

Ho Chi Minh City, , 2025

No: /NB-HUB

## ANNOUNCEMENT

### **On the Consideration for Graduation Recognition for Full-time Undergraduate Programs, Second-degree Full-time Programs, High-quality Full-time Programs, and Part-time Programs - December 2025 Session**

*Pursuant to Decision No. 2181/D-HUB dated October 4, 2019 of the Rector on promulgating the Regulations on full-time undergraduate education under the credit-based system at Ho Chi Minh University of Banking; Pursuant to Decision no. 1575/D-HUB, dated August 31, 2021 of the rector on amending and supplementing certain articles of the regulations on undergraduate training under the credit-based system at Ho Chi Minh University of Banking;*

*Pursuant to Decision No. 466/D-HUB dated February 28, 2024 of the Rector on promulgating the Regulations on organization and management of undergraduate training at Ho Chi Minh University of Banking;*

Based on the graduation review plan for the academic year 2025–2026 and the graduation needs of students, the Department of Academic Affair hereby announces the consideration for graduation recognition in the December 2025 session for full-time undergraduate students, high-quality full-time program students, and part-time program students as follows:

**1- Eligible candidates:** Full-time undergraduate students, second-degree full-time students, high-quality full-time program students, and part-time program students who have completed their training programs (including the required learning outcomes) as prescribed.

#### **2- Procedures for graduation recognition:**

##### **2.1- Foreign Language and Informatics Certificates for graduation qualification:**

Students from all cohorts and programs must submit proof of completion of the required Foreign Language and Informatics standards by **November 20, 2025**. (Students who submit their certificates after this deadline will not be considered for graduation recognition in the December 2025 session and must apply for graduation in subsequent sessions of the University.)

**Note:** After the above deadline, the Department of Academic Affair will conduct verification and post-checking as prescribed. Students submitting certificates after the stipulated deadline will have to register and be considered for graduation recognition in subsequent sessions according to the University's plan.

## 2.2- Procedures for applying for graduation recognition:

a) **For full-time undergraduate and high-quality full-time programs**, students must register online as instructed below:

**Step 1:** Students log in to their personal account on the credit-based training system at <http://online.hub.edu.vn>.

**Step 2:** Select the "Graduation Application Registration" section.

**Step 3:** Students update their information and select "Agree to apply for graduation," then click the "Register for graduation application" button. A notification will appear stating: "You have successfully registered for graduation application." (In case the student has already registered in a previous session, they must click "Cancel registration" and then proceed to click "Register for graduation application" again.)

\* **Online registration period: from 4:00 PM on December 12, 2025 to until 8:00 AM, December 15, 2025** via the student's personal account.

b) **For part-time students and students pursuing a second major (standard full-time or high-quality full-time program):**

### **Graduation application documents include:**

- **Graduation Application Form** (Form 09-ĐT attached; students must download the form, complete the information, sign it, and then scan or take a photo of the completed form).

- **Registration period: from December 12, 2025 to the end of December 14, 2025.**

- **Method:** students register and attach their graduation application documents via the link: <https://forms.gle/sFvr8DEMUiuHg5Dd8>

\* **Note:** A valid graduation application form is one that contains complete information and the student's signature.

**2.3- Payment of diploma issuance and graduation evaluation fees** (for students who have not yet completed the payment):

+ Diploma issuance fee (including 1 original and 5 certified copies): 300,000 VND

+ Graduation evaluation fee: 250,000 VND

- **Payment period: from December 16, 2025 to the end of December 18, 2025.**

- **Payment method:** Students access the online payment portal of Banking University of Ho Chi Minh City <https://e-bills.vn/pay/hub> to check outstanding balances and make payments via the VCB Digibank app or Mobile Banking apps of other banks, or e-wallets (user guide attached).

\* **Note:** Students who do not complete the required fee payments within the stipulated time will not be eligible for graduation consideration in October 2025.

#### **2.4- Check and update information (if any):**

Students applying for graduation should check the provisional graduation list published on the website <http://online.hub.edu.vn> to make necessary adjustments or provide feedback (in accordance with the announcement following the release of the provisional October 2025 graduation list on December 19, 2025).

**- Deadline for checking and feedback:** by the end of December 25, 2025.

After this deadline, if no feedback is received regarding the December 2025 graduation list, the Department of Academic Affair will submit the list to the Council for approval of graduation decisions. No further additions or changes will be accepted thereafter.

#### **2.5 - Expected time to receive the provisional graduation certificate for the August 2025 session:**

Students approved for graduation in the December 2025 session who wish to obtain a provisional graduation certificate may contact the Department of Academic Affair (at either the Thu Duc or District 1 campus) starting from **January 5, 2026**.

#### **3. Important notes:**

- The Department of Academic Affair will process graduation based on the list of students who have registered for graduation on the credit-based system. Students who have completed their training program and graduation requirements but do not register as instructed will not be considered for graduation in December 2025 and will have to apply in subsequent sessions (if any).

- Graduation requirements for each cohort and program type are stipulated in the respective training programs.

- Students must complete their entire training program, physical education, national defense and security education, the freshman orientation week, graduation requirements (foreign language, information technology, etc.), soft skills program, scientific research requirements, and the intensive English program (applicable only to high-quality program students) to be eligible for graduation. Any discrepancies in these components must be addressed with the Department of Academic Affair before December 12, 2025 (officially certified documents must be presented if applicable).

For further inquiries, please contact the Department of Academic Affairs directly:  
Phone: 02838971638 (56 Hoang Dieu 2, Thu Duc) or 02838212430 (36 Ton That Dam,  
District 1).

**Recipients:**

- BoR: for reporting;
- Faculties: for coordination and dissemination to students;
- Depts. & Centers: FAD, TQAD, ITMD, SAC, SSC;
- YU-SA;
- ACD: for website publication;
- Students: for implementation;
- Archive: Office, AAO.

**ON BEHALF OF THE RECTOR  
FOR HEAD OF ACADEMIC AFFAIRS OFFICE  
DEPUTY HEAD**

**(Signed)**

**Nguyen Thi Huynh Uyen**