 at the Cooking Class

CHAPTER III: VIETNAMESE SOCIETY AND SOCIAL CUSTOMS



Corinne Gibbon, ETA AY 2009 – 2010 participating in the sack jumping game with her colleagues

Vietnamese society is usually described as being homogeneous; however, on close observation it is complex and diverse in terms of its socio-economic fabric. As in any other country, there are variations by region, community size, educational and cultural background, occupation and other factors. Vietnam is also home to more than 50 ethnic minority groups, which are becoming more expressive and active in the general society. The following is a brief sketch of some major differences between Vietnamese and American social customs, and is intended to help ease your initial entry into Vietnamese society.

A. Uses of name

Unlike in the U.S., where the title is followed by the family name, in Vietnam the title is followed by the given name. Therefore, while Americans would call Jane Doe “Miss Doe”, in Vietnam she would be called “Miss Jane.” To the Vietnamese, using the given name without the title is an egregious sign of disrespect; this practice is usually reserved only for the closest of friends or for family members.

B. Status of women

As in many parts of Asia, Vietnamese women are given plenty of hard work to do and they have little authority at the higher decision-making levels. The advent of the two-child policy seems to be benefiting women---more women are returning to the workplace once their children are grown, while others are delaying marriage and family to obtain an education.

C. Dating and courting

Dating and courting patterns are undergoing some major changes, especially in the cities, but the basic traditional pattern remains solid. Matchmaking is still prevalent, in which two persons are introduced by friends, family or go-betweens, mostly in remote areas.

While dating is common, the underlying assumption between two Vietnamese is that marriage is the eventual objective. Therefore, American visitors without marriage on their mind must be sure to make their intentions clear to avoid any misunderstanding. Do not be surprised to hear the term “girlfriend” or “boyfriend” used frequently in casual conversation, since these terms usually simply refer to female and male friends.

D. Sense of Privacy

Americans frequently comment on the different sense of privacy, both physical and psychological, between Vietnamese and Americans. Physically, the Vietnamese are accustomed to living in much smaller spaces shared with many people. Only recently children in upper-middle class families are beginning to have their own bedrooms.

In the typical hospital or dentist’s office the doctor will examine the patient not in an enclosed private office but in a curtained-off area or, if no undressing is involved, in full view of another patient sitting in the next chair being checked by another doctor.

Americans are often taken aback by what they consider to be the very private and personal questions they are commonly asked (“Do you have a boyfriend?” “Why aren’t you married”, “How old are you?”). You should realize that Vietnamese often ask these questions of each other and they are not regarded as prying or nosy. In a society where human relationships are so important, these are attempts to build intimacy across vertical social structures. Sometimes, these are the only English phrases that a Vietnamese may know and thus they may be attempting to make “small talk.” A good way to defer answering is to return the question to the questioner, or replying in a joking manner. Always smile!

E. Physical Contact

The differences between American and Vietnamese regarding physical contact may be summarized by the observation that Americans dislike physical contact with strangers which Vietnamese seem quite indifferent or inured to, while avoiding physical contact with friends and members of the family which Americans indulge in freely.

A commuter in a crowded New York subway is careful to avoid any physical contact with the next strap-hanger whereas in Vietnam the typical commuter has no choice but to be pressed against several persons. Bumping someone on the street is considered rude in the U.S., whereas it is a common occurrence without even an “excuse me” in Vietnam. On the other hand, hugging and kissing in public among friends and family—even after a long separation—is uncommon in Vietnam. Vietnamese who have lived abroad will be more accustomed to the more effusive greetings of Americans but generally speaking, a warm handshake and grasping of the other’s arm is within the comfortable parameters for the average Vietnamese.

F. Entertaining Friends

Invitations are extended in person, by telephone or printed invitation (formal receptions, dinners) and all should be taken seriously. If invited to a meal, it is likely that it will be at a restaurant rather than at someone’s home. It is polite to arrive on time, to take a small token of your appreciation (a potted plant, flowers, sweets) especially if you are going to a private home, and to say thank you afterwards by telephone, postcard, or letter.

CAUTION 1: When eating Vietnamese food, never stick your chopsticks into rice since it is associated with the rice bowl placed in the funeral altar. If you are not using them, just place them on the chopstick stand or on the table.

CAUTION 2: If you are visiting a sick person at home or at the hospital, do not bring anything white or flowers with a strong fragrance. For example, white chrysanthemums would not be a good gift for a sick person because the color white is associated with death and funerals.

G. Gift giving

You will soon notice that gift giving is a Vietnamese custom. Vietnamese usually take flowers, fruits, or some sweets when visiting someone’s home. After a trip, they usually bring back something for the office.

As an American, you are not expected to conform to the Vietnamese ritual of gift-giving, but may do it your own way to add a distinctive “American touch” which your friends will appreciate.

H. Tipping

One of the pleasures of living and traveling in Vietnam is the absence of tipping in everyday life. In hotels, taking taxis, dining out, having groceries delivered, ordering foods, having something repaired in your home and the like, no tipping is expected or necessary. Hotels and more expensive restaurants will add 10-15% service charge but the same cheerful service without the expectation of a tip can usually be found in even a simple noodle or coffee shop. Exceptions are where one may request out-of-the-ordinary service.

I. Crime, Safety and Drugs in Viet Nam

The Vietnamese attitude toward narcotics of any kind is very severe including marijuana. Importation or use of drugs will lead to incarceration until the time of deportation, and permanent barring from Vietnam. An individual can be arrested for use of drugs after several weeks or months after the act. There are absolutely no exceptions to the severity with which the law is applied.

J. Alcohol and Smoking

In contrast to the strict laws and public attitude against the use of narcotics, the Vietnamese are very tolerant of what to Westerners may appear to be excessive drinking and public inebriation. Beer and rice-based spirits are available everywhere, including on trains and in almost all dining establishments. Most business entertainment takes place at night, and it is the common practice for office colleagues to have a drink after a long day's work before going home. The Vietnamese tend to excuse whatever an individual may say or do under the influence of alcohol. The next day in the office, no reference is made to the previous night's behavior. This may be one aspect of the Vietnamese compartmentalization of behavior according to each situation rather than universal behavior applicable at all times.

If you do not wish to drink, it is perfectly acceptable to refuse and request a substitute. It is true, however, that the Vietnamese in general find alcohol to be a great social lubricant which frees them from the rigid strictures of their social and business obligations and customs.

Although planes and trains, their stations and platforms, hospitals, public offices, department stores, etc. practice the "no smoking" policy or provide separate smoking corners, smoking is not as strictly regulated as in the United States and other places.

K. National Holidays

You should be aware of National Holidays in planning your schedule since most government and business offices, schools, and many shops will be closed on these days. Except for the Lunar New Year, department stores are open on holidays and Sundays, which are big shopping days in Vietnam.

January 1	New Year's Day
4 days in Jan. or Feb.	Lunar New Year Festival
March 10 (Lunar calendar)	Hung Kings Festival
April 30	Victory (Reunification) Day
May 1	International Labor Day
September 2	Vietnamese National Day

L. Other special occasions in Vietnam

Beside national holidays as mentioned above, we have some other special celebrations. People are working as normal on these days but they pay special care or send special greetings to one another.

February 14	Valentine's Day
March 8	International Women's Day
June 1	International Children's Day
August 15 (Lunar calendar)	Mid-autumn Festival (Children's Tet)
October 20	Vietnamese Women's Day
November 20	Vietnamese Teachers' Day
December 25	Christmas (Some international organizations have this day off)



Kevin Owens, ETA AY 2008 – 2009 with his students at the Help Desk

CHAPTER IV: ACADEMIC MATTERS



Keith Buzby, ETA AY 2008 - 2009 with his students in class

I. EDUCATION IN VIETNAM

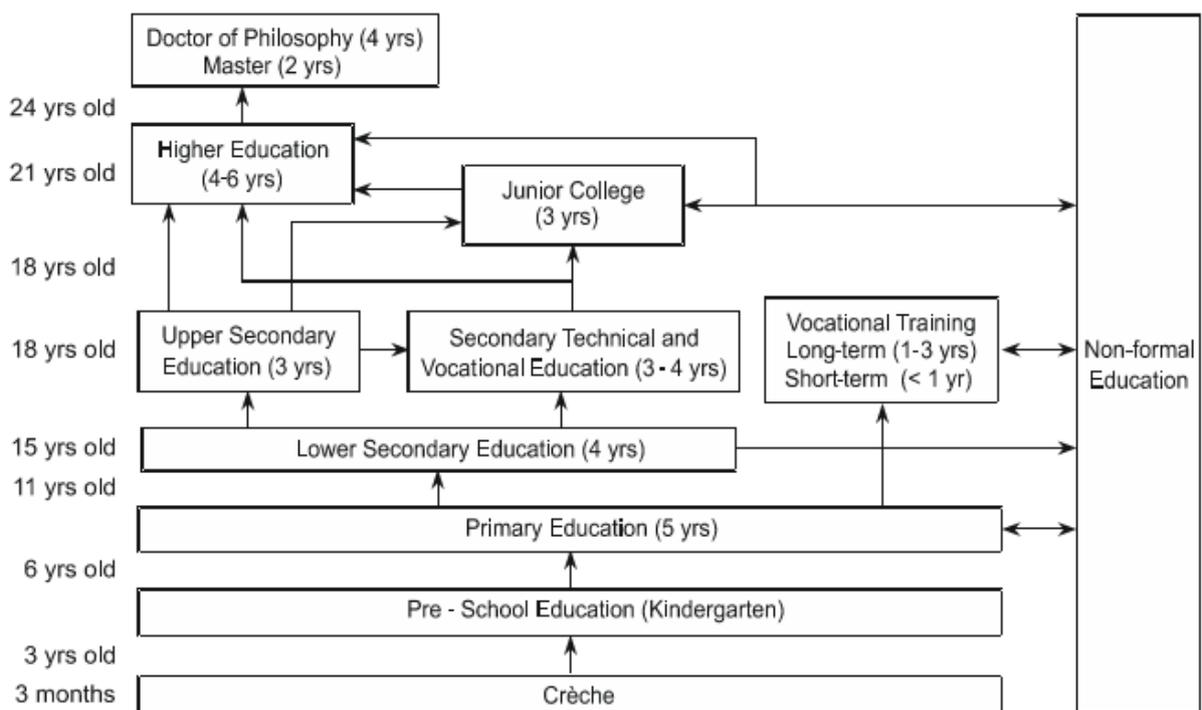
Although the quality of education has improved significantly here, Vietnam’s reputation as a highly educated country exceeds the reality. Vietnam’s population is probably better educated than other countries at similar levels of economic development. However, for the most part, the academic curriculum in this country still focuses on rote memory and “the one correct answer.” Since economic reforms officially began in 1986, literacy levels have fallen because families, particularly in the rural areas, are pulling their children out of the classroom to earn money. Schools operate on double and sometimes triple shifts, resulting in very little actual classroom time for many students. Educational facilities are frequently inadequate. Families often cannot afford the fees for keeping children in school beyond the very basic levels. The Vietnamese primary and secondary education system consists of five years of elementary schooling, four years of junior high and three years of senior high school.

A. The Vietnamese Education System

The influence of other countries on the Vietnamese educational system cannot be discounted. At its earliest stages, Vietnamese education was based on Confucianism from China and later influenced by Western countries. From the French, the Vietnamese adopted the system of a centralized national education authority and a strong emphasis on state-run normal schools.

The Vietnamese educational system is highly centralized compared to the U.S. system. The Ministry of Education and Training establishes the basic guidelines and policies of all schools from kindergarten to graduate school (including national, municipal and private institutions), covering budgetary, and standards for establishing a school, personnel, admissions, curriculum textbooks and other matters. City/town boards of education (members appointed by the head, e.g. the mayor) carry out and supervise education through the secondary level with the advice and guidance of the Ministry of Education and Training.

Below is the Vietnamese education system chart for your information:



B. Higher Education System

1. Administration

Since 1997, the philosophy of the higher education system has shifted from a more centralized stance to relative autonomy on the part of institutions (in particular those of a more multidisciplinary nature such as Vietnam National University, Hanoi and Vietnam National University, Ho Chi Minh City). The Ministry of Education and Training (MOET) directly manages approximately 3/4 of the 400 H.E. institutions. The role of the MOET includes allocation of the budget, decision-making regarding personnel and functions, direction of academic aspects, management of admission regulations, and the granting of degrees. In single-discipline and specialized training institutions, various other ministries (particularly those pertaining to health, culture and art) take an active role in management. Where junior colleges are concerned, provincial authorities take part in governance.

2. Higher Education Institutions

Higher education institutions are structured as follows:

- Colleges can offer college programs and other lower level programs.
- Universities can offer college, undergraduate, master and doctorate programs as assigned by the Prime Minister.
- Research Institutes can offer doctorate programs and in cooperating with universities can offer master programs subject to permission from the Prime Minister.

Higher education institutions that are authorized to provide full-time regular programs can also offer part-time programs on the condition that they the part-time programs are similar to the full-time ones. Part-time students can only be admitted to degree programs in the national education system and there are three modes of delivery: in-service training, distant learning or instructed self-learning.

3. Higher Education Degrees

Bachelor's Degree: Most universities require a 4- or 4,5- year- period for a student to complete his/her Bachelor's Degree. For those studying in the medical and dental sciences, the time required could be up to 6 years.

Master's Degree: This program requires 40 credits of professional specialty, or 1.5-2 years of study. Although the curricula for these programs are gradually developing, a student can expect to spend half of that time in intensive study of a single field or combination of fields. Post-graduate studies emphasizing professional preparation may be in the form of courses and/or lecture of a research program. Prior to receiving the Master's Degree, students must successfully defend their Master's thesis.

c. Doctorate: Students admitted into doctoral programs come from one of two groups: graduates with excellent records who sit for the "minimum" exam, consisting of political subjects, foreign language and some subjects related to a given specialty; and students who have earned a Master's Degree. Doctoral programs can require from two to four (and possibly more) years of study and research leading to the presentation of a dissertation.

4. Grading System

The Vietnamese grading system is based on a 1-10 point scale, similar to the US 1.0-4.0 scale. Usually when an American institution asks for a grade-point average (GPA) calculated on the 4 point scale, the student will be expected to do a direct mathematical conversion, so 10 becomes 4.0, 7.5 becomes 3.0, etc. This makes sense from a practical standpoint (Please see attached the suggested grade conversion table). In reality, however, it is completely inaccurate.

In the Vietnamese system, a score of ten is rarely given, even for the brightest student. In contrast, a 4.0 in a U.S. classroom is not unusual, nor is someone with a 4.0 GPA overall. According to the Research Center for Vocational, Technical and Higher Education under the Vietnamese Ministry of Education, someone with a 7.5 GPA will probably be in the top 10-15% of his or her class. Therefore, American colleges and universities should pay greater attention to class rank and other skills reflected in the application process rather than his/her absolute adjusted GPA.

Also be advised that the practice of most Vietnamese institutions is not to provide official transcripts to other universities on behalf of their students. Students can request an official transcript, and then have copies certified with a red stamp from their own institutions or at a state notary office. Translation services are also available at these offices.

5. Higher Education Increase

	1990	1995	2000	2005	2006	2007	2008
Numbers of lecturers	21,900	22,800	32,205	48,579	53,518	56,120	61,190
- Public	21,900	22,800	27,689	41,915	45,800	51,287	54,904
- Non-public	-	-	4,516	6,664	7,718	4,833	6,286
Numbers of students	129,600	297,900	918,228	1,363,167	1,540,201	1,603,484	1,719,499
- Public	129,600	297,900	813,963	1,226,687	1,346,730	1,414,646	1,501,310
- Non-public	-	-	104,265	136,480	193,471	188,838	218,189
Numbers of universities and colleges	106	109	178	255	299	346	369
- Public	106	109	148	220	253	282	305
- Non-public			30	35	46	64	64
Ratio of students and teachers	6	13.07	28.51	28.06	28.78	28.57	28.10
- Public	6	13.07	29.40	29.27	29.40	27.58	27.34
- Non-public	-	-	23.09	20.48	25.07	39.07	34.71

(Sourced by MOET)

6. Library Facilities

Major universities have large lending libraries and more specialized books can be found in professors' offices, making it practical to establish contact and develop rapport with instructors in order to locate those materials. Public libraries do exist as well, and they have some holdings of books in English.

7. Academic Calendar

The academic year is usually divided into two semesters, the first normally running from the middle of September to the middle of January, and the second lasting from the middle of February to the end of June. Some institutions organize an additional summer session.

8. Admissions

In order to enter an undergraduate program at a Vietnamese university, all applicants must have completed 12 years of primary and secondary education or the equivalent. Vietnamese applicants to universities are required to sit for the University Entrance Examination. In addition, applicants must be in good health (with clear stipulations) and be under the age of 32 (with the exception of women, those who have served in the army, and those from ethnic minority groups – the age limit is applied for the regular undergraduate program only).

II. TEACHING ENGLISH IN VIETNAM

A. The ETA Role

ETAs are sent to the host institutions in Vietnam in order to support the English teaching and learning there for a period of 9 months, tentatively from early September 2012 to the end of May 2013. ETA will work maximum **30 hours per week**, including **16 hours** of teaching listening and speaking skills to graded classes. ETA is not to teach English for Specific Purposes, IELTS/TOEFL/TOEIC preparation courses and classes of for-profit English training center run by the host institution. The **remaining 14 hours** will be for lesson planning, grading and other cultural exchange and English teaching and learning activities, which may be the followings:

- Instruct students with specific assignments
- Join the English Speaking Club
- Talks on American cultural affairs and current affairs
- Instruct writing or presentations skills
- Review student magazine
- Guide students in community service projects
- Organize cinema or reading clubs
- Instruct out-of-class discussions
- Help other teachers of English concerning pronunciation, cultural differences
- Assist in language laboratory activities

In addition to the allocated time of 30 working hours per week at the host institution, the ETA will spend time learning Vietnamese culture and people through community, cultural and tourism activities. Accordingly, the institution should facilitate the ETA's role of a cultural ambassador.

In order to help the English Teaching Assistants best prepare for and benefit from their stay and work in Vietnam, the Fulbright Program in Vietnam organizes a four-week orientation in August in Hanoi. All ETAs are required to attend the orientation. During the orientation, ETAs will be briefed on security, political, economic and medical issues by Embassy officers. Lectures on Vietnamese history, geography, culture and economy will be delivered by Fulbright Alumni, current Fulbright grantees or experts. You will spend most of the time learning basic Vietnamese language and learning English teaching methodologies. The Fulbright Program will provide accommodation and in-city transportation for ETAs during the orientation.

B. Support from the host institution

1. Visa application

The host institution will apply and sponsor you for your visa. The host institution will cover all expenses in order to get your visa approval. You need to be responsible for the visa fee in the U.S and for providing required documents for visa process. We request that the host institution to apply for your visa to be valid from July 25, 2012 through June 10, 2013 and it is a multiple-entry visa. The host institution will process the visa application at their earliest convenience. However, visa procedures vary from location to location. Though the host institution is committed to get your visa as required by the Fulbright Program in Vietnam, they may face some difficulties with the local authority.

2. Accommodation

The host institution is responsible for arranging and providing free housing to the ETA during the 9 months ETA works at the host institution. The Fulbright Program in Vietnam requests that the host institution will arrange for the ETA to stay in your own room at the guesthouse or dormitory on campus equipped with an air-conditioner, in-room internet access, fridge, a kitchen or kitchen corner and a separate attached bathroom with water thermo. The host institution should inform the ETA of his/ her housing arrangement as soon as the Fulbright Program connects the ETA with the host points of contact.

3. Transportation

The Fulbright Program requests that the host institution support the ETA in local transportation by providing you with a bicycle and/or a monthly bus voucher. The institution should assist the ETA to commute safely and conveniently to learn about the surrounding environment.

4. Teaching Vietnamese language

The Fulbright Program in Vietnam requests that your host institution arrange someone, a teacher or a student, to teach you Vietnamese language about 2 hours per week upon your request. These 2 hours are not included in the 30 hours of working. The studying timetable will be discussed between you and the host institution.

5. Administrative and professional support

As per the request of the Fulbright Program in Vietnam, your host institution will assign two people to have daily contact and support to you. One of them, normally from International Relations Department will support you in terms of administration, accommodation, working condition, visa, orientation, etc. This person will be working very closely with you and with the Fulbright Program in Vietnam in order to provide you timely support. S/he will also work very closely with the other contact person to provide you necessary support. The other, normally from the Foreign Languages Faculty, will support you in terms of working schedule, teaching methods, extra-curricular activities, teaching materials, etc. You are advised to contact your host institution once your placement is finalized and contact persons are assigned.

6. Other support

Apart from the above-mentioned support, your host institution will provide you with a working space as other teachers with necessary stationeries. Some host institutions may arrange and sponsor for you to join in some excursion trips to explore the area. This kind of support varies from host institution to host institution.

C. Students

Vietnamese students tend to be shy about responding directly to questions that are posed to them. Students' abilities vary within the same class. ETAs will receive basic teacher training at orientation which includes discipline tactics. Effective discipline is dependent on the age and gender of the students, as well as the individual teacher.

D. Schedule

The first semester begins in late August till mid-late January while the second semester begins in February and last till June. There are 2 major school breaks (Tet Holiday and Summer Holiday) and a number of public holidays throughout the year. ETAs may also sometimes receive time off during examination periods, but it is the individual ETA's responsibility to ask the school. The school workweek is five day, Monday through Friday. The daily school schedule varies from school to school.

E. School Relations

It is very important for ETAs to maintain good relations with their co-teachers, as well as their principals, vice-principals, and other teachers in the school. Not only does it make daily school life easier, it is also sets a good precedent for future ETAs to follows. One of the easiest ways to make a good impression in the office is to give a handshake and say “*xin chào anh/ chị*” as a warm greeting. This takes little effort but will greatly impress Vietnamese colleagues. It is also considerate to bring a small gift (e.g., fruit, candy, cookies, for co-teachers or administrators after traveling or taking time off. The nature of the gifts is unimportant; it's the thought that counts.)

F. Vietnamese Language Learning

For ETAs who are eager to learn as much Vietnamese as possible during their time in Viet Nam, practice and independent study are key. Due to the busy ETA schedule and the general lack of Vietnamese language school in upcountry locations, it may be difficult to take formal language lessons during the regular school season. However, there are alternative approaches to learning Vietnamese.

Overall, the most effective way to learn is to immerse yourself in situations in which you MUST speak Vietnamese. Learning sport or martial arts, studying traditional music or art, or participating in social activities with other Vietnamese can provide good opportunity for you to acquire and practice Vietnamese. You can also arrange informal language exchanges with teachers and students. These exchanges offer good opportunities not only to learn Vietnamese, but also to get to know others in the community. With some basic Vietnamese gained from the orientation in Hanoi, you can also develop your Vietnamese by studying with a teacher arranged by the host institution about 2 hours per week.

Vietnamese language books are available at bookstore in Viet Nam. The selection of Vietnamese-English dictionaries is also much better and cheaper in Viet Nam than in the U.S.

G. Independent Study

ETAs are not required to conduct formal research. The intense teaching schedule makes it difficult for you to conduct formal research projects during the grant period. However, ETAs have many opportunities to learn about Vietnam through informal experience. They may involve the extracurricular activities that ETAs may pursue outside of work hours. Examples of independent project and activities may be:

- Survey of students to study views of gender roles among Vietnamese teenagers
- English drama, video, or newspaper club activities
- Community service volunteer (orphanage)
- Vietnamese martial arts
- Vietnamese traditional music (singing or instruments)
- Vietnamese classical dance
- Study of Vietnamese folklore and literature
- Study of Vietnamese language

These types of projects are feasible and Fulbright strongly encourages such pursuits in order to provide a more well-rounded experience in Viet Nam.

H. Course Certificate Issuance to Students

In general, you are advised against giving out certificates to your students. Do not promise your students that you will award certificates to them upon completion of the courses. However, in case that your students insist on receiving course certificates from you, please follow the following guidelines:

1. You should receive the concurrence from the leader of the university/college.
2. You should check with your university that they approve of the wording in the certificate before you distribute them to students who have earned them.

III. SUGGESTIONS TO ETAS FOR A SMOOTHER TRANSITION

- Be positive. For your own well-being, approach this new experience positively.
- Be flexible. Things do not always go as planned and where there is a change in the things you plan, you need to learn to adapt and to respond to the change in order to be successful.
- Be responsive. Act toward others the way you want to be treated.
- Always give things a try. Don't "knock it before you try it". Experience is the best teacher, so go ahead and learn about new things.
- Do not take things too personally. In life, you are bound to encounter unfavorable circumstances or rude individuals, but learn from these occurrences; do not let them taint your experience.
- Be aware that "all eyes are on you". In addition to being a minority and an individual, you are also representative of all your affiliations, e.g. native country, hometown, race, gender, religion, family, alma mater, etc. Be advised that, at times, other will judge you based on stereotypes, but it is up to you to demonstrate your individuality and potential.
- Engage others outside your "circle". As a minority, you do not want to be guilty of excluding others from your group, and hence, making others minorities as well. Try to form associations with others that you are not too familiar with.
- Do not prejudge others. Prejudice is nothing but an assumption
- Give yourself time to adjust to a totally new environment, especially during the first two weeks of your stay in the assigned school
- Above all, expect the unexpected!



ETAs and U.S. Students AY 2009 – 2010 at Binh Duong University

APPENDICES



ETAs AY 2009 – 2010 at the Mid-year Enrichment Seminar

Appendix A

INTRODUCTION TO FULBRIGHT PROGRAM IN VIETNAM

The Fulbright Program is the flagship international educational exchange program sponsored by the U.S. Government and is designed to increase mutual understanding between the people of the United States and the people of other countries.

The Program was established in 1946 under legislation introduced by the late Senator J. William Fulbright of Arkansas and is sponsored by the United States Department of State's Bureau of Educational and Cultural Affairs (ECA).

Approximately 300,000 "Fulbrighters," 114,000 from the United States and 186,000 from other countries, have participated in the Program since its inception over sixty years ago. The Fulbright Program awards approximately 8,000 new grants annually. Currently, the Fulbright Program operates in over 155 countries worldwide.

Started in 1992, the Fulbright Program in Vietnam promotes cross cultural understanding through academic exchange.

The Program, administered by the Public Affairs Section of the U.S. Embassy in Hanoi, works with appropriate Vietnamese and American educational and governmental organizations to provide opportunities for study and research in various disciplines in the social sciences and humanities, science, and technology to all candidates who qualify through open an competition on the basis of academic and professional merit, without regard to race, religion, gender or affiliation.

The Fulbright Program in Vietnam is comprised of traditional and non-traditional components, as follows:

Traditional Programs:

- U.S. Scholar Program
- Vietnamese Scholar Program
- U.S. Student Program
- Vietnamese Student Program

Non-Traditional programs:

- English Teaching Assistantship Program
- Specialist Program
- Occasional Lecturing Program
 - In-country Travel Plan
 - Regional Travel Plan

I. TRADITIONAL COMPONENTS

A. U.S. Scholar Program

The Program offers American academics the opportunity to work as lecturers and researchers in Vietnamese universities and colleges, think tanks, and government ministries throughout Vietnam for terms of three to ten months. From six to eight awards are granted by the Fulbright Program to American scholars on an annual basis.

B. Vietnamese Scholar Program

The Program provides Vietnamese senior scholars opportunities to work as lecturers and researchers in U.S. universities for terms of three to nine months. Up to ten scholars from Vietnam travel to the United States on an annual basis.

C. U.S. Student Program

The Program brings American postgraduate students to Vietnam to carry out research on six to ten month grants. Up to 10 students from the United States travel to Vietnam on an annual basis.

D. Vietnamese Student Program

The Program provides 20 to 25 fully-funded fellowships for Vietnamese mid-career professionals on an annual basis. Most Fulbright Fellowship recipients will earn a master's degree in the social sciences or humanities in two years.

II. NON-TRADITIONAL COMPONENTS

A. English Teaching Assistantship Program (ETA)

This program brings newly graduated U.S. college students to Vietnamese universities and colleges in different parts of the country to support the English teaching and learning at those institutions for nine months. Up to 15 ETAs are brought to Vietnam on annual basis.

B. Fulbright Specialist Program (FSP)

Fulbright Specialist Program is a short-term program which brings U.S. faculty and professionals to work at Vietnamese institutions for two to six weeks. Interested institutions submit a request for a specialist. Up to 10 projects are approved per year.

C. Occasional Lecturing Program (OLP)

The Program provides travel awards through the Occasional Lecturer Program (OLP) that enable U.S. Fulbright Scholars to accept guest lecturing invitations at colleges and universities throughout Vietnam. OLP recruits scholars whose affiliation is either in Vietnam or in regional countries. Up to ten grants are awarded annually. Each grant is from two to five days. Grants are subject to funding availability.

Appendix B

HEALTH INFORMATION AND GUIDELINES

For expatriates who have come to a warm climate for the first time, it should be realized that most of the debilitating diseases, which gave the tropics an unenviable reputation in the past, have now, according to the WHO, been more or less controlled. It is relatively easy to keep fit practicing normal hygienic and sanitary measures, and a genuine application of common sense.

It is important to remember that a short period of adjustment is required after arrival in Vietnam. During the first few weeks rest is recommended and exposure to the sun should be avoided. It is important to drink plenty of fluids to counterbalance the loss from perspiration and avoid dehydration.

A. Food Sanitation

Microbiologically unsafe food (i.e. food contaminated with viruses or bacteria) is much more likely to be the cause of food related illnesses than chemicals. Not only are the consequences of such consumption more apparent (acute diarrhea, for example), but also these health effects are more readily identified.

Chemical contamination health effects are typically chronic. Most pesticides/herbicides are fat-soluble and concentrate in high fat content foods. Consuming lean meat with all fat removed or low fat content poultry products may reduce exposure to chemicals.

Washing food with water, followed by scrubbing the food, serves the purpose of removing dirt or other particles, as well as food contaminants, which may be present in the food surface. The use of soap (in addition to the use of water and scrubbing) as an adjunct to remove or reduce surface pesticides has not been evaluated by the FDA for efficacy and safety, and therefore cannot be recommended. Additional measures which may reduce pesticide exposure from food include throwing away the outer leaves of leafy vegetables, such as lettuce and cabbage, as well as removing the skin or peel from vegetables prior to cooking or eating them.

- Be cautious when eating salads or raw vegetables in restaurants and from street stalls; all vegetables and fruits should be peeled or thoroughly cleaned before eating.
- Eat only freshly cooked and hot food.

B. Water Quality

The following are a few rules that you should follow to keep healthy:

- Do not drink water from the tap; drink only boiled water, hot tea, coffee, or bottled drinks.
- It is recommended that you replace the charcoal filter every two months and monthly if you use the distiller a lot. Do not brush your teeth with untreated water.
- Do not use ice cubes unless you are certain they were made from safe water.

C. Lead and Ceramics

The U.S. Embassy had a recent visit by a State Department Medical Technician who performed lead tests on several pieces of local ceramics. All were found to be lead free. Those interested may obtain their own lead testing kits through the Internet at www.checkforlead.com/main.html or www.knowlead.com/test.htm.

Blood lead tests were performed on Embassy children between the ages of 6 months and 6 years, and no significant levels were found. However, the Technician noted that until a more significant number of children in the community are tested, it will be difficult to be confident that the risk does not exist in Hanoi.

D. Fluoride

Bottled and distilled water - which is recommended for all of us - has zero fluoride content.

For children the following is considered full fluoride supplementation (Only for children 6 months - 16 years):

- Children aged 3 to 13 should receive one mg of fluoride daily, Children should be instructed to chew the tablet and swish it in the mouth before swallowing to allow some topical benefit to erupted teeth.
- Children aged 2 to 3 should receive 0.50 mg fluoride per day
- Children aged six months to 2 should receive 0.25 mg per day and
- Children younger than six months should not receive fluoride. Too much fluoride can permanently stain the teeth.

E. General Health Precautions in Vietnam

Vietnam is a developing nation in the lower half of the world's economies. Located south of China and extending along the eastern borders of Laos, Thailand, and Cambodia in Southeast Asia, its climate is tropical in the south and monsoonal in the north.

1. Immunization

- **Hepatitis A:** *recommended for all travelers.*
- **Typhoid:** *recommended for all travelers.*
- **Hepatitis B:** *recommended for prolonged stays; frequent short stays in this or other high risk countries; adventure travelers; the possibility of acupuncture, dental work, or tattooing; all health care workers; the possibility of a new sexual partner during stay; and travelers with high potential to seek medical care in local facilities. Consider for short stays in travelers desiring maximum pre-travel preparation. Increased awareness is recommended regarding safe sex and body fluid/blood precautions.*
- **Yellow fever**
 - *Requirement:* required for travelers coming from countries with risk of yellow fever transmission.
 - *Recommendation:* not recommended for any traveler unless it is officially required for entry.

- **Japanese encephalitis:** Significant risk exists in rural areas throughout the country, particularly in the northern half of the country, with the highest incidence in the area around Hanoi and in the Mekong and Red River deltas. Transmission occurs throughout the year with seasonal peaks after the rainy season in the south, and a peak from May to October in the north. *Recommended for:* prolonged stays or frequent short stays in risk areas; shorter rural visits by those with extensive outdoor exposure, such as hikers and adventure travelers; and all long-term urban expatriates due to the likelihood of occasional rural travel. Not recommended for short-stay visitors to urban areas or short visits to usual rural tourist sites. *Consider for:* visits greater than 2 weeks to Hanoi. Evening and nighttime insect precautions are recommended.
- **Rabies**—Risk occurs in most parts of the country. *Recommended for:* prolonged stays with priority for young children. Also recommended for shorter stays at locations more than 24 hours' travel from a reliable source of human rabies immune globulin and rabies vaccine for post-exposure treatment; occupational exposure; all adventure travelers, hikers, cave explorers, and backpackers. Consider for risk-averse travelers desiring maximum pre-travel preparation. All dog bites or scratches while in this country should be taken seriously and post-exposure prophylaxis sought even in those already immunized.
- **Influenza**—Flu (including 2009 H1N1) is transmitted throughout the year in the tropics and all travelers are at increased risk. *Recommended for:* all travelers. Consider a standby treatment course of oseltamivir for unvaccinated travelers, especially those who are at high risk for complications from influenza.
- **Routine vaccinations** (adults only)
 - *Tetanus/diphtheria/pertussis.* Adequate primary series plus booster within the last 10 years (Tdap or Td). Those who have not received a previous dose of an acellular pertussis-containing vaccine in adulthood should receive a one-time dose of Tdap vaccine, regardless of interval since last tetanus/diphtheria-containing vaccine.
 - *Measles/mumps/rubella.* Indicated for those born in 1957 or later (1970 or later in Canada) without a history of disease, laboratory evidence of disease, or of 2 adequate doses of live vaccine at any time during their life. Many countries (including the U.K.) recommend that adults need to have had only 1 countable dose at any time during their life.
 - *Pneumococcal.* All adults over 65 and those with chronic disease or compromising conditions.
 - *Polio.* Adult polio boosters are unnecessary for travel to this country.
 - *Varicella.* Indicated for all persons born outside the U.S. or born in the U.S. after 1979, except not indicated for persons with an adequate vaccination history (2 lifetime doses), reliable evidence of previous infection, or laboratory confirmation of immunity.

2. Malaria

- **General information:** predominantly *P. falciparum*. Transmission occurs throughout the year, and is highest from April through October.
- **Protective recommendations:**
 - *Chemoprophylaxis is recommended for all travelers:* throughout the provinces of Dien Bien [1], Lai Chau, Lao Cai [2], Cao Bang, and Bac Kan; rural forested areas below 1,500 meters (4,900 feet) in most of the central provinces (see map) ranging from Vinh Phuc [10] and Phu Tho [11] in the north to Binh Phuoc [30] and Dong Nai [31] in the south; all cities and towns in these areas

except the central urban areas of Hoa Binh, Dien Bien Phu, Lau Chau, Cao Bang, and Bac Kan.

- *Chemoprophylaxis is recommended for certain travelers (see Issues to Consider inset)*: throughout the provinces of Son La, Yen Bai [3], Ha Giang, and Lang Son; rural forested areas below 1,500 meters in the provinces of Thai Nguyen [5], Thua Thien-Hue [19], Quang Ngai, Binh Dinh [22], Dong Nai [32], Binh Duong [33], Ho Chi Minh province, Tay Ninh, and Bac Lieu (see map); all cities and towns in these areas except the central urban areas of Son La, Ha Giang, and Lang Son.
- *Insect precautions only are recommended (negligible transmission is reported)*: rural forested areas below 1,500 meters (5,000 feet) in the northern provinces of Tuyen Quang [4], Hanoi, Bac Giang [6], Quang Ninh [7], Da Nang, and most of the far-southern provinces (see map); the central urban areas of Hoa Binh, Son La, Dien Bien Phu, Lai Chau, Ha Giang, Cao Bang, Bac Kan, and Lang Son.
- *No protective measures are necessary (no evidence of transmission exists)*: Mekong and Red River deltas; major cities (e.g. Hanoi, Ho Chi Minh, Da Nang, Hai Phong, Quy Nhon, and Nha Trang); typical tourist destinations along the coast north of Nha Trang (see map); altitudes above 1,500 meters; all other areas not mentioned above.
- **Protective measures**: Evening and nighttime insect precautions are essential in areas with any level of transmission. Atovaquone/proguanil (Malarone) and doxycycline are protective in this country. Drug choice depends on personal factors discussed between the traveler and medical provider.
 - No preventive measure is 100% effective. Immediate medical attention is necessary for fever or flu-like illness within 3 months after travel in a malaria risk area. Include mention of travel history.

3. Mosquitoes, Flies and Insects

Besides malaria, mosquitoes also transmit dengue fever and Japanese encephalitis. The favorite breeding ground for mosquitoes is any stagnant water and care should, therefore, be taken that water is not allowed to accumulate on the ground of your home, in rain barrels, empty tin cans, etc.

A good rule of thumb is to know that flies and mosquitoes do not operate in low temperature conditions. Keeping your A/C below 20 F will minimize their activity.

You may find cockroaches in your kitchen and bathroom and the finest control measure is again to keep the areas scrupulously clean since cockroaches also carry diseases.

Small lizards, geckos, are common and you may see them on the windows of your home or running along the walls and ceilings. They eat insects and are harmless to you and should not be killed. However, they do leave small droppings, which at first may lead you to think that you have a mouse infestation.

4. Stray Dogs, Monkeys and Other Small Animals

Rabies exist in Vietnam and as a consequence we recommend that:

- Contact with stray dogs, cats and monkeys be avoided, and children should be warned of the danger.
 - Household pets are inoculated against rabies.
- In the event of an animal bite, you should immediately take the following steps:

- Scrub the wound thoroughly with soap and clean water and apply an antiseptic solution and simple dressing
- Consult a doctor
- If possible, catch the animal so that it can be observed for 10 days.

5. Traveler's Diarrhea

- High risk throughout the country including deluxe accommodations in major cities. Food and beverage precautions are essential in order to reduce chance of illness.
- Travelers should carry loperamide and/or a quinolone antibiotic for presumptive self-treatment of diarrhea if it occurs.

6. Other concerns

- **Current Health Concern** - updated November 29, 2011 (posted August 17, 2011)
Hand, foot, and mouth disease: According to Vietnam's Ministry of Health, more than 90,000 cases of hand, foot, and mouth disease (HFMD), a significant increase over the average incidence, have been reported throughout the country (though primarily from southern provinces) since January 2011. The most affected provinces are Ho Chi Minh, Dong Nai, and Dong Thap. Enterovirus 71 is the most common cause of HFMD in Vietnam and periodic epidemics occur. Travelers are reminded to exercise particular care in hygiene habits, including frequent hand washing.
- **Tuberculosis** is common in all developing countries. However, this country has an incidence of over 100 cases per 100,000 population, the highest risk category. Travelers planning to stay more than 1 month should have pre-departure PPD skin test status documented. Travelers should avoid crowded public places and public transportation whenever possible. Domestic help should be screened for TB.
- **Hand-foot-mouth disease (HFMD)** occurs throughout the year, especially in southern provinces including Ho Chi Minh City. Frequent handwashing, especially in children, is recommended.
- **Dengue** fever presents significant risk in urban and rural areas. Risk is greatest in the Mekong Delta region and is greater in the south than in the north. Risk is extremely high in Ho Chi Minh City especially during the peak of the rainy season (June through September). Daytime insect precautions are recommended.
- **Rickettsial** disease, including scrub typhus and murine typhus, occurs. Personal protective measures are recommended against exposure to mites in moist rural areas and fleas in areas with where rodents are common.
- **Schistosomiasis**, transmitted by waterborne larvae that penetrate intact skin, presents low risk in the Mekong River and its tributaries. Travelers should avoid freshwater exposure in these areas.
- **Avian influenza H5N1**, excreted in large amounts in the droppings of infected birds, is endemic. Sporadic human cases acquired by direct contact with poultry are reported in this country. The last human case was reported in April 2010. The last case in birds was reported in October 2011. Vietnam has reported bird and/or human cases of H5N1 throughout most of the country. Although risk to travelers is minimal, avoid places where direct contact with birds and/or their secretions may occur, such as live animal markets and poultry farms. Well-cooked chicken is safe to eat. Current influenza vaccines are not protective. Oseltamivir is effective.
- **Monkey bites** occur among tourists. Monkeys may transmit a number of diseases, including rabies and herpes B. Avoid feeding monkeys; if bitten, immediately soak and scrub the bite for at least 15 minutes, and seek urgent medical consultation.

- **Marine hazards** may include jellyfish, coral, and sea urchins. Dangerous (potentially deadly) jellyfish are present year-round, but particularly during the rainy season. Children are especially at risk, and adults wading, launching boats, or fishing.
- **Security**
 - *Important Issues:* Traffic accident injuries are the leading cause of death, severe injury, and emergency evacuation of foreigners in Vietnam.

7. Medical Care

- Medical care is substandard throughout the country including Hanoi and Ho Chi Minh City. Adequate private medical care is available in Hanoi, Ho Chi Minh City, and Vung Tau at 1 or more internationally staffed outpatient clinics. Adequate evacuation insurance coverage for all travelers is a high priority. In the event of a serious medical condition, medical evacuation to Singapore is likely to be necessary. Hospital accommodations are inadequate throughout the country and advanced technology is lacking. Shortages of routine medications and supplies may be encountered.
- Emergency assistance is theoretically available nationwide by dialing 113 for police, 114 for fire, and 115 for ambulance (no English or French spoken). Emergency medical response services are generally unresponsive, unreliable, or completely unavailable.
- A recompression chamber is located near Nha Trang. Before diving, check that facilities are operational.
- Medical personnel, particularly outside Hanoi and Ho Chi Minh City, may speak little or no English.
- Cash payment is expected prior to treatment, including emergency care. There is no clear information as to whether credit cards are accepted for medical care.
- Rh-negative blood may be difficult to obtain; the blood type of the general Asian populace is Rh positive.

F. Health Insurance Information

Accident & Sickness program for Fulbright Exchange Grantees

Contact Information:

Seven Corners, Inc.

P.O. Box 3724, Carmel, Indiana 46082-3724 USA

Telephone: 1-800-461-0430 (toll free for grantees in the United States) or 317-818-2867 (a collect call for grantees outside of the United States)

E-Mail: aspeinfo@sevencorners.com

Website: www.usdos.sevencorners.com

For US grantees, Seven Corners offers a telephone number which can be dialed collect when outside of the United States. Seven Corners can provide assistance to US students trying to locate a physician overseas and in some cases has established a process where overseas physicians can direct bill Seven Corners (lessening the out-of-pocket expenses for US grantees). US grantees will also have the option to order maintenance drugs prior to their overseas departure. The contract between ECA and Seven Corners requires the third-party administrator to process properly-filed healthcare claims within 10 business days.

Please take a minute to review the new ASPE website (www.usdos.sevencorners.com), where you will find the ASPE benefits guide, downloadable ASPE forms and "MyPlan" --- a password accessible site which provides grantees services such as claims tracking and downloadable .pdf files of their ID cards.

Link to the ASPE Health Benefit Guide for further information:
<http://usdos.sevencorners.com/docs/ASPEHealthBenefitGuide.pdf>

Appendix C

CRIME, SAFETY AND SECURITY BRIEFING



Regional Security Office
American Embassy Hanoi

I. Traffic Safety and Road Conditions

While in Vietnam, Embassy staff will encounter road conditions, which differ significantly from those in the United States. The road system in large Vietnamese cities is rather chaotic and there is a REAL THREAT OF BEING involved in a traffic or pedestrian accident. Traffic accidents are an increasing hazard throughout Vietnam as more and more vehicles are on the road. Many serious accidents and deaths of foreigners are caused by traffic accidents. Pedestrians unaccustomed to walking across streets in Hanoi, HCMC or other Vietnamese cities should be extra cautious.

Streets in the major cities are very crowded with buses, cars, trucks, motorcycles, bicycles, and pedicabs (cyclos). Food peddlers sell from the sidewalks and sudden stops by shoppers on motorcycles and bicycles make driving a real hazard. There is little adherence to traffic laws. As a rule, most drivers, including bicyclists, do not yield. Accidents, therefore, are frequent on city streets. Horns are used constantly.

Outside the cities, the traffic situation is marked by a variety of vehicles and livestock vying for road space. Sections of highway are in need of repair and in poor condition. Driving at night is dangerous. Buses and trucks often travel at high speeds with five to six bright lights on the front of vehicles, which are rarely dimmed when approaching an oncoming car. Vehicles often stop in the middle of the road without lights. The Embassy in Hanoi advises those driving after dark, especially outside the major cities, to exercise extreme caution. The Embassy also strongly advises that Embassy staff riding a bike or driving their own motorcycle wear helmets, and whenever in a car use the seat belt.

The public transportation system in Hanoi and throughout Vietnamese cities mostly consists of taxis; cyclos (pedicabs) or motorbike taxis (xe oms). The Embassy recommends that staff use metered taxis for public transportation around the city rather than the cyclos (pedicabs) or motorbike taxis. While cyclos are an interesting cultural experience, they are the slowest and least maneuverable vehicle on the street and are not recommended as transportation. Xe oms are not recommended because they do not provide helmets for their passengers (creating the possibility of head injuries) while driving/riding motorbikes, which are a serious problem in Vietnam and the skills of the drivers vary considerably. Taxis are generally the largest

vehicles on the road and provide more protection for passengers than cyclos or xe oms. Generally all taxis in Hanoi and HCMC use meters, which are reliable. There are occasions when taxis in VN, like many other cities of the world, may take an extra long path to reach their destination.

II. Crime Threat

Vietnam is generally a safe country. However, large cities such as Hanoi and HCMC have crime problems typical of many other large cities throughout the world. The crime is primarily petty crime; violent crimes such as armed robbery are still relatively rare in Vietnam. Drug use is becoming more and more of a problem in Vietnam. In a June 1997 incident at the central market in Ho Chi Minh City, a tourist was killed when she resisted a purse-snatcher. It is recommended that travelers not resist such theft attempts, but report them both to police and to the RSO.

In general, the crime situation in HCMC is worse than in Hanoi, though Hanoi's crime rate is apparently increasing. In both cities, crime -- petty theft, purse snatching, and pick pocketing -- are most common in the areas frequented by foreigners such as major hotels and tourist sites. Street crimes in Hanoi and HCMC have been perpetrated by two people traveling on a motorbike, with the passenger snatching the victim's bag, camera, etc. If the straps are over the shoulder or around the neck, the victim can be pulled down or dragged by the strap until it breaks. Alternatively a knife or other sharp cutting instrument can be used by the criminals to cut the strap. The criminals have apparently unintentionally cut some victims as they attempted to cut the strap of the bag, etc.

Cyclos (bicycle pedicabs) have been known to cooperate with the motorcycle bandits by taking the unwary passenger down deserted streets and positioning the passenger for the motorcycle to grab the bag and make an unhindered getaway. Another common ploy while walking on the street is to be swarmed by children or young adults. The victim only has two hands and those pockets that can't be covered are picked clean. Street vendors and children can artfully pick the shirt pocket of expensive fountain pens and sunglasses. In addition, there are reports of three or more adults or young adults working together to pickpocket victims. This typically involves one accomplice pushing a bicycle down the sidewalk that accidentally bumps into the victim from behind; at the same time another one or two accomplices create a commotion in front of the victim. While the victim is distracted by these two actions, another accomplice steals the wallet and/or any other items of value that can be safely taken.

When bags are stolen, passports, identity documents, and airline tickets are frequently lost. In view of the increasing theft, passports should be kept at home or other secure locations. It is recommended that embassy staff carry a photocopy of their passport and/or MFA ID card with them at all times. Vietnamese law requires that all persons have official identification with them at all times, passport with valid visa or MFA ID card.

When traveling, never leave possessions unattended. Thefts of briefcases or other items of luggage have occurred when the owner's attention is diverted. In general, the safety and security of hotel guestrooms in quality hotels is good. Travelers should keep valuables and important documents (passports, etc.) inside a safe in the room (provided by many of the better hotels) or in a safety deposit box at the front desk.

There have been reports of sexual harassment by Vietnamese males. This harassment may take the form of obscene gestures, lewd comments or graphic suggestions, small stones or fruit thrown at the target to induce a reaction, or even groping or impeding the passage of the victim.

US citizens have been detained after traveling in areas close to the borders with Vietnam's neighbors. Such areas are not always marked and there are no warnings about prohibited travel. Travelers should avoid such areas unless written permission is obtained from local authorities.

III. Dual Nationality

US citizens who were born in Vietnam or are former citizens of Vietnam, and their children, while required to obtain visas, are treated in criminal matters as Vietnamese nationals by Vietnamese authorities. They also may be subjected to laws that impose special obligations upon Vietnamese nationals, such as military service and taxes. American citizens of Vietnamese origin may be charged with offenses allegedly committed prior to their original departure from Vietnam. Questions on dual nationality may be directed to the Office of Overseas Citizens Services, Department of State, Washington, DC 20520, telephone: 202-647-5226.

IV. Telephone/Fax/Internet Security and Policy

Be aware that any non-encrypted communications, i.e. telephone, FAX, commercial Internet and e-mail access, is assumed to be monitored. At no time should classified or sensitive information be discussed over the regular telephone. Do not send sensitive information via FAX or commercial e-mail systems. Additionally, refrain from discussing personnel movements or travel, fellow employee personalities, weaknesses or official relationships over the telephone. Telephones and Faxes with encryption capability (STUIII) approved for use in classified conversations are available. Please see the RSO or IPC for further information.

Appendix D

USEFUL CONTACT INFORMATION

Emergencies and Assistance

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Fulbright Contact Information in Vietnam

Fulbright Program in Vietnam

Public Affairs Section - U.S. Embassy, Hanoi
3rd floor, Rose Garden Tower
170 Ngoc Khanh, Hanoi - Vietnam
Phone: (84-4) 3850-5000
Fax: (84-4) 3850-5120
Website: <http://vietnam.usembassy.gov/fulbright.html>

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Medical hospitals and Clinics	
Family Medical Practice Hanoi Van Phuc Compound 298 I Kim Ma Road, Ba Dinh District, Hanoi Tel (04) 3843-0748 Fax: (04) 3846-1750 Email: hanoi@vietnammedicalpractice.com Website: www.vietnammedicalpractice.com	VietSing International Clinic Pacific Place, 83B Ly Thuong Kiet Stree Hoan Kiem District, Hanoi Tel: (04) 3943-8888 – (04) 3944-8686 Fax (04) 3942-8989 Email: info@vietsingclinic.com.vn Website: http://vietsingclinic.com.vn
International SOS Medical and Dental Clinic Hanoi 1 Dang Thai Mai Street, Tay Ho District, Hanoi Tel: (04) 3934 0666 Fax: (04) 3934-0556 Website: www.internationalsos.com	Hanoi French Hospital 1 Phuong Mai Road, Dong Da District, Hanoi Tel: (04) 3577-1100 Fax: (04) 3576-4443 Emergency: (04) 3574-1111 Website: http://www.hfh.com.vn

Banks	
ANZ Bank 14 Le Thai To, Hoan Kiem Dist., Hanoi Tel: (04) 3825 8190 Fax: (04) 3825 8188 Website: www.anz.com/vietnam	Citibank 17 Ngo Quyen, Hoan Kiem Dist., Hanoi Tel: (04) 3825 1950 Fax: (04) 3824 3960 Website: www.citibank.com
HSBC 83B Ly Thuong Kiet, Hoan Kiem Dist., Hanoi Tel: (04) 3933-3189 Fax: (04) 3933-3198 Website: www.hsbc.com.vn	Vietcombank Head Office 198 Tran Quang Khai, Hoan Kiem Dist., Hanoi Tel: (04) 3824 3524/ 3824 5716 Website: www.vietcombank.com.vn

Travel Agents	
The SinhTourist	Exotissimo Travel

52 Luong Ngoc Quyen Street, Hoan Kiem District, Hanoi Tel: (04) 3926-1568 64 Tran Nhat Duat St., Ha Noi City Tel: (04) 3929-0394 Website: www.thesinhntourist.vn	26 Tran Nhat Duat Street, Hanoi Tel: (844) 828 2150 Fax: (844) 828 2146 Email: infohanoi@exotissimo.com Website: www.exotissimo.com
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U.S. Consulate in Ho Chi Minh City	
U.S. Consulate, HCMC 4 Le Duan Blvd., District 1 Ho Chi Minh City Vietnam Tel: + 84-8-3520-4200 Fax: +84-8-3520-4244 Website: http://hochiminh.usconsulate.gov	Public Affairs Section - HCMC 8th floor, Diamond Plaza 34 Le Duan Blvd, District 1, Ho Chi Minh City Tel: (08) 3520-4610 Fax: (08) 3520-4622

Medical hospitals and Clinics	
Family Medical Practice Ho Chi Minh City Diamond Plaza 34 Le Duan Street, District 1, HCMC Tel: (08) 3822-7848 Fax: (08) 3822-7859 Email: hcmc@vietnammedicalpractice.com Website: www.vietnammedicalpractice.com	Victoria Healthcare International Clinic Address 1 135A Nguyen Van Troi Street, Phu Nhuan District, HCMC Tel: (08) 3997-4545 Fax: (08) 3997-9979 Website: http://www.victoriavn.com
International SOS Medical and Dental Clinic HCMC 65 Nguyen Du Street, District 1 Ho Chi Minh City Tel: (08) 3829-8520 Fax: (08) 3829-8524 Website: www.internationalsos.com	FV Hospital 6 Nguyen Luong Bang St., Saigon South (Phu My Hung), Dist. 7, HCMC Tel: (08) 5411-3333 Fax: (08) 5411-3334 Email: information@fvhospital.com Website: http://www.fvhospital.com
FV Sai Gon Clinic 2nd Floor, Citilight Tower 45 Vo Thi Sau St., Dist. 1, Ho Chi Minh City Tel: (08) 6290-6167 Fax: (08) 6290-6168 Website: http://www.fvhospital.com	Victoria Healthcare International Clinic Address 2 79 Dien Bien Phu Street, District 1, HCMC, Tel: (08) 3910-4545 Fax: (08) 3910-3334 Website: http://www.victoriavn.com

Banks	
ANZ Bank 11 Me Linh Street, District 1, HCMC Tel: (08) 3829-9309 Fax: (08) 3829-9316 Website: www.anz.com/vietnam	HSBC 235 Dong Khoi Street, District 1, HCMC Tel: (08) 3829-2288 Website: www.hsbc.com.vn
Vietcombank 29 Ben Chuong Duong, District 1, HCMC Tel: (08) 3821-4201	

Travel Agents	
The Sinh Tourists 246 - 248 De Tham St., Dist. 1, HCMC Tel: (08) 3838-9597 Website: http://www.thesinhtravel.vn	Exotissimo Travel 80-82 Phan Xich Long, Phu Nhuan Dist., HCMC Tel: (08) 3995-9898 Website: www.exotissimo.com

Appendix E

LIST OF ENGLISH TEACHING ASSISTANTS 2008 - 2012

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AY 2009-2010

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AY 2011 - 2012

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MAP OF VIETNAM

