



The Vietnam Education Foundation

2011 Annual Report

Reporting Period: *October 1, 2010, to September 30, 2011*

To: The Board of Directors, Vietnam Education Foundation
From: The Executive Director, Vietnam Education Foundation

Date: July 12, 2012

This report is submitted to the VEF Board of Directors to assist in fulfillment of Sec. 209 (b) of P.L. 106-554, Title II – Vietnam Education Foundation Act of 2000.

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LETTER FROM THE EXECUTIVE DIRECTOR

Dear VEF Board of Directors,

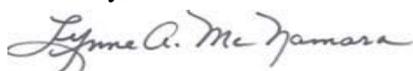
I am proud to present the eighth Annual Report, entitled *The Vietnam Education Foundation 2011 Annual Report*. This Annual Report presents the significant activities and achievements of the Vietnam Education Foundation (VEF) for the one-year period from October 1, 2010, to September 30, 2011. Serving as an important historical record and informative summary, this year's Report follows in a similar format as the previous Annual Reports, which are available at the VEF website (www.vef.gov) and are entitled as follows, beginning with the first Annual Report, which was the only report encompassing a two-year time period:

1. *Annual Report: The Vietnam Education Foundation*. Reporting Period: October 1, 2002, to September 30, 2004
2. *Annual Report: The Vietnam Education Foundation*. Reporting Period: October 1, 2004, to September 30, 2005
3. *2006 Annual Report: The Vietnam Education Foundation*. Reporting Period: October 1, 2005, to September 30, 2006
4. *2007 Annual Report: The Vietnam Education Foundation*. Reporting Period: October 1, 2006, to September 30, 2007
5. *The Vietnam Education Foundation 2008 Annual Report to the Board of Directors*. Reporting Period: October 1, 2007, to September 30, 2008
6. *The Vietnam Education Foundation 2009 Annual Report to the Board of Directors*. Reporting Period: October 1, 2008, to September 30, 2009
7. *The Vietnam Education Foundation 2010 Annual Report to the Board of Directors*. Reporting Period: October 1, 2009, to September 30, 2010

As a note on procedure, the first four reports were prepared by VEF staff and presented to the VEF Board of Directors, who provided the report, after their review, as the Annual Report to the President of the United States, the Committee on Foreign Relations of the U.S. Senate, and the Committee on International Relations of the U.S. House of Representatives, now known as the Committee on Foreign Affairs of the U.S. House of Representatives. VEF is required to submit an annual report to the President and these congressional offices, as stipulated in the VEF legislative act. Starting with the 2008 Annual Report, the Board of Directors requested that the Annual Report be provided as a report to the Board from the Executive Director. Then, the Board of Directors would provide the Annual Report to the President and to the congressional offices.

I wish to acknowledge the important contributions to the 2011 Annual Report of the VEF staff in Hanoi and in the United States, who provided data and summary information within the text and within comprehensive tables and select documents in the appendices. I am deeply grateful for their continuous assistance to me, for their constant willingness to reply to my detailed queries, for their timely efforts, and for their never-ending patience as I edited and finalized this document. The 2011 Annual Report could not have been completed without the VEF Team. Thank you!

Sincerely,



Lynne A. McNamara, Ph.D.
Executive Director

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EXECUTIVE SUMMARY

The Vietnam Education Foundation (VEF) has demonstrated its organizational and management capabilities through positive program outcomes during the reporting period of this eighth Annual Report, from October 1, 2010, through September 30, 2011.

VEF is governed by a thirteen-member **Board of Directors**, which consists of two U.S. Senators, two U.S. Representatives, three U.S. cabinet members, and six members from the U.S. citizenry appointed by the President of the United States. The Board appoints an American **Executive Director** to oversee VEF operations conducted through two highly coordinated offices: (1) the **U.S. Headquarters Office**, with five U.S. Federal Government employees; and (2) the **Hanoi Field Office** in Vietnam, with eight Vietnamese employees—a total of 13 VEF employees as of September 30, 2011.

VEF has **operated within budget** this year, as it has each year. VEF receives **\$5 million annually** from the Vietnam Debt Repayment Fund, which is described in the VEF Act¹. As of the end of Fiscal Year (FY) 2010, specifically as of September 30, 2010, the carryover amount from previous fiscal years was **\$4,928,536**. To achieve its goals for FY 2011 (October 1, 2010 – September 30, 2011), VEF had an approved budget of **\$5,843,599** for operations and direct costs to support the Fellows, Visiting Scholars, and U.S. Faculty Scholars as well as related activities for these program participants. For FY 2011, VEF received an **unqualified audit opinion**, which is the best opinion available. This demonstrates that VEF is managing its funds in an appropriate and responsible manner.

Because of the VEF-enabling legislation, VEF program activities focus only on the sciences (natural, physical, and environmental), engineering, mathematics, medicine, and technology (including information technology), often referred to as the STEM² fields. Educational exchange activities are conducted generally through the following VEF programs:

1. **Fellowship Program**, which sends Vietnamese nationals to the United States for graduate study, primarily doctorates;
2. **Visiting Scholar Program**, which supports Vietnamese nationals, who already hold a doctorate, to further develop their professional skills through studies, research, and/or observational activities at leading U.S. academic institutions; and
3. **U.S. Faculty Scholar Program**, which supports American professors to teach courses at Vietnamese institutions for one to two semesters by teaching on site in Vietnam or by teaching via interactive, real-time videoconferencing from the United States. Those Faculty Scholars, who are teaching by videoconferencing, must teach face-to-face on site at the Vietnamese university for at least one week at the beginning and at the end of the course(s).

The primary educational exchange activity for VEF is the **Fellowship Program**. Since the beginning of operations in 2003 and as of September 30, 2011:

- ✓ VEF has selected and placed a total of **381 outstanding Vietnamese nationals** in science and technology at **80 top university graduate programs across the United States**.
- ✓ Most pursue a doctorate degree while some pursue a master's degree.
- ✓ The major fields of study are divided between sciences and engineering.
- ✓ As of September 30, 2011, **156 Fellows (41% of all Fellows) had received degrees**:

¹ P.L. 106-554, Title II – Vietnam Education Foundation Act of 2000

² Science, Technology, Engineering, Mathematics, and Medicine

- 100 doctorates
- 56 master's
- ✓ As of Fall 2011, **225 Fellows were enrolled at 62 U.S. universities.**
- ✓ Of the VEF Fellows enrolled as of Fall 2011, **32% were female.**

VEF has established cost-sharing agreements with **108 leading U.S. research universities**, which constitute the **VEF Alliance**—a cooperative relationship between VEF as the funding agency and the U.S. university as the academic host of VEF Fellows. Such cost-sharing allows for VEF to maintain a higher number of Fellowships provided each year.

To prepare the new Fellows and Visiting Scholars for success, VEF organizes a **Pre-Departure Orientation (PDO)** prior to their departure from Vietnam and an **Annual Conference** in the United States, both of which provide important opportunities for the Fellows and Scholars to network. In addition, VEF organizes an annual **Alumni Conference** in Vietnam for those Fellows and Visiting Scholars that have returned to their home country. Through these activities, VEF continues to help build a spirit of community, solidarity, and professionalism among its Fellows and Scholars in order to help them sustain professional and personal support systems while in their host country and when they return home.

As the VEF flagship activity, the VEF Fellowship Program continues to be highly successful in its recruitment and selection process as well as in its university admissions and financial arrangements. VEF independently manages all immigration and financial matters, thus providing greater control and quality outcomes. With continuity of programmatic efforts and well-organized systems and management, the Fellowship Program is on an extremely firm footing and is recognized by U.S. universities and Vietnamese entities as a high quality program.

The request from the Ministry of Education and Training (MOET) for VEF to assist its government-funded scholarship program, known as the Vietnam International Education Development Program (VIED), is a remarkable indicator of the success of the VEF Fellowship program. VEF fulfilled the MOET request by providing training for MOET staff on developing an application and selection process, which emulates that of VEF; by sharing the infrastructure of the VEF online management system (OMS); by offering opportunities for VIED staff to observe VEF activities related to its Fellowship program; and by introducing VIED to VEF Alliance schools so that VIED could establish a similar cost-sharing arrangement.

In addition to the well-recognized Fellowship Program, VEF provides a short-term, postdoctoral program for Vietnamese nationals to go to the United States. The VEF **Visiting Scholar Program**, launched in February 2007, has provided professional development opportunities for **32 top-level Vietnamese postdocs at 25 major U.S. universities.**

The Visiting Scholar Program consists of:

- ✓ Individualized postdoctoral **professional development** programs of formal studies, research, and/or observational activities, which are designed by the Visiting Scholar and may include coursework, workshops, seminars, laboratory or field research, or other types of activities;
- ✓ 5 – 12 months at a leading U.S. university or research institute;
- ✓ **Training of Trainers (TOT)** element, requiring the Visiting Scholar, as a trainer, to return to Vietnam and use the knowledge gained to train others; and
- ✓ Five cohorts to date, totaling 32 Visiting Scholars:
 - 2007 cohort: 12 Visiting Scholars
 - 2008 cohort: 7 Visiting Scholars

- 2009 cohort: 7 Visiting Scholars
- 2010 cohort: 3 Visiting Scholars
- 2011 cohort: 3 Visiting Scholars (One Scholar of the 2011 cohort deferred to cohort 2012.)

VEF Visiting Scholars are in the United States for no more than a year, so they may have a more immediate impact on Vietnam as they bring back their American experience and professional expertise and as they build on their newly developed relationships with U.S. universities.

Besides sending Vietnamese nationals to the United States for graduate education and for postdoctoral professional development, VEF also selects American citizens to teach at Vietnamese universities. VEF launched the **U.S. Faculty Scholar Program** in December 2007. American professors teach for one to two semesters either on site in Vietnam or via real-time, interactive videoconferencing from the United States. Using the latter mode of delivery, the Faculty Scholar must be on site in Vietnam for at least one week both at the beginning and at the end of the course(s). Four cohorts, totaling **17 American Faculty Scholars**, have been selected to date for 17 Faculty Scholar grants:

- 2008 cohort: 4 Faculty Scholars
- 2009 cohort: 2 Faculty Scholars¹
- 2010 cohort: 6 Faculty Scholars
- 2011 cohort: 5 Faculty Scholars

The VEF U.S. Faculty Scholar Program has immediate impact because American professors teach at Vietnamese universities for up to one year, and, as required in their grant proposal, their projects must be based on building long-term relationships between their U.S. home institution and their Vietnamese host institution.

In addition to conducting the three educational exchange programs for Fellowships, Visiting Scholar grants, and U.S. Faculty Scholar grants, VEF helps to strengthen Vietnam's internal capacity in science and technology. One of the VEF **capacity building activities** for Vietnam is the academic lecture program in which VEF arranges for American experts, who are sponsored by VEF to participate in major VEF activities in Vietnam, to lecture in their field at Vietnamese academic institutions. For this reporting period, VEF arranged for eight American scientists/experts to give lectures or have scientific meetings with faculty members and students at seven host academic institutions or organizations in Vietnam. In another capacity building project, VEF was a co-organizer of the 4th U.S. Embassy Education Conference in Hanoi.

To execute a quality agenda of exceptional programs, VEF has a highly dedicated **professional staff** in its Headquarters in the United States and in its Field Office in Vietnam. The U.S. staff members are U.S. Federal Government employees while the VEF staff in Hanoi are not since they are all Vietnamese nationals. Despite the physical distance and time difference between the United States and Vietnam, the **two offices function exceptionally well** together. Daily communication is conducted via emails, conference calls, WebEx meetings, direct phone calls, and Skype chats and calls. The U.S. senior staff establish strategies, policies, and procedures, and they review and finalize documents. The Hanoi staff manages the logistics for VEF activities in Vietnam and assists with arrangements for activities in the United States, all with oversight and approval by the U.S. Office. As is typical in any office, personnel changes occur. During this reporting period, the U.S. office added a new Program Officer position and revised the position, title, and responsibilities of the Executive Assistant to Finance and the Administration Assistant.. To assure continued quality outcomes and excellent team work, VEF

¹ Two 2009 Faculty Scholars received one grant as they were co-teaching. However, only one is listed here as the Faculty Scholar because only one person is considered the recipient of the VEF grant funds and is responsible for the grant.

conducted its **annual VEF staff retreat** in August 2011 in Phu Quoc, Vietnam. The retreat included staff training, an analysis and debriefing of the recent VEF program activities, and one day of experiential team-building activities. Because of its dedicated professional staff, VEF activities are highly successful. To achieve such success, the VEF management remains strongly focused on quality, efficiency, and performance.

With regard to interactions with **U.S. and Vietnamese government, academic, and corporate entities**, VEF has always maintained excellent ongoing relationships. VEF has regularly visited U.S. and Vietnamese government agencies in Vietnam and in the United States. In the United States, VEF visited multiple Senate and House offices, the office for the Senate Foreign Relations Committee, and the Bureau of East Asian and Pacific Affairs in the Department of State in order to brief these offices on VEF activities. In Vietnam, during this reporting period, VEF Board members and staff visited the U.S. Embassy, the U.S. Consulate General, the Ministry of Education and Training (MOET), the Ministry of Science and Technology (MOST), and the Ministry of Foreign Affairs (MOFA). VEF invites the Ministers of MOET and of MOST, or their delegated representative, to give keynote addresses at the VEF Annual Conference and the VEF Alumni Conference with all expenses paid by VEF. As for the academic community, VEF communicates regularly with U.S. universities that are members of the VEF Alliance and with Vietnamese universities by sending them announcements on VEF programs, press releases, and new or updated VEF publications. In addition, each year VEF staff visit a select group of U.S. universities that have a significant number of VEF Fellows in order to communicate directly with relevant university staff about VEF and to meet with Fellows and Scholars at each university. In Vietnam, in order to recruit qualified applicants, VEF staff members give presentations on VEF programs at Vietnamese universities. VEF has also established other relationships that include memberships in the Council of Graduate Schools (CGS) in the United States and memberships in the American Chambers of Commerce (AmCham) in both Hanoi and Ho Chi Minh City. All of these efforts build confidence and trust between VEF and each entity, thus building solid communications and rapport.

In conclusion, through its high quality activities and programs, organized and managed by highly capable staff, VEF maintains a solid record of success while keeping within budget limitations. Besides building fundamental relationships among VEF Fellows, Vietnamese emerging scientists, and Visiting Scholars and Faculty Scholars, VEF is also building important relationships with U.S. and Vietnamese academic institutions and faculty as well as with U.S. and Vietnamese government and corporate entities. Importantly, the long-term benefits of VEF efforts will steadily grow as more VEF Fellows graduate and return to Vietnam, as the returning Visiting Scholars put into effect their knowledge gained in the United States, and as the U.S. Faculty Scholars build cooperative programs with Vietnamese institutions.

VEF can be seen as an **effective foreign policy tool** to promote U.S. national interests regarding Vietnam by bringing Vietnam and the United States closer together, primarily through educational exchange, but also through select capacity-building projects. Importantly, VEF has established excellent relationships with Vietnamese government and academic entities. Thanks to the highly qualified students and academics from both countries, U.S. and Vietnamese universities, departments, and faculty members have come to know more about each other, increasing the understanding between these academic communities. VEF can continue to move forward confidently as a high quality, well-respected, internationally-recognized educational exchange program sponsor that serves as a catalyst for the development of the STEMM fields in Vietnam and as a catalyst for the continual expansion of positive relationships between the people of the United States and Vietnam.

The Vietnam Education Foundation
2011 Annual Report

Reporting Period: October 1, 2010, to September 30, 2011

INTRODUCTION

The Vietnam Education Foundation (VEF), an independent Federal Government agency created by the U.S. Congress in December 2000, has demonstrated its organizational and management capabilities through positive program outcomes during this eighth reporting period from October 1, 2010, through September 30, 2011. By law, VEF is governed by a thirteen-member **Board of Directors** ([Appendix 1: Vietnam Education Foundation Board of Directors](#)) including two U.S. Senators and two U.S. Representatives, who have six-year non-renewable appointments; the Secretaries of State, Treasury, and Education, all of whom have ongoing appointments on the Board; and six Presidential appointees, selected from the U.S. citizenry, on three-year renewable terms. The By-Laws for the Board of Directors, which were initially adopted by the VEF Board of Directors in September 2002, were revised on July 15, 2010 ([Appendix 2: By-Laws of the Board of Directors](#)).

As of September 30, 2011, the four **U.S. congressional appointees** were Senator David Vitter, Senator Richard Blumenthal, Congressman Loretta Sanchez, and Congressman Joseph R. Pitts. The three **U.S. cabinet-level appointees** were Secretary of Education Arne Duncan, Secretary of State Hillary Rodham Clinton, and Secretary of the Treasury Timothy F. Geithner. The congressional and cabinet-level members of the Board typically appoint a designate on their behalf to represent them at VEF Board meetings. The six **U.S. Presidential appointees** sitting on the Board as of the end of September 2011 were the following: Christopher J. Fussner, serving as Chairman of the Board of Directors; Sandy Hoa Dang, serving as Chair of the Fundraising Committee; David Duong; Marjorie Margolies; Stephen F. Maxner, Ph.D.; and Isaac F. Silvera, Ph.D., serving as Chair of the Finance Committee. Following the appointments of the new Chairman of the Board of Directors and of the two new Board members (Isaac Silvera and Sandy Dang), a Press Release was published in both the United States and Vietnam ([Appendix 3: Press Release on the Appointments of New Chairman and Board Members](#)). In order to assist new Board members to understand the various activities of VEF, an orientation was conducted by the VEF U.S. Headquarters office in July 2011, which focused on VEF operations and financial matters ([Appendix 4: VEF New Board Member Orientation](#)).

The Board appoints an American citizen as **Executive Director** to oversee VEF operations conducted through two highly coordinated offices: the U.S. Headquarters office, consisting of five U.S. federal government employees, including the Executive Director; and the Hanoi Field Office in Vietnam, consisting of eight Vietnamese employees. The programs are managed successfully within budget, under the expertise of highly capable **VEF staff** ([Appendix 5: Vietnam Education Foundation Staff](#)).

Funded by Vietnam's debt repayments to the United States, VEF focuses on **educational exchange activities**, as mandated in the VEF enabling legislation¹, in the following fields: sciences (natural, physical, and environmental), engineering, mathematics, medicine, and technology (including information technology), which

¹ P.L. 106-554, Title II – Vietnam Education Foundation Act of 2000

are known as the STEMM¹ fields. VEF activities include bilateral flow of intellectual talent by bringing qualified Vietnamese nationals to the United States for graduate studies through the VEF Fellowship Program and for postdoctoral professional training and development through the Visiting Scholar Program and by selecting qualified Americans through the U.S. Faculty Scholar Program to teach at Vietnamese universities where they also provide their overall expertise and assistance. By signed agreement with each Fellow and Visiting Scholar and with the J-visa immigration requirements, VEF requires the Vietnamese nationals to return to Vietnam after completing their programs in the United States. These significant educational exchange programs are underway while VEF also helps to build the internal capacity of Vietnam through a limited number of specific capacity-building projects.

While operating highly effective educational exchange programs and capacity-building projects that benefit both the United States and Vietnam, VEF also maintains excellent relationships with the U.S. and Vietnamese government, academic, and corporate entities. All in all, VEF is an exceptional U.S. government agency, meeting its mission of building the relationship between the United States and Vietnam through outstanding programs and projects.

FINANCE AND ACCOUNTING

Financially, VEF has **operated within the approved budget** this year as it has in all previous years. VEF receives **\$5 million annually** from the Vietnam Debt Repayment Fund, to which the Vietnamese government repays debts owed to the United States; this is described in the VEF Act, which is also known as the VEF enabling legislation. Through the end of Fiscal Year (FY) 2011, VEF continued to show a positive balance due to the carryover amount from previous fiscal years bolstered by VEF's cost-saving measures. Balances are expected to become obligated during the life cycle of VEF as VEF continues to manage its programs and implement or conclude its various projects, while costs continue to increase as a result of annual inflation.

As of the end of FY 2010, the carryover amount from previous fiscal years was **\$4,928,536**. The VEF Board of Directors approved a **budget of \$5,843,599** for FY 2011, encompassing October 1, 2010, to September 30, 2011 ([Appendix 6: Fiscal Year 2011 Budget Approved by the VEF Board of Directors](#)). Of this total, **64% (\$3,719,959)** was allocated as direct costs related to VEF educational exchange programs and capacity building projects. This figure includes the following budget categories as listed on the FY 2011 budget: Fellow Expenses, New Fellow Expenses, Pre-Fellow Expenses, Visiting Scholar Program, U.S. Faculty Scholars, and Fellow and Visiting Scholar Alumni Conference. The remaining **36% (\$2,123,640)** consisted of costs related to the direct support for the program mission, such as the expenses for the contractor to conduct the applicant reviews and to organize the interviews in Vietnam; for staff travel to organize VEF events such as the Annual Conference, the Pre-Departure Orientation for the new Fellows and Visiting Scholars, the Interview Mission to select new Fellows, and the Alumni Conference; for Board member travel to VEF Board meetings and to observe VEF activities; for personnel costs; and for the operations of the VEF Headquarters in Arlington, Virginia, and the operations of the VEF Field Office in Hanoi.

The VEF Board of Directors **Finance Committee** meets regularly in advance of each Board meeting to discuss all financial matters to present to the full Board. The members of the Finance Committee during this reporting period

¹ Science, Technology, Engineering, Mathematics, and Medicine

were Elizabeth Dugan (Chair), David Duong, Chris Fussner, Stephen Maxner, David Plack or Tim Marshall (representing Department of State), and Sara Senich (representing Department of Treasury), who also served as Interim Chair. VEF staff provided support to the efforts of the Committee.

VEF continues to maintain a conservative and disciplined approach to budgetary matters. Regarding oversight of VEF's financial condition as per the requirements of the U.S. Federal Government Office of Management and Budget (OMB), an **annual financial audit** was performed by Martin & Wall, P.C., Certified Public Accountants, located in Washington, D.C. The FY 2011 independent auditor's report ([Appendix 7: Auditor's Report for Fiscal Year 2011](#)) stated the following positive results:

- *The financial statements are presented fairly, in all material respects, in conformity with U.S. generally accepted accounting principles.*
- *No material weaknesses in internal control over financial reporting (including safeguarding assets) and compliance with laws and regulations.*
- *No reportable noncompliance with laws and regulations we tested.¹*

Attached to, and included within, the Auditor's Report were the following VEF financial statements, which were part of the auditor's report package:

1. Balance Sheet (As of September 30, 2011 and 2010)
2. Statement of Net Cost (For the Years ended September 30, 2011 and 2010)
3. Statement of Changes in Net Position (For the Year ended September 30, 2011)
4. Statement of Changes in Net Position (For the Year ended September 30, 2010)
5. Statement of Budgetary Resources (For the Years ended September 30, 2011 and 2010)

To assist in financial matters and to ensure that VEF is in compliance with the rules and regulations of the U.S. Office of Management and Budget (OMB), VEF **contracts the U.S. General Services Administration (GSA)** to carry out essential support functions, including human resources and payroll for the U.S. office staff, accounting, and legal services.

Fundraising efforts had been led by Board member, Chris Fussner, before VEF formally established a Fundraising Committee on July 15, 2011. At that time, Sandy Dang was approved by the Board to serve as the Chair of the Fundraising Committee, which included two additional Board members: Chris Fussner and Steven Pappas (representing Department of Education). VEF staff provided support to the efforts of the Committee.

¹ Quoted from page 1 of the *Auditors' Report*.

VEF EDUCATIONAL EXCHANGE PROGRAMS

VEF educational exchange activities are conducted generally as part of one of the following VEF programs:

1. **Fellowship Program**, which sends Vietnamese nationals to the United States for graduate study;
2. **Visiting Scholar Program**, which supports Vietnamese nationals, who already hold a doctorate, to further develop their professional skills through studies, research, and/or observational activities at leading U.S. academic institutions; and
3. **U.S. Faculty Scholar Program**, which supports American professors to teach courses at Vietnamese institutions for one to two semesters by teaching on-site in Vietnam or by teaching via interactive, real-time videoconferencing from the United States.

These VEF programs have been highly successful and serve as first-rate models of quality.

FELLOWSHIP PROGRAM

The flagship VEF Fellowship Program, which serves as VEF's primary educational exchange activity, focuses on graduate education in the fields supported by VEF. While VEF supports master's degree study, VEF promotes doctoral degree study because the more advanced degree provides more in-depth study and research in one's field of specialization. Thus, VEF is helping to provide Vietnam with the best trained individuals possible. Furthermore, a doctorate typically prepares individuals to assume more significant, decision-making positions when they return to Vietnam.

Since the beginning of the Fellowship Program in 2003, VEF has selected and placed a total of **381 outstanding Vietnamese nationals at 80 top graduate schools across the United States**. These Fellows were chosen from a large pool of Vietnamese applicants through a competitive and transparent process. For the 2011 and 2012 Fellowship cohorts and for the 2011 cohorts of Visiting Scholars and U.S. Faculty Scholars, VEF engaged the National Academies of the United States to assist in the selection process. Final selection was based on the applicant's academic background and skills as well as potential to contribute to the scientific and technological development of Vietnam. As of late August 2011, VEF no longer engaged the National Academies and took the review and selection process in-house in order to maximize funds and to enhance VEF full capabilities with regard to exchange programs.

TOTAL NUMBER OF VEF FELLOWS

To date, the community of 381 VEF Fellows placed in U.S. universities consists of **nine cohorts**. The VEF Fellowship cohorts consist of the following groups, which are identified by the beginning of the academic year during which they began their U.S. university studies:

1. 2003 cohort: 19 Fellows
2. 2004 cohort: 82 Fellows
3. 2005 cohort: 49 Fellows
4. 2006 cohort: 37 Fellows
5. 2007 cohort: 40 Fellows

6. 2008 cohort: 38 Fellows
7. 2009 cohort: 38 Fellows
8. 2010 cohort: 35 Fellows
9. 2011 cohort: 43 Fellows

The VEF legislation was enacted in 2000, but operations did not start until 2003. So, the funds had accumulated and, thus, were available to increase the numbers of Fellowships awarded in 2004. Since operations began, the average number of Fellows selected per year can be calculated at 42 (381 Fellows/9 cohorts).

While 40 Fellows have been selected each year since 2006, the final numbers in cohorts 2006, 2008, 2009 and 2010 have decreased because some Fellows have resigned from the VEF program for various reasons, i.e., personal or family matters, or receiving another scholarship or full funding from another source. VEF fills some of these vacancies in early April through Process B, in which candidates have already been admitted to a U.S. university. However, VEF Fellowships that become vacant after April typically cannot be filled by Process B candidates since these candidates have already been notified of their status by VEF in mid-April, when U.S. universities by mutual agreement make final funding commitments to all of their applicants. Since additional funds were available, the VEF Board of Directors decided to increase the number of Fellowships per year from 40 to 45, beginning with the 2011 cohort.

ENROLLMENT AS OF FALL 2011

As of the fall 2011, **225 VEF Fellows were enrolled** in graduate programs in the United States [[Appendix 8: VEF Fellows \(225\) Enrolled in U.S. Universities as of Fall 2011](#)].

- Most Fellows (**96%**) are pursuing a **doctoral degree** while some (**4%**) are pursuing a **master's degree**.
- **Females number 32% and males 68%**.
- These 225 Fellows of cohorts 2003 through 2011 are attending **62 top-level U.S. universities** [[Appendix 9: U.S. Universities \(62\) and Departments \(153\) where VEF Fellows \(225\) are Enrolled](#)]. **Most (85%) are members of the VEF Alliance and enroll 94% of the Fellows**. The rest (15%) enroll six percent of the Fellows (6%). Some particular divisions or departments at the Alliance schools do not participate in the VEF Alliance cost-sharing agreement. Twelve percent (12%) of the VEF Fellows are studying in these non-Alliance divisions or departments.

The enrollees are studying in 8 different general fields of study, listed below according to the percentage of Fellows in each general field, from greatest to least:

- Engineering (39%)
- Computer Science (17%)
- Biological and Biomedical Sciences (13%)
- Physical Sciences (9%)
- Public Health (9%)
- Mathematics and Statistics (8%)
- Agriculture (4%)
- Natural Resources (1%)

FELLOWS ON ACADEMIC TRAINING

Since VEF Fellows enter the United States supported by J-visas, they are eligible for **Academic Training (AT)** in the United States, which provides real-work experience that is directly related to their field of study. VEF encourages Fellows to pursue AT after completion of their degree. Fellows completing a master's degree are eligible for up to 18 months of AT, while Fellows in cohorts 2003-2009 completing a doctorate are eligible for up to 36 months of AT. Beginning with the 2010 cohort, the maximum AT allowable by VEF for all Fellows is 18 months, which was decided by the Board of Directors as a means to urge an earlier return to Vietnam.

As of September 2011, **38** VEF Fellows are continuing their academic program in the United States by pursuing Academic Training (AT) under VEF visa sponsorship [[Appendix 10: Fellows on Academic Training \(38\)](#)].

FELLOWSHIP GRADUATES

Most VEF Fellows are in Ph.D. programs, requiring a minimum of five years for completion. While some Fellows may need more time to complete their doctorates, VEF urges completion within a five-year time frame. If they must extend beyond five years to complete their degree, they must be fully supported by their U.S. university.

As of September 2011, **118 (31%) of the 381 VEF Fellows have completed their academic program:** 62 doctoral degrees (53%) and 56 master's degrees (47%) [[Appendix 11: Fellowship Alumni \(118\)](#)]. To summarize the status of these 118 graduates:

- ✓ **101** (86%) are working in different sectors, specifically: 40 (39%) are working in the corporate sector; 35 (35%) are working in the academic and research sector; 11 (11%) are working in the development sector; 12 (12%) are heading their own private companies or are self-employed; and 3 (3%) are working in the civil service sector.
- ✓ **12** (9%) are continuing their doctoral study with other sources of funding.
- ✓ **3** (3%) have just returned to Vietnam and are searching for employment.
- ✓ **2** (2%) are currently in the United States on J-2 status (spouse of a J-1 student).

All VEF Fellows are on J visas that require a two-year home residency in Vietnam after completion of the academic program. They cannot re-enter the United States on an immigrant or work visa for two years.

FELLOWSHIP APPLICATION PROCESS (COHORT 2012)

VEF provides two different ways to apply for a Fellowship: Process A and Process B, as described in the announcement for the 2012 Fellowship Program ([Appendix 12: Announcement of VEF Fellowship Program for Cohort 2012](#)), which was posted in the fall 2010. The 2012 Fellowship Program finalists were interviewed in August 2011 and, thus, are described in this reporting period. As with all VEF fellowship and grant awards, the VEF Board of Directors must approve all final Fellowship recipients. The following describes the Fellowship selection process for the tenth cohort of Fellows to begin in fall 2012. These Fellows are known as cohort 2012 Fellows.

Vietnamese nationals, who have not yet applied to a U.S. university, may apply for a VEF Fellowship through **Process A**, which begins nearly two years before potential enrollment and involves the following:

- Submission to VEF of standardized test scores, including the general Graduate Record Exam (GRE) and evidence of English language competence, such as the Test of English as a Foreign Language (TOEFL), the International English Language Testing System (IELTS), or graduation from a post-secondary degree program in an English-speaking country;
- Technical review of the application;
- Oral Exam/Interview Orientation, conducted by VEF for finalists to be interviewed; and
- Oral Exam/Interview conducted in Vietnam by American professors and scientists (one year before the intended U.S. university enrollment).

For the **Oral Exam/Interview Mission**, held in Vietnam in August 2011, the 2012 VEF Fellowship **interview panels consisted of 12 American scientists/professors** ([Appendix 13: U.S. Review Panels for VEF Oral Exam/Interview Mission - August 2011](#)), who served as examiners to recommend Fellowship finalists. The intensive 45-minute individual interview is conducted entirely in English by two panelists, who must unanimously agree on each recommended candidate.

Eighty (85) finalists were invited to interview for the 2012 VEF Fellowship Program, out of 397 initial registrants, who started the application process in the fall of 2010. Of these 85, nine dropped out of the interviews for personal reasons. In the end, 76 individuals completed the Oral Exam/Interview. Of those finalists recommended for graduate school by the U.S. interviewers, the top 45 interviewees were recommended to receive VEF Fellowships to begin graduate studies in the fall of 2012.

VEF provides further support to the Process A finalists, who are considered nominees¹

- University Application Orientation sessions, conducted by VEF; and
- Financial support from VEF for the following:
 - Editorial review of a personal essay to be submitted as part of the application to U.S. universities;
 - Submission of standardized score reports for up to five U.S. universities; and
 - Application fees for up to five U.S. universities that are not members of the VEF Alliance (described below).

With advice and guidance from VEF through the university application process, Process A nominees submit and monitor their applications to U.S. universities on their own. Then, all nominees provide VEF with their final U.S. university admission letters and the VEF form completed by each U.S. university, indicating acceptance of the VEF financial terms.

The second way to apply for a VEF Fellowship is through **Process B**, which is intended for Vietnamese nationals, who have succeeded in gaining admission to a leading U.S. university on their own without the assistance of VEF. Process B involves the following:

- Submission of completed VEF application and U.S. university admission letter;
- Technical review of the application by prominent U.S. scientists and academics;
- Submission of the VEF form completed by the U.S. university, indicating acceptance of the VEF financial terms; and

¹ Top interviewees, who are recommended by the American panelists to receive a VEF Fellowship, are considered *nominees*, as they have been nominated for a Fellowship, but they still need to be admitted to a U.S. university before they are approved as a VEF Fellow.

- Phone interview by select staff of VEF.

For the 2012 cohort, successful finalists from Process B filled the slots of any of the 45 Process A nominees, who dropped out or who did not succeed in getting a U.S. university admission. In essence, Process B finalists serve as alternates. They are listed in rank order, and the slots from Process A that become available are filled in from the Process B list by the highest ranking individual.

The final list of recommended Fellowship recipients includes both nominees from Process A, who received university admissions, and the successful finalists from Process B. This list is presented to the VEF Board of Directors for their final approval of Fellowship recipients during the April Board meeting before the fall term in which the new Fellows are expected to enroll.

FINANCIAL SUPPORT FOR VEF FELLOWS

As a **cost-sharing arrangement between VEF and the U.S. host university**, VEF pays an annual grant of \$27,000 to the university for each Fellow for each of the first two years. In exchange, the university provides all required tuition, fees, health insurance, and a monthly stipend for twelve months each year. The stipend must be equal to what a typical graduate student in the specific department would receive. If the monthly stipend is not sufficient to cover required books and equipment, the university provides an appropriate supplementary allowance to the Fellow. By the third year of a graduate program, the Fellow is expected to be fully supported by the university through assistantships and/or other university funding.

In addition, VEF provides an annual Professional Development Grant (PDG) to Fellows in the amount of \$1,000 per year to all Fellows who are sponsored by VEF and who are enrolled full-time and not engaged in Academic Training. For this reporting period, the PDG is available to Fellows for years 1 and 2 of a master's degree program and for years 1 through 5 of a doctoral degree program.

Furthermore, VEF provides additional financial support for each Fellow as follows:

1. All costs related to the Pre-Departure Orientation conducted in Vietnam by VEF, costs for the visa application (if any), and costs for a physical exam and inoculations that are required by the U.S. university, most of which are completed in Vietnam prior to departure to the United States.
2. All costs related to pre-academic English language training, if required by the university. Such English as a Second Language (ESL) courses must be conducted on the admitting university's campus during the summer prior to the first fall semester start date. However, a specific performance level in the ESL training cannot be a condition of admission. VEF does not fund ESL at any other time.
3. Economy-class airfare from Vietnam to the primary airport nearest the Fellow's university and return economy-class airfare to Vietnam at the end of the Fellow's academic program.
4. Settling-in allowance of \$500 given directly to the Fellow during the VEF Pre-Departure Orientation in Vietnam to help cover personal incidental expenses in the United States.
5. Temporary medical emergency insurance for 30 days, which begins on the day of the Fellow's departure from Vietnam and serves as an interim insurance to assure time for the Fellow to secure more permanent health/medical insurance required of all international students in the United States.
6. All costs related to the VEF Annual Fellows and Scholars Conference in the United States while the Fellow is enrolled or on Academic Training.

To clarify VEF financial support to U.S. universities, VEF provided an explanatory letter of the **financial support provided to VEF Fellows** ([Appendix 14: Letter to Graduate Schools Summarizing Fellowship Support](#)) for all nominees (final candidates for the 2011 Fellowship cohort) to submit to each U.S. university to which they applied during the fall of 2010 and early spring of 2011, which are the time frames included in this reporting period. This 2011 cohort of Fellows were new enrollees as of the fall of 2011.

GRANT LETTER FOR VEF FELLOWS OF COHORT 2011

VEF issued to each new Fellow of the 2011 cohort a comprehensive **grant letter** ([Appendix 15: Terms and Conditions of the Fellowship Grant](#)), covering the duration of each individual's academic program in the United States. The obligations of the Fellow are detailed in the grant letter agreement with VEF, which is initialed throughout and signed by each Fellow to acknowledge his/her understanding and acceptance of the terms and conditions of the Fellowship grant. The grant letter serves as an important reference for the requirements of the Fellowship and includes the Fellow's specific obligation to return to Vietnam along with their dependents at the completion of the Fellow's academic program.

SUMMARY

The **VEF Fellowship Program** continues to be highly successful in its recruitment and selection process as well as in its university admissions and cost-sharing financial arrangements. VEF independently manages all immigration and financial matters, thus providing greater control and quality outcomes. Through its various Fellowship activities, VEF continues to build a spirit of community and solidarity among its Fellows in order to help them sustain professional and personal support systems while in the United States and when they return to Vietnam. With continuity of programmatic efforts and very well-organized systems and management, the Fellowship Program is on extremely firm footing and is recognized by U.S. universities as well as by Vietnamese entities as a high-quality program.

VISITING SCHOLAR PROGRAM

The VEF Visiting Scholar Program is in its fifth year, having begun its first placements at U.S. universities during the Academic Year 2007-2008. The program seeks to provide Vietnamese nationals, who already hold a doctorate in fields supported by VEF, with short-term professional development opportunities at U.S. academic institutions.

The Visiting Scholar Program supports **postdoctoral professional development**, as described in the announcement to recruit the 2011 cohort ([Appendix 16: Announcement - Visiting Scholar Program for Cohort 2011](#)). The professional development may include studies, research, and/or observational activities at a leading U.S. academic institution. These **self-designed programs**, which are arranged under the guidance of U.S. professors serving as mentors, are between five and 12 months in length and may include formal courses, workshops, seminars, laboratory or field research, and other types of professional development activities. Upon returning to Vietnam, the Visiting Scholar must use the knowledge and skills acquired in the United States to train others. Thus, the Visiting Scholar Program is considered a training-of-trainers (TOT) program.

For the 2011 cohort, the U.S. National Academies assisted in the application and selection process of the Visiting Scholar Program. Selection of Visiting Scholar applicants is highly competitive and is based on the following criteria, listed in chronological sequence of expectations:

- ✓ Academic and professional merit of the candidate
- ✓ Quality of the proposed professional development program
- ✓ Expected outcomes
- ✓ Breadth of the proposed TOT activities upon return to Vietnam
- ✓ Potential of future contributions to Vietnam

TOTAL NUMBER OF VISITING SCHOLARS

As of the fall 2011, VEF had awarded grants to **32 Visiting Scholars** whose fields of study mirror those supported by VEF. To date, the numbers of Visiting Scholars in each cohort are as follows:

1. 2007 cohort: 12 Visiting Scholars
2. 2008 cohort: 7 Visiting Scholars
3. 2009 cohort: 7 Visiting Scholars
4. 2010 cohort: 3 Visiting Scholars
5. 2011 cohort: 3 Visiting Scholars (One Visiting Scholar deferred to Cohort 2012.)

Of the three Visiting Scholars in the 2010 cohort, two had already returned to Vietnam by September 30, 2011, and one was scheduled to complete his program by early October 2011.

For the Academic Year 2011-2012, VEF awarded three Visiting Scholar grants [[Appendix 17: Visiting Scholars \(3\) of Cohort 2011](#)]. In Vietnam, the Visiting Scholars work as university lecturers, administrators, or as researchers at research institutes. The 2011 cohort of Visiting Scholars are in self-designed professional training programs at three different U.S. universities. One Visiting Scholar has a training period of 11 months and the other two Visiting Scholars will be doing training for 12 months. One of the three Visiting Scholars is female who was approved to defer to academic year 2012-2013. The other two Visiting Scholars of this cohort are expected to finish their postdoctoral programs in the United States by October 2012.

VISITING SCHOLAR ALUMNI

As of September 2011, 28 Visiting Scholars completed their programs and returned to Vietnam [[Appendix 18: Visiting Scholar Alumni \(28\)](#)]. Upon returning to Vietnam, they have conducted seminars and workshops, implemented new research or cooperation projects, applied new teaching methods, and used the knowledge and skills acquired in the United States to train others. They also play an essential role in strengthening the VEF Alumni Network.

FINANCIAL SUPPORT FOR VISITING SCHOLARS

Visiting Scholar training programs vary from five to 12 months in length. For each VEF Visiting Scholar, VEF provides the U.S. host institution the total amount of the fixed monthly stipends (\$2,300/month); the stipend is prorated for any partial month. The number of months or partial months is calculated according to the dates of the VEF Visiting Scholar's academic program as approved by the VEF Board of Directors for up to one year (12 months). The stipend is provided to cover reasonable living expenses in the United States, including lodging, meals, local transportation, and incidentals.

As the Professional Development Grant (PDG), VEF also provides a \$300-per-month grant for each VEF Visiting Scholar for professional development expenses. The number of months or partial months is calculated according to the dates of the VEF Visiting Scholar's academic program as approved by the VEF Board of Directors. The total amount for the PDG for the period of the Visiting Scholar's program is provided to the host university to be distributed to the Visiting Scholar.

In addition, VEF provides the following financial support for a Visiting Scholar:

1. Pre-departure health check in Vietnam and any vaccinations required by the U.S. host institution;
2. Expenses to participate in the VEF Pre-Departure Orientation;
3. Settling-in allowance of \$500;
4. Round-trip economy air ticket from Vietnam to the U.S. academic institution;
5. Required health/medical insurance in the United States;
6. Expenses to attend the VEF Annual Fellows and Scholars Conference in the United States during the grant period, if the Visiting Scholar is already in the United States at the time of the conference.

GRANT LETTER FOR VISITING SCHOLARS OF COHORT 2011

VEF issued a comprehensive **grant letter** for each Visiting Scholar, which specifies the duration of the training program and the obligations of the Scholar ([Appendix 19: Terms and Conditions of the VEF Visiting Scholar Grant for Cohort 2011](#)). Serving as a reference for the specific terms of the Visiting Scholar Program, the grant letter is initialed throughout and signed by the Visiting Scholar to acknowledge the agreement with VEF. The letter also states the responsibilities of the Visiting Scholar, including the Visiting Scholar's and his/her dependents' obligation to return to Vietnam after the completion of the training program.

SUMMARY

The **Visiting Scholar Program** meets the VEF legislative mandate by responding to the establishment of the postgraduate program indicated in the legislation: . . . *Vietnamese nationals can undertake graduate and post-graduate level studies in the sciences (natural, physical, and environmental), mathematics, medicine, and technology (including information technology) in the United States.*¹ Though the Visiting Scholar Program provides only a small number of grants each year, the program has a more immediate impact. Specifically, Visiting Scholars pursue their programs in the United States for no longer than one year and must share their knowledge gained in the United States when they return to Vietnam, as required in the training-of-trainers component of the Visiting Scholar Program.

VEF considers the Fellows and Visiting Scholars as two closely-related groups of skilled scientists and professionals. They are not only instrumental in the continuing development of science and technology in Vietnam, but with their U.S. experience, they will also help to build the relationship between the United States and Vietnam through their academic and professional ties and through their naturally sharing their experiences in the United States with the Vietnamese. Fostering a strong community and ongoing solidarity among the Fellows and Visiting Scholars is an extremely important goal for VEF. Such cooperative professional relationships are essential to moving Vietnam forward globally in the STEM fields.

U.S. FACULTY SCHOLAR PROGRAM

The U.S. Faculty Scholar Program fulfills the VEF legislative mandate as stated in the VEF Act that: . . . *United States citizens can teach in the fields [supported by VEF] in academic institutions in Vietnam.*² As a result, the U.S. Faculty Scholar Program was developed with three main goals in mind:

- To help build capacity in Vietnam in science, engineering, mathematics, medicine, and technology through teaching and related research activities;
- To help Vietnamese institutions address specific educational needs, including curriculum development, integration of research opportunities, identification of student learning outcomes, and evaluation; and
- To build positive relationships between U.S. and Vietnamese higher education institutions and faculty members that would lead to sustainable partnerships.

The U.S. Faculty Scholar **teaches one or more courses in English** for a minimum of one or two terms (fall and/or spring) at the Vietnamese university or universities. The teaching can be either **on site in Vietnam or by interactive, real-time videoconferencing** from the United States. In the latter case, the Faculty Scholar must visit and teach at the Vietnamese host institution(s) for at least one week at the beginning and at the end of the teaching program. The Vietnamese host institutions serve as the Vietnamese visa sponsor for the American Faculty Scholars. While VEF serves as the organizer and sponsor for this project, the Vietnamese host institution(s) and the cooperating U.S. institution collaborate with the U.S. Faculty Scholar to have a successful teaching program.

The applicant for the U.S. Faculty Scholar grant submits a proposal to VEF through an online application. The call for proposals for the 2011 U.S. Faculty Scholar Grants ([Appendix 20: Call for Proposals for U.S. Faculty Scholar Grants for Cohort 2011](#)) was advertised widely throughout the United States and Vietnam through print

¹ Quoted from Sec. 202. (1) (A) of P.L. 106-554, Title II – Vietnam Education Foundation Act of 2000

² Quoted from Sec. 202. (1) (B) of P.L. 106-554, Title II – Vietnam Education Foundation Act of 2000

media as well as by email notification to VEF contacts, program participants, and VEF Alumni. For the 2011 cohort, VEF engaged the U.S. National Academies to help select the best-qualified U.S. Faculty Scholar applicants.

TOTAL NUMBER OF U.S. FACULTY SCHOLARS

As of Fall 2011, VEF has awarded grants to **17 U.S. Faculty Scholars** in 4 cohorts:

1. 2008 cohort: 4 Faculty Scholars
2. 2009 cohort: 2 Faculty Scholars¹
3. 2010 cohort: 6 Faculty Scholars (*One 2010 Scholar was approved to defer to the 2011 cohort.*)
4. 2011 cohort: 5 Faculty Scholars

For the academic year 2011-2012, VEF awarded five grants to five American professors. One U.S. Faculty Scholar from the 2010 cohort, who deferred to the 2011 cohort, is also teaching during this academic year [[Appendix 21: U.S. Faculty Scholars \(6\) of Cohort 2011](#)]. Five Scholars teach via video conferencing from the United States and one teaches on site in Vietnam.

To date, most Faculty Scholars (59% = 10/17) have taught via videoconferencing from the United States; 35% (6/17) have taught on-site in Vietnam; and one Faculty Scholar (6% = 1/17) has combined both teaching methods, face-to-face and videoconferencing.

U.S. FACULTY SCHOLAR ALUMNI

As of September 2011, 11 Faculty Scholars have completed their teaching programs in Vietnam [[Appendix 22: U.S. Faculty Scholar Alumni \(11\)](#)]. These U.S. Faculty Scholar Alumni have contributed to capacity-building in the STEMM fields in Vietnam through teaching and related research activities. They have also helped Vietnamese institutions to develop curriculum, to integrate research opportunities, to improve student learning outcomes, and to include student and teacher evaluation. Through the teaching programs of these Faculty Scholars, the positive collaborative relationships between U.S. and Vietnamese higher education institutions and faculty members have been expanded in a way that may lead to sustainable partnerships. The U.S. Faculty Scholar Alumni are an integral part of the VEF Alumni Network, and many of them have continuously supported VEF and the VEF Fellows and Scholars community.

¹ Two 2009 Faculty Scholars received one grant as they were co-teaching. However, only one is listed here as the Faculty Scholar because only one person is considered the recipient of the VEF grant funds and is responsible for the grant.

FINANCIAL SUPPORT FOR U.S. FACULTY SCHOLARS

U.S. Faculty Scholars are funded **up to \$55,000 for each grant**. VEF will pay the grant directly to the VEF U.S. Faculty Scholar or, if directed by the VEF U.S. Faculty Scholar, through his/her U.S. home institution. At the end of the course(s), any teaching materials and equipment purchased by the grant must be given to the Vietnamese host university or universities. Besides the grant, VEF pays expenses for the Faculty Scholars to participate in the VEF Annual Fellows and Scholars Conference held at a U.S. university from January 3 -5 during the academic year of their Faculty Scholar grant period.

GRANT LETTER FOR FACULTY SCHOLARS OF COHORT 2011

The grant letter serves as an agreement, initialed throughout and signed by the Faculty Scholar, to complete the teaching program and related plans, as presented in the proposal and approved by the VEF Board of Directors, and to abide by the final grant budget, as updated after discussions with the VEF Executive Director and Director of Finance, Accounting, and Administration. ([Appendix 23: Terms and Conditions of the U.S. Faculty Scholar Grant for Cohort 2011](#)).

A Press Release in July 2011 ([Appendix 24: Press Release – U.S. Faculty Scholars of Cohort 2011](#)) provided the public with brief details on the fourth group of VEF U.S. Faculty Scholars, which is designated as cohort 2011 since their teaching will take place during the academic year 2011-2012.

The U.S. Pre-Departure Orientation for the 2011 cohort of U.S. Faculty Scholars was held on June 27, 2011, at the VEF U.S. Headquarters office. Topics included presentations by each Faculty Scholar on their teaching program; a discussion of individual experiences in Vietnam, providing insights on what to expect and how to handle various situations; a review of the U.S. Faculty Scholar grant letter *Terms and Conditions*; and a discussion of the financial arrangements for the grant.

The Arrival Orientation in Vietnam was held in Hanoi at the VEF Hanoi Field Office for the 2011 cohort on September 13, 2011. To enhance the information presented during the U.S. Orientation, the U.S. Faculty Scholars were briefed further about teaching and living in Vietnam. In addition, to get further insights into Vietnam and to be introduced to significant entities in Vietnam, the Faculty Scholars met with representatives of the U.S. Embassy, with representatives of the Ministry of Science and Technology (MOST), and with the former Minister of the Vietnamese Ministry of Education and Training (MOET).

SUMMARY

The U.S. Faculty Scholar Program is a successful educational exchange program, bringing high-level American professors, who are at least at the Associate Professor level or above, to teach at Vietnamese universities for at least one full semester. Through the efforts of the Faculty Scholars, VEF is building strong links between the higher education communities of the United States and Vietnam and, thus, is meeting the mission of VEF to build the relationship between the two countries.

PROGRAMS IN GENERAL

VEF AS A SPONSOR OF AN EXCHANGE VISITOR PROGRAM

VEF is a designated sponsor of the Exchange Visitor Program No. G-3-10180, for which VEF received initial approval on February 10, 2005. To manage the Exchange Visitor operations, VEF has hired a full-time Senior Program Officer, serving as the official Responsible Officer (RO) as well as a full-time Program Associate, serving as the Alternate Responsible Officer (ARO), both housed in the U.S. Headquarters. In addition, as a backup, the Executive Director is designated as an ARO and serves when needed. Their role involves managing all matters related to immigration and visas for Vietnamese nationals, who are Exchange Visitors under VEF sponsorship.

The RO and ARO regularly use the U.S. Government Student and Exchange Visitor Program (SEVP) web-based technology, known as the **Student and Exchange Visitor Information System (SEVIS)**, which tracks and monitors VEF Fellows, Visiting Scholars, and their dependents throughout the duration of their approved programs in the United States. SEVIS is under the authority of the U.S. Immigration and Customs Enforcement (ICE), a Federal Government agency in the U.S. Department of Homeland Security (DHS).

VEF ALLIANCE AND MOU TEMPLATE

In 2005, in order to achieve the cost-sharing mandate of the VEF legislation, VEF conducted a major campaign to establish cost-sharing agreements with U.S. universities to host VEF Fellows. This community of academic institutions, known as the **VEF Alliance**, consists of U.S. universities that share in the VEF mission and that benefit from its success. As of September 2011, the VEF Alliance consisted of **108 leading American universities** ([Appendix 25: VEF Alliance: 108 U.S. Universities](#)).

Institutions that sign the Memorandum of Understanding (MOU) agreement with VEF are designated as members of the VEF Alliance. While VEF targeted major research universities, any accredited U.S. university with graduate programs in fields supported by VEF may join the VEF Alliance. VEF seeks to collaborate with the Alliance by identifying and recruiting the best scholars from Vietnam to attend the Alliance universities through the VEF Fellowship Program and, upon request, to introduce the U.S. universities to Vietnamese universities and other contacts in Vietnam.

In March 2011, the MOU was revised to include mention of two other exchange programs: the VEF Visiting Scholar Program and the U.S. Faculty Scholar Program ([Appendix 26: MOU Template with VEF Alliance Schools as of March 2011](#)).

PRE-DEPARTURE ORIENTATION

To bolster the success of new VEF Fellows and Visiting Scholars and to meet the requirements of the U.S. Department of State Exchange Visitor Program, VEF provides a **Pre-Departure Orientation (PDO)** for all VEF Fellows and Visiting Scholars prior to their departure from Vietnam. The postdoctoral Visiting Scholars are able to begin significant networking with VEF Fellows, which is expected to continue when both groups return to

Vietnam. Furthermore, while differences in age and professional position typically exist between the Visiting Scholars and Fellows, both groups learn about the multitude of issues that an international student/scholar encounters when living in the United States and about how American academia works. Prior to the PDO in June 2011, a press release provided the public with brief details on the ninth group (cohort) of VEF Fellows and the fifth group (cohort) of Visiting Scholars ([Appendix 27: Press Release: New Group of VEF Fellows and Visiting Scholars of Cohort 2011](#)).

The PDO is an important step in facilitating the new Fellows' and Visiting Scholars' transition to American culture and to U.S. campus life. VEF organizes the intensive PDO in two sections:

1. A team-building event focusing on challenging, outdoor experiential activities; and
2. Formal interactive presentations focusing on cultural and academic issues.

For the 2011 cohort, VEF organized the PDO in Hoi An, Quang Nam, Vietnam, from June 9-14, 2011 ([Appendix 28: Pre-Departure Orientation: Outdoor Team-Building and Interactive Presentations](#)). Starting with the **team-building event** held at Marble Mountain in Hoi An, the first two days consisted of outdoor games and activities organized by Phat Tire Ventures, an American company contracted by VEF, with extensive experience providing outdoor and experiential training in Vietnam. Through physical activities, the Fellows and Visiting Scholars were able to experience in a non-intellectual way the following challenges, preparing them better for real-life situations in the United States:

- ✓ How to achieve success consistently;
- ✓ How to engage quickly in new experiences;
- ✓ How to manage time effectively; and
- ✓ How to work together cooperatively.

The PDO experiential activities were organized to give the Fellows and Visiting Scholars self-confidence in situations that imitate issues encountered in the transition to a new culture and environment and that mirror conditions in the highly competitive American academic environment. Team-building exercises break down perceived differences in age, gender, and socio-economic position, so that everyone can learn how to work as a team and contribute to the good of the group.

The final two days of the PDO were held at the River Beach Resort, Hoi An. VEF invited select VEF Alumni to participate in this part of the PDO to share their experiences. In addition, representatives from the U.S. Consulate General in Ho Chi Minh City were invited to provide advice on cultural adjustment matters. This dynamic **cultural and academic portion** of the orientation consisted of interactive presentations, lectures, and discussions, which included the following topics:

- Academic life (i.e., advisers, campus orientations, course choices, grading, graduate assistantships, language assistance, and planning toward a thesis/dissertation);
- Campus life (i.e., bank accounts, health and well-being, housing, social life, and travel);
- Cultural differences;
- Funding;
- Regulations for J-visa holders; and
- VEF policies.

On the occasion of the PDO, for the first time, VEF called for participation of all 2011 Fellows and Visiting Scholars in a story contest entitled "*My Journey to VEF.*" This served as an opportunity for Fellows and Scholars to share memorable stories of their journey so far and their success in receiving the VEF Fellowship or VEF

Visiting Scholar Grant. Though the number of submitted stories was limited (seven stories), they enhanced better understanding among VEF Fellows and Scholars. Their stories may motivate other Vietnamese nationals, who would like to pursue graduate studies and postdoctoral programs in the United States, to meet the challenges to achieve their dreams.

ANNUAL VEF FELLOWS AND SCHOLARS CONFERENCE

VEF continues to build a spirit of community and solidarity among VEF Fellows and Scholars to help them sustain professional and personal ties while in the United States and when they return to Vietnam. As one means to this end, VEF organizes an annual conference in the United States so that VEF and its Fellows, Visiting Scholars, and U.S. Faculty Scholars can interact with each other and with the U.S. scientific community. Complementary to, and separate from, VEF efforts, the VEF Fellows and Scholars Association (VEFFA), which is created and maintained by VEF Fellows as a 501c3, helps to build the Fellows and Scholars community as an ongoing not-for-profit organization. Therefore, VEF, who originally encouraged the formation of the organization, provides VEFFA with space in the conference agenda for their organizational endeavors.

The eighth **VEF Annual Fellows and Scholars Conference** took place in Fayetteville, Arkansas, January 3-5, 2011 ([Appendix 29: 8th Annual VEF Fellows and Scholars Conference Agenda](#)). This was the second time that the VEF Annual Conference was organized without the assistance of the National Academies. The University of Arkansas at Fayetteville, one of the VEF Alliance institutions, hosted the event. The conference offered opportunities for professional career development, leadership training, networking, and scientific discussion. The gathering also provided casual interaction through optional recreational activities and through a Gala Dinner that included cultural entertainment and awards organized by the Fellows. The comprehensive conference agenda included the following:

- Remarks by the Vice Minister of the Vietnam Ministry of Science and Technology
- Remarks by the Ambassador of Vietnam to the United States
- Motivational talks by U.S. and Vietnamese leaders in the corporate, entrepreneurial, and academic sectors
- Sessions on returning to Vietnam, entitled *All the Ways Home*
- Lunch discussions for VEF U.S. Faculty Scholars to meet with VEF Fellows and Visiting Scholars
- Scientific Poster Session
- Scientific Sessions, bringing Fellows and Visiting Scholars together in the same fields to present and discuss their research activities
- Leadership workshops facilitated by University of Arkansas Faculty Support Center, Walmart Corporate Leadership, and Values Coach Inc.
- Forum with members of the VEF Board of Directors
- Job Fair
- VEF Fellows and Scholars Association (VEFFA) Roundtables and VEFFA Annual Meeting

As a service to VEF Fellows and Visiting Scholars, VEF organized a **Job Fair** for the fourth year. VEF invited corporate entities doing business in Vietnam and Vietnamese academic institutions to attend the Annual Conference and to host a separate table to display materials and hold discussions with conference participants. Organizations had the opportunity to discuss their company or institution, including working conditions and future job opportunities for returning Fellows. The following three (3) organizations attended, represented by eight (8) individuals in their delegations (the number of delegates is given below in parentheses):

1. Vietnam National University, Ho Chi Minh City (1)
2. Viettel Group (4)
3. VNG Corporation (3)

Notable was the *All the Ways Home* session, which was organized for the fourth year at the conference and was designed to encourage significant discussions among the Fellows about their plans to return to Vietnam, including issues and concerns as well as solutions. After the plenary session were presentations on the following topics:

- ✓ Entrepreneurship
- ✓ Academic Careers
- ✓ Vietnam Developments and Successes

3RD VEF ALUMNI CONFERENCE

As of September 2011, VEF had a network of 196 Alumni: 157 Fellows, 28 Visiting Scholars, and 11 U.S. Faculty Scholars. The figure for Fellows includes the VEF Fellows, who are still in the United States and are currently engaged in post-degree completion Academic Training or are continuing under VEF sponsorship or other sponsorship in further advanced degree programs. For those VEF Alumni, who had already returned to Vietnam (106 had returned as of the end of this reporting period), VEF organized an Alumni Conference in Vietnam, which was established as an annual event in 2010.

The 3rd VEF Alumni Conference was held August 12-14, 2011, in Can Tho, Vietnam, with the theme *VEF Alumni Network: Unity and Growth* ([Appendix 30: 3rd VEF Alumni Conference Agenda](#)). The Conference was organized in two sections:

1. Saturday, August 13: A university visit to Can Tho University that included laboratory visits and interactive discussions with Can Tho University scientists; and group networking activities.
2. Sunday, August 14: Interactive presentations and discussion sessions.

Among the nearly 90 attendees, the Conference attracted 61 VEF Alumni, of whom 46 were past Fellows and 15 were past Visiting Scholars.

The 3rd VEF Alumni Conference offered opportunities for VEF Alumni to come together to strengthen the VEF Alumni Network and discuss how they might further enhance their contributions to Vietnam, continue to network, and build on their professional development for their careers. In this way, the Conference served as a forum to share knowledge, facilitate dialogue about empowerment and opportunities, and foster collaborative exchanges between Vietnam and the United States. The 3rd Alumni Conference also highlighted the achievements and contributions of the VEF Alumni, focused on the best means to prepare other Fellows and Visiting Scholars to return to Vietnam, and provided insight into the best ways to apply one's experience in the United States to the Vietnamese environment. Discussion panels addressed the following topics:

1. Academic Endeavors and Research
2. Entrepreneurship

This Conference was organized following the model of the VEF Annual Conference, in which Can Tho University, an outstanding higher education institution in the Mekong Delta with five VEF Alumni Visiting Scholars, hosted the Conference. Conference participants had an opportunity to visit member departments/institutes within Can Tho University, to interact with students, staff and faculty members, to share knowledge and experience, to explore potential collaborations, and to create networks. Specific departments/institutes included:

1. Biotechnology Research and Development Institute
2. Can Tho University Learning Resources Center
3. College of Agriculture and Applied Biology
4. College of Aquaculture and Fisheries
5. College of Engineering Technology
6. College of Information and Communication Technology
7. Delta Research and Global Observation Network (DRAGON Institute)

Besides the VEF Alumni, participants included invited speakers and representatives from the U.S. Consulate General in Ho Chi Minh City, the Ministry of Science and Technology, the People's Committee of Can Tho City, American Chamber of Commerce in Vietnam, International University, Vietnam National University in Ho Chi Minh City, and the Delta Research and Global Observation Network.

As a public service activity and as an integral part of the Conference, VEF facilitated the arrangements for representatives of Alumni and VEF staff to visit the Center for Orphans and Agent Orange Victim Children in Can Tho and provided the Center with in-kind and financial donations contributed by the VEF Board members, staff, and Alumni. This was a continuation of the community service activities, which were first organized during the 2nd VEF Alumni Conference.

The 3rd VEF Alumni Conference also demonstrated success in VEF's fund raising efforts. VEF received U.S. \$5,500 and other in-kind support from various organizations in Vietnam, all of which were applied toward the expenses and needs of the Alumni Conference.

CAPACITY BUILDING

To complement its educational exchange programs, VEF engages in a limited number of activities that build the scientific and technological capacity of Vietnam. VEF capacity building efforts focus on activities that relate to the fields supported by VEF that build the relationship between U.S. and Vietnamese institutions and government entities, and that help to build the foundation for the return of VEF Fellows and Visiting Scholars to their home country of Vietnam. While some earlier capacity building activities were meant to address the legislative mandate for Americans to teach at Vietnamese institutions, the U.S. Faculty Scholar Program now fulfills that directive in the VEF legislation.

In the past, capacity building activities organized by VEF included seminars and workshops as well as research publications and special projects that involved, and/or were requested by, the Ministry of Education and Training (MOET), the Ministry of Science and Technology (MOST), and/or the U.S. Embassy in Vietnam. During this reporting period, VEF was involved in two capacity building activities: (1) Lecture Program, consisting of lectures in Vietnam by U.S. experts sponsored by VEF; and (2) 4th Education Conference cohosted with the U.S. Embassy in Vietnam and MOET. As VEF focuses more on its exchange programs, the capacity building efforts have naturally diminished due to limited funds.

4TH EDUCATION CONFERENCE

The Vietnam Education Foundation and the U.S. Embassy in Vietnam co-organized the Fourth Annual Education Conference *Strengthening U.S. - Vietnam Higher Education Ties* on April 9, 2011, in Hanoi, Vietnam ([Appendix 31: 4th Annual Education Conference](#)). The purpose of the conference was to bring together American and Vietnamese universities, colleges, companies, and non-government organizations (NGOs) active in higher education in Vietnam to discuss how to increase U.S. educational opportunities in Vietnam, how to encourage external partnerships for universities, and how to promote U.S. style higher education in Vietnam. The conference also served as a platform for policy discussion and for formulating recommendations for the Vietnamese government and U.S. education partners.

The 342 participants from many different institutions joined the conference. As summarized from the participants' feedback, networking appears to be the most positive outcome of the conference for many of the participants as they could share experiences with a wide range of colleagues and learn from each other. This networking is doubly important in the case of Vietnamese educators, who do not otherwise have the chance to hear from U.S. counterparts. The overall consensus among participants was that the conference was an important event for strengthening educational relationships and partnerships between the United States and Vietnam.

LECTURE PROGRAM

As part of its capacity building efforts, VEF arranges for American experts, who are visiting Vietnam under VEF sponsorship, to give lectures at Vietnamese academic institutions or research institutes. The annual Interview Mission, also known as the VEF Oral Exam/Interview, is one of the major events sponsored by VEF that brings a number of U.S. professors to Vietnam. These U.S. experts serve on panels to interview finalists for the VEF Fellowship. While these distinguished U.S. visitors are in Vietnam, they volunteer to give public lectures in their

field. VEF informs Vietnamese academic institutions in Hanoi and in Ho Chi Minh City about the availability of these U.S. experts and provides abstracts of their presentations. In turn, the Vietnamese organizations contact VEF if they are interested, and VEF provides the logistical arrangements.

During the VEF Interview Mission in August 2011, eight (8) American professors, each representing different U.S. academic institutions, volunteered to give lectures or to conduct scientific or specialized meetings with faculty members and students at seven (7) host academic institutions or organizations in Vietnam ([Appendix 32: Capacity Building Activities of U.S. Professors/Interviewers in Vietnam](#)). The activities took place in Hanoi and Ho Chi Minh City, which were the city venues for the VEF Fellowship interviews. VEF coordinated closely with the National Academies, who had organized the 2011 interviews, to inform the professors in advance of the opportunities to lecture and to secure their willingness to participate in order to assure the success of the Lecture Program.

SUMMARY

VEF capacity building efforts build the relationship between U.S. and Vietnamese institutions and government entities and strengthen the foundations in Vietnam for the return of VEF Fellows and Visiting Scholars to their home country of Vietnam.

MANAGEMENT AND ADMINISTRATION

VEF Headquarters office is located in the United States, and the VEF Field Office is in Vietnam. The U.S. Headquarters is fully responsible for all VEF activities. The U.S. office staff members are U.S. Federal Government employees while the Vietnam office staff are employed by a Vietnamese human resources contractor that secondes the Vietnamese employees to VEF. As a U.S. Federal Government agency, VEF can only hire U.S. citizens in permanent positions. To assist VEF with hiring and salary/benefits payments, the Vietnamese human resource company is responsible for arranging payments to the VEF Vietnamese staff for salary, awards, and other benefits and is responsible for ensuring there is compliance with the Vietnam Labor Law and with VEF internal regulations as stated in the VEF Staff Handbook for the Hanoi office. To maintain a strong, cooperative, effective staff, a staff retreat is held annually in Vietnam to bring together the staff of both offices for training that includes sessions on communications, cross-cultural differences, ethics, and leadership.

U.S. HEADQUARTERS OFFICE

Located in the metropolitan Washington, D.C., area as mandated by the VEF legislation, the VEF U.S. Headquarters Office is located in offices within an executive office suite in Arlington, Virginia. With the VEF office in Virginia, the location allows easy access to congressional and cabinet level members of the VEF Board of Directors and to other significant entities located in the U.S. Capitol.

Staff continuity is important in meeting VEF's mission and goals and in assuring the success of VEF programs and operations. To that end, VEF ensures that roles and responsibilities are backed up by cross-tasking and cross-training of staff, by inclusive communications and team work, and by assuring that personnel within VEF or in external organizations contracted by VEF are capable of covering necessary activities in the absence of critical staff. As is usual in any organization, personnel changes occur for a variety of reasons. During this reporting

period, the following personnel changes occurred in the VEF U.S. office, while operations continued successfully and uninterruptedly:

1. In March 2011, Ms. Christie Dam was appointed to the position of **Finance and Administration Assistant**.
2. In August 2011, Ms. Kristin Oberheide resigned from her position of Program Associate for Immigration and Operations to pursue other professional interests. VEF began the search for her replacement.
3. In August 2011, Dr. Margaret Petrochenkov was appointed to the new position of **Program Officer** with primary responsibilities to administer all aspects of the application and selection process for the VEF programs.

HANOI FIELD OFFICE

The VEF Field Office in Vietnam functions independently while working cooperatively and closely with the U.S. Embassy in Hanoi and the U.S. Consulate in Ho Chi Minh City. The VEF Field Office is located in an office suite in a professional office building in Hanoi, which allows easy access to the primary populace served by VEF in Vietnam. Under the guidance and direction of the U.S. staff, the Hanoi Field Office staff organizes and executes activities in Vietnam; manages processes involved in the various VEF programs and activities; creates and implements IT needs and requirements, and manages the VEF IT data. The U.S. Headquarters Executive Director is the final authority in overseeing and managing all personnel, financial expenditures, and operations of the VEF Hanoi field office.

During this reporting period, the following personnel changes occurred in the VEF Hanoi office, which included title changes, new positions, and new personnel:

1. In October 2010, Ms. Binh Dang resigned from her position of **Program Manager** to pursue other interests.
2. In December 2010, Ms. Hanh Bui, Program Assistant, was promoted to be the new **Program Manager**.
3. In December 2010, Mr. Cuong Nguyen was appointed as the new **Program Assistant**.
4. In May 2011, Ms. Hanh Huy was appointed to the new position of **Administration and Program Assistant**.
5. In August 2011, Ms. Thanh Nguyen resigned from her position of **Program Assistant** to pursue other interests.
6. In September 2011, Ms. Ha Phuong Nguyen was appointed as the new **Program Assistant**.

STAFF DEVELOPMENT

VEF is dedicated to having high quality, professional staff to ensure that VEF is running successful operations. VEF has developed several ways to provide professional development for the staff as a whole, for the staff as specific teams, and for individual members of the staff.

As one means of meeting these goals, VEF holds an **Annual Staff Retreat** for three to four days following the summer Interview Mission (the Oral Exam/Interview of finalists for the VEF Fellowship awards) since all U.S. staff are in Vietnam at that time. The retreat allows for all U.S. and Vietnamese staff to gather together once a year to hold training sessions, conduct open discussions, evaluate programs and activities, and meet individually

or in focus groups. This year the staff retreat was held from August 15-17, 2011, in Phu Quoc, Vietnam, and included the following:

- ✓ Evaluation of the overall management and execution of the 2011 Interview Mission as well as the 3rd VEF Alumni Conference
- ✓ Planning for upcoming program activities
- ✓ Team building activities
- ✓ Staff survey on VEF policies regarding flexible time, compensation time, and teleworking policies

As another means of professional development, staff from both offices travel to the other country each year, not only to assist with major VEF activities during that time, but also to provide or participate in training activities. Typically, four or five VEF **Hanoi staff members travel to the United States** for multiple purposes in January each year: (1) to assist with the Annual VEF Fellows and Scholars Conference; (2) to visit select U.S. universities; (3) to visit and get training from GSA staff in Kansas City, Missouri; and (4) to meet with U.S. staff at the U.S. Headquarters. In January 2011, Dr. Phuong Nguyen, Ms. Hanh Bui, Mr. Tu Ngo, Ms. Que Nguyen, and Ms. Thanh Nguyen went to the United States for professional development. Also, in order to build understanding about the VEF financial procedures, the Director of Finance, Accounting, and Administration, Ms. Lana Walbert, arranged for the Hanoi staff involved in financial matters, specifically Ms. Que Nguyen and Mr. Tu Ngo for this year, to accompany her to GSA Kansas City for training. Generally, select VEF **U.S. Headquarters staff members travel to Vietnam** for periods of two to three weeks, and each staff member travels for different reasons, which include the following: (1) to oversee the administration of the Hanoi office; (2) to develop and guide the management of VEF activities; (3) to provide training; (4) to deliver presentations and to oversee major VEF events; and (5) to meet with U.S and Vietnamese entities of interest to VEF.

VEF provides training for the entire team as needed. This year the Executive Director contracted a communications consultant to assist the U.S. team in improving and enhancing interpersonal communications through interactive workshops and private coaching to staff that needed private guidance or training.

Finally, to assist individuals in their professional growth, VEF provides funds for training each year, which must be related to the employee's needs identified during the annual performance evaluation. Each Hanoi office staff is allotted up to \$1000 per year for such training. The U.S. staff must identify a training program to meet their professional development needs as described in the summary evaluation letter issued to them by the Executive Director. In all cases, the Executive Director provides the final approval.

SUMMARY

The **two VEF offices function exceptionally well** together, despite the geographical distance and cultural differences between the United States and Vietnam. The staff communicates continually via emails, phone calls, conference calls, WebEx meetings, and internet Skype chats and calls. As the final authority, the U.S. senior staff establishes strategies, finalizes policies and procedures, reviews final documents, and oversees all operations, all with the final approval of the Executive Director. The Hanoi staff members manage the logistics of VEF activities in Vietnam and assist with all VEF programs and activities with oversight and approval by the U.S. Headquarters Office. In spite of staff turnover, VEF management remains strongly focused on quality, efficiency, and performance and makes every effort to ensure that VEF meets its mission and goals.

RELATIONSHIPS WITH GOVERNMENT AND OTHER EXTERNAL ENTITIES

VEF continues to build relationships with various U.S. and Vietnamese government entities both in the United States and in Vietnam. In addition, VEF continues to build relationships with U.S. and Vietnamese academic institutions as a result of the VEF exchange programs and other VEF activities.

Furthermore, the VEF Hanoi Field Office receives various occasional visitors, including VEF Board members, representatives of U.S. universities, and guests from Vietnamese and U.S. government entities. The VEF Hanoi Field Office provides a public presence in Vietnam for all VEF programs and efforts. The VEF Country Director, Dr. Phuong Nguyen, serves as a representative of VEF for both countries, having received her doctorate from Texas Tech University and having an understanding of the cultures and higher education systems of both countries.

U.S. GOVERNMENT RELATIONS

VEF continues to expand its relationship with the U.S. government entities in Vietnam and with members of Congress in Washington, D.C. This year, meetings with these entities allowed VEF to provide updates regarding VEF success, outcomes of the GAO audit report, and reports on VEF activities.

In Vietnam, during this reporting period, select VEF Board members and staff met with leaders and staff at the **U.S. Embassy in Hanoi, USAID in Hanoi, and the U.S. Consulate General in Ho Chi Minh City.**

In Washington, D.C., select VEF Board members and staff met with **23 congressional offices.** Special emphasis was placed on meeting members of the Senate Foreign Relations Committee, the House Committee on Foreign Affairs, the Senate and House Committees on Appropriations, and the Senate Subcommittee on State and Foreign Operations.

VEF met with the following **Senate offices** during this reporting period:

1. John A. Barrasso (WY-R)
2. William “Thad” Cochran (MS-R)
3. Richard Durbin (IL-D)
4. Dan Inouye (HI-D)
5. Johnny Isakson (GA, R)
6. John Kerry (MA-D)
7. Mike Lee (UT-R)
8. Richard G. Lugar (IN-R)
9. John McCain (AR-R)
10. Robert Menendez (NJ-D)
11. Barbara Mikulski (MD-D)
12. Harry Reid (NV-D)
13. Marco Rubio (FL-R)
14. Jeanne Shaheen (NH, D)
15. Tom Udall (NM-D)
16. James Webb (VA-D)

VEF met with the following **House of Representative offices** during this reporting period:

1. Dan Burton (Indiana 5th District, R)
2. Steve Chabot (Ohio 1st District, R)
3. Bill Johnson (Ohio 6th District-R)
4. Mike Kelly (Pennsylvania 3rd District, R)
5. Loretta Sanchez (California 47th District-Orange County, D)
6. Brad Sherman (California 24th District, D)
7. Frederica Wilson (Florida 17th District, D)

VIETNAMESE GOVERNMENT RELATIONS

In building the relationship with Vietnamese government entities, VEF meets regularly with government ministries in Vietnam as well as with the Vietnam Embassy in the United States. The purpose of the meetings is not only to maintain positive on-going relationships, but also to introduce new Board members as well as new VEF staff and select program participants; to update the ministries and the Embassy on VEF successes and activities; to hear about any concerns or interests; and to invite Vietnamese government representatives to attend VEF events as observers and/or as keynote speakers.

In Vietnam, VEF maintains frequent contacts with the **Ministry of Education and Training** (MOET) as well as the **Ministry of Science and Technology** (MOST). Besides these two ministries, during this reporting period, VEF also had meetings with the **Ministry of Foreign Affairs** (MOFA). Typically, major meetings are scheduled during the visits of the VEF Executive Director to Vietnam and, in particular, when VEF Board members are in Vietnam to attend a VEF event.

In the United States, the Executive Director maintains close relationships with the **Vietnam Embassy** in Washington, D.C. During this reporting period, VEF assisted the representative of MOST at the Vietnam Embassy in communications with, and introductions to, various U.S. universities.

Every year, VEF invites the Minister or Vice Minister of MOET and of MOST (or their representative) to give **keynote speeches at the VEF Annual Conference in the United States and at the VEF Alumni Conference in Vietnam**, and VEF pays their expenses. VEF also invites them to attend other VEF events as observers at their own cost. In addition, VEF invites the Vietnamese Ambassador to the United States to speak at the VEF Annual Conference. Other representatives from the Vietnam Embassy in Washington, D.C., are also invited to the Annual Conference at their own cost. In this way, VEF Fellows, Scholars, and Alumni have an opportunity to hear from, and interact with, top government officials from Vietnam; and the MOET, MOST, and Embassy representatives have the opportunity to observe VEF activities first-hand.

Through all of these interactions, VEF creates and maintains good-will and cooperation and builds further the relationship between the United States and Vietnam.

U.S. UNIVERSITY RELATIONS

VEF has developed significant relationships with top-level U.S. universities by establishing the **VEF Alliance**, mentioned earlier in this report. As members of the Alliance, the universities, numbering 108 at this time, receive communications from VEF at various intervals throughout the year, including the following:

1. For recruiting purposes, if they are interested, information about new nominees and any additional Fellowship finalists, who were recommended by the interview panelists for U.S. graduate studies, but who cannot be funded by VEF due to limited funding; and
2. For faculty development opportunities in an international setting, announcements about the *Call for Proposals* for the U.S. Faculty Scholar program.

In addition, VEF has offered Alliance members other opportunities, including the possibility of hosting a VEF Annual Fellows and Scholars Conference. Furthermore, if Alliance members are travelling to Vietnam, VEF encourages them to visit the VEF Hanoi Field Office for more information about VEF and about higher education in Vietnam. VEF also assists in introducing them to Vietnamese government and/or university officials, if requested.

Besides relationships with VEF Alliance members, VEF also responds to **interests of other U.S. universities** as long as VEF continues to meet its mission in doing so. VEF is open to such collaboration.

While the VEF Alliance serves as an immediate source of U.S. universities that are familiar with VEF, VEF has Fellows, Visiting Scholars, and U.S. Faculty Scholars at other U.S. universities and research institutions as well. All U.S. academic institutions that host a VEF program participant must abide by the same VEF funding conditions, regardless of whether they are a member of the Alliance or not.

For all U.S. universities that host VEF Fellows and/or Visiting Scholars, VEF provides the following: (1) clarifications about the VEF funding process and the VEF Professional Development Grant; and (2) details about the funding for each Fellow and/or Visiting Scholar, who is attending a particular university. In addition, VEF staff communicates directly, as needed, with multiple entities at each university, including department chairs, deans, faculty and research advisors, finance offices, the international student/scholar office, and student services—all in an effort to assure the best possible conditions for VEF program participants. Furthermore, each year, as described earlier, VEF staff visit a select number of U.S. universities in order to build the relationships further.

In summary, VEF aims to create close cooperation with U.S. universities that demonstrate interest in the mission of VEF through participation in VEF programs and attention to VEF activities.

VIETNAMESE UNIVERSITY RELATIONS

VEF continues to build relationships with **Vietnamese universities**. On a regular basis, VEF informs Vietnamese universities about the following:

1. Announcements on all VEF programs (Fellowships, Visiting Scholar grants, U.S. Faculty Scholar grants);
2. Opportunities to have a table at the Job Fair during the VEF Annual Fellows and Scholars Conference;
3. Possibilities of observing VEF activities, such as the Fellowship interviews; and
4. Opportunities to host a U.S. professor, who is sponsored by VEF in Vietnam, to give a lecture.

In addition, on an annual basis, VEF Hanoi staff reach out to Vietnamese universities in order to give a presentation by VEF staff on the various opportunities that VEF offers through its exchange programs. VEF focuses on universities in the central and south of the country as a means to increase participation in VEF programs from those underrepresented areas. During this reporting period, select VEF Board members and staff met administrators and students at the following **universities in the south** of Vietnam: An Giang University, Can Tho University, Dong Thap University, Tan Tao University, and Tien Giang University.

Besides these efforts, VEF assists in introducing Vietnamese universities to U.S. government and/or U.S. university officials, if requested.

All in all, VEF aims to build positive relationships with Vietnamese universities that demonstrate interest in the multiple aspects of the mission of VEF.

CONCLUSION

Through its high-quality activities and programs under the direction and supervision of extremely capable staff, VEF continues to build a solid record of success while keeping within budget requirements. The Vietnam Education Foundation has created positive relationships between the United States and Vietnam in government and in academia. Besides building fundamental relationships between emerging Vietnamese scientists and U.S. academic institutions and faculty members, the long-term benefits of VEF efforts will steadily grow as more VEF Fellows graduate and return to Vietnam, as VEF Visiting Scholars return to their positions in Vietnam, and as U.S. Faculty Scholars build collaborative relationships between U.S. and Vietnamese academic institutions.

VEF is an effective foreign policy tool in promoting U.S. national interests regarding Vietnam, and in bringing Vietnam and the United States closer together. VEF can continue to move forward confidently as a high-quality, well-respected, internationally-recognized educational exchange program. VEF remains a catalyst for the strong development of the STEM fields in Vietnam and for the continual opening of positive relationships between the people of the United States and Vietnam. Without a doubt, VEF is a notable success for the United States government.

* * * * *

APPENDICES

APPENDIX I
VIETNAM EDUCATION FOUNDATION BOARD OF DIRECTORS

As of September 30, 2011

Christopher J. Fussner – Chairman

Owner, Founder
Trans Technology Pte Ltd.

Richard Blumenthal

U.S. Senator

Hillary Rodham Clinton

U.S. Secretary of State

Sandy Hoa Dang

Special Initiative Advisor, JBS International, Inc., and
Change Management Consultant, Casey Family Programs

Arne Duncan

U.S. Secretary of Education

David Duong

CEO, California Waste Solutions

Timothy F. Geithner

U.S. Secretary of Treasury

Marjorie Margolies

President
Women's Campaign International

Stephen F. Maxner, Ph.D.

Director, Vietnam Center
Texas Tech University

Joseph R. Pitts

U.S. Congressman

Loretta Sanchez

U.S. Congresswoman

Isaac F. Silvera, Ph.D. – Chairman, Finance Committee

Thomas Dudley Cabot Professor of the Natural Sciences
Harvard University

David Vitter

U.S. Senator

APPENDIX 2
BY-LAWS FOR THE BOARD OF DIRECTORS¹
VIETNAM EDUCATION FOUNDATION

I. Establishment

The Board of Directors of the Vietnam Education Foundation (hereinafter referred to as the Board) is established under the provisions of the Vietnam Education Foundation Act of 2000 (hereinafter referred to as the Act), as enacted by section 1(a)(4) of Public Law 106-554 and contained in Appendix D of that Act: 114 Stat. 2763A-255; and as amended by Public Law 127-229, 116 Stat. 1369

II. Functions and Duties

As the body authorized by the Act to select persons to participate in the international fellowship program between the United States and Vietnam established by Sec. 206 of the Act and to provide overall supervision and direction of the Vietnam Education Foundation (hereinafter referred to as the Foundation) established by Sec. 204 of the Act, the Board shall endeavor to carry out the purposes of the Act as defined by Sec. 202, that is:

- (1) “to establish an international fellowship program” under which Vietnamese nationals can undertake graduate and post-graduate level studies in the sciences (natural, physical, and environmental), mathematics, medicine, and technology (including information technology) in the United States and United States citizens can teach in these fields in academic institutions in Vietnam; and
- (2) “to further the process of reconciliation between the United States and Vietnam and the building of a bilateral relationship serving the interests of the both countries.”

In the discharge of its responsibilities the Board shall:

1. Select all candidates for awards, both Vietnamese and American, qualified to participate in the fellowship program and establish the criteria for the selection of such individuals, as the Board may deem appropriate. Such criteria will include, but not be limited to, the basic criteria set forth in Sec. 206(b) of the Act. For the purpose of selecting candidates, the Board will formulate and develop policies and adopt regular procedures.
2. Make decisions regarding the development and expansion of the fellowship programs to ensure that fellowships will be extended to candidates in all fields set forth under Sec. 202(1) of the Act, and take other steps as necessary to provide overall supervision and direction of the Foundation.
3. Appoint an Executive Director, who shall serve as the Chief Executive Officer of the Foundation to carry out the functions of the Foundation under the supervision and

¹ Revised July 15, 2011. By-Laws initially adopted by the Board of Directors of the Vietnam Education Foundation in September 2002.

direction of the Board. Prescribe any other functions to be performed by the Executive Director consistent with the Act.

III. Membership

1. As specified in Sec. 205(a) of the Act, the Board shall consist of thirteen members: two members of the House of Representatives, one from the majority leadership and one from the minority leadership; two members from the Senate, one from the majority leadership and one from the minority leadership; Secretary of State; Secretary of Education; Secretary of Treasury; and six members appointed by the President from the nongovernmental sector. Congressional members serve as ex-officio, nonvoting members.
2. As specified in Sec. 205(a) (6) of the Act, the President shall appoint six members “from among individuals in the nongovernmental sector who have academic excellence or experience in the fields of concentration specified in section 202 (1 (A) or a general knowledge of Vietnam, not less than three of whom shall be drawn from academic life.”
3. As specified in Sec. 205(g), presidential appointees “shall be special Government employees, as defined in section 202(a) of title 18, United States Code.”

IV. Compensation, Reimbursements, and Travel

1. As special Government employees, each member of the Board shall serve without annual salaried compensation for his or her services. However, as specified in Sec. 205(f)(3), presidential appointees “shall be paid at the daily equivalent of the rate of basic pay payable for positions at level V of the Executive Schedule under section 5316 of title 5, United States, Code, for each day (including travel time) during which the member is engaged in the actual performance of duties as a Board member.”
2. While compensation is available, presidential appointees may choose not to claim this compensation. In the event such compensation is waived, signed releases will be filed by each Board member at each Board meeting.
3. The payment of Board member compensation as specified in Sec. 205(f)(3) shall be limited to travel and performance time specifically related to quarterly Board meetings or Board meetings called by the Chair. Requests for reimbursement for travel and compensation for performance of VEF business in addition to that associated with such Board meetings must receive the prior approval of a majority of the Board.
4. As provided for by Sec. 205 (f)(2) members of the Board “shall be allowed travel expenses, including per diem in lieu of subsistence at rates authorized for employees of agencies under sub-chapter 1 of chapter 57 of Title 5, Unites States Code, while away from home or regular places of business in performance of service for the Board.”

5. Regarding travel by Board members on VEF business approved by the Board, according to Sec. 205(h), members of the Board “shall be subject to the same travel regulations as apply to officers and employees of the Department of State.” More specifically, domestic and foreign Board Member travel is subject to the Federal Travel Regulations as articulated at the General Services Administration website http://www.gsa.gov/HP_01_Requested_regulations.
6. Domestic travel wholly within the United States is only authorized at the economy level. If there is an extra charge for First or Business Class, the Board Member must pay for the upgrade. Travel reservations must be made through the VEF authorized travel agent, Omega World Travel. If flights are booked otherwise, through another agent or online, VEF can only refund up to the maximum amount that Omega would have charged for the flight. Hotel reservations should be made as soon as possible and must conform to no more than the Federal Government rate allowable for the specific location.
7. Given the significant expenses associated with international travel, Board member travel to Vietnam will be limited to occasions where Board member participation is deemed essential to the orderly and necessary conduct of VEF business. New Board Members will be encouraged to travel one time to Vietnam as a part of an orientation to VEF business. Any repeat travel to Vietnam by Board Members will be closely monitored and in all instances, Board member travel to Vietnam will require the prior approval of a majority of the Board. When approved, all such travel will be conducted in accordance with the Federal Travel Regulations referenced in paragraph 5 above.

V. Term of Membership

1. As designated in Sec. 205(b)(1) of the Act, the term of each member appointed by the President shall be three years, except for those initially appointed to the Board.
2. As designated in Sec. 205(b)(2) of the Act, members of Congress appointed to the Board may not serve on the Board for more than a total of six years.
3. As designated in Sec. 205(b)(3)(A) of the Act, any Board member “appointed to fill a vacancy prior to the expiration of the term for which his or her predecessor was appointed shall be appointed for the remainder of such term.”
4. As designated in Sec. 205(b)(3)(B) of the Act, “[u]pon the expiration of his or her term of office, any member may continue to serve until a successor is appointed.”

VI. Committees

1. The Board may approve the establishment of special committees, composed of its members, to study and report upon matters under consideration by the Board.

2. The Board may authorize such committees to take specific action upon matters within the competence of the Board.
3. The Chairperson of a Board committee is appointed by the Chairperson of the Board and serves for the duration of his or her term.

VII. Standing Committees

- A. Finance Committee. The VEF Finance Committee is a regular standing committee, consisting of up to six Board members: up to four Board members who are presidential appointees and who are recommended by the Chair of the Board and appointed by a majority vote of the Board, and up to two board members representing the cabinet federal agencies. Members of the Finance Committee continue to serve on the Finance Committee during their tenure on the Board. The Finance Committee serves the Board by considering issues in depth that involve the VEF budget, audit, and other financial matters. The Finance Committee, which works on consensus, presents to the full Board its recommendations. The chairman of the Board may not concurrently serve as the chair of the Finance Committee.
- B. Fundraising Committee. The VEF Fundraising Committee is a regular standing committee, consisting of up to three Board members: up to two Board members who are presidential appointees and who are recommended by the Chair of the Board and appointed by a majority vote of the Board, and one member representing the cabinet federal agencies. Members of the Fundraising Committee continue to serve on the Fundraising Committee during their tenure on the Board. The Fundraising Committee serves the Board by considering how to raise additional funds through donations and from grants. The Fundraising Committee, which works on consensus, presents to the Finance Committee and to the full Board its recommendations. The chairman of the Board may not concurrently serve as the chair of the Fundraising Committee.

VIII. Officers

1. The voting members of the Board shall elect a Chairperson from among those members appointed by the President, as stated in Sec. 205(c) of the Act. The Chairperson shall serve as the Presiding Officer of the Board.
2. The Chairperson shall be elected by majority vote of the voting members of the Board for the duration of his or her term.
3. No member shall serve more than three consecutive years as Chairperson.

IX. Duties of the Chairperson

The Chairperson shall:

1. Call meetings of the Board and approve its agenda.
2. Appoint and instruct all special committees and consult with such experts as he or she may deem necessary. However, no such expert shall be entitled to compensation or expenses unless approved by a majority of the voting members of the Board.
3. Preside over all meetings of the Board, or in his or her absence, appoint a member of the Board to preside.
4. Participate in the Executive Committee (EC) meetings, both for Finance and Administration and for Programs and Operations, which occur between Board meetings and are scheduled by the Executive Director. (See Appendix A for descriptions of the Executive Committees.)
5. Perform such other duties as shall be necessary in order to fulfill the Board's responsibilities as set forth in these By-Laws, Section II. Functions and Duties, and as stipulated in the Act.
6. Shall coordinate with the VEF Executive Director and Director of Finance and Administration to ensure that the Office of Management and Budget is properly informed of Board approval of each annual budget, per the operating policies and procedures of OMB.

X. Meetings

1. The Board shall meet at the call of the Chairperson, as described in Sec. 205(d) of the Act.
2. All meetings shall be in accordance with an agenda formulated or approved by the Chairperson.
3. The Board shall meet not less frequently than two times each calendar year, as described in Sec. 205(d) of the Act.
4. In all meetings for the transaction of business, five voting members, which is a majority of the voting members of the Board, shall constitute a quorum, as described in Sec. 205(d) of the Act.
5. In all meetings for the transaction of business, presidentially appointed Board members shall be present either in person or via teleconference or similar means of remote participation. Presidentialy appointed Board members shall not appoint or assign a

delegate or other person to represent them at Board meetings for the conduct of official business and shall not delegate their votes to proxies to make on their behalf.

6. Meetings may be held from time to time in different regions of the United States and in Vietnam.
7. Minutes shall be taken of all regular meetings of the Board and shall be available to all members. However, the Chairperson may determine that a verbatim transcript of certain proceedings be taken. The minutes shall contain, as a minimum, a record of persons present, a description of matters discussed and conclusions reached, and copies of all reports received, issued, or approved by the Board. The voting members of the Board approve the minutes of preceding meetings.

XI. Voting Procedure

1. All decisions of the Board, except the election of officers (see these By-Laws Section VI.2), shall require an affirmative vote of the majority of the members present to include members present via teleconference.
2. At the discretion of the Chairperson, votes may be cast when necessary by electronic means.
3. As stated in Sec. 208(a) of the Act, at least six of the nine voting members must approve the decision to employ or terminate the Executive Director.

XII. General Provisions

1. The preceding provisions in By-Laws Section IX shall be applicable also to the meetings of any special committees of the Board.
2. In so far as they are not in conflict with the provisions of the Act, or any statute, order, or regulation, amendments to the By-Laws may be made at any time by majority vote of the voting members of the Board.
3. To ensure these By-Laws remain current and relevant to VEF Board activities and business, the Board of Directors shall conduct an annual review of the By-Laws at each July Board meeting. VEF Board members and VEF staff are encouraged to submit recommended changes to the by-laws at any time to the chair of the Board. Additional changes and amendments to the By-Laws may occur at any time deemed necessary and appropriate by the Board.

APPENDIX A

Executive Committee for Finance and Administration (EC-FA)

DESCRIPTION

The purpose of the EC-FA is multifaceted: (1) for Board members to discuss and monitor more detailed VEF financial and administrative matters; (2) for VEF staff to keep Board members informed of such details between VEF Finance Committee meetings and regular Board of Directors meetings; and (3) to take actions as needed to assure sound financial and administrative practices of VEF and to comply with relevant U.S. Federal Government regulations. As needed, the Board members, who sit on the EC-FA, may decide to take issues to the full Board in advance of an upcoming Board meeting.

Regular EC-FA members include the Chairman of the Board, the Chair of the Board Finance Committee, the Executive Director, and the Director of Finance, Accounting and Administration. As needed or requested, the Chair of the Fundraising Committee and the Country Director may join the meetings, while they are kept informed of the dates, time, and agendas for upcoming EC-FA meetings.

The EC-FA meets via phone conferences typically once per month between VEF Board of Directors meetings, depending on actions that need to be taken. Notes are taken, resulting in a summary posted for access by members of the EC-FA.

Executive Committee for Programs and Operations (EC-PO)

DESCRIPTION

The purpose of the EC-PO is multifaceted: (1) for the Board member(s) to discuss and monitor more detailed VEF program and operations matters; (2) for VEF staff to keep the Board member(s) informed of such details between VEF Board of Directors meetings; and (3) to take actions as needed to assure sound practices of VEF and to comply with relevant U.S. Federal Government regulations. As needed, the Board member(s), who sit on the EC-PO, may decide to take issues to the full Board in advance of an upcoming Board meeting.

Regular EC-PO members include the Chairman of the Board, the Executive Director, the Senior Program Officer, and the Country Director in Hanoi. As needed or requested, others may join the meetings.

The EC-PO meets via phone conferences typically once per month between VEF Board of Directors meetings, depending on actions that need to be taken. Notes are taken, resulting in a summary posted for access by members of the EC-PO.

APPENDIX 3
PRESS RELEASE ON APPOINTMENTS OF NEW CHAIRMAN AND BOARD MEMBERS



Lynne A. McNamara, Ph.D.
Executive Director

Board of Directors

Christopher J. Fussner
Chairman
 Owner, Founder
 Trans Technology Pte Ltd.

2111 Wilson Boulevard, Suite 700, Arlington, VA 22201 • www.vef.gov • Phone 703-351-5053 • Fax 703-351-1423

PRESS RELEASE

Richard Blumenthal
 U.S. Senator

Contact:

Hillary Rodham Clinton
 U.S. Secretary of State

In the U.S. – Dr. Lynne McNamara, Executive Director: 1-703-351-5053

In Vietnam – Dr. Phuong Nguyen, Country Director: 84-4-3936-3670

Sandy Hoa Dang
 Special Initiative Advisor,
 JBS International, Inc., and
 Change Management
 Consultant,
 Casey Family Programs

**VIETNAM EDUCATION FOUNDATION ANNOUNCES
 NEW CHAIRMAN OF THE BOARD AND
 NEW BOARD MEMBERS APPOINTED BY PRESIDENT OBAMA**

Arne Duncan
 U.S. Secretary of Education

Washington, D.C., November 16, 2011. The Vietnam Education Foundation (VEF) is proud to announce the appointment of Christopher J. Fussner as Chairman of the VEF Board of Directors as well as the appointment by President Barack Obama of two new Presidential appointees to the VEF Board of Directors, Ms. Sandy Hoa Dang and Dr. Isaac F. Silvera.

David Duong
 CEO, California Waste
 Solutions

Timothy F. Geithner
 U.S. Secretary of Treasury

Mr. Christopher J. Fussner is Owner and Founder of TransTechnology Pte Ltd, a major distributor of Surface Mount Technology and Semiconductor capital equipment with offices in Singapore, Penang, Kuala Lumpur, Bangkok, Chiangmai, Jakarta, Batam, Manila, Cebu, Shenzhen, Shanghai, Hanoi, New Delhi, Bangalore and Chennai. He received his B.A. in History and Asian Studies from The George Washington University and his Master of International Management at the Thunderbird School of Global Management. He began his international career in Ouagadougou (Upper Volta) Burkina Faso, West Africa, as Program Assistant with Catholic Relief Services. Subsequently, he joined the Church World Service devoting his time as a Refugee Resettlement Officer in Kuala Lumpur, Malaysia, where he had responsibility for the Vietnamese Refugee resettlement process. Mr. Fussner then headed the Far East sales for Amistar Corporation based in Seoul, Korea, and in Singapore and was responsible for sales and service for electronics manufacturing industry machines in Australia, the Far East, and India. Mr.

Marjorie Margolies
 President
 Women's Campaign
 International

Stephen F. Maxner, Ph.D.
 Director, Vietnam Center
 Texas Tech University

Joseph R. Pitts
 U.S. Congressman

Loretta Sanchez
 U.S. Congresswoman

Isaac F. Silvera, Ph.D.
 Professor
 Harvard University

David Vitter
 U.S. Senator

Fussner is recognized as an astute analyst of South East Asian Affairs and he has a strong commitment to American higher education. He lectures on South East Asia business and economic forecast and U.S./Asia foreign relations. Mr. Fussner was appointed by former President Bush on October 10, 2008, to be a VEF Board Member. He was elected by the Board as its Chairman and assumed his duties on May 1, 2011.

Ms. Sandy Hoa Dang is the founder and former executive director of Asian American Leadership, Empowerment, and Development (AALEAD), an organization that supports immigrant families through a broad array of educational and social services. Ms. Dang arrived in the United States at the age of 13 after fleeing Vietnam and spending three years in Hong Kong refugee camps. Under her leadership, AALEAD transformed from a \$15,000 seed grant project into a \$1.5 million institution with a permanent community center, a broad base of partners and funders, and a history of innovation and impact. At present, she is a Special Initiatives Advisor at JBS International and a change management consultant for Casey Family Programs. Ms. Dang received her BA from Duke University, a Masters in Public Administration from Harvard Kennedy School of Government, and a Masters in Social Work from Catholic University of America. She is fluent in English, Cantonese, and Vietnamese.

Dr. Isaac F. Silvera is the Thomas Dudley Cabot Professor of the Natural Sciences at Harvard University where he has taught physics and conducted research since 1982. His research is supported by the Department of Energy, the National Science Foundation, and NASA. Professor Silvera earned his Ph.D. from the University of California, Berkeley. In 1971, he became a full professor at the University of Amsterdam. In Amsterdam, Professor Silvera stabilized the first Bose gas, atomic hydrogen, which led to Bose-Einstein Condensation. For this development Professor Silvera was awarded the Hewlett Packard Europhysics Prize. Recently, at the request of the Vietnamese government, he served on a team of the National Academies of the United States to advise on enhancing higher education in Vietnam in science and engineering. He has visited Vietnam several times to aid in the selection of scholars supported by VEF for studies in the United States, and he has lectured throughout Vietnam on advanced subjects in physics.

Dr. Lynne A. McNamara, VEF Executive Director, praised the work of the Board. “The VEF Board of Directors provides such valuable leadership and direction to all of our activities and programs. The Board members have varied experience and insights that lend depth to considerations of every aspect of operations and finances. I sincerely respect their efforts and their commitment to the mission and goals of VEF.” VEF is governed by a thirteen-member Board of Directors, which consists of two U.S. Senators, two U.S. Representatives, three U.S. cabinet members, and six members from the U.S. citizenry appointed by the President of the United States. The Board appoints an American Executive Director to oversee VEF operations, conducted through two highly coordinated offices: the U.S. Headquarters in the Washington, D.C., area and the Hanoi Field office in Vietnam.

VEF is a special initiative by the U.S. Congress to bring the United States and Vietnam closer through educational exchanges related to science, engineering, mathematics, medicine, and technology. The Foundation is in its ninth year of operations. As its flagship activity, the VEF Fellowship program has placed 382 Fellows at 82 top-tier U.S. graduate research institutions, mostly for doctoral degrees. The two other major VEF activities are the Visiting Scholar Program for Vietnamese to pursue post-doctoral programs at U.S. universities for up to 12 months and the U.S. Faculty Scholar Grant Program for American professors to teach at Vietnamese universities for one or two terms via videoconferencing or onsite in Vietnam. VEF Fellows and Visiting Scholars are required to return to Vietnam after completing their academic programs in the United States.

For additional information on VEF, please visit the VEF website at: www.vef.gov

APPENDIX 4
VEF NEW BOARD MEMBER ORIENTATION



VEF New Board Member Orientation

Wednesday, July 13, 2011

9:00 am to 4:30 pm

Location: Vietnam Education Foundation, 2111 Wilson Boulevard, Suite 700, Arlington, VA 22201

New Board Members:

- **Ms. Sandy Dang**
- **Dr. Isaac Silvera**

VEF Board Members, Staff, and VEF Legal Counsel Attending:

- **Ms. Elizabeth Dugan, former Chair of Finance Committee and former member of VEF Board of Directors**
- **Dr. Lynne McNamara, Executive Director**
- **Ms. Christie Dam, Finance and Administration Assistant**
- **Ms. Sandarshi Gunawardena, Senior Program Officer**
- **Ms. Lana Walbert, Director of Finance, Accounting, and Administration**
- **Ms. Lesly Wilson, Legal Counsel for VEF, General Services Administration (GSA)**

AGENDA

- | | |
|----------|---|
| 9:00 am | Welcome to VEF and Swearing In |
| 9:30 am | Leadership Orientation (Board of Directors and Executive Director) <ol style="list-style-type: none"> 1. Ms. Elizabeth Dugan <ol style="list-style-type: none"> a. Board By-laws b. Board Committees: Finance Committee, Fundraising Committee c. Role with the Hill 2. Dr. Lynne McNamara <ol style="list-style-type: none"> a. Communications: Board members and VEF Staff b. Role with program participants |
| 10:15 am | VEF Operations and VEF U.S. Staff <ol style="list-style-type: none"> 1. Dr. Lynne McNamara, Executive Director <ol style="list-style-type: none"> a. Role and responsibilities b. Overview of VEF c. Structure of organization (Hanoi and DC) |

- d. Executive Committees
 - i. Finance and Administration
 - ii. Program and Operations
2. Ms. Christie Dam, Finance and Administration Assistant
 - a. Role and responsibilities
3. Ms. Sandarshi Gunawardena, Senior Program Officer
 - a. Role and responsibilities
 - b. Overview of VEF Programs
 - c. Overview of Annual Conference and other duties
4. Ms. Lana Walbert, Director of Finance, Accounting, & Administration
 - a. Role and responsibilities
 - b. Relationship with Finance Committee
 - c. Overview of Ethics
5. Additional positions
 - a. Program Associate: Immigration and Operations
 - b. (new) Program Officer

12 noon LUNCH (Dutch treat, Minh's Restaurant)

- 2:00 pm Financial matters (Ms. Lana Walbert, with input from Ms. Elisabeth Dugan)
1. Role of Hanoi office staff
 - a. Finance Team
 - b. IT Team
 2. Budget
 - a. Organization of budget
 - b. Codes and tracking of expenses
 - c. Formulation of the VEF budget
 - d. Role of the Finance Committee and Board of Directors
 3. Long-term budget: rationale and determination
 4. Board member expenses and salary
 5. Role of GSA Kansas City
 6. Annual audit
 7. Grant payments
 - a. Fellowship program
 - b. Visiting Scholar program
 - c. U.S. Faculty Scholar program

4:30 pm Adjourn

APPENDIX 5
VIETNAM EDUCATION FOUNDATION STAFF

As of September 30, 2011

Note: After listing the head of each office, the VEF staff is listed alphabetically in English order by family name.

VEF U.S. Headquarters Office, Arlington, VA

Lynne A. McNamara, Ph.D.

Executive Director

Christie T. Dam

Finance and Administration Assistant

Sandarshi Gunawardena

Senior Program Officer

Margaret K. Petrochenkov, Ph.D.

Program Officer

Lana D. Walbert

Director of Finance, Accounting, and Administration

VEF Vietnam Field Office, Hanoi

Phuong Nguyen, Ph.D.

Country Director

Hanh Bui

Program Manager

Hung Do

IT and Data Technician

Hanh Huy

Administration and Program Assistant

Huyen Le

Deputy Director of Finance, Accounting, and Administration

Tu Ngo

IT and Data Manager

Cuong Nguyen

Program Assistant

Ha Phuong Nguyen

Program Assistant

APPENDIX 6
FISCAL YEAR 2011 BUDGET APPROVED BY THE VEF BOARD OF DIRECTORS

Categories	Amount
TOTAL Budget	\$5,843,599
Fellow Expenses	\$2,786,080
University Expenses	\$2,241,000
Annual VEF Conference in January	\$300,080
Fellows/Visiting Scholars Invited to Board Meetings	\$10,000
Professional Development Grants (PDG)	\$205,000
Travel for Graduates Returning to Vietnam	\$30,000
New Fellow Expenses	\$171,941
Travel to the United States	\$64,440
Settling-in Allowance	\$22,500
Health Checks	\$11,250
ESL Required by Universities	\$21,000
Pre-Departure Orientation	\$52,751
Pre-Fellow Expenses	\$271,850
Nominees	\$4,575
Applicants (Recruitment, Orientations, etc.)	\$7,900
August Interview Mission	\$259,375
Visiting Scholar Program	\$113,935
Visiting Scholar (VS) Stipend	\$82,800
Travel Round Trip to the United States (3 New VSs) & Return Ticket to Vietnam (3 VSs)	\$8,700
Settling-in Allowance (3 New VSs)	\$1,500
Annual VEF Conference in January	\$3,930
Health Checks (3 New VSs)	\$750
Pre-Departure Orientation	\$3,055
Travel and Medical Insurance	\$2,400
Professional Development Grant	\$10,800
U.S. Faculty Scholars	\$337,000
U.S. Faculty Scholar Grants	\$330,000
Annual VEF Conference in January	\$7,000
Fellow and Visiting Scholar Alumni Conference	\$39,153
Alumni Conference	39,153

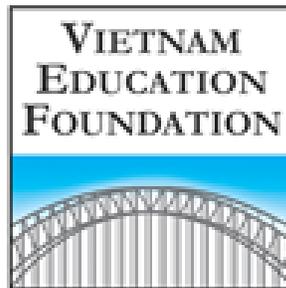
Categories	Amount
Contractual Services	\$296,800
National Academies	\$150,000
Vietnamese Contractor that Supports Hanoi Staff	\$25,000
Professional Memberships (e.g., NAFSA)	\$5,000
General Services Administration (Accounting, Legal, HR)	\$60,000
Audit	\$30,000
Transcript Services	\$10,800
Computer Tech Support	\$6,000
Miscellaneous	\$10,000
VEF Staff Travel (U.S. and VN)	\$286,427
International Travel	\$194,559
Domestic Travel	\$65,868
Emergency Travel Fund	\$20,000
SOS Medical Assistance	\$6,000
Board Member Expenses	\$74,400
Board Member Salaries	\$0
Board Member Domestic Travel	\$16,600
Board Member International Travel	\$57,800
Personnel Expenses	\$1,212,021
U.S. Staff (Salary & Benefits)	\$822,081
Hanoi Staff (Salary & Benefits)	\$343,880
Staff Training (ESL/Communication/IT)	\$28,000
VEF Staff Retreat	\$18,060
Rent, Communication, and Utilities	\$148,480
Rent/Utilities – The United States	\$72,000
Rent/Utilities – Vietnam	\$63,420
Communication (Cell phones, edge card, FedEx)	\$13,060
Supplies and Materials	\$105,513
Supplies/Materials – The United States	\$42,000
Supplies/Materials – Vietnam	\$63,513

APPENDIX 7
AUDITOR'S REPORT FOR FISCAL YEAR 2011
INCLUDING VEF FINANCIAL STATEMENTS



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FINANCIAL STATEMENTS

For The Years Ended September 30, 2011 and 2010

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Independent Auditor's Report

Board of Directors, Chairman and Executive Director
Vietnam Education Foundation
Arlington, VA

In accordance with the Accountability of Tax Dollars Act of 2002, we are responsible for conducting audits of the Vietnam Education Foundation. We have audited the accompanying balance sheets of the Vietnam Education Foundation as of September 30, 2011 and 2010 and the related statements of net cost, changes in net position, and budgetary resources for the years then ended.

The objective of our audits was to express an opinion on the fair presentation of these financial statements. In connection with our audits, we also considered the Vietnam Education Foundation's internal control over financial reporting and tested the Vietnam Education Foundation's compliance with selected provisions of applicable laws and regulations that could have a direct and material effect on these financial statements.

Summary

In our audits of the Vietnam Education Foundation for the fiscal years ended September 30, 2011 and 2010, we found:

- the financial statements are presented fairly, in all material respects, in conformity with U.S. generally accepted accounting principles,
- no material weaknesses in internal control over financial reporting (including safeguarding assets) and compliance with laws and regulations,
- no reportable noncompliance with laws and regulations we tested.

The following sections discuss our opinion on the Foundation's financial statements; our consideration of the Foundation's internal controls over financial reporting; our tests of the Foundation's compliance with certain provisions of applicable laws, regulations, contracts and grant agreements; and management's and our responsibilities.

Opinion on Financial Statements

We have audited the accompanying balance sheets of the Vietnam Education Foundation as of September 30, 2011 and 2010 and the related statements of net cost, changes in net position, and budgetary resources for the years then ended.



In our opinion, the financial statements referred to above, including the accompanying notes, present fairly, in all material respects, the financial position of the Vietnam Education Foundation, as of September 30, 2011 and 2010, and its net costs, changes in net position, and budgetary resources for the years then ended, in conformity with U.S. generally accepted accounting principles.

The information in the Management's Discussion and Analysis, Required Supplementary Stewardship Information and Required Supplementary Information sections is not a required part of the financial statements, but is supplemental information required by U.S. generally accepted accounting principles. We have applied certain limited procedures, which consisted of principally inquiries of management regarding the methods of measurement and presentation of this information. However, we did not audit this information and, accordingly, we express no opinion on it.

Internal Control Over Financial Reporting

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements, fraud or noncompliance in amounts that would be material to the financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control over financial reporting was for the limited purpose described in the Responsibilities section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies, or material weaknesses. In our fiscal years 2011 and 2010 audits, we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

We noted certain additional matters that we reported to the Foundation's management addressing internal control matters.

Compliance and Other Matters

The results of our tests of compliance as described in the Responsibilities section of this report disclosed no instances of noncompliance or other matters that are required to be reported herein under *Government Auditing Standards* or OMB Bulletin No. 07-04, as amended.

Responsibilities

Management Responsibilities: Vietnam Education Foundation's management is responsible for (1) preparing the financial statements in conformity with U.S. generally accepted accounting principles, (2) establishing and

maintaining effective internal control, (3) complying with laws, regulations, contracts and agreements applicable to the Foundation.

Auditor's Responsibilities: Our responsibility is to express an opinion on the fiscal years 2011 and 2010 financial statements of the Vietnam Education Foundation based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Bulletin No. 07-04, as amended. Those standards and OMB Bulletin 07-04, as amended, require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Vietnam Education Foundation's internal control over financial reporting. Accordingly, we express no such opinion.

An audit also includes:

- Examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements;
- Assessing the accounting principles used and significant estimates made by management;
- Evaluating the overall financial statement presentation;
- Obtaining an understanding of the entity and its operations, including its internal control related to financial reporting (including safeguarding assets), and compliance with laws and regulations (including execution of transactions in accordance with budget authority);
- Considering the design of the process for evaluating and reporting on internal control;
- Testing compliance with selected provisions of laws, regulations, grants and controls applicable to the Foundation that could have a direct and material effect on the financial statements.

We believe that our audits provide a reasonable basis for our opinion.

In planning and performing our fiscal years 2011 and 2010 audits, we considered the Vietnam Education Foundation's internal control over financial reporting by obtaining an understanding of the Foundation's internal control, determining whether internal controls had been placed in operation, assessing control risk, and performing tests of controls as a basis for designing our auditing procedures for the purpose of expressing an opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Foundation's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Foundation's internal control over financial reporting. We did not test all internal controls relevant to operating objectives as broadly defined by the *Federal Managers' Financial Integrity Act of 1982*. Because of inherent limitations in internal control, misstatements due to error or fraud, losses, or noncompliance may nevertheless occur and not be detected. We also caution that projecting our evaluation to future periods is subject to the risk that controls may become inadequate because of changes in conditions or that the degree of compliance with controls may deteriorate. In addition, we caution that our internal control testing may not be sufficient for other purposes.

As part of obtaining reasonable assurance about whether the Vietnam Education Foundation's fiscal years 2011 and 2010 financial statements are free of material misstatement, we performed tests of the Foundation's compliance with

certain provisions of laws, regulations, contracts and agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts, and certain provisions of other laws and regulations specified in OMB Bulletin No. 07-04, as amended. We limited our tests of compliance to the provisions described in the preceding sentence, and we did not test compliance with all laws, regulations, contracts and grant agreements applicable to the Foundation. However, providing an opinion on compliance with laws, regulations, contracts and agreements was not an objective of our audit, and accordingly, we do not express such an opinion. We caution that noncompliance may occur and not be detected by these tests and that such testing may not be sufficient for other purposes.

Agency Comments and Our Evaluation

In commenting on a draft of this report (see Appendix A), the Vietnam Education Foundation concurred with the facts and conclusions in our report.

Use and Distribution of Report

This report is intended solely for the information and use of the Vietnam Education Foundation's management, Board of Directors, U.S. Office of Management and Budget, the U.S. Government Accountability Office, and the U.S. Congress and is not intended to be and should not be used by anyone other than these specified parties.

Cheryl A. Sattahy, LLP

Washington, DC
November 15, 2011

VIETNAM EDUCATION FOUNDATION
BALANCE SHEETS

As Of September 30, 2011 and 2010

		2011	2010
Assets:			
Intragovernmental:			
Fund Balance With Treasur	(Note 2)	\$ 5,141,640	\$ 5,352,207
Total Assets		\$ 5,141,640	\$ 5,352,207
Liabilities:	(Note 3)		
Intragovernmental:			
Accounts Payable		\$ 10,597	\$ 6,300
Other	(Note 4)	2,048	6,289
Total Intragovernmental		12,645	12,589
Liabilities With the Public:			
Accounts Payable		48,148	356,245
Other	(Note 4)	152,612	154,340
Total Liabilities With the Public		200,760	510,585
Total Liabilities		213,405	523,174
Net Position:			
Cumulative Results of Operations			
- Earmarked Funds	(Note 6)	4,928,235	4,829,033
Total Net Position		4,928,235	4,829,033
Total Liabilities and Net Position		\$ 5,141,640	\$ 5,352,207

*Amounts may be off by a dollar due to rounding.

The accompanying notes are an integral part of these financial statements

VIETNAM EDUCATION FOUNDATION
STATEMENTS OF NET COST
For The Years Ended September 30, 2011 and 2010

	<u>2011</u>	<u>2010</u>
Program Costs:		
Program A:		
Gross Costs (Note 7)	<u>\$ 4,943,096</u>	<u>\$ 4,885,905</u>
Net Program Costs	<u>4,943,096</u>	<u>4,885,905</u>
Net Cost of Operations	<u>\$ 4,943,096</u>	<u>\$ 4,885,905</u>

*Amounts may be off by a dollar due to rounding.

The accompanying notes are an integral part of these financial statements

VIETNAM EDUCATION FOUNDATION
STATEMENT OF CHANGES IN NET POSITION
For The Years Ended September 30, 2011 and 2010

2011

	Earmarked Funds	All Other Funds	Eliminations	Consolidated Total
Cumulative Results of Operations:				
Beginning Balances	\$ 4,829,033	\$	\$	\$ 4,829,033
Budgetary Financing Sources:				
Transfers-In/Out Without Reimbursement	5,000,000			5,000,000
Other Financing Resources (Non-Exchange):				
Imputed Financing		42,299		42,299
Total Financing Sources	5,000,000	42,299		5,042,299
Net Cost of Operations (+/-)	4,900,797	42,299		4,943,096
Net Change	99,203			99,203
Cumulative Results of Operations	<u>\$ 4,928,235</u>	<u>\$</u>	<u>\$</u>	<u>\$ 4,928,235</u>
Budgetary Financing Sources:				
Net Position	<u>\$ 4,928,235</u>	<u>\$</u>	<u>\$</u>	<u>\$ 4,928,235</u>

*Amounts may be off by a dollar due to rounding.

VIETNAM EDUCATION FOUNDATION
STATEMENT OF CHANGES IN NET POSITION
For The Years Ended September 30, 2011 and 2010

2010

	Earmarked Funds	All Other Funds	Eliminations	Consolidated Total
Cumulative Results of Operations:				
Beginning Balances	\$ 4,690,631	\$	\$	\$ 4,690,631
Budgetary Financing Sources:				
Transfers-In/Out Without Reimbursement	5,000,000			5,000,000
Other Financing Resources (Non-Exchange):				
Imputed Financing		24,307		24,307
Total Financing Sources	5,000,000	24,307		5,024,307
Net Cost of Operations (+/-)	4,861,598	24,307		4,885,905
Net Change	138,402			138,402
Cumulative Results of Operations	<u>\$ 4,829,033</u>	<u>\$</u>	<u>\$</u>	<u>\$ 4,829,033</u>
Net Position	<u>\$ 4,829,033</u>	<u>\$</u>	<u>\$</u>	<u>\$ 4,829,033</u>

*Amounts may be off by a dollar due to rounding.

The accompanying notes are an integral part of these financial statements

VIETNAM EDUCATION FOUNDATION
STATEMENTS OF BUDGETARY RESOURCES
For The Years Ended September 30, 2011 and 2010

	2011	2011	2010	2010
	Budgetary	Non-Budgetary Financing Accounts Credit Program	Budgetary	Non-Budgetary Financing Account Credit Program
Budgetary Resources:				
Unobligated Balance:				
Beginning of Period	\$ 4,926,536	\$	\$ 4,769,878	\$
Recoveries of Prior Year Obligations	2,000		80	
Budget Authority:				
Appropriations Received	5,000,000		5,000,000	
Borrowing Authority				
Spending Authority from Offsetting Collections (Gross):				
Earned				
Collected			4,416	
Subtotal	\$ 5,000,000		\$ 5,004,416	
Total Budgetary Resources	\$ 9,928,536	\$	\$ 9,774,374	\$
Status of Budgetary Resources:				
Obligations Incurred				
Direct (Note 8)	\$ 4,914,983	\$	\$ 4,847,839	\$
Unobligated Balances				
Apportioned	5,011,552		2,974,345	
Unobligated Balances - Not Available	2,000		1,952,191	
Total Status of Budgetary Resources	\$ 9,928,536	\$	\$ 9,774,374	\$
Change in Obligated Balances:				
Obligated Balance, Net:				
Unpaid Obligations, Brought Forward, October 1	\$ 425,672	\$	\$ 241,578	\$
Obligations Incurred	4,914,983		4,847,839	
Gross Outlays (-)	(5,210,567)		(4,663,665)	
Recoveries of Prior-Year Unpaid Obligations, Actual (-)	(2,000)		(80)	
Obligated Balance, Net, End of Period:				
Unpaid Obligations (+) (Note 9)	128,088		425,672	
Total, Unpaid Obligated Balance, Net, End of Period	\$ 128,088	\$	\$ 425,672	\$
Net Outlays:				
Gross Outlays (+)	5,210,567		4,663,665	
Offsetting Collections (-)			(4,416)	
Net Outlays	\$ 5,210,567	\$	\$ 4,659,249	\$

*Amounts may be off by a dollar due to rounding.

The accompanying notes are an integral part of these financial statements

Vietnam Education Foundation
Notes to Financial Statements
September 30, 2011 and 2010

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES

Reporting Entity

The Vietnam Education Foundation (VEF), an independent establishment of the Executive Branch of the United States Government, is a special initiative created by the U.S. Congress in December 2000 under The Vietnam Education Foundation Act (Public Law 106-554). The VEF operates as an independent establishment of the Executive Branch under Section 104 of Title 5, United States Code. Funding sources include transfers in/out without reimbursement from other federal agencies, as part of United States-Vietnam Debt Repayment Agreement. Funding details are presented below under the subsection Revenues and Other Financing Sources.

VEF's purpose is to promote closer relations between the United States and the Socialist Republic of Vietnam. VEF does this by providing opportunities for Vietnamese nationals to pursue graduate and post-graduate studies in science and technology in the United States and for American citizens to teach in the same fields of studies in Vietnam. VEF's core activities are concentrated in two essential and complementary areas: (1) the selection and management of Vietnamese nationals for advanced graduate studies and professional training at top U.S. universities (Fellowship and Visiting Scholars Programs) in the sciences (natural, physical, and environmental), mathematics, medicine, and technology (including information technology); and (2) the strengthening of Vietnam's capacity in science and technology, focusing on its teaching and research institutions (Capacity Building Projects).

In order to accomplish its mission, VEF has two offices: (1) the headquarters in Arlington, Virginia, established in March 2003, with six employees; and (2) the field office in Hanoi, Vietnam, established in November 2003, with nine employees. VEF provides annual reports on its activities to the President and also to Congress through the U.S. Senate Committee on Foreign Relations and the House Committee on Foreign Affairs.

VEF is governed by a Board of Directors, comprised of 13 members, who meet quarterly, together with the VEF U.S. headquarters staff. Six Presidential appointees serve as voting members of the Board. U.S. Government officials on the VEF Board of Directors are three U.S. Cabinet members, who serve as voting members of the Board: Secretary of State Hillary Rodham Clinton, Secretary of Education Arne Duncan, and Secretary of Treasury Timothy F. Geithner. Also among U.S. Government officials on the Board are four members of Congress, who serve as ex officio, nonvoting members, providing bipartisan representation from the Senate and the House of Representatives. According to the VEF Act, the two members of the Senate are appointed by the President pro tempore of the Senate, one of whom is appointed upon the recommendation of the Majority Leader and the other upon the recommendation of the Minority Leader, while the two members of the House of Representatives are appointed by the Speaker of the House of Representatives, one of whom is appointed upon the recommendation of the Majority Leader and the other upon the recommendation of the Minority Leader. The present Congressional members are U.S. Senators Richard Blumenthal and David Vitter and U.S. Representatives Loretta Sanchez and Joe Pitts.

Vietnam Education Foundation
Notes to Financial Statements
September 30, 2011 and 2010

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Basis of Presentation

These financial statements have been prepared from the accounting records of VEF in accordance with generally accepted accounting principles (GAAP), and the form and content for entity financial statements specified by the Office of Management and Budget (OMB) in OMB Circular No. A-136. GAAP for Federal entities are standards prescribed by the Federal Accounting Standards Advisory Board (FASAB), which has been designated the official accounting standards-setting body for the Federal Government by the American Institute of Certified Public Accountants.

OMB Circular No. A-136 requires agencies to prepare principal statements, which include a Balance Sheet, Statement of Net Cost, Statement of Changes in Net Position, and a Statement of Budgetary Resources. The Balance Sheet presents, as of September 30, 2011, amounts of future economic benefits owned or managed by VEF (assets), amounts owed by VEF (liabilities), and amounts, which comprise the difference (net position). The Statement of Net Cost reports the full cost of the program, both direct and indirect costs of the output, and the costs of identifiable supporting services provided by other segments within VEF and other reporting entities. The Statement of Budgetary Resources reports an agency's budgetary activity.

Basis of Accounting

Transactions are recorded on the accrual accounting basis in accordance with general government practice. Under the accrual basis of accounting, revenues are recognized when earned, and expenses are recognized when a liability is incurred, without regard to receipt or payment of cash.

Use of Estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results may differ from those estimates.

The most sensitive estimates affecting the financial statements are management's estimates of Other Liabilities with the Public for accrued funded payroll and benefits and unfunded leave. These estimates are based on application of federal employee benefits laws and agency policies related to payroll and leave. Additional details on accounting for personnel compensation and benefits are provided below.

Vietnam Education Foundation
Notes to Financial Statements
September 30, 2011 and 2010

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Budgets and Budgetary Accounting

VEF follows standard federal budgetary accounting policies and practices in accordance with OMB Circular No. A-11, "Preparation, Submission, and Execution of the Budget," dated August 2011. Budgetary accounting facilitates compliance with legal constraints and controls over the use of federal funds. Each year, OMB apportions debt repayment funds to VEF's Fund Balance with Treasury to incur obligations in support of agency programs. For Fiscal Year (FY) 2011 and 2010, VEF is accountable for apportionment of no-year funds and no-year fund carryover. VEF recognizes budgetary resources as assets when cash (funds held by Treasury) is made available through warrants and when spending authority from the offsetting collection is incurred. VEF receives warrants as payments are received from debt repayments under the United States-Vietnam Debt Agreement, which is described more fully below.

Revenues and Other Financing Sources

VEF's authorizing legislation (P.L. 106-554), passed in December 2000, established the Vietnam Education Foundation as an independent agency of the Executive Branch, and appropriated the \$85 million in expected loan repayment from the Socialist Republic of Vietnam to the United States under the United States-Vietnam Debt Repayment Agreement to VEF.

VEF receives its funding from the repayment of outstanding loans paid by the Socialist Republic of Vietnam to the United States. These funds are paid into the Vietnam Debt Repayment Fund, which was the result of the United States-Vietnam Debt Agreement. The Socialist Republic of Vietnam makes its debt repayments to the U.S. Agency for International Development (USAID) and the U.S. Department of Agriculture (USDA). Under the terms of the Agreement, the Socialist Republic of Vietnam is obligated to pay the United States \$2.5 million each January and another \$2.5 million each July, totaling \$85 million from FY 2002-FY 2018. There is a schedule showing the portion of debt repayments to each agency.

USAID and USDA transfer debt repayments to an unavailable receipts account at the Treasury Department known as the Vietnam Debt Repayment Fund (account symbol 955365.001). January payments are transferred by March and July payments are transferred by September. It is not uncommon for these transfers to be delayed. Any amount of the loan repayment in excess of the \$5,000,000 is not to be used by VEF and is left in an Unapplied Receipt Account at Treasury.

P.L. 106-554 appropriated a total of \$85 million "non-expiring" funds to VEF, in increments of \$5 million per fiscal year, spanning FY 2002 – FY 2018, which is the expected amount of the loan repayments. VEF funds are "non-expiring." "Legally binding budgetary restrictions" are limited to not obligating or spending more than its Fund Balance with Treasury. VEF is a "non-appropriated fund."

Vietnam Education Foundation
Notes to Financial Statements
September 30, 2011 and 2010

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Revenues and Other Financing Sources (continued)

“Transfers in without reimbursement” are treated as earmarked funds and are subject to “apportionment” by the U.S. Office of Management and Budget (OMB) in order to add those amounts to VEF’s Fund Balance with Treasury. OMB issues “apportionments” equal to the actual receipt of funds, not the full amount of expected annual payments (which occurred in prior years). Earmarked funds are fund that are financed by specifically identified revenues, often supplemented by other financing sources, which remain available over time. These specifically identified revenues and other financing sources are required by statute to be used for designated activities or purposes, and must be accounted for separately from the federal government’s general revenues, per Statement of Federal Financial Accounting Standard (SFFAS) 27, *Identifying and Reporting Earmarked Funds*.

A second financing source for VEF consist of imputed financing sources which are costs financed by other Federal entities on behalf of VEF, as required by Statement of Federal Financial Accounting Standard (SFFAS) No. 5, *Accounting for Liabilities of the Federal Government*.

A third financing source for VEF is donations. A separate fund, a Special Fund Receipt Account, is established for fundraising private dollars. Contributions are tax deductible. Donors are legally prohibited from providing restricted grants.

Imputed Financing Sources

In certain instances, operating costs of the VEF are paid out of funds appropriated to other federal agencies. In accordance with GAAP, as outlined in guidance issued by the OMB, all expenses of a federal entity should be reported by that agency whether or not the agency will ultimately pay these expenses. Amounts for certain expenses of VEF, which will be paid by other federal agencies, are recorded in the Statement of Net Cost. A related amount is recognized in the Statement of Changes in Net Position as an imputed financing source. VEF records imputed expense and financing sources for employee retirement, insurance, and health benefit costs, which are paid by the Office of Personnel Management (OPM).

Personnel Compensation and Benefits

VEF has two categories of employees: U.S. government employees, who are based in the headquarters in Arlington, VA, and non-U.S. government employees, who are based in the field office in Hanoi, Vietnam. The non-U.S. government employees are paid through a third party and are not processed through payroll systems. The information below applies only to U.S. government employees.

Vietnam Education Foundation
Notes to Financial Statements
September 30, 2011 and 2010

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Personnel Compensation and Benefits (continued)

Salaries and wages of employees are recognized as accrued payroll expenses and related liabilities as earned. These expenses are recognized as a funded liability when accrued.

Annual leave is accrued as it is earned by employees and is included in personnel compensation and benefit costs. An unfunded liability is recognized for earned but unused annual leave, since from a budgetary standpoint, this annual leave will be paid from future appropriations when employees use the leave. The amount accrued is based upon current pay rates for employees. Sick leave and other types of leave that are not vested are expensed when used and no future liability is recognized for these amounts.

VEF's employees participate in one of two retirement programs, either the Civil Service Retirement System (CSRS) or the Federal Employees Retirement System (FERS), which became effective on January 1, 1987. VEF and its employees both contribute to these systems. Although VEF funds a portion of benefits under CSRS and FERS and makes the necessary payroll withholdings, it does not report assets associated with these benefit plans in accordance with SFFAS No. 5, "Accounting for Liabilities of the Federal Government."

For CSRS employees, VEF contributes an amount equal to 11.2% of the employees' basic pay to the plan. For FERS employees, VEF contributes an amount equal to 7% of the employees' basic pay to the plan.

Both CSRS employees and FERS employees are eligible to participate in the Thrift Savings Plan (TSP). The TSP is a defined contribution retirement plan intended to supplement the benefits provided under CSRS and FERS. For FERS employees only, VEF contributes an amount equal to 1% of the employee's basic pay to the TSP and matches employee contributions up to an additional 4%. CSRS employees receive no matching contribution from VEF.

The U.S. Office of Personnel Management (OPM) is responsible for reporting assets, accumulated plan benefits, and unfunded liabilities, if any, applicable to CSRS participants and FERS employees government-wide, including VEF employees. VEF has recognized an Imputed Cost and Imputed Financing Source for the difference between the estimated service cost and the contributions made by VEF and its covered employees. The estimated cost of pension benefits is based on rates issued by OPM.

Vietnam Education Foundation
Notes to Financial Statements
September 30, 2011 and 2010

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Personnel Compensation and Benefits (continued)

Employees are entitled to participate in the Federal Employees Group Life Insurance (FEGLI) Program. Participating employees can obtain “basic life” term life insurance, with the employee paying two-thirds of the cost and VEF paying one-third. Additional coverage is optional, to be paid fully by the employee. The basic life coverage may be continued into retirement if certain requirements are met. OPM administers the FEGLI program and is responsible for the reporting of related liabilities. Each fiscal year, OPM calculates the U.S. Government’s service cost for the post-retirement portion of basic life coverage. Because VEF’s contributions to the basic life coverage are fully allocated by OPM to the pre-retirement portion of coverage, VEF has recognized the entire service cost of the post-retirement portion of basic life coverage as an Imputed Cost and Imputed Financing Source.

Fund Balance with Treasury

The U.S. Treasury performs cash management activities for all Federal agencies. Fund Balance With Treasury is the aggregate amount of the agency’s accounts with Treasury for which the agency is authorized to liquidate obligations, pay funded liabilities, and make expenditures. The fund balance is increased through the receipt of non-expenditure Treasury Warrants for appropriations, positive non-expenditure transfers, and other expenditure inflows of funds. The Fund Balance With Treasury is reduced through non-expenditure Treasury Warrants for rescissions, negative non-expenditure transfers, disbursements, and other expenditure cash outflows of funds.

Property and Equipment

Property, plant, and equipment (PP&E) have been defined in the Federal Government as tangible items owned by the Federal Government and having an expected useful life of greater than two years. The following policies will be effective for PP&E:

PP&E will be reported at acquisition cost.

The capitalization threshold will be established at \$5,000 for assets with a useful life of 2 or more years.

For bulk purchases, items will be capitalized when the individual useful lives are at least two years and have an aggregate value of \$100,000 or more.

Acquisitions of P&E that do not meet the capitalization criteria will be recorded as operating expenses. General P&E consists of items that are used by to support its mission.

Depreciation on these assets is calculated using the straight-line method. Depreciation begins the day the asset is placed in service.

Vietnam Education Foundation
Notes to Financial Statements
September 30, 2011 and 2010

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Property and Equipment (continued)

Useful lives are as follows:

Equipment -	4 years
Furniture -	4 years

Maintenance, repairs and minor renovations are expensed as incurred. Expenditures that materially increase values, change capacities or extend useful lives will be capitalized.

The costs of any leasehold improvements financed with VEF appropriated funds will be capitalized if the total cost exceeds \$25,000. Construction costs will be accumulated as “construction in-progress” until completion and then transferred and capitalized as a “leasehold improvements” over 7 years or the remainder of the lease, whichever is less.

Internal use software development and acquisition costs of \$25,000 will be capitalized as “software development-in-progress” until the development stage is completed and the software is successfully tested. At acceptance, “software development-in-progress” costs are reclassified as “internal use software” and amortized using the straight-line method over an estimated useful life of 4 years. Purchased commercial software that does not meet the capitalization criteria will be expensed. Enhancements that do not add significant new capability or functionality will be expensed.

Prepaid and Deferred Charges

Payments in advance of the receipt of goods and services are recorded as prepaid charges at the time of prepayment and recognized as expenses when the related goods and services are received.

Liabilities

Liabilities represent amounts expected to be paid as the result of a transaction or event that has already occurred. Liabilities covered by budgetary resources are liabilities incurred which are covered by realized budgetary resources as of the balance sheet date. Available budgetary resources include new budget authority, spending authority from the offsetting collections, recoveries of unexpired budget authority through downward adjustments of prior year obligations, unobligated balances of budgetary resources at the beginning of the year. Unfunded liabilities are not considered to be covered by such budgetary resources. Examples of unfunded liabilities are actuarial liabilities for future Federal Employees’ Compensation Act payments. The Government, acting in its sovereign capacity, can abrogate liabilities arising from other than contracts.

Vietnam Education Foundation
Notes to Financial Statements
September 30, 2011 and 2010

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Borrowings Payable to Treasury

VEF does not engage in Treasury Borrowing activities.

Contingencies

The criteria for recognizing contingencies for claims are (1) a past event or exchange transaction has occurred as of the date of the statements; (2) a future outflow or other sacrifice of resources is probable; and (3) the future outflow or sacrifice of resources is measurable (reasonably estimated). VEF recognizes material contingent liabilities in the form of claims, legal action, administrative proceedings and environmental suits that have been brought to the attention of legal counsel, some of which will be paid by the Treasury Judgment Fund. It is the opinion of management and legal counsel that the ultimate resolution of these proceedings, actions and claims, will not materially affect the financial position or results of operations.

Net Position

Net position consists of unexpended appropriations and cumulative results of operations. Unexpended appropriations represent amounts of budget authority to include unobligated or obligated balances not rescinded or withdrawn. Cumulative results of operations is comprised of the following: (1) the difference between revenues and expenses, (2) the net amount of transfers of assets in and out without reimbursement, and (3) donations, all since inception of the fund(s).

NOTE 2 – FUND BALANCE WITH TREASURY

Treasury performs cash management activities for all federal agencies. The net activity represents Fund Balance with Treasury. Fund Balance with the Treasury is the aggregate amount of funds in the agency's accounts with Treasury for which the agency is authorized to make expenditures and pay liabilities. The fund balance is increased when VEF receives transfers in without reimbursement as part of debt repayment and it is reduced by disbursements.

VEF's Fund Balance with Treasury is derived from repayment of outstanding loans by the Socialist Republic of Vietnam, which is appropriated to VEF in increments of \$5 million per fiscal year through FY 2018.

The table below displays the composition of Fund Balance with Treasury.

Vietnam Education Foundation
Notes to Financial Statements
September 30, 2011 and 2010

NOTE 2 – FUND BALANCE WITH TREASURY (CONTINUED)

	<u>2011</u>	<u>2010</u>
A. Fund Balance with Treasury		
Special Fund	<u>\$5,141,640</u>	<u>\$5,352,207</u>
B. Status of Fund Balance with Treasury		
1) Unobligated Balance		
a) Available	5,011,552	2,974,345
b) Unavailable	2,000	1,952,191
2) Obligated Balance not yet Disbursed	<u>128,088</u>	<u>425,672</u>
Total	<u>\$5,141,640</u>	<u>\$5,352,207</u> *

*Rounding

NOTE 3 – LIABILITIES NOT COVERED BY BUDGETARY RESOURCES

Liabilities of VEF are classified as liabilities covered or not covered by budgetary resources. As of September 30, 2011, they showed liabilities covered by budgetary resources of \$70,558 and liabilities not covered by budgetary resources of \$142,847. As of September 30, 2010, they showed liabilities covered by budgetary resources of \$424,672 and liabilities not covered by budgetary resources of \$98,503.

At September 30, 2011, liabilities covered by budgetary resources is composed of Accounts Payable \$58,745, Employer Contributions and Payroll Taxes Payable \$2,367 and Accrued Funded Payroll and Leave \$9,446. At September 30, 2010, liabilities covered by budgetary resources is composed of Accounts Payable \$362,545, Employer Contributions and Payroll Taxes Payable \$6,289 and Accrued Funded Payroll and Leave \$55,838.

	<u>2011</u>	<u>2010</u>
With the Public		
Other	<u>142,847</u>	<u>98,503</u>
Total liabilities not covered by budgetary resources	142,847	98,503
Total liabilities covered by budgetary resources	<u>70,558</u>	<u>424,672</u>
Total Liabilities	<u>\$213,405</u>	<u>\$523,174</u> *

* Rounding

Vietnam Education Foundation
Notes to Financial Statements
September 30, 2011 and 2010

NOTE 4 – OTHER LIABILITIES

As of September 30, 2011, other liabilities with the public consist of accrued funded payroll and leave of \$9,446, employer contributions and payroll taxes payable \$319 and unfunded leave in the amount of \$142,847. Other Intragovernmental liabilities consist of employer contributions and payroll taxes payable \$2,048. As of September 30, 2010 other liabilities with the public consist of accrued funded payroll and leave of \$55,838 and unfunded leave in the amount of \$98,503. Other Intragovernmental liabilities consist of employer contributions and payroll taxes payable \$6,289.

	<u>With the Public</u>	<u>Non-Current</u>	<u>Current</u>	<u>Total</u>
2011	Other Liabilities	142,847	9,765	\$152,612
2010	Other Liabilities	98,503	55,838	\$154,340 *

**Rounding*

	<u>Intragovernmental</u>	<u>Non-Current</u>	<u>Current</u>	<u>Total</u>
2011	Other Liabilities	0	2,048	\$2,048
2010	Other Liabilities	0	6,289	\$6,289

NOTE 5 – LEASES**Entity as Lessee:**

VEF leases office space located at 2111 Wilson Boulevard, Suite 700 in Arlington, VA. The lease was entered into on March 17, 2003, and expires July 31, 2012.

VEF also leases office space at Unit No. 502, 5th Floor, Hanoi Towers, Hanoi, Vietnam. The lease was entered into on August 10, 2009, became effective September 1, 2009 and expires, September 30, 2014. The tenant may relinquish space upon six (6) months' notice. Thus, at any time, the Board's financial obligation can be reduced to six (6) months of rent, which management calculates to be \$29,766.

The following is a schedule of future minimum lease payments required by the leases above:

Year Ending September 30, 2012	\$ 49,610
Total Future Lease Payments	\$ 49,610

Vietnam Education Foundation
Notes to Financial Statements
September 30, 2011 and 2010

NOTE 6 – EARMARKED FUNDS

Earmarked funds are funds that are financed by specifically identified revenues, often supplemented by other financing sources, which remain available over time. These specifically identified revenues and other financing sources are required by statute to be used for designated activities or purposes, and must be accounted for separately from the federal government's general revenues, per Statement of Federal Financial Accounting Standard (SFFAS) 27, *Identifying and Reporting Earmarked Funds*.

VEF's source of earmarked funds are the \$5 million per year from the Vietnam Debt Repayment Fund which is paid by the Socialist Republic of Vietnam and would be considered an inflow of revenue to the government. VEF's imputed financing are not considered earmarks.

Vietnam Education Foundation
Notes to Financial Statements
September 30, 2011 and 2010

NOTE 6 – EARMARKED FUNDS (CONTINUED)

FY 2011	VEF Earmarked Funds	VEF Other Funds	Total Funds
Balance Sheet as of Sept. 30			
ASSETS			
Fund Balance with Treasury	\$ 5,141,640		\$ 5,141,640
Total Assets	<u>\$ 5,141,640</u>	<u>\$</u>	<u>\$ 5,141,640</u>
Intragovernmental Liabilities:			
Accounts Payable	\$ 10,597		\$ 10,597
Other Liabilities	\$ 2,048		\$ 2,048
Total Intragovernmental Liabilities	<u>\$ 12,645</u>	<u>\$</u>	<u>\$ 12,645</u>
Liabilities with the Public:			
Accounts Payable	\$ 48,148		\$ 48,148
Other Liabilities	\$ 152,612		\$ 152,612
Total Liabilities with the Public	<u>\$ 200,760</u>	<u>\$</u>	<u>\$ 200,760</u>
Total Liabilities	<u>\$ 213,405</u>	<u>\$</u>	<u>\$ 213,405</u>
Cumulative Results of Operations	<u>\$ 4,928,235</u>	<u>\$</u>	<u>\$ 4,928,235</u>
Total Liabilities and Net Position	<u>\$ 5,141,640</u>	<u>\$</u>	<u>\$ 5,141,640</u>
Statement of Net Cost For the Period Ended Sept. 30			
Gross Program Costs	\$ 4,900,797	\$ 42,299	\$ 4,943,096
Net Program Costs	<u>\$ 4,900,797</u>	<u>\$ 42,299</u>	<u>\$ 4,943,096</u>
Net Cost of Operations	<u>\$ 4,900,797</u>	<u>\$ 42,299</u>	<u>\$ 4,943,096</u>
Statement of Changes in Net Position For the Period Ended Sept. 30			
Net Position Beginning of Period	\$ 4,829,033		\$ 4,829,033
Non-Exchange Revenue			
Other Financing Sources			
Transfer In Without Reimbursement	\$ 5,000,000		\$ 5,000,000
Imputed Financing		\$ 42,299	\$ 42,299
Total Financing Sources	<u>\$ 5,000,000</u>	<u>\$ 42,299</u>	<u>\$ 5,042,299</u>
Net Cost of Operations	\$ 4,900,797	\$ 42,299	\$ 4,943,096
Change in Net Position	<u>\$ 99,203</u>	<u>\$</u>	<u>\$ 99,203</u>
Net Position End of Period	<u>\$ 4,928,235</u>	<u>\$</u>	<u>\$ 4,928,235</u>

NOTE 6 – EARMARKED FUNDS (CONTINUED)

FY 2010	VEF Earmarked Funds	VEF Other Funds	Total Funds
Balance Sheet as of Sept. 30			
ASSETS			
Fund Balance with Treasury	\$ 5,352,207		\$ 5,352,207
Total Assets	<u>\$ 5,352,207</u>	<u>\$</u>	<u>\$ 5,352,207</u>
Intragovernmental Liabilities:			
Accounts Payable	\$ 6,300		\$ 6,300
Other Liabilities	\$ 6,289		\$ 6,289
Total Intragovernmental Liabilities	<u>\$ 12,589</u>	<u>\$</u>	<u>\$ 12,589</u>
Liabilities with the Public:			
Accounts Payable	\$ 356,245		\$ 356,245
Other Liabilities	\$ 154,340		\$ 154,340
Total Liabilities with the Public	<u>\$ 510,585</u>	<u>\$</u>	<u>\$ 510,585</u>
Total Liabilities	<u>\$ 523,174</u>	<u>\$</u>	<u>\$ 523,174</u>
Cumulative Results of Operations	<u>\$ 4,829,033</u>	<u>\$</u>	<u>\$ 4,829,033</u>
Total Liabilities and Net Position	<u>\$ 5,352,207</u>	<u>\$</u>	<u>\$ 5,352,207</u>
Statement of Net Cost For the Period Ended Sept. 30			
Gross Program Costs	\$ 4,861,598	\$ 24,307	\$ 4,885,905
Net Program Costs	\$ 4,861,598	\$ 24,307	\$ 4,885,905
Net Cost of Operations	<u>\$ 4,861,598</u>	<u>\$ 24,307</u>	<u>\$ 4,885,905</u>
Statement of Changes in Net Position For the Period Ended Sept. 30			
Net Position Beginning of Period	\$ 4,690,631		\$ 4,690,631
Non-Exchange Revenue			
Other Financing Sources			
Transfer In Without Reimbursement	\$ 5,000,000		\$ 5,000,000
Imputed Financing		\$ 24,307	\$ 24,307
Total Financing Sources	<u>\$ 5,000,000</u>	<u>\$ 24,307</u>	<u>\$ 5,024,307</u>
Net Cost of Operations	\$ 4,861,598	\$ 24,307	\$ 4,885,905
Change in Net Position	<u>\$ 138,402</u>	<u>\$</u>	<u>\$ 138,402</u>
Net Position End of Period	<u>\$ 4,829,033</u>	<u>\$</u>	<u>\$ 4,829,033</u>

NOTE 7 – INTRAGOVERNMENTAL COSTS AND EXCHANGE REVENUE

	Total 2011	Total 2010
Program A		
Intragovernmental costs	138,991	113,868
Public costs	4,804,106	4,772,037
Total Program A costs	<u>\$4,943,096</u> *	<u>\$4,885,905</u>

* Rounding

NOTE 8 – APPORTIONMENT CATEGORIES OF OBLIGATIONS INCURRED

VEF is subject to apportionment, but does not have reimbursable authority. Therefore, all obligations are direct in fiscal year 2011 and are Category A.

	Total 2011	Total 2010
Direct		
Category A	4,914,983	4,847,839
Total Obligations	<u>\$4,914,983</u>	<u>\$4,847,839</u>

NOTE 9 – UNDELIVERED ORDERS AT THE END OF THE PERIOD

The amount of Unpaid Obligated Balance, Net, End of Period includes obligations relating to Undelivered Orders (good and services contracted for but not yet received at the end of the year) and Accounts Payable (amounts owed at the end of the year for goods and services received).

	Undelivered Orders	Delivered Orders, Obligations Unpaid	Unpaid Obligated Balance Net
2011	57,530	70,558	\$128,088
2010	1,000	424,672	\$425,672

NOTE 10 – RECONCILIATION OF NET COST OF OPERATIONS (PROPRIETARY) TO BUDGET (FORMERLY THE STATEMENT OF FINANCING)

As of and for the year ended, liabilities not covered by budgetary resources total \$142,847 and the change in components requiring or generating resources in future period shows \$44,344. The \$44,344 is the net increase of future funded expenses – leave between appropriations of fiscal year 2010 and fiscal year 2011. Accrued funded payroll liability is covered by budgetary resources and is included in the net cost of operations. Whereas, the unfunded leave liability includes the expense related to the increase in annual leave liability for which the budgetary resources will be provided in a subsequent period.

As of and for the year ended September 30, 2010, liabilities not covered by budgetary resources total \$98,503 and the change in components requiring or generating resources in future period shows \$19,255. The \$19,255 is the net increase of future funded expenses – leave between appropriations of fiscal year 2009 and fiscal year 2010. Accrued funded payroll liability is covered by budgetary resources and is included in the net cost of operations. Whereas, the unfunded leave liability includes the expense related to the increase in annual leave liability for which the budgetary resources will be provided in a subsequent period.

	<u>2011</u>	<u>2010</u>
Liabilities not covered by budgetary resources	\$142,847	\$98,503
Change in components requiring/generating resources	\$44,344	\$19,255

NOTE 10 – RECONCILIATION OF NET COST OF OPERATIONS (PROPRIETARY) TO BUDGET (FORMERLY THE STATEMENT OF FINANCING), CONTINUED

	2011	2010
<i>Resources Used to Finance Activities:</i>		
Budgetary Resources Obligated		
Obligations Incurred	\$ 4,914,983	\$ 4,847,839
Less: Spending Authority from Offsetting Collections and Recoveries	<u>2,000</u>	<u>4,496</u>
Obligations Net of Offsetting Collections and Recoveries	<u>4,912,983</u>	<u>4,843,343</u>
Net Obligations	4,912,983	4,843,343
Other Resources		
Imputed Financing from Costs Absorbed by Others	<u>42,299</u>	<u>24,307</u>
Net Other Resources Used to Finance Activities	<u>42,299</u>	<u>24,307</u>
<i>Total Resources Used to Finance Activities</i>	4,955,282	4,867,650
<i>Resources Used to Finance Items not Part of the Net Cost of Operations</i>		
Change in Budgetary Resources Obligated for Goods		
Services and Benefits Ordered But Not Yet Provided	<u>56,530</u>	<u>1,000</u>
<i>Total Resources Used to Finance Items Not Part of the Net Cost of Operations</i>	<u>56,530</u>	<u>1,000</u>
<i>Total Resources Used to Finance the Net Cost of Operations</i>	4,898,752	4,866,650
<i>Components of the Net Cost of Operations that will not Require or Generate Resources in the Current Period:</i>		
Components Requiring or Generating Resources in Future Periods:		
Increase in Annual Leave Liability	<u>44,344</u>	<u>19,255</u>
<i>Total Components of Net Cost of Operations that will Require or Generate Resources in Future Periods</i>	<u>44,344</u>	<u>19,255</u>
<i>Total Components of Net Cost of Operations that will not Require or Generate Resources in the Current Period</i>	<u>44,344</u>	<u>19,255</u>
<i>Net Cost of Operations</i>	<u><u>\$4,943,096</u></u>	<u><u>\$4,885,905</u></u>

*Amounts may be off by a dollar due to rounding.

NOTE 11 – SUBSEQUENT EVENTS

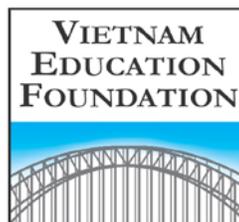
In preparing these financial statements, management has evaluated events and transactions for potential recognition or disclosure through November 15, 2011, which is the date the financial statements were available to be issued.

APPENDIX A –
VIETNAM EDUCATION FOUNDATION COMMENTS ON
DRAFT AUDIT REPORT

Lynne A. McNamara, Ph.D.
Executive Director

Board of Directors

Christopher J. Fussner
Chairman
Owner, Founder
Trans Technology Pte Ltd.



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Richard Blumenthal
U.S. Senator

November 15, 2011

Hillary Rodham Clinton
U.S. Secretary of State

Martin & Wall, A Division of Chortek & Gottschalk, LLP
Mark E. Albrecht, CPA, Partner
1633 Q Street, NW, Suite 230
Washington, DC 20009

Sandy Hoa Dang
Special Initiative Advisor,
JBS International, Inc., and
Change Management Consultant,
Casey Family Programs

Dear Mr. Albrecht:

Arne Duncan
U.S. Secretary of Education

We have reviewed the draft audit report provided to us relating to your audit of Vietnam Education Foundation for the fiscal years ended September 30, 2011 and 2010. We concur with the facts and conclusions in the draft report.

David Duong
CEO, California Waste Solutions

Sincerely,

Timothy F. Geithner
U.S. Secretary of Treasury

Marjorie Margolies
President
Women's Campaign International

Lana Walbert
Director, Finance, Accounting and Administration

Stephen F. Maxner, Ph.D.
Director, Vietnam Center
Texas Tech University

Joseph R. Pitts
U.S. Congressman

Loretta Sanchez
U.S. Congresswoman

APPENDIX 8
VEF FELLOWS (225) ENROLLED IN U.S. UNIVERSITIES AS OF FALL 2011

SUMMARY: As of Fall 2011, **225 VEF Fellows were enrolled** in graduate programs at 62 U.S. universities. Most of these VEF Fellows (96% = 217/225) are pursuing a doctorate degree while a few (4% = 8/225) are pursuing a Master's degree. A Fellow admitted to an M.S./Ph.D. degree is listed below as pursuing a Ph.D. because the doctoral degree is his/her intention. Males number 68% (153/225) and females 32% (72/225). The table below lists all VEF Fellows enrolled as of Fall 2011 and includes their gender, cohort year, U.S. university, degree sought,¹ and major field of study. The cohort designation refers to the fall term of the academic year when the Fellow began graduate school. The field of study listed in the table below is determined by what is written in the admission letter, the enrollment verification, and/or the transcript.

The table below is organized alphabetically by name, presented in Vietnamese order; specifically, the Last (Family) name is followed by the Middle name(s) and then the First (Given) name. A Fellow without a middle name is listed at the end of the alphabetical listing of a set of the same Last (Family) names. Fellows with the same name are listed chronologically according to cohort year.

#	LAST (Family)	Middle	First (Given)	Gender	Cohort Year	U.S. University	Graduate Degree Sought	Field of Study
1	AN	Thi Hong	Thuy	F	2010	Indiana University	PhD	Environmental Science
2	BUI	Duy	Bach	M	2005	University of Illinois at Urbana - Champaign	PhD	Computer Science
3	BUI	Kien	Cuong	M	2006	University of Iowa	PhD	Computer Science
4	BUI	Manh	Hung	M	2011	University of Pennsylvania	PhD	Biology
5	BUI	Nguyen	Dai	M	2007	University of California at Berkeley	PhD	Electrical Engineering and Computer Sciences
6	BUI	Thanh	Duyen	F	2010	Cornell University	PhD	Biochemistry
7	BUI	Thi Thanh	Nga	F	2010	University of Missouri at Columbia	Master's	Civil Engineering

¹ Acronyms used for the degrees listed are as follows: MSPH (Master of Science in Public Health) and PhD (Doctor of Philosophy).

#	LAST (Family)	Middle	First (Given)	Gender	Cohort Year	U.S. University	Graduate Degree Sought	Field of Study
8	BUI	Tran	Quyet	M	2011	University of Notre Dame	PhD	Electrical Engineering
9	CAO	Duy Chi	Trung	M	2007	University of Pennsylvania	PhD	Chemistry
10	CAO	Van	Son	M	2009	University of Texas at Austin	PhD	Physics
11	CHAU	Kim	Cuong	M	2011	University of Texas at Austin	Master's	Computer Science
12	CHUNG	To	Nhi	F	2011	University of California at Davis	PhD	Animal Biology
13	DAM	Xuan	Thai	M	2011	University of Michigan at Ann Arbor	PhD	Civil Engineering
14	DANG	Bac	Van	M	2008	University of Massachusetts at Amherst	PhD	Computer Science
15	DANG	Nguyen Doan	Trang	F	2009	University of Michigan at Ann Arbor	PhD	Epidemiological Sciences
16	DANG	The	Hung	M	2007	Columbia University	PhD	Physics
17	DANG	Trung	Chinh	M	2010	Michigan State University	PhD	Electrical Engineering
18	DANG	Xuan	Ha	M	2007	Virginia Polytechnic Institute and State University	PhD	Genetics, Bioinformatics, and Computational Biology
19	DANG	Xuan	Hoang	M	2009	University of Texas at Austin	PhD	Chemical Engineering
20	DAO	Duc	Minh	M	2009	Johns Hopkins University	PhD	Electrical and Computer Engineering
21	DINH	Ba	Thang	M	2006	University of Southern California	PhD	Computer Science
22	DINH	Sy	Quang	M	2005	University of Illinois at Urbana - Champaign	PhD	Electrical and Computer Engineering
23	DO	Dang	Khoa	M	2005	University of Texas at Austin	PhD	Mechanical Engineering

#	LAST (Family)	Middle	First (Given)	Gender	Cohort Year	U.S. University	Graduate Degree Sought	Field of Study
24	DO	Duc	Hanh	M	2005	University of California at Berkeley	PhD	Mathematics
25	DO	Ngoc	Han	F	2008	Michigan State University	PhD	Cell and Molecular Biology
26	DO	Nguyet	Anh	F	2011	University of Alabama at Birmingham	Master's	Epidemiology
27	DO	Thanh	Dat	M	2007	Michigan State University	PhD	Physics
28	DO	Tien	Dung	M	2009	University of North Carolina at Chapel Hill	PhD	Chemistry
29	DO	Xuan	Quang	M	2005	University of Illinois at Urbana - Champaign	PhD	Computer Science
30	DOAN	Trung	Kien	M	2008	Purdue University	PhD	Civil Engineering
31	DONG	Thi	Ngan	F	2011	Washington State University	Master's	Computer Science
32	DUONG	Ngoc	Son	M	2008	University of California at San Diego	PhD	Mathematics
33	DUONG	Thi	Thu	F	2011	University of Pennsylvania	PhD	Cell and Molecular Biology
34	GIANG	Thanh	Ha	F	2006	California Institute of Technology	PhD	Mechanical Engineering
35	GIANG		Hoa	M	2006	University of Pennsylvania	PhD	Biology
36	HA	Thanh	Trung	M	2007	University of Florida	PhD	Statistics
37	HAN	Huy	Dung	M	2007	University of California at Davis	PhD	Electrical and Computer Engineering (ECE)
38	HAN	Thi	Binh	F	2009	Georgia Institute of Technology	PhD	Computer Science
39	HO	Thi	Nhan	F	2009	Michigan State University	PhD	Epidemiology
40	HOANG	Minh	Son	M	2010	University of Houston	PhD	Computer Science

#	LAST (Family)	Middle	First (Given)	G e n d e r	Cohort Year	U.S. University	Graduate Degree Sought	Field of Study
41	HOANG	Thanh	Son	M	2007	University of Texas at Austin	PhD	Chemical Engineering
42	HOANG	Thanh	Tung	M	2009	Florida State University	PhD	Chemistry
43	HONG	Tien	Thang	M	2010	University of Washington	PhD	Civil and Environmental Engineering
44	HONG	Trung	Dung	M	2008	Purdue University	PhD	Computer Science
45	HUA	Thai	Nhan	M	2011	University of Hawaii at Manoa	PhD	Aquaculture
46	HUYNH	Nguyen Hoai	Phuong	F	2009	University of Pennsylvania	PhD	Organic Chemistry
47	HUYNH	Tien	Phong	M	2004	Rutgers University	PhD	Chemical and Biomedical Engineering
48	HUYNH	Viet	Linh	M	2010	University of California at Davis	PhD	Computer Science
49	HUYNH		Khanh An	M	2008	Johns Hopkins University	PhD	Geography and Environmental Engineering
50	KHIEU	Huu	Loc	M	2004	University of Michigan at Ann Arbor	PhD	Aerospace Engineering
51	KHONG		Hiep	M	2010	University of Texas at Houston	PhD	Biomedical Sciences
52	LA	Thanh	Nhan	M	2009	Pennsylvania State University	PhD	Health Policy and Administration
53	LAI	Minh	Tri	M	2008	Indiana University	PhD	Mathematics
54	LAM	Ngoc	Hanh	F	2008	Cornell University	PhD	Plant Pathology and Plant-Microbe Biology
55	LAM	Thien	Ngoc	F	2011	University of Arkansas	PhD	Cell and Molecular Biology
56	LE	Bao	Trung	M	2006	University of Minnesota	PhD	Civil Engineering

#	LAST (Family)	Middle	First (Given)	Gender	Cohort Year	U.S. University	Graduate Degree Sought	Field of Study
57	LE	Duc	Dat	M	2009	Purdue University	PhD	Mechanical Engineering
58	LE	Ha	Mi	F	2006	University of Missouri at Columbia	PhD	Plant, Insect, and Microbial Science
59	LE	Hoang	Anh	M	2005	New York University	PhD	Computer Science
60	LE	Hoang	Phuoc	M	2009	University of Illinois at Urbana - Champaign	PhD	Mathematics
61	LE	Huy	Binh	M	2008	University of Houston	PhD	Computer Science
62	LE	Khac	Hieu	M	2004	University of Illinois at Urbana - Champaign	PhD	Computer Science
63	LE	Minh	Vu	M	2009	University of California at Davis	PhD	Computer Science
64	LE	Ngoc	Minh	M	2011	Stanford University	Master's	Structural Engineering and Geomechanics
65	LE	Quoc	Trung	M	2008	Oklahoma State University	PhD	Industrial Engineering and Management
66	LE	Ro	To	M	2007	Brown University	PhD	Computer Engineering
67	LE	Thi Ngoc	Huong	F	2006	University of Minnesota	PhD	Chemical Engineering
68	LE	Truong	Son	M	2007	Brown University	PhD	Physics
69	LE	Van	Hoa	M	2005	University of North Carolina at Chapel Hill	PhD	Epidemiology
70	LE	Van	Vuong	M	2007	University of Illinois at Urbana - Champaign	PhD	Electrical and Computer Engineering
71	LE	Vu Viet	Phong	M	2009	University of Illinois at Urbana - Champaign	PhD	Civil Engineering
72	LUONG	Xuan	Bach	M	2010	University of California at Riverside	PhD	Computer Science

#	LAST (Family)	Middle	First (Given)	Gender	Cohort Year	U.S. University	Graduate Degree Sought	Field of Study
73	LUU	Vu Thanh	Huong	F	2008	University of Illinois at Urbana - Champaign	PhD	Computer Science
74	LY	Tu Huy	Anh	M	2011	Rensselaer Polytechnic Institute	PhD	Materials Engineering
75	MA		Nam	M	2008	University of Southern California	PhD	Computer Science
76	MAI	Duc	Khoi	M	2011	Washington State University	PhD	Structural Engineering
77	NGHIEM	Thi Ha	Van	F	2010	University of North Carolina at Chapel Hill	MSPH	Health Policy and Management
78	NGHIEM	Xuan	Truong	M	2005	University of Pennsylvania	PhD	Electrical and Systems Engineering
79	NGO	Dinh	Phuong	M	2008	Purdue University	PhD	Mechanical Engineering
80	NGO	Kien	Cuong	M	2007	University of Florida	PhD	Mathematics
81	NGO	Quang	Thong	M	2010	University of Texas at Austin	PhD	Chemical Engineering
82	NGO	Thanh	Hoan	M	2011	Duke University	PhD	Biophotonics
83	NGO	To	Linh	F	2011	University of Missouri at Columbia	PhD	Genetics
84	NGO	Van	Thuyen	M	2011	University of California at Santa Barbara	PhD	Electrical and Computer Engineering
85	NGUYEN	Anh	Duc	M	2011	Virginia Polytechnic Institute and State University	PhD	Civil Engineering
86	NGUYEN	Anh	Tuan	M	2010	Michigan State University	Master's	Packaging
87	NGUYEN	Binh	Nguyen	M	2007	University of California at Los Angeles	PhD	Epidemiology
88	NGUYEN	Duc	Giang	M	2009	University of California at Berkeley	PhD	Physics

#	LAST (Family)	Middle	First (Given)	Gender	Cohort Year	U.S. University	Graduate Degree Sought	Field of Study
89	NGUYEN	Duc	Linh	M	2005	Cornell University	PhD	Applied Physics
90	NGUYEN	Duc	Thanh	M	2008	Princeton University	PhD	Mechanical and Aerospace Engineering
91	NGUYEN	Duy	Hai	M	2011	Rutgers University	PhD	Computer Science
92	NGUYEN	Hai	Ha	M	2010	University of North Carolina at Chapel Hill	PhD	Chemistry
93	NGUYEN	Hoang	Anh	M	2007	University of California at San Diego	PhD	Electrical Engineering
94	NGUYEN	Hong	Thanh	F	2011	University of Southern California	PhD	Computer Science
95	NGUYEN	Hong Nha	Tran	F	2006	University of Missouri at Columbia	PhD	Plant, Insect, and Microbial Science
96	NGUYEN	Huu	Phuoc Nguyen	M	2007	University of Michigan at Ann Arbor	PhD	Mechanical Engineering
97	NGUYEN	Kim	Doang	M	2010	University of Illinois at Urbana - Champaign	PhD	Mechanical Engineering
98	NGUYEN	Kim Nu	Thao	F	2006	University of Utah	PhD	Bioengineering
99	NGUYEN	Le	Thanh An	F	2008	University of Illinois at Chicago	PhD	Health Policy and Administration
100	NGUYEN	Minh	Anh	M	2007	University of Illinois at Urbana - Champaign	PhD	Computer Science
101	NGUYEN	Nam	Giang	M	2010	University of Missouri at Columbia	PhD	Nuclear Engineering
102	NGUYEN	Ngoc	Bao	M	2007	University of Maryland at College Park	PhD	Computer Science
103	NGUYEN	Ngoc	Diep	M	2006	University of Arizona	PhD	Electrical and Computer Engineering (ECE)
104	NGUYEN	Ngoc	Duong	M	2009	Purdue University	PhD	Computer Science

#	LAST (Family)	Middle	First (Given)	G e n d e r	Cohort Year	U.S. University	Graduate Degree Sought	Field of Study
105	NGUYEN	Ngoc	Trong	M	2011	University of Illinois at Urbana - Champaign	PhD	Electrical Engineering
106	NGUYEN	Ngoc	Tu	M	2009	University of Florida	PhD	Chemistry
107	NGUYEN	Phuong	Anh	F	2008	University of Texas at Austin	PhD	Chemical Engineering
108	NGUYEN	Quang	Hoang	M	2004	University of Massachusetts at Amherst	PhD	Geotechnical Engineering
109	NGUYEN	Quang	Huy	M	2003	Iowa State University	PhD	Agricultural and Biosystems Engineering
110	NGUYEN	Quang	Huy	M	2007	University of Missouri at Columbia	PhD	Civil Engineering
111	NGUYEN	Quang	Nghia	M	2005	University of Illinois at Urbana - Champaign	PhD	Electrical and Computer Engineering
112	NGUYEN	Quoc	Minh	M	2009	Purdue University	PhD	Electrical and Computer Engineering
113	NGUYEN	Sy	Phong	M	2006	Texas A&M University	PhD	Electrical Engineering
114	NGUYEN	Tan	Chung	M	2007	University of Florida	PhD	Interdisciplinary Ecology
115	NGUYEN	Thanh	Binh	M	2010	Arizona State University	PhD	Civil and Environmental Engineering
116	NGUYEN	Thanh	Hai	M	2011	University of Missouri at Columbia	PhD	Plant, Insect, and Microbial Sciences
117	NGUYEN	Thanh	Hao	F	2006	Texas A&M University	PhD	Mathematics
118	NGUYEN	Thanh	Hoa	M	2004	University of Utah	PhD	Computer Science
119	NGUYEN	Thanh	Hoa	F	2011	University of Utah	PhD	Computer Science
120	NGUYEN	Thanh	Tung	M	2007	Iowa State University	PhD	Electrical and Computer Engineering

#	LAST (Family)	Middle	First (Given)	Gender	Cohort Year	U.S. University	Graduate Degree Sought	Field of Study
121	NGUYEN	Thanh Nhat	Quang	M	2008	University of Missouri at Columbia	PhD	Electrical and Computer Engineering
122	NGUYEN	Thanh Nhat	Tan	M	2009	University of California at San Diego	PhD	Computer Science
123	NGUYEN	Thi	Cac	F	2005	University of Illinois at Urbana - Champaign	PhD	Electrical and Computer Engineering
124	NGUYEN	Thi	Hieu	F	2010	Case Western Reserve University	PhD	Biomedical Sciences
125	NGUYEN	Thi	Khanh Van	F	2009	Clemson University	PhD	Chemistry
126	NGUYEN	Thi	Nhung	F	2009	University of Michigan at Ann Arbor	PhD	Mechanical Engineering
127	NGUYEN	Thi	Yen	F	2009	Michigan State University	PhD	Mechanical Engineering
128	NGUYEN	Thi Dieu	Hang	F	2010	Michigan State University	PhD	Biochemistry and Molecular Biology
129	NGUYEN	Thi Hoang	Nga	F	2011	University of Texas at Houston	PhD	Epidemiology
130	NGUYEN	Thi Hong	Thuy	F	2007	Washington State University	PhD	Environmental Science
131	NGUYEN	Thi Le	Trang	F	2008	University of Florida	PhD	Industrial and Systems Engineering
132	NGUYEN	Thi Nguyet	Hang	F	2010	University of Washington	PhD	Civil and Environmental Engineering
133	NGUYEN	Thi Phuong	Nhung	F	2010	University of Texas at Houston	PhD	Epidemiology
134	NGUYEN	Thi Quynh	Van	F	2006	University of Illinois at Chicago	PhD	Human Nutrition
135	NGUYEN	Thi Thuy	Trang	F	2010	University of California at Davis	PhD	Immunology
136	NGUYEN	Thi Tu	Quynh	F	2011	University of Southern California	PhD	Electrical Engineering

#	LAST (Family)	Middle	First (Given)	G e n d e r	Cohort Year	U.S. University	Graduate Degree Sought	Field of Study
137	NGUYEN	Thi Tuan	Anh	F	2011	University of Missouri at Columbia	PhD	Biological Engineering
138	NGUYEN	Thu	Trang	F	2009	University of Florida	PhD	Statistics
139	NGUYEN	Tien	Dat	M	2006	University of Iowa	PhD	Computer Science
140	NGUYEN	Tien	Luong	M	2009	University of North Carolina at Chapel Hill	PhD	Pharmaceutical Sciences
141	NGUYEN	Tien	Yet	M	2011	Iowa State University	PhD	Statistics
142	NGUYEN	Tra	Mi	F	2009	University of California at Berkeley	PhD	Civil and Environmental Engineering
143	NGUYEN	Tran	Diem Hang	F	2008	University of Washington	PhD	Molecular and Cellular Biology
144	NGUYEN	Tran	Phuong	M	2011	University of California at Davis	PhD	Biophysics
145	NGUYEN	Tri	Dung	M	2010	Northwestern University	PhD	Electrical Engineering and Computer Science
146	NGUYEN	Trong	Dung	M	2005	Johns Hopkins University	PhD	Electrical and Computer Engineering
147	NGUYEN	Trong	Hai	M	2008	University of Michigan at Ann Arbor	PhD	Mechanical Engineering
148	NGUYEN	Trong	Phu	M	2010	University of Texas at Austin	PhD	Structural Engineering
149	NGUYEN	Trung	Kien	M	2008	Michigan State University	PhD	Computer Science
150	NGUYEN	Tu	Duy	M	2008	University of Arkansas	PhD	Cell and Molecular Biology
151	NGUYEN	Tuan	Anh	M	2009	Iowa State University	PhD	Computer Engineering
152	NGUYEN	Tuan	Anh	M	2010	University of Texas at Houston	PhD	Epidemiology

#	LAST (Family)	Middle	First (Given)	Gender	Cohort Year	U.S. University	Graduate Degree Sought	Field of Study
153	NGUYEN	Tue	Anh	M	2011	Purdue University	PhD	Chemistry
154	NGUYEN	Van	Khiem	M	2006	University of Utah	PhD	Chemistry
155	NGUYEN	Van	Luan	M	2011	Rutgers University	PhD	Computer Science
156	NGUYEN	Vang Phuc	Nguyen	M	2010	Purdue University	PhD	Industrial Engineering
157	NGUYEN	Viet	Cuong	M	2008	Cornell University	PhD	Plant Breeding
158	NGUYEN	Viet	Hung	M	2009	Iowa State University	PhD	Computer Engineering
159	NGUYEN	Viet	Tu	M	2007	University of California at San Diego	PhD	Electrical and Computer Engineering
160	NHAM	Thi	Ngoc	F	2009	University of California at Davis	PhD	Horticulture and Agronomy
161	PHAM	Dinh	Trong	M	2010	University of Delaware	PhD	Chemical Engineering
162	PHAM	Hong	Khai	M	2011	University of Texas at Austin	PhD	Engineering Mechanics
163	PHAM	Kim	Son	M	2008	University of California at San Diego	PhD	Computer Science
164	PHAM	Le Tuan	Anh	M	2006	University of California at Berkeley	PhD	Environmental Engineering
165	PHAM	Ngoc Doan	Trang	F	2011	University of Illinois at Chicago	Master's	Public Health
166	PHAM	Ngoc Viet	Phuong	M	2011	University of Pittsburgh	PhD	Computer Science
167	PHAM	Nguyet	Tu	F	2006	University of Oklahoma	PhD	Chemical Engineering
168	PHAM	Thi Viet	Mai	F	2007	University of Illinois at Urbana - Champaign	PhD	Civil and Environmental Engineering

#	LAST (Family)	Middle	First (Given)	G e n d e r	Cohort Year	U.S. University	Graduate Degree Sought	Field of Study
169	PHAM	Thuy	Trang	F	2007	Duke University	PhD	Cell and Molecular Biology
170	PHAM	Tuan	Minh	M	2004	University of Illinois at Urbana - Champaign	PhD	Physics
171	PHAM	Vinh	Hoa	M	2006	University of Illinois at Urbana - Champaign	PhD	Electrical and Computer Engineering
172	PHAM	Xuan	Hai	M	2011	Rutgers University	PhD	Computer Science
173	PHAN	Cong	Manh	M	2009	Oklahoma State University	PhD	Electrical Engineering
174	PHAN	Huu	Phuc	M	2008	University of Texas at Houston	PhD	Epidemiology
175	PHAN	Minh	Liem	M	2005	University of Texas at Houston	PhD	Biomedical Sciences, Cell Biology
176	TA	Hoang	Hai	M	2007	University of California at Davis	PhD	Electrical and Computer Engineering
177	TANG	Thi Ha	Yen	F	2007	University of Florida	PhD	Industrial and Systems Engineering
178	TAT	To	Trinh	F	2009	Case Western Reserve University	PhD	Biomedical Sciences
179	TO	Hung Thien	Kim	F	2011	University of Missouri at Columbia	PhD	Pharmacology
180	TO	Trong	Hien	M	2011	University of Southern California	PhD	Computer Science
181	TRAN	Cong	Tam	M	2010	Cornell University	PhD	Microbiology
182	TRAN	Duc	Duan	M	2005	University of Illinois at Urbana - Champaign	PhD	Computer Science
183	TRAN	Duc	Trinh	M	2005	University of Michigan at Ann Arbor	PhD	Environmental Engineering
184	TRAN	Hung	Long	M	2010	University of California at Berkeley	PhD	Civil and Environmental Engineering

#	LAST (Family)	Middle	First (Given)	Gender	Cohort Year	U.S. University	Graduate Degree Sought	Field of Study
185	TRAN	Huy	Thang	M	2011	Texas A&M University	PhD	Mathematics
186	TRAN	Khanh	Van	F	2006	University of Massachusetts at Amherst	PhD	Nutrition
187	TRAN	Mai	Ngoc	F	2009	University of California at Berkeley	PhD	Statistics
188	TRAN	Minh	Tam	M	2010	University of Missouri at Columbia	PhD	Organic Chemistry
189	TRAN	Minh	Tuan	M	2010	University of Wisconsin at Madison	PhD	Plant Pathology
190	TRAN	Ngoc	Dung	M	2011	Johns Hopkins University	PhD	Electrical and Computer Engineering
191	TRAN	Ngoc	Mai	F	2010	University of Pennsylvania	PhD	Biological/Organic Chemistry
192	TRAN	Ngoc Anh	Mai	F	2007	University of Texas at Houston	PhD	Biomedical Sciences
193	TRAN	Nguyen Nhi	Thua	F	2005	Cornell University	PhD	Biological and Environmental Sciences
194	TRAN	Quoc	Long	M	2007	Georgia Institute of Technology	PhD	Computer Science
195	TRAN	Thanh	Phuong	M	2007	Purdue University	PhD	Electrical and Computer Engineering
196	TRAN	Thi Hai	Ly	F	2011	University of Texas at Houston	PhD	Epidemiology
197	TRAN	Thi Lac	Thanh	F	2006	University of Massachusetts at Amherst	PhD	Computer Science
198	TRAN	Thi Minh	Duc	F	2008	Duke University	PhD	Biochemistry
199	TRAN	Thi Ngoc	Ha	F	2010	University of Texas at Houston	PhD	Epidemiology
200	TRAN	Thi Thanh	Van	F	2009	Clemson University	PhD	Bioengineering

#	LAST (Family)	Middle	First (Given)	G e n d e r	Cohort Year	U.S. University	Graduate Degree Sought	Field of Study
201	TRAN	Thi Thuy	Tien	F	2009	Cornell University	PhD	Plant Pathology and Plant-Microbe Biology
202	TRAN	Thi Tra	Giang	F	2009	University of California at Los Angeles	PhD	Mathematics
203	TRAN	Thien	Anh	M	2006	University of California at Davis	PhD	Electrical and Computer Engineering
204	TRAN	Trung	Duong	M	2008	University of Texas at Houston	PhD	Epidemiology
205	TRAN	Trung	Thanh	M	2010	Florida Institute of Technology	PhD	Aerospace Engineering
206	TRAN	Viet	Hung	M	2007	University of Iowa	PhD	Computer Science
207	TRAN	Viet	Hung	M	2009	University of Washington	PhD	Civil and Environmental Engineering
208	TRAN	Vinh	Hung	M	2008	University of California at Berkeley	PhD	Mathematics
209	TRAN		Cuong	M	2006	University of California at San Diego	PhD	Computer Science and Engineering
210	TRINH	Duy	Tien	M	2011	Rutgers University	PhD	Mathematics
211	TRUONG	Trung	Kien	M	2006	University of Texas at Austin	PhD	Electrical and Computer Engineering
212	VO	Hoang Manh	Hung	M	2010	Clemson University	PhD	Computer Science
213	VO	Nguyen Thuy	Tien	F	2011	University of Wisconsin at Madison	PhD	Statistics
214	VO	Thi Kieu	Loan	F	2004	University of Illinois at Urbana-Champaign	PhD	Electrical and Computer Engineering
215	VU	Anh	Kien	M	2011	Rice University	PhD	Environmental Engineering
216	VU	Dinh	Anh	M	2007	University of Minnesota	PhD	Chemistry

#	LAST (Family)	Middle	First (Given)	G e n d e r	Cohort Year	U.S. University	Graduate Degree Sought	Field of Study
217	VU	Ngoc	Khanh	M	2011	University of Texas at Houston	PhD	Epidemiology
218	VU	Phuong	Ly	F	2007	Memorial Sloan-Kettering Cancer Center	PhD	Cancer Biology
219	VU	Quang	Duy	M	2005	Pennsylvania State University	PhD	Statistics
220	VU	Quang	Thanh	M	2009	University of California at Berkeley	PhD	Mathematics
221	VU	Thanh	Ngoc	F	2010	Virginia Commonwealth University	PhD	Molecular Biology and Genetics
222	VU	Thi Kim	Hanh	F	2008	University of Utah	PhD	Molecular Biology
223	VU	Thi Thu	Thuy	F	2009	University of Texas at Houston	PhD	Biomedical Sciences
224	VU	Thuy	Huong	F	2011	University of Maryland at College Park	PhD	Biophysics
225	VU	Van	Van	M	2006	University of Minnesota	PhD	Chemistry

APPENDIX 9
U.S. UNIVERSITIES (62) AND DEPARTMENTS (153)
WHERE VEF FELLOWS (225) ARE ENROLLED

As of Fall 2011

SUMMARY: Two hundred and twenty five (225) Fellows of cohorts 2003 through 2011, who were enrolled as of September 2011, are attending **62 U.S. universities** and **153 divisions/departments** within those various universities. The majority of the universities (**85%**) are members of the VEF Alliance. Most Fellows (**94%**) are enrolled in these Alliance schools. In some cases, the particular divisions or departments at the Alliance schools are not included in the VEF Alliance cost-sharing agreement.

The table below is organized in alphabetical order by the name of the university. Divisions/departments under the same university are also listed alphabetically by the name of the division/department. The number in parentheses represents the number of Fellows studying in the particular department/division. Asterisks¹ indicate if the university or the division/department is outside of the VEF Alliance.

#	University	# of Fellows	Division/Department
1	Arizona State University	1	Sustainable Engineering and the Built Environment (1)
2	Brown University	2	Electrical Sciences and Computer Engineering (1); Physics (1)
3	California Institute of Technology	1	Mechanical Engineering (1)
4	Case Western Reserve University	2	Biomedical Sciences**(2)
5	Clemson University	3	Bioengineering (1); Chemistry (1); Computer Science (1)
6	Columbia University	1	Physics**(1)
7	Cornell University	7	Agricultural and Biological Engineering (1); Applied Physics** (1); Microbiology (1); Plant Breeding and Genetics (2); Plant Pathology and Plant-Microbe Biology (2)
8	Duke University	3	Biochemistry (1); Biomedical Engineering (1); Pharmacology and Cancer Biology (1)
9	Florida Institute of Technology	1	Aerospace Engineering (1)

¹ Notations:

* Not an Alliance School

** Though this is an Alliance School, the particular division or department is not included in the VEF Memorandum of Understanding (MOU) agreement.

#	University	# of Fellows	Division/Department
10	Florida State University	1	Chemistry and Biochemistry (1)
11	Georgia Institute of Technology*	2	Computer Science (2)
12	Indiana University*	2	Mathematics (1); Public and Environmental Affairs (1)
13	Iowa State University	5	Agricultural and Biosystems Engineering (1); Electrical and Computer Engineering (3); Statistics (1)
14	Johns Hopkins University	4	Electrical and Computer Engineering (3); Geography and Environmental Engineering (1)
15	Memorial Sloan-Kettering Cancer Center	1	Cancer Biology (1)
16	Michigan State University	8	Biochemistry and Molecular Biology (2); Computer Science and Engineering (1); Electrical and Computer Engineering (1); Epidemiology (1); Mechanical Engineering (1); Packaging (1); Physics and Astronomy (1)
17	New York University*	1	Computer Science (1)
18	Northwestern University	1	Electrical Engineering and Computer Science (1)
19	Oklahoma State University	2	Electrical and Computer Engineering (1); Industrial Engineering and Management (1)
20	Pennsylvania State University	2	Health Policy and Administration (1); Statistics (1)
21	Princeton University	1	Mechanical and Aerospace Engineering (1)
22	Purdue University	9	Chemistry (1); Civil Engineering (1); Computer Science (2); Electrical and Computer Engineering (2); Industrial Engineering (1); Mechanical Engineering (2)
23	Rensselaer Polytechnic Institute	1	Materials Science and Engineering (1)
24	Rice University	1	Civil and Environmental Engineering (1)
25	Rutgers University	5	Computer Science (3); Food Science (1); Mathematics (1)
26	Stanford University*	1	Civil and Environmental Engineering (1)
27	Texas A&M University	3	Electrical and Computer Engineering (1); Mathematics (2)
28	University of Alabama at Birmingham	1	Epidemiology (1)
29	University of Arizona*	1	Electrical and Computer Engineering (1)
30	University of Arkansas at Fayetteville	2	Cell and Molecular Biology Program (2)
31	University of California at Berkeley	9	Civil and Environmental Engineering (3); Electrical Engineering and Computer Sciences (1); Mathematics (3); Physics (1); Statistics (1)
32	University of California at Davis	9	Animal Science (1); Biophysics (1); Computer Science (2); Electrical and Computer Engineering (3); Immunology (1); Plant Sciences (1)

#	University	# of Fellows	Division/Department
33	University of California at Los Angeles	2	Epidemiology** (1); Mathematics** (1)
34	University of California at Riverside	1	Computer Science and Engineering (1)
35	University of California at San Diego	6	Computer Science and Engineering (3); Electrical and Computer Engineering (2); Mathematics (1)
36	University of California at Santa Barbara	1	Electrical and Computer Engineering (1)
37	University of Delaware	1	Chemical Engineering (1)
38	University of Florida	7	Chemistry** (1); Industrial and Systems Engineering (2); Mathematics** (1); Natural Resources and Environment** (1); Statistics** (2)
39	University of Hawaii at Manoa	1	Molecular Biosciences and Bioengineering (1)
40	University of Houston	2	Computer Science (2)
41	University of Illinois at Chicago*	3	Epidemiology and Biostatistics (1); Health Policy and Administration (1); Human Nutrition (1)
42	University of Illinois at Urbana - Champaign	18	Agricultural and Biological Engineering (1); Civil and Environmental Engineering (1); Computer Science (6); Electrical and Computer Engineering (7); Mathematics (1); Mechanical Science and Engineering (1); Physics (1)
43	University of Iowa	3	Computer Science (3)
44	University of Maryland at College Park*	2	Biophysics (1); Computer Science (1)
45	University of Massachusetts at Amherst	4	Civil and Environmental Engineering (1); Computer Science (2); Nutrition (1)
46	University of Michigan at Ann Arbor	7	Aerospace Engineering (1); Civil and Environmental Engineering (2); Epidemiology** (1); Mechanical Engineering (3)
47	University of Minnesota	4	Chemical Engineering and Materials Science (1); Chemistry (2); Civil Engineering (1)
48	University of Missouri at Columbia	11	Biological Engineering (1); Chemistry (1); Civil and Environmental Engineering (2); Electrical and Computer Engineering (1); Genetics Area (1); Medical Pharmacology and Physiology (1); Nuclear Science and Engineering (1); Plant Sciences (3)

#	University	# of Fellows	Division/Department
49	University of North Carolina at Chapel Hill	5	Chemistry (2); Epidemiology** (1); Health Policy and Management (1); Medicinal Chemistry and Natural Products (1)
50	University of Notre Dame	1	Electrical Engineering (1)
51	University of Oklahoma	1	Civil Engineering and Environmental Science (1)
52	University of Pennsylvania	7	Biology (2); Biomedical (1); Chemistry (3); Electrical and Systems Engineering** (1)
53	University of Pittsburgh*	1	Computer Science (1)
54	University of Southern California	5	Computer Science (4); Electrical Engineering (1)
55	University of Texas at Austin	10	Aerospace Engineering and Engineering Mechanics (1); Chemical Engineering (4); Civil, Architectural and Environmental Engineering (1); Computer Science (1); Electrical and Computer Engineering (1); Mechanical Engineering (1); Physics (1)
56	University of Texas at Houston	12	Biomedical Sciences (2); Cell and Molecular Biology (2); Epidemiology and Disease Control** (8)
57	University of Utah	5	Bioengineering (1); Chemistry (1); Computer Science (2); Neurobiology and Anatomy (1)
58	University of Washington	4	Civil and Environmental Engineering** (3); Molecular and Cellular Biology** (1)
59	University of Wisconsin at Madison*	2	Plant Pathology (1); Statistics (1)
60	Virginia Commonwealth University	1	Molecular Biology and Genetics (1)
61	Virginia Polytechnic Institute and State University	2	Civil and Environmental Engineering (1); Genetics, Bioinformatics, and Computational Biology (1)
62	Washington State University	3	Civil and Environmental Engineering (1); Computer Science (1); Environmental Science and Regional Planning (1)
	Grand Total	225	

APPENDIX 10
FELLOWS ON ACADEMIC TRAINING (38)

SUMMARY: As of September 30, 2011, 38 VEF Fellows, who completed their doctoral degrees, are continuing their academic program in the United States under VEF visa sponsorship by pursuing Academic Training (AT). Academic Training is an employment benefit granted to J-1 visa holders to obtain experiential learning in their major field of study following the completion of their graduate degree program. The maximum time allowed for AT for cohorts 2003 – 2009 is 18 months for those who finish a master’s degree and 36 months for those who complete a doctoral degree. For cohorts 2010 and beyond, the time permitted for AT after completion of either a master’s or doctoral degree is 18 months. The VEF Board of Directors limited the amount of time for AT to facilitate an earlier return of VEF Fellows to Vietnam. **Of the 38 Fellows, 27 (71%) Fellows are doing their AT in the academic and research sectors while 11 (29%) are holding positions in the corporate sector.**

The table below is organized alphabetically by name, presented in Vietnamese order, specifically, the LAST (Family) name, followed by the Middle name(s), and then the First (Given) name. A Fellow without a middle name is listed at the end of the alphabetical listing of a set of the same LAST (Family) names. Fellows with the same name are listed chronologically according to cohort year. The cohort designation indicates the fall of the academic year that the Fellow began his/her academic program in the United States. The field of study listed in the table below is determined by what is written in the admission letter, the enrollment verification, the transcript, and/or the diploma. The date of degree completion is based on the information provided by each VEF Fellow with regard to completion of all academic requirements. Dates for the AT positions are based on official dates authorized by VEF in the authorization letter issued for immigration purposes. The “Current Position” is current as of September 30, 2011. “Previous Positions” are listed chronologically with the most recent listed as first and earlier positions as second, third, etc.

#	Name (LAST Middle First)	Gender	Cohort Year	U.S. University	Field of Study	Degree Received	Date of Degree Completion (mm/dd/yyyy)	Academic Training History
1	DANG Huy Cuong	M	2004	Brown University	Physics	PhD	5/30/2010	Current Position: Senior Research Associate, Brown University, Providence, RI, from June 1, 2010, to May 31, 2012
2	DINH Huu Hai	M	2004	University of Michigan at Ann Arbor	Civil Engineering	PhD	4/30/2009	Current Position: Structural Engineer Design Analyst, Moffatt & Nichol, Walnut Creek, CA, from May 1, 2009, to February 29, 2012
3	DO Tien Anh	M	2004	University of South Florida	Civil and Environmental Engineering	PhD	8/15/2011	Current Position: Postdoctoral Researcher, University of South Florida, Tampa, FL, from August 16, 2011, to July 12, 2012
4	DO Trung Thong	M	2004	Johns Hopkins University	Electrical and Computer Engineering	PhD	1/20/2010	Current Position: Postdoctoral Researcher, Army Research Laboratory, Adelphi, MD, from August 23, 2010, to June 23, 2012 Previous Positions: (1) Postdoctoral Researcher, Johns Hopkins University, Digital Signal Processing Laboratory, Baltimore, MD, from May 8, 2010, to October 6, 2010. (2) Postdoctoral Fellow, Thomson Corporate Research, Princeton, NJ, from January 21, 2010, to May 7, 2010
5	HA Khanh Linh	M	2005	University of Utah	Computer Science	PhD	8/11/2011	Current Position: Postdoctoral Fellow, University of Utah, Scientific Computing and Imaging Institute, Salt Lake City, UT, from September 1, 2011, to April 15, 2012

#	Name (LAST Middle First)	Gender	Cohort Year	U.S. University	Field of Study	Degree Received	Date of Degree Completion (mm/dd/yyyy)	Academic Training History
6	HA Manh Hung	M	2005	Case Western Reserve University	Materials Science and Engineering	PhD	12/11/2009	Current Position: Research Scientist, University of Virginia, Charlottesville, VA, from December 7, 2009, to December 7, 2012
7	HOANG Kim Chi	F	2004	Iowa State University	Agricultural and Biosystems Engineering	PhD	6/27/2011	Current Position: Postdoctoral Research Assistant, Iowa State University, Ames, IA, from July 1, 2011, to June 30, 2012
8	HUYNH Ngoc Tuyen	M	2005	University of Texas at Austin	Computer Science	PhD	5/6/2011	Current Position: Computer Scientist, SRI International, Menlo Park, CA, from June 6, 2011, to March 14, 2014
9	LE Hoai Chau	M	2004	University of Illinois at Urbana - Champaign	Civil Engineering	PhD	4/1/2010	Current Position: Postdoctoral Staff Engineer, Caterpillar Champaign Simulation Center, Champaign, IL, from April 5, 2010, to April 4, 2013
10	LE Viet Thang	M	2004	Rutgers University	Computer Science	PhD	9/19/2011	Current Position: Software Engineer, Adecco/Thomson Reuters, New York, NY, from September 26, 2011, to January 20, 2012
11	LUU Nguyen Hung	M	2007	University of Texas at Houston	Epidemiology	PhD	8/4/2011	Current Position: Postdoctoral Associate, Baylor College of Medicine, Houston, TX, from August 29, 2011, to August 28, 2012
12	NGUYEN Chi Kien	M	2004	University of Illinois at Urbana - Champaign	Electrical and Computer Engineering	PhD	5/30/2011	Current Position: Financial Software Developer, Bloomberg, New York, NY, from June 20, 2011, to December 20, 2012
13	NGUYEN Dac Trung	M	2005	University of Michigan at Ann Arbor	Chemical Engineering	PhD	5/23/2011	Current Position: Postdoctoral Researcher, Oak Ridge National Laboratory, Oak Ridge, TN, from August 1, 2011, to July 31, 2013 Previous Position: Postdoctoral Researcher, University of Michigan, Ann Arbor, MI, from May 24 to July 31, 2011
14	NGUYEN Hong Tam	M	2004	University of Illinois at Urbana - Champaign	Civil Engineering	PhD	8/31/2010	Current Position: Postdoctoral Research Associate, Northeastern University, Boston, MA, from September 1, 2010, to August 31, 2012
15	NGUYEN Kieu Cuong	M	2003	Brown University	Physics	PhD	4/1/2009	Current Position: Postdoctoral Visiting Fellow, National Institutes of Health, Bethesda, MD, from April 20, 2009, to April 20, 2012
16	NGUYEN Minh Hien	F	2004	University of Illinois at Urbana - Champaign	Electrical Engineering	PhD	8/31/2011	Current Position: Postdoctoral Scholar, Stanford University School of Medicine, Palo Alto, CA, from September 12, 2011, to September 12, 2012
17	NGUYEN Thi Khoi	F	2005	University of Illinois at Urbana - Champaign	Materials Science and Engineering	PhD	4/11/2011	Current Position: Postdoctoral Appointee, Sandia National Laboratories, Albuquerque, NM, from May 2, 2011, to April 25, 2013
18	NGUYEN Trung Hieu	M	2005	University of California at San Diego	Mathematics	PhD	7/1/2010	Current Position: Postdoctoral Scholar, University of California, Davis, CA, from September 1, 2010, to August 31, 2012 Previous Position: Research Assistant, University of California at San Diego, La Jolla, CA, from July 1 to August 31, 2010
19	NGUYEN Van Giap	M	2005	Auburn University	Fisheries and Allied Aquacultures	PhD	5/15/2010	Current Position: Research Fellow, Auburn University, Auburn, AL, from June 1, 2010, to August 31, 2012
20	NGUYEN Van Thang	M	2004	University of Texas at Houston	Immunology	PhD	8/16/2011	Current Position: Postdoctoral Fellow, University of Texas-MD Anderson Cancer Center, Houston, TX, from September 1, 2011, to February 7, 2012

#	Name (LAST Middle First)	Gender	Cohort Year	U.S. University	Field of Study	Degree Received	Date of Degree Completion (mm/dd/yyyy)	Academic Training History
21	NGUYEN Viet Hoang	M	2004	University of Illinois at Urbana - Champaign	Computer Science	PhD	7/26/2010	Current Position: Software Engineer, Google Inc., Mountain View, CA, from August 2, 2010, to April 1, 2013
22	NGUYEN Viet Hung	M	2006	University of California at Berkeley	Computer Science	PhD	2/28/2010	Current Position: Virtual Design and Construction Technician, Herrero Contractors, Inc., San Francisco, CA, from March 1, 2010, to September 2, 2012
23	NGUYEN Binh	M	2005	Rensselaer Polytechnic Institute	Computer Science	PhD	7/31/2011	Current Position: Software Engineer, Palantir Technologies, Inc., Palo Alto, CA, from June 13, 2011, to December 13, 2012
24	NGUYEN Nam	M	2005	University of Illinois at Urbana - Champaign	Electrical and Computer Engineering	PhD	12/15/2010	Current Position: Technical Staff Member, Research In Motion Corporation, Irving, TX, from January 1, 2011, to September 27, 2013
25	PHAM Duc Nam	M	2004	University of Illinois at Urbana - Champaign	Electrical and Computer Engineering	PhD	11/19/2010	Current Position: Lead Technical Engineer, Caterva, Inc., Champaign, IL, from November 22, 2010, to November 21, 2013
26	PHAM Tung Anh	F	2005	University of Missouri-Columbia	Plant, Insect, and Microbial Sciences	PhD	6/1/2011	Current Position: Postdoctoral Research Associate, Center for Applied Genetics Technologies, University of Georgia, Athens, GA, from June 15, 2011, to June 15, 2013
27	QUACH Ngoc Truyen	M	2005	University of Missouri-Columbia	Agronomy	PhD	12/13/2010	Current Position: Postdoctoral Research Associate, University of Nebraska, Lincoln, NE, from January 1, 2011, to December 31, 2012
28	THAN Van Cuong	M	2005	Rice University	Computer Science	PhD	10/1/2009	Current Position: Postdoctoral Fellow, Stanford University, Stanford, CA, from September 1, 2011, to August 31, 2012 Previous Position: Postdoctoral Fellow/Researcher, University of Michigan, Ann Arbor, MI, from October 15, 2009, to October 31, 2011
29	TRAN Duc Han	M	2004	University of Texas at Austin	Engineering Mechanics	PhD	12/3/2010	Current Position: Postdoctoral Fellow, University of New Mexico, Albuquerque, NM, from January 1, 2011, to December 31, 2012
30	TRAN Le Nhiem	M	2006	Brown University	Physics	PhD	6/1/2011	Current Position: Research Associate, Rhode Island Hospital, Providence, RI, from June 2, 2011, to June 16, 2013
31	TRAN Thi Hoai Thu	F	2006	Case Western Reserve University	Biology	PhD	4/1/2011	Current Position: Research Associate, University of Virginia, Charlottesville, VA, from May 1, 2011, to May 1, 2013
32	TRAN Phuong	M	2004	University of Illinois at Urbana - Champaign	Theoretical and Applied Mechanics	PhD	5/21/2010	Current Position: Postdoctoral Fellow, Northwestern University, Evanston, IL, from September 25, 2010, to December 31, 2011
33	TRINH Nguyen Hoang	M	2004	Toyota Technological Institute at Chicago	Computer Science	PhD	5/28/2010	Current Position: Postdoctoral Researcher, IBM Research, Hawthorne, NY, from June 1, 2010, to June 15, 2012
34	TRINH Quy Bon	M	2004	University of Texas at Houston	Biomedical Sciences	PhD	5/7/2011	Current Position: Postdoctoral Fellow, University of Texas-MD Anderson Cancer Center, Houston, TX, from June 1, 2011, to December 1, 2013
35	TRUONG Thanh Tu	M	2004	University of Illinois at Urbana - Champaign	Chemistry	PhD	2/4/2010	Current Position: Postdoctoral Appointee, Argonne National Laboratory, Argonne, IL, from February 22, 2010, to September 30, 2012

#	Name (LAST Middle First)	Gender	Cohort Year	U.S. University	Field of Study	Degree Received	Date of Degree Completion (mm/dd/yyyy)	Academic Training History
36	VAN Tu Anh	F	2004	University of Illinois at Urbana - Champaign	Electrical and Computer Engineering	PhD	8/24/2010	Current Position: Postdoctoral Research Fellow, Stanford University, Palo Alto, CA, from September 1, 2010, to September 27, 2012
37	VO Trung Dung	M	2005	University of California at San Diego	Electrical and Computer Engineering	PhD	6/3/2009	Current Position: Senior Research Engineer, Samsung Information Systems America, Inc., Irvine, CA, from April 20, 2009, to December 14, 2011
38	VU Hai Long	M	2004	University of Illinois at Urbana - Champaign	Computer Science	PhD	11/21/2010	Current Position: Multimedia Software Engineer, Bytemobile, Inc., Champaign, IL, from November 22, 2010, to April 14, 2013

APPENDIX 11
FELLOWSHIP ALUMNI (118)

As of September 30, 2011

SUMMARY: As of September 30, 2011, **118** (31%) of the total number of 381 VEF Fellows had completed their academic program and, if they so chose, Academic Training (AT)¹ as well. The degrees completed were as follows: 62 doctoral degrees (53%) and 56 master's degrees (47%).

Of all **118** Fellowship Alumni:

- **101** (86%) are employed in various sectors: **40 (39%) are working in the corporate sector; 35 (35%) are working in the academic or research sector; 12 (12%) are heading their own private companies or are self-employed; 11 (11%) are working in the development sector; and 3 (3%) are working in the civil service sector.**
- **12** (10%) are continuing their doctoral study with other sources of funding.
- **3** (2%) have just returned to Vietnam.
- **2** (2%) are currently in the United States on J-2 status (spouse of a J-1 student).

The table below is organized alphabetically by name, presented in Vietnamese order; specifically, the LAST (Family) name is followed by the Middle name(s) and then the First (Given) name. A Fellow without a middle name is listed at the end of the alphabetical listing of a set of the same LAST (Family) names. Fellows with the same name are listed chronologically according to cohort year. The cohort year is the fall of the academic year that the Fellow began graduate school. The field of study listed in the table below is determined by what is written in the admission letter, the enrollment verification, the transcript, and/or the diploma. Acronyms used for the degrees listed are as follows: MSPH (Master of Science in Public Health), DMD (Doctor of Medical Dentistry), DPH (Doctor of Public Health), and PhD (Doctor of Philosophy).

#	Name (LAST Middle First)	Gender	Cohort Year	U.S. University	Field of Study	Degree Received	Term of Degree Completion	Present Status
1	BACH Hung Nguyen	M	2003	Johns Hopkins University	Computer Science	Master's	Summer 2005	Doctoral Student in Computer Science at Carnegie Mellon University, Pittsburgh, Pennsylvania, U.S.A.
2	BUI Cong Thanh	M	2004	University of Texas at Houston	Health Promotion and Health Education	DPH	Summer 2010	Postdoctoral Research Fellow, Center for Interventions, Treatment and Addictions Research Project of University of Texas at Houston - School of Public Health, Ho Chi Minh City
3	BUI My Hanh	F	2003	University of Pennsylvania	Dentistry	DMD	Summer 2007	Researcher, Program in Periodontics and Implantology at Temple University, Philadelphia, Pennsylvania, U.S.A.
4	BUI Quang Vinh	M	2006	Emory University	Biological and Biomedical Sciences	PhD	Summer 2011	Lecturer, Pediatric Department, Medical School, Ho Chi Minh City University of Medicine and Pharmacy, Ho Chi Minh City
5	BUI Trung Ngoc	M	2005	University of Illinois at Urbana - Champaign	Computer Science	Master's	Fall 2010	Vice Director, Go.vn Website, Vietnam Telecommunication Corporation Online Joint Stock Company, Hanoi

¹ AT is optional. While VEF Fellows are urged to do AT, not all choose to do so.

#	Name (LAST Middle First)	Gender	Cohort Year	U.S. University	Field of Study	Degree Received	Term of Degree Completion	Present Status
6	BUI Xuan Loc	M	2004	University of Illinois at Urbana - Champaign	Electrical and Computer Engineering	PhD	Fall 2008	Visiting Fellow, Technion - Israel Institute of Technology, Haifa, Israel
7	CAO Do Xuan Uyen	F	2005	Purdue University	Industrial Engineering	Master's	Summer 2007	Industrial Engineer, Intel Products Vietnam, Ho Chi Minh City
8	CAO Duc Nguyen	M	2008	Purdue University	Computer Science	Master's	Summer 2010	Senior Software Engineer, Hewlett-Packard (HP) Vietnam, Ho Chi Minh City
9	CHUNG Bac Ai	M	2006	Columbia University	Civil Engineering	PhD	Spring 2010	Representative in Vietnam, Thornton Tomasetti, Ho Chi Minh City
10	DANG Dinh Thi	M	2003	University of Florida	Mechanical Engineering	PhD	Fall 2007	Research Assistant, Department of Engineering, University of Bristol, Bristol, England
11	DANG Van Chinh	M	2004	University of Texas at Houston	Epidemiology	PhD	Summer 2008	Researcher, Institute of Hygiene and Public Health, Ho Chi Minh City
12	DAU Hong Ngoc	M	2004	University of Illinois at Urbana - Champaign	Civil Engineering	Master's	Summer 2006	General Manager, Total Building Systems Ltd., Ho Chi Minh City
13	DINH Lan Phuong	F	2004	University of Illinois at Urbana - Champaign	Electrical Engineering	Master's	Summer 2007	Bid Manager, International Business Machines Corporation (IBM) Vietnam, Ho Chi Minh City
14	DO Ba Thanh	M	2004	University of Michigan at Ann Arbor	Materials Science	PhD	Spring 2010	Working Abroad (Specific information not available)
15	DUONG Le Nam	M	2005	University of Illinois at Urbana - Champaign	Electrical and Computer Engineering	Master's	Fall 2008	Doctoral Student in Electrical and Computer Engineering at University of California at Irvine, Irvine, California, U.S.A.
16	DUONG Thi Hao	F	2004	University of Texas at Houston	Health Promotion and Health Education	DPH	Summer 2009	Statistical Consultant, Department of Health Promotion and Behavioral Sciences, University of Texas, School of Public Health, Houston, Texas, U.S.A.
17	DUONG Tuan Hung	M	2004	University of Illinois at Urbana - Champaign	Chemistry	PhD	Fall 2009	Assistant General Manager, Vietserve Technology, Ho Chi Minh City
18	HA Anh Duc	M	2006	Boston University	Public Health	DPH	Fall 2010	Specialist, Vietnam Ministry of Health, Hanoi
19	HA Huu Toan	M	2004	University of Texas at Houston	Health Promotion and Health Education	DPH	Fall 2008	Program Analyst (HIV Prevention), United Nations Population Fund, Hanoi
20	HO Thi Thu Chung	F	2008	University of Texas at Austin	Civil Engineering	Master's	Fall 2010	Commercial Engineer, Turner International LLC - Turner Construction Company, Hanoi
21	HOANG Manh Quang	M	2004	Princeton University	Mathematics	PhD	Summer 2009	Visiting Assistant Professor, Department of Mathematics, University of Ulsan, Ulsan, Korea
22	HOANG Minh Duc	M	2004	Columbia University	Electrical Engineering	Master's	Summer 2006	Managing Director, Finmatech Ltd., London, England
23	HOANG Phuong Chi	F	2005	University of Texas at Austin	Civil Engineering	PhD	Summer 2009	Lecturer, Hanoi University of Science and Technology, Hanoi
24	HUYNH Kim Lam	M	2003	University of Utah	Physical Chemistry	PhD	Spring 2007	Lecturer, Department of Applied Chemistry, School of Biotechnology, International University, Vietnam National University, Ho Chi Minh City
25	HUYNH NGOC Dang Trinh	M	2006	University of Washington	Computer Science and Engineering	PhD	Fall 2011	Postdoctoral Fellow, Institute of Theoretical Computer Science, Swiss Federal Institute of Technology (ETHZ), Zurich, Switzerland

#	Name (LAST Middle First)	Gender	Cohort Year	U.S. University	Field of Study	Degree Received	Term of Degree Completion	Present Status
26	KIEU Quoc Chanh	M	2003	University of Maryland at College Park	Meteorology	PhD	Fall 2008	Lecturer, Hanoi University of Science, Vietnam National University, Hanoi
27	LA Nguyen Hung Chinh	M	2004	University of Illinois at Urbana - Champaign	Electrical and Computer Engineering	Master's	Fall 2007	Engineer, Intel Products Vietnam, Ho Chi Minh City
28	LE Chi Ngoc	M	2007	University of California at Los Angeles	Mathematics	Master's	Summer 2010	Lecturer, Department of Applied Mathematics, Hanoi University of Science and Technology, Hanoi
29	LE Hoang Tung	M	2003	Purdue University	Industrial Engineering	PhD	Summer 2009	Control and Instrumentation Engineer, PetroVietnam Oil and Gas Group, Hanoi
30	LE Ngoc Anh	M	2003	State University of New York at Buffalo	Computer Science and Engineering	PhD	Summer 2010	Deputy Director of Research and Development (R&D), Nuvixa Vietnam Company, Ho Chi Minh City
31	LE Quang Binh	M	2006	University of Illinois at Urbana - Champaign	Computer Science	Master's	Fall 2009	Project Manager, VietSoftware International Incorporated, Hanoi
32	LE Quang Nam	M	2004	New York University	Mathematics	PhD	Summer 2008	Lecturer, Tan Tao University, Long An
33	LE Thanh Nam	M	2005	New York University	Computer Science	Master's	Summer 2007	Vice Director, Mai Thu Printing Limited Company, Ho Chi Minh City
34	LE Thi Ly	F	2004	University of Utah	Chemistry	PhD	Summer 2010	Lecturer, School of Biotechnology, International University, Vietnam National University, Ho Chi Minh City
35	LE Thu Ha	F	2004	University of Texas at Austin	Electrical and Computer Engineering	PhD	Summer 2010	Senior Consulting Engineer, Nata Technology Ltd., Hanoi
36	LE Tien Dung	M	2005	University of Texas at Austin	Civil Engineering	PhD	Fall 2009	CEO, LEAD Consulting Company, Hanoi
37	LE Tung Linh	M	2007	Columbia University	Chemical Engineering	Master's	Summer 2009	Doctoral Student in Chemical Engineering at Stevens Institute of Technology, Hoboken, New Jersey, U.S.A.
38	LE Quoc	M	2004	University of Illinois at Urbana - Champaign	Computer Science	Master's	Summer 2007	Chief Technology Officer and Director, Cazoodle@VN, Cazoodle, Inc., Hanoi
39	LE Tung	M	2004	University of Illinois at Urbana - Champaign	Electrical and Computer Engineering	PhD	Fall 2010	Research Scientist, Singapore Institute of Manufacturing Technology, Singapore
40	LUONG Viet Nhiem	M	2004	University of Texas at Houston	Maternal Health and Child Health	DPH	Fall 2011	Senior Program Officer, Family Health International (FHI) Vietnam, Hanoi
41	NGO Duc Anh	M	2004	University of Texas at Houston	Health Promotion and Health Education	DPH	Spring 2006	Research Fellow, Social Epidemiology and Evaluation Research Group, School of Health Sciences and Sansom Institute for Health Research, Adelaide, Australia
42	NGO Minh Duc	M	2004	University of Illinois at Urbana - Champaign	Mechanical Engineering	PhD	Summer 2009	Lecturer, Eastern International University, Binh Duong
43	NGO Trung Thanh	M	2004	University of Illinois at Urbana - Champaign	Computer Science	Master's	Fall 2006	Doctoral Student in Computer Science, University of Minnesota, Minneapolis, Minnesota, U.S.A.
44	NGUYEN Cong Khanh	M	2004	Johns Hopkins University	Disease Prevention Control	Master's	Spring 2007	Research Scientist, National Institute of Hygiene and Epidemiology, Hanoi

#	Name (LAST Middle First)	Gender	Cohort Year	U.S. University	Field of Study	Degree Received	Term of Degree Completion	Present Status
45	NGUYEN Cong Nghia	M	2004	University of North Carolina at Chapel Hill	Epidemiology	PhD	Summer 2009	Head of Department of Research and Training, Hanoi Obstetrics and Gynecology Hospital, Hanoi
46	NGUYEN Cuong Quoc	M	2004	University of North Carolina at Chapel Hill	Epidemiology	PhD	Summer 2010	Manager, Family Health International (FHI) Vietnam, Hanoi
47	NGUYEN Dinh Long Van	F	2008	Purdue University	Computer Science	Master's	Fall 2011	Doctoral Student in Information Technology and Electrical Engineering, Institute of Theoretical Computer Science, Swiss Federal Institute of Technology (ETHZ), Zurich, Switzerland
48	NGUYEN Dong Giang	M	2003	University of Illinois at Urbana - Champaign	Electrical and Computer Engineering	PhD	Fall 2009	Newly returned to Vietnam, Ho Chi Minh City
49	NGUYEN Duc Dung	M	2003	Northeastern University	Electrical Engineering	PhD	Fall 2008	Deputy Chief Engineer, PetroVietnam Automation and Information Technology Company, Ho Chi Minh City
50	NGUYEN Duy Long	M	2004	University of California at Berkeley	Civil and Environmental Engineering	PhD	Fall 2007	Assistant Professor, Florida Gulf Coast University, Fort Myers, Florida, U.S.A.
51	NGUYEN Giao Hoa	M	2003	University of Utah	Computational Chemistry	PhD	Fall 2010	Country Manager, Higher Engineering Education Alliance Program (HEEAP), Ho Chi Minh City
52	NGUYEN Ha Hue Chi	F	2007	Emory University	Epidemiology	MPH	Summer 2009	Doctoral Student in Epidemiology at University of Texas Health Science Center, Houston, Texas, U.S.A.
53	NGUYEN Hai Anh	F	2005	University of Massachusetts at Amherst	Civil Engineering	PhD	Fall 2010	Process Development Engineer, Siemens Water Technologies, Sydney, Australia
54	NGUYEN Hoang Nam	M	2004	University of Illinois at Urbana - Champaign	Physics	PhD	Fall 2010	Specialist, Ho Chi Minh City Department of Science and Technology, Ho Chi Minh City
55	NGUYEN Huu Quang	M	2006	University of Illinois at Urbana - Champaign	Electrical and Computer Engineering	Master's	Summer 2009	Co-founder and Director, Nuvixa Vietnam Company, Ho Chi Minh City
56	NGUYEN Le Luc	M	2004	Rutgers University	Mathematics	PhD	Summer 2009	Lecturer, Princeton University, Princeton, New Jersey, U.S.A.
57	NGUYEN Linh Vu	M	2006	University of California at Davis	Environmental Engineering	PhD	Spring 2010	Consultant, Environmental Resources Management (ERM), Ho Chi Minh City
58	NGUYEN Manh Ha	M	2005	University of Colorado at Denver Health Sciences Center	Cell and Developmental Biology	PhD	Spring 2011	Vice Chair, Histology and Embryology Department, Hanoi Medical University, Hanoi
59	NGUYEN Manh Tuong	M	2003	State University of New York at Buffalo	Computer Science	Master's	Spring 2005	Vice President of Business Development, M-Service Joint Stock Company, Ho Chi Minh City
60	NGUYEN Quoc Minh	M	2004	Georgia Institute of Technology	Computer Science	PhD	Summer 2010	Research Manager, Web Technical, VNG Corporation, Ho Chi Minh City
61	NGUYEN Quoc Viet	M	2003	Ohio University	Mathematics/Statistics	Master's	Spring 2005	Vice General Director, Avalue Vietnam, Hanoi
62	NGUYEN Quy Ha	M	2007	Massachusetts Institute of Technology	Electrical Engineering	Master's	Fall 2009	Doctoral Student, Electrical Engineering, University of Illinois at Urbana-Champaign, Urbana-Champaign, Illinois, U.S.A.
63	NGUYEN Tan Minh Duc	M	2005	University of Texas at Houston	Epidemiology	PhD	Spring 2011	Newly returned to Vietnam, Ho Chi Minh City

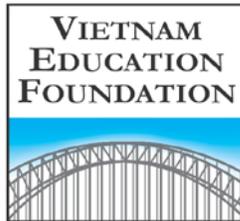
#	Name (LAST Middle First)	Gender	Cohort Year	U.S. University	Field of Study	Degree Received	Term of Degree Completion	Present Status
64	NGUYEN Thai Ha	M	2003	University of Illinois at Urbana - Champaign	Electrical and Computer Engineering	PhD	Fall 2007	CEO, Techburg Joint Stock Company, Hanoi
65	NGUYEN Thanh Binh	M	2005	Cornell University	Soil and Crop Sciences	PhD	Fall 2008	Postdoctoral Researcher, Pennsylvania State University, State College, Pennsylvania, U.S.A.
66	NGUYEN Thanh Hai	M	2005	Rutgers University	Computer Science	Master's	Summer 2007	Deputy Manager of Software Department, PetroVietnam Automation and Information Technology Company, Hanoi
67	NGUYEN Thanh Nam	M	2006	Purdue University	Electrical and Computer Engineering	Master's	Fall 2008	IT Engineer, Siemens Ltd. Vietnam, Ho Chi Minh City
68	NGUYEN Thanh Son	M	2003	State University of New York at New Paltz	Computer Science	Master's	Fall 2005	CEO, EQuest Academy, Hanoi
69	NGUYEN Thanh Son	M	2004	Massachusetts Institute of Technology	Physics	Master's	Fall 2009	Lecturer, Ho Chi Minh City University of Science, Vietnam National University, Ho Chi Minh City
70	NGUYEN Thanh Tuan	M	2004	University of North Carolina at Chapel Hill	Nutrition	PhD	Summer 2008	Technical Specialist and Senior Program Officer, Family Health International (FHI) Vietnam, Ha Noi
71	NGUYEN The Anh	M	2004	Tufts University	Biomedical Engineering	Master's	Summer 2007	CEO, Omega Mart, Hanoi
72	NGUYEN Thi Bich Lan	F	2004	University of Michigan at Ann Arbor	Industrial and Operations Engineering	Master's	Spring 2006	Industrial Engineer, Intel Products Vietnam, Ho Chi Minh City
73	NGUYEN Thi Hong Hanh	F	2004	University of Georgia	Zoology	Master's	Fall 2007	Freelancer, Hanoi
74	NGUYEN Thi Hong Van	F	2009	Georgia Institute of Technology	Electrical and Computer Engineering	Master's	Summer 2011	Doctoral Student in Electrical and Computer Engineering at Georgia Institute of Technology, Atlanta, Georgia, U.S.A.
75	NGUYEN Thi Luong Y	F	2005	University of North Carolina at Chapel Hill	Health Policy and Administration	MSPH	Summer 2007	Monitoring and Evaluation Officer, Elizabeth Glaser Pediatric AIDS Foundation, Washington, D.C., U.S.A.
76	NGUYEN Thi Minh Nguyet	F	2004	University of Virginia	Computer Science	Master's	Summer 2007	Freelance Quality Assurance Engineer, Rancho Cucamonga, California, U.S.A.
77	NGUYEN Thi Minh Thao	F	2004	University of Southern California	Geography	PhD	Spring 2011	Research Associate, Department of Geography, University of Leicester, Leicester, England
78	NGUYEN Thi Thu Thuy	F	2004	University of Texas at Austin	Civil Engineering	PhD	Fall 2010	Deputy Project Manager, VinaProjects Ltd., Hanoi
79	NGUYEN Thi Thu Thuy	F	2008	Clark University	Geographic Information Sciences for Development and Environment	Master's	Summer 2010	United Nations Volunteer Specialist in Statistics and IT, United Nations Development Program (UNDP) Vietnam, Hanoi
80	NGUYEN Thi Thu Trang	F	2004	Tufts University	Biomedical Engineering	Master's	Fall 2007	Vice Managing Director, Dry Dispersible Powder (DDP) Materials Company Ltd., Ho Chi Minh City
81	NGUYEN Thu Ha	F	2007	Emory University	Epidemiology	MPH	Fall 2009	Doctoral Student in Pharmaceutical and Biomedical Sciences at Georgia State University, Atlanta, Georgia, U.S.A.
82	NGUYEN Tien Thang	M	2005	Rutgers University	Electrical and Computer Engineering	PhD	Summer 2010	Freelancer, Hanoi
83	NGUYEN Tri Dung	M	2004	Massachusetts Institute of Technology	Operations Research	PhD	Summer 2009	Lecturer, University of Southampton, Southampton, England

#	Name (LAST Middle First)	Gender	Cohort Year	U.S. University	Field of Study	Degree Received	Term of Degree Completion	Present Status
84	NGUYEN Truong Giang	M	2004	Carnegie Mellon University	Information Systems Management	Master's	Spring 2006	Head, Inter-Agency Unit, United Nations Development Program (UNDP) Vietnam, Hanoi
85	NGUYEN Tuan Cuong	M	2008	University of California at Davis	Electrical and Computer Engineering	Master's	Spring 2011	Integrated Circuit (IC) Design Engineer, Vsilicon Joint Stock Company, Hanoi
86	NGUYEN Tuan Nam	M	2004	University of California at Los Angeles	Computer Science	PhD	Spring 2009	Lecturer, Department of Computer Science, Ho Chi Minh City University of Science, Vietnam National University, Ho Chi Minh City
87	NGUYEN Van Tien Dung	M	2005	Brown University	Physics	PhD	Spring 2011	Newly returned to Vietnam, Ho Chi Minh City
88	NGUYEN Viet Hung	M	2003	Arizona State University	Computer Science	PhD	Summer 2008	General Director - CEO, PetroVietnam Automation and Information Technology Company, Hanoi
89	PHAM Bao Yen	F	2004	University of North Carolina at Chapel Hill	Molecular Biology	PhD	Spring 2010	Researcher, Hanoi University of Science, Vietnam National University, Hanoi
90	PHAM Hong Phuong	M	2004	Stanford University	Chemical Engineering	Master's	Fall 2006	Technical Manager, Orient Biofuels Company, Ho Chi Minh City
91	PHAM Sy Minh Hoang	M	2005	University of California at Berkeley	Structural Engineering, Mechanics, and Materials	Master's	Summer 2007	Senior Structural Engineer, Thomas Leung Structural Engineering, Inc., Vancouver, Canada
92	PHAM Thi An Chau	F	2005	Duke University	Environmental Management	Master's	Summer 2007	Doctoral Student, Earth System Science, University of California at Irvine, Irvine, California, U.S.A.
93	PHAM Thi Hoang Van	F	2004	Johns Hopkins University	Public Health	PhD	Fall 2009	Founder and Vice Director, Institute of Social and Medical Studies, Hanoi
94	PHAM Thi Minh Tam	F	2004	University of Illinois at Urbana - Champaign	Computer Science	Master's	Summer 2006	Project Manager and Business Partner, HSBC Vietnam, Ho Chi Minh City
95	PHAM Tuan Le	M	2007	University of Texas at Austin	Civil Engineering	Master's	Summer 2009	Lecturer, Hanoi University of Civil Engineering, Hanoi
96	PHAN Thi Thu Ha	F	2004	University of Texas at Houston	Public Health	DPH	Summer 2009	Director, Institute of Social and Medical Studies, Hanoi
97	PHAN Thi Thu Huong	F	2006	University of Massachusetts at Amherst	Computer Science	Master's	Spring 2009	Doctoral Student, Computer Science, University of Massachusetts at Amherst, Amherst, Massachusetts, U.S.A.
98	PHAN Trieu Giang	M	2003	University of Hawaii at Manoa	Geography	PhD	Spring 2009	Lecturer, Nong Lam University, Ho Chi Minh City
99	PHUNG-NGOC Nguyen Hanh	F	2008	University of Texas at Austin	Environmental and Water Resources Engineering	Master's	Spring 2009	Freelancer, England
100	TRAN Anh Phong	M	2005	Brown University	Physics	PhD	Summer 2010	Postdoctoral Research Fellow, Department of Chemical and Bio-Molecular Engineering, University of Melbourne, Melbourne, Australia
101	TRAN Anh Tuan	M	2004	University of Illinois at Urbana - Champaign	Theoretical and Applied Mechanics	PhD	Fall 2010	Postdoctoral Scholar, University of Twente, Enschede, the Netherlands

#	Name (LAST Middle First)	Gender	Cohort Year	U.S. University	Field of Study	Degree Received	Term of Degree Completion	Present Status
102	TRAN Dai Nghia	M	2003	University of Hawaii at Manoa	Natural Resources and Environmental Management	PhD	Fall 2008	Vice Director, Information Center for Agriculture and Rural Development, Institute of Policy and Strategy for Agriculture and Rural Development, Vietnam Ministry of Agriculture and Rural Development, Hanoi
103	TRAN Hong Anh	F	2008	University of California at Berkeley	Public Health	MPH	Summer 2010	Present in the U.S. as a J-2 dependent. Her spouse is a VEF Fellow at Oklahoma State University, Stillwater City, Oklahoma
104	TRAN Le Hong Du	M	2006	University of Illinois at Urbana - Champaign	Computer Science	Master's	Summer 2009	Lecturer, Ho Chi Minh City University of Science, Vietnam National University, Ho Chi Minh City
105	TRAN Nguyen Thanh Huong	F	2005	University of Missouri at Columbia	Agronomy	Master's	Summer 2009	Present in the U.S. as a J-2 dependent. Her spouse is a VEF Fellow at Rensselaer Polytechnic Institute (RPI), Troy, New York
106	TRAN Thi Phuoc Thao	F	2008	Columbia University	Biotechnology	Master's	Fall 2009	Marketing and Public Relations Manager, Global Link Vietnam, Ho Chi Minh City
107	TRAN Van Xuan	M	2004	University of Michigan at Ann Arbor	Mechanical Engineering	PhD	Fall 2009	Research Engineer, French Electricity Company (EDF), Paris, France
108	TRINH Thi Hoa	F	2004	University of Michigan at Ann Arbor	Environmental Engineering	PhD	Fall 2009	Freelancer, Hanoi
109	TRINH Thi Kim Chi	F	2004	University of Illinois at Urbana - Champaign	Computer Science	Master's	Summer 2007	Quality Assurance Leader, Dell Company, Atlanta, Georgia, U.S.A.
110	TRINH Van Thang	M	2004	University of North Carolina at Chapel Hill	Health Behavior and Health Education	PhD	Fall 2007	Director, Market and Society Joint Stock Company, Hanoi
111	VO Thi Cam Van	F	2008	University of Pennsylvania	Organic Chemistry	Master's	Summer 2010	Doctoral Student, Chemistry, Swiss Federal Institute of Technology (ETHZ), Zurich, Switzerland
112	VU Chinh Thien	M	2004	University of Texas at Houston	Public Health	PhD	Fall 2009	Health Policy Specialist, United Nations Children's Fund (UNICEF) Vietnam, Hanoi
113	VU Hoang Ha	M	2004	Carnegie Mellon University	Information Systems Management	Master's	Fall 2005	Director, VNDirect Securities Corporation, Ho Chi Minh City
114	VU Thi Hong Hung	F	2007	Clemson University	Environmental Toxicology	Master's	Spring 2009	Vice Director, Integrated Electronics and Communications Joint Stock Company, Hanoi
115	VU Toan Thang	M	2004	University of Michigan at Ann Arbor	Electrical Engineering	Master's	Spring 2006	Senior Engineer, Life Technology, Inc., Carlsbad, California, U.S.A.
116	VU Viet Anh	M	2004	Columbia University	Electrical Engineering	Master's	Fall 2006	CEO, OC TECH Joint Stock Company, Hanoi
117	VUONG Quang Khai	M	2005	Columbia University	Computer Science	Master's	Spring 2007	Vice President of Web Business, VNG Corporation, Ho Chi Minh City
118	VUONG Van Thu	M	2004	Cornell University	Environmental Toxicology	PhD	Fall 2009	Lecturer, University of Toronto, Toronto, Canada

APPENDIX 12
ANNOUNCEMENT OF VEF FELLOWSHIP PROGRAM FOR COHORT 2012

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Announcement

VEF Fellowship Program for 2012

IMPORTANT NOTICE ABOUT THE GRE TEST REGISTRATION

- 1. Please register for the Graduate Record Exam (GRE) General Test as soon as possible.**
- 2. You can register for the GRE General Test at the Educational Testing Service (ETS) website: www.ets.org**
- 3. You can list the Vietnam Education Foundation code of 8559 on the GRE registration form as one of the institutions to receive your official GRE score report.**

The Vietnam Education Foundation (VEF) is pleased to announce the 2012 VEF Fellowship Program. The Fellowship application and selection process is open, competitive, and transparent. Applicants do not need to pay any fees to anyone in order to apply or be considered for a VEF Fellowship. Winners are chosen based on individual merit, including academic performance and preparation, intellectual capabilities, English proficiency, and the potential for contribution to scientific education and research.

VEF expects to award approximately 45 Fellowships to Vietnamese nationals to begin graduate studies in the United States in the fall of 2012. The recipients are referred to as the VEF Fellowship 2012 Cohort. Please note that **VEF only accepts online applications.**

1. Qualified Fields of Study

VEF seeks highly qualified applicants interested in **pursuing a Ph.D. or master's degree at leading universities in the United States in the major disciplines of sciences** (natural, physical, and environmental), **mathematics, medicine** (such as public health, epidemiology, and immunology), **engineering, and technology** (including information technology). Fields include the basic sciences, such as, biology, chemistry, and physics, as well as

agricultural science and computer science. Priority will be given to applicants, whose field of study focuses on climate change (environmental sciences) or on nuclear energy, provided that all other qualifications are equal.

2. Eligibility of VEF Employees and VEF Contracted Agency Employees

PLEASE NOTE the following VEF policy regarding *eligibility of VEF employees and VEF contracted agency employees in Vietnam and in the United States*.

- Employees of VEF, including contractor employees, and their immediate families, are ineligible for VEF Fellowships, Visiting Scholar Grants, and U.S. Faculty Scholar Grants for a period ending one year following termination of such employment.
- If a former employee or contractor employee of VEF is otherwise eligible and chooses to apply for a VEF Fellowship, Visiting Scholar Grant, or U.S. Faculty Scholar Grant after the one year period, the VEF Board of Directors must approve the submission of such an application.
- Employees of private and public agencies (excluding educational institutions) under contract to VEF to perform administrative or screening services on behalf of the VEF Fellowship, Visiting Scholar, and/or U.S. Faculty Scholar Programs are ineligible for VEF Fellowships, Visiting Scholar Grants, and U.S. Faculty Scholar Grants for a period ending one year following the termination of their services for VEF.

3. Application and Selection Process of VEF Fellows

VEF Fellowship applicants **may apply by using one of two options, Process A or Process B**. The former is for applicants, who have not yet been admitted to a U.S. university graduate program, while the latter is for applicants, who have already received admission to a U.S. university graduate program. Both Processes A and B are described below.

4. Pre-Departure Orientation (PDO)

VEF will organize a 5-day PDO on June 8-12, 2012, before the Fellows depart for the United States, to inform Fellows about important issues regarding their Fellowship, including academic matters, cultural differences, financial arrangements, and legal issues related to their immigration status. Included in the PDO is an outdoor Team Building event, which usually involves one day of camping. During the PDO, official Fellowship documents and immigration documents will be given to the Fellows. It is **mandatory that all VEF Fellows participate** in the PDO. VEF Fellows will need to plan ahead and assure that they are able to attend the PDO as a requirement in order to receive a VEF Fellowship.

PROCESS A AND PROCESS B ARE DESCRIBED BELOW.

PROCESS A

APPLICATION PERIOD- Process A

Applications will be available ONLY online ([online applications](#))

**ONLY from 8:00 a.m., February 10, 2011,
to 8:00 a.m., April 10, 2011 (Vietnam time zone).**

I. Eligibility

In order to apply, an applicant must meet the all of the following minimum requirements:

- A. **VIETNAMESE by citizenship** and not a permanent resident of Vietnam or a permanent resident or citizen of any other country.
- B. **College graduate** with at least a Bachelor's degree in a field of science or technology fields acceptable to VEF (See Item #1 above, *Qualified Fields of Study*) or college juniors (3rd or 4th year) or seniors (final year students), who will graduate with such a degree by July 2012.
- C. **GPA. Overall Grade Point Average (GPA)** from a college/university with **at least 7.0/10.0**. Applicants ONLY with an undergraduate degree must have at least a GPA of 7.0/10.0. Applicants with an undergraduate GPA from 6.5/10.0 to 7.0/10.0 are eligible to apply **ONLY** if they have a master's degree with a GPA of at least 7.0/10.0 in the same field as the intended field of study. Grades on other scales must be converted into a 10-point scale according to VEF guidelines. A grade conversion scale is available at the VEF website (http://www.vef.gov/download/conversion_table.htm)
- D. **English Language Proficiency**. The applicant must demonstrate sufficient proficiency in the English language. Any one of the following means is acceptable to demonstrate proficiency.
 1. **TOEFL**. A Test of English as a Foreign Language (TOEFL) score no older than one year from the date of the opening of the online application, specifically nothing earlier than February 10, 2010, of **at least 500 on the Paper-Based Test (PBT)** (either the International or Institutional exam is acceptable), which is equivalent to 173 on the Computer-Based Test (CBT) and 61 on the Internet-Based Test (iBT).

Applicants are encouraged to take the International TOEFL instead of the Institutional TOEFL in order to have a valid score in hand when applying to U.S. universities, which do not accept an Institutional TOEFL score. Also, please be aware that most U.S. university graduate schools require an International TOEFL score of 550 or higher. Hence, candidates are encouraged to retake the TOEFL exam even after passing the VEF interview in order to increase their chances of getting university admission, particularly to competitive universities.

The official ETS website (www.ets.org/toefl) provides information about the TOEFL test including format, scores, registration, practice materials, and locations of testing centers in Vietnam and test dates. Please contact IIG Vietnam at (84-4) 3773 2411 or visit their website: www.toefl.com.vn for more information about the test.

2. **IELTS.** An acceptable alternative to the TOEFL exam is the International English Language Testing System (IELTS) exam. A **minimum score of 6.5** on an IELTS exam no older than one year from the date of the opening of the online application, specifically nothing earlier than February 10, 2010, is necessary to apply for a VEF Fellowship. For more information, please visit the IELTS website: <http://www.ielts.org/>.
 3. **Degree from an English-speaking country.** An acceptable alternative to the TOEFL or IELTS test is a degree from an English-speaking country. The applicant would need to demonstrate that s/he is studying for a Bachelor's or master's degree in, or has a recent university Bachelor's or Master's degree (not more than two years old at the time of applying for the VEF Fellowship) from, a university that conducts all courses in English in any of the following English-speaking countries: Australia, Canada, New Zealand, the United Kingdom (England, Ireland, Scotland or Wales), or the United States. The evidence of degree completion from such a university is sufficient evidence of English language proficiency for VEF. Please be aware that U.S. universities may still require an official International TOEFL or IELTS score to apply to graduate schools.
- E. **GRE (Graduate Record Examination).** To be guaranteed an interview if a candidate becomes a finalist for the VEF Fellowship, the applicant must achieve a **combined score (quantitative plus verbal) of at least 1000** on the GRE General Test (either Paper-Based Test or Computer-Based Test) no older than five years from August 1, 2012, because the GRE is only valid for 5 years. Specifically, the GRE test scores that you submit can be no older than August 1, 2007. VEF only accepts the official GRE score report. All applicants must provide the results of the GRE General Test. The following provides specific details about the GRE tests.
1. **Reimbursement for GRE Test fee.** VEF will reimburse the GRE General Test fee to all VEF Fellowship award recipients, who achieve a combined score (quantitative plus verbal) of at least 1150. The award will be given at the PDO in June 2012. Submission of GRE test fee receipts are required in order to get the reimbursement.
 2. From now until April 10, 2011, three paper-based GRE General Tests will be held in Vietnam as follows:

Test Dates (mm/dd/yyyy)	Regular Registration Deadline (mm/dd/yyyy)	Late Registration Deadline (<i>Online registration only</i>) (mm/dd/yyyy)	Scores by Phone Date (mm/dd/yyyy)	Approximate Score Report Mailing Date and View Scores Online (mm/dd/yyyy)
10/23/2010	09/10/2010	09/17/2010	11/22/2010	12/03/2010
11/20/2010	10/08/2010	10/15/2010	12/20/2010	12/31/2010
02/12/2011	12/31/2010	01/07/2011	03/14/2011	03/25/2011

3. The official ETS website (www.ets.org/gre) provides information about the GRE test, including format, scores, registration, practice materials, and locations of testing centers and test dates in Vietnam. Please also visit the website of the Institute of International Education (IIE) in Vietnam (www.iievn.org) for more detailed information on the GRE paper-based Tests.

II. Online Applications

To prepare for the VEF Fellowship online applications, applicants must have the following information and documents ready:

- A. **UNDERGRADUATE DEGREE CERTIFICATE AND TRANSCRIPTS & GRADUATE DEGREE CERTIFICATE AND TRANSCRIPTS (the latter only if applicable)**. Applicants are required to submit evidence of completion of an undergraduate degree (for college graduates) and graduate degree (if applicable), such as a diploma, or certification from the current university (for juniors and seniors) as well as transcripts from undergraduate studies and from graduate studies, if applicable. These documents must be translated into English with an official notarization or with an official school stamp (see under item **I. Eligibility** above).
- B. **EVIDENCE OF ENGLISH LANGUAGE PROFICIENCY**. (see under item **I. Eligibility** above)
- C. **GRE SCORE**. (see under item **I. Eligibility** above)
- D. **STATEMENT OF PURPOSE**. Each applicant must prepare a Statement of Purpose, which is a narrative essay that includes information about the applicant's educational background, practical experience, special interests, and career goals. The essay should provide a description of the study/research objectives and give three significant reasons for wanting to pursue a graduate degree program in the United States on a VEF Fellowship. Objectives must be stated clearly with explanations about how a VEF Fellowship would help the applicant achieve his/her stated objectives. In addition, the applicant must also describe how he/she would help fulfill the mission of VEF as a Fellowship recipient. The Statement of Purpose should also include a description of what special role the applicant sees that he/she would play as a VEF Fellow and a description of the applicant's intended future plans upon returning to Vietnam at the completion of the program of study.

The essay must be well-organized and composed in excellent English and must not be more than two A4 pages single-spaced, using the Times New Roman font of size 12. The quality and content of this essay are extremely important factors in determining the applicant's candidacy for a VEF Fellowship. Below are some suggestions of information to include:

Work and Research Experience

- Narrative of work and research experience.
- Description of a scientific challenge that the applicant faced and how s/he managed and solved that challenge, including the lessons learned. This can be a success or a failure, but it must be memorable.

Future Plans

- Desired fields of study (several specific subjects and general research interests) ranked according to priority.
- Objectives and impact of one's proposed research or project(s).
- Contribution of the proposed research or project(s) to the development of science and technology in Vietnam.

- E. **THREE LETTERS OF RECOMMENDATION/REFERENCE.** Three letters of recommendation, also known as letters of reference, must be submitted from the applicant's professors, under whom the applicant has studied or pursued research, or from supervisors, who have supervised the applicant's work related to his/her proposed field of study. Recommendation letters must be from individuals who have supervised the applicant's academic or professional work for at least two years and who know the applicant's academic and professional performance very well. The letters need to be written in English, on official letterhead with the signature of the recommender. These letters should be distinctly different. Importantly, each writer should demonstrate in his/her letter a very good understanding of the applicant by giving specific examples of interactions and situations observed by the writer that exemplify the outstanding qualities of the applicant.
- F. **U.S. UNIVERSITIES.** The applicant must indicate **five (5) U.S. universities** and the relevant departments in which s/he wishes to study, including the major within that department, while providing the reasons why each university is a preferred choice. In addition, the applicant must supply the names and titles of **two (2) research advisors/professors with whom s/he wishes to study at each university**, including the reason why the particular advisors/professors were selected. To meet this requirement, VEF advises applicants to **research U.S. universities, the relevant departments and majors, and potential research advisors/professors** well in advance of the application period. As one source of information, the VEF Alliance schools, listed at the VEF website, are top-level U.S. universities that accept VEF financial terms and conditions. In addition, the applicant should utilize the EducationUSA advising centers (located in the U.S. Embassy in Hanoi and in the U.S. Consulate General in Ho Chi Minh City) and their resources to find the universities that best fit his/her academic needs and areas of study.

VERY IMPORTANT: *Please check carefully the eligibility requirements and fulfill all the requirements listed above by completing the online application form and submitting all required documents before the application deadline. All information must be submitted by the VEF application deadline. Any missing information or documents will result in an automatic rejection of the application. VEF cannot accept incomplete applications and cannot extend the deadline.*

III. Selection Process

To obtain a VEF Fellowship award, an applicant must **succeed in all three rounds** of the selection process, as described below:

ROUND ONE – Qualification Screening

During the application period as indicated above, applicants submit [online applications](#). After a screening process by VEF to assure eligibility, a technical review is conducted by the U.S. National Academies to determine the

significance of the applicant's achievements and to determine the applicant's potential to make a contribution to the sciences as shown by his/her past academic performance, academic preparation, test results, prior research and work experience, honors and recognition, and statement of purpose. Qualified applicants, recommended by the National Academies, will be invited to round two of the application process.

ROUND TWO – Oral Exam/Interview

In August 2011, U.S. scientists and professors, organized by the U.S. National Academies, will carry out Oral Exams/Interviews. The Oral Exam/Interview is conducted in English and lasts up to 45 minutes. The U.S. scientists and professors will recommend to VEF the candidates, judged to be qualified for a VEF Fellowship, and will confirm the universities they deem appropriate for the candidates. At this point, the recommended candidates are classified as VEF *nominees*. Only VEF nominees are invited to round three of the application process.

ROUND THREE – Admission to a U.S. University

In the Fall 2011, VEF helps the nominees to apply to five (5) leading U.S. universities recommended by the U.S. scientists and professors, as described above, which include universities chosen by the nominees and which are approved by the National Academies and VEF. These universities must belong to the VEF Alliance (see the list at the VEF website) or must be a leading U.S. graduate program, which must acknowledge acceptance of the VEF financial terms. Financial support terms are available under “VEF Fellowship Program/Resources for Applicants” at the VEF website (http://home.vef.gov/download/Basic_Terms_of_VEF_fellowship_grant.pdf). VEF supports applications to the five approved universities by paying for the following: (1) Fees for GRE and TOEFL score reports; (2) GRE Subject Tests, if required by any of the five approved universities; and (3) application fees for non-Alliance universities among these five approved universities.

To help candidates and if they agree, contact and application information for all nominees as well as for interviewees, who were recommended for graduate school but were not recommended as Fellowship nominees, is sent to all VEF Alliance universities so that the universities may solicit these individuals to apply. The universities may offer their own full funding, if they wish.

Nominees must inform VEF as soon as they get accepted by a U.S. university. **By March 26, 2012, all nominees must submit to VEF their university admission letters** as well as a letter from each university that acknowledges the acceptance of the VEF financial support terms and a VEF form completed by the university that delineates finances over the duration of the degree program, whether the university is a member of the VEF Alliance or not. Nominees will indicate their priorities by listing which universities they wish to attend in priority order as #1, # 2, etc. With input from the U.S. National Academies, VEF will then decide the best university for the nominee to attend. At this point, the qualified nominees are eligible for VEF Fellowship awards.

FELLOWSHIP AWARDS

The final decisions about the VEF Fellowship awards will be made by the VEF Board of Directors in April 2012. Upon approval by the VEF Board of Directors, the nominees are designated as VEF Fellows.

PROCESS B**APPLICATION PERIOD- Process B**

Applications will be available ONLY online ([online applications](#))

ONLY from **8:00 a.m., February 10, 2012,**
to **8:00 a.m., March 10, 2012** (Vietnam time zone).

I. Eligibility

In order to apply, an applicant must meet the following minimum requirements:

- A. **VIETNAMESE by citizenship** and not a permanent resident of Vietnam or a permanent resident or citizen of any other country.
- B. **College graduate** with at least a Bachelor's degree in a field of science or technology fields acceptable to VEF (See Item #1 above, *Qualified Fields of Study*) or college juniors (3rd or 4th year) or seniors (final year students), who will graduate with such a degree by July 2012.
- C. **GPA. Overall Grade Point Average (GPA)** from a college/university with **at least 7.0/10.0**. Applicants ONLY with an undergraduate degree must have at least a GPA of 7.0/10.0. Applicants with an undergraduate GPA from 6.5/10.0 to 7.0/10.0 are eligible to apply **ONLY** if they have a master's degree with a GPA of at least 7.0/10.0 in the same field as the intended field of study. Grades on other scales must be converted into a 10-point scale according to VEF guidelines. A grade conversion scale is available at the VEF website (http://www.vef.gov/download/conversion_table.htm)
- D. **Gained official graduate admission** to a VEF Alliance school or to a leading U.S. graduate school, which accepts VEF's financial support terms, in a field acceptable to VEF (See Item #1, *Qualified Fields of Study*, above). Full and unconditional admission is required.

II. Online Applications

To prepare for the [online applications](#), applicants **must** have the following documents ready:

- A. **TRANSCRIPTS**. Applicants are required to prepare transcripts from undergraduate studies and from graduate studies, if applicable, translated into English with an official notarization or with an official school stamp (see item I. **Eligibility** above).
- B. **STATEMENT OF PURPOSE**. Each applicant must prepare a Statement of Purpose, which is a narrative essay that includes information about the applicant's educational background, practical experience, special interests, and career goals. The essay should provide a description of the

study/research objectives and give three significant reasons for wanting to pursue a graduate degree program in the United States on a VEF Fellowship. Objectives must be stated clearly with explanations about how a VEF Fellowship would help the applicant achieve his/her stated objectives. In addition, the applicant must also describe how he/she would help fulfill the mission of VEF as a Fellowship recipient. The Statement of Purpose should also include a description of what special role the applicant sees that he/she would play as a VEF Fellow and a description of the applicant's intended future plans upon returning to Vietnam at the completion of the program of study.

The essay must be well-organized and composed in excellent English and must not be more than two A4 pages single-spaced, using the Times New Roman font of size 12. The quality and content of this essay are extremely important factors in determining the applicant's candidacy for a VEF Fellowship. Below are some suggestions of information to include:

Work and Research Experience

- Narrative of work and research experience.
- Description of a scientific challenge that the applicant faced and how s/he managed and solved that challenge, including the lessons learned. This can be a success or a failure, but it must be memorable.

Future Plans

- Desired fields of study (several specific subjects and general research interests) ranked according to priority.
- Objectives and impact of one's proposed research or project(s).
- Contribution of the proposed research or project(s) to the development of science and technology in Vietnam.

C. **ADMISSION LETTER**. Official letter of admission from a U.S. university, confirming full admission without any conditions, name of degree, level of study (Master's or Ph.D.), department, and major within that department.

D. **ACCEPTANCE OF VEF FINANCIAL TERMS**. The admitting university must acknowledge in writing on university letterhead acceptance of the VEF financial terms and must complete a VEF form that delineates finances over the duration of the degree program. Financial support terms are available under "VEF Fellowship Program/Resources for Applicants" at the VEF website: (http://home.vef.gov/download/Basic_Terms_of_VEF_fellowship_grant.pdf).

VERY IMPORTANT: *Please check carefully the eligibility requirements and fulfill all the requirements listed above by completing the online application form and submitting all required documents before the application deadline. All information must be submitted by the VEF application deadline. Any missing information or documents will result in an automatic rejection of the application. VEF cannot accept incomplete applications and cannot extend the deadline.*

III. Selection Process

To obtain a VEF Fellowship award, a Process B applicant must **succeed in both rounds** of the selection process described below:

ROUND ONE - Qualification Screening

From February 10 to March 10, 2012, the VEF online application will be available. VEF will review applications from Process B applicants, who have been admitted for the Fall 2012 term to at least one leading graduate program in the United States in a field of study supported by VEF. Furthermore, whether the school is a member of the VEF Alliance or not, the school must acknowledge in writing the acceptance of the [VEF financial support terms](#) and must complete the VEF form that delineates finances over the duration of the degree program.

After a screening process by VEF to assure eligibility, a technical review is conducted by the U.S. National Academies to determine the significance of the applicant's achievements and to determine the applicant's potential to make a contribution to the sciences as shown by his/her past academic performance, test results, prior research and work experience, honors and recognition, and statement of purpose. Qualified applicants, recommended by the U.S. National Academies, will be invited to round two, which is the last and final round.

ROUND TWO - Interview

In late March 2012, applicants receiving a recommendation from the U.S. National Academies will be invited to a phone interview. Depending on the number of VEF Fellowships available for Process B candidates, the most highly qualified applicants will be recommended to the VEF Board of Directors for approval.

FELLOWSHIP AWARDS

The final decision on VEF Fellowship awards will be made by the VEF Board of Directors in April 2012. At this point, the recommended candidates will become VEF Fellows.

* * * * *

Note: The above information is provided as a guideline and is the intended VEF time-line of activities for the selection process for 2012. VEF reserves the right to make changes as circumstances require. Any changes will be posted ONLY on VEF's official website at www.vef.gov and, therefore, VEF advises applicants to check the VEF website regularly.

After obtaining the VEF Fellowship, all Fellows must strictly observe VEF rules and requirements or they may lose the Fellowship.

* * * * *

If you have any questions regarding the VEF 2012 Fellowship application and selection process, please e-mail vef2012@vef.gov, or phone VEF at (84-4) 3936 3670 in Hanoi, Vietnam.

For more information on VEF and the VEF Fellowship Program,
please visit the VEF website: www.vef.gov

APPENDIX 13***U.S. REVIEW PANELS FOR VEF ORAL EXAM/INTERVIEW MISSION - AUGUST 2011***

The following 12 U.S. scientists and professors, listed alphabetically by last (family) name, were organized by the U.S. National Academies at the request of VEF to serve on interview panels conducted in Vietnam in August 2011 to select the best candidates among the finalists for the VEF Fellowship 2012 cohort.

Dr. Lex Akers, P.E.

Associate Dean
College of Engineering
University of Missouri at Columbia

Dr. Cynthia L. Chappell

Professor, Center for Infectious Diseases
School of Public Health
University of Texas at Houston

Dr. John Doebley

Professor
Department of Genetics
University of Wisconsin at Madison
Member, National Academy of Sciences

Dr. Charles T. Driscoll

University Professor of Environmental Systems
Engineering
Syracuse University
Member, National Academy of Engineering

Dr. James D. Foley

Professor of Computer Science
Professor of Electrical and Computer
Engineering
Steven Fleming Chair in Telecommunications
Georgia Institute of Technology
Member, National Academy of Engineering

Dr. Susan L. Graham

Pehong Chen Distinguished Professor of
Electrical Engineering and Computer Science
Emerita
University of California at Berkeley
Member, National Academy of Engineering

Dr. Peter F. Green

Vincent T. and Gloria M. Gorguze Professor of
Engineering and Chair of the Materials Science
and Engineering Department
University of Michigan at Ann Arbor

Dr. Jack Randolph Jokipii

Regents' Professor
Department of Planetary Sciences
University of Arizona
Member, National Academy of Sciences

Dr. Stephen Mayo

Chair, Division of Biology and Bren Professor
of Biology and Chemistry
California Institute of Technology
Member, National Academy of Sciences

Dr. Padmini Srinivasan

Professor and Director of Graduate Studies
Computer Science Department
University of Iowa

Dr. Peter John Stang

Distinguished Professor of Chemistry
University of Utah
Member, National Academy of Sciences

Dr. Ward O. Winer

Eugene C. Gwaltney, Jr. School Chair,
Emeritus
Georgia Institute of Technology
Member, National Academy of Engineering

APPENDIX 14
LETTER TO GRADUATE SCHOOLS SUMMARIZING FELLOWSHIP SUPPORT



Lynne A. McNamara, Ph.D.
Executive Director

Board of Directors

Stephen F. Maxner, Ph.D.
Chairman
Director, Vietnam Center
Texas Tech University

2111 Wilson Boulevard, Suite 700, Arlington, VA 22201 • www.vef.gov • Phone 703-351-5053 • Fax 703-351-1423

Earl Blumenauer
U.S. Congressman

September xx, 2010

Hillary Rodham Clinton
U.S. Secretary of State

To: Dean of Graduate Admissions
RE: VEF Fellowship Support for the following Graduate School Applicant:
Name: [First Middle LAST]
Date of Birth: [Month, day, year]

Elizabeth Dugan
Chair, VEF Finance
Committee

Dear Sir/Madam:

Arne Duncan
U.S. Secretary of Education

We are writing to inform you that [Mr/Ms]. [First Middle LAST] is a nominee for a 2011 Fellowship from the Vietnam Education Foundation. We will offer [Mr/Ms]. [Last] a Fellowship award if [he/she] is admitted into your graduate program. The admission must not carry entry conditions, such as, a minimum TOEFL score or passing a certain level on an English language test, prior to beginning graduate courses since nominees must be fully admitted to the intended graduate program in order to receive the VEF Fellowship.

David Duong
CEO, California Waste
Solutions

The Vietnam Education Foundation (VEF) is an independent U.S. Federal Government agency, which was created to build the relationship between the United States and Vietnam through educational exchange. Through the VEF Fellowship program, VEF sends the best Vietnamese scholars to top U.S. graduate schools and, thus, assists in training a new generation of scientists and engineers for Vietnam.

Christopher J. Fussner
Owner, Founder
Trans Technology Pte Ltd.

We select our Fellowship recipients through a highly competitive process that includes U.S. standardized tests and an oral exam and interview conducted in Vietnam by American professors, selected by the U.S. National Academies. Our Fellowship nominees are truly the most academically qualified students from Vietnam and are selected after a careful and rigorous process, which includes a thorough assessment of their academic performance and preparation that confirms their ability to do graduate study in the United States.

Timothy F. Geithner
U.S. Secretary of Treasury

Marjorie Margolies
President
Women's Campaign
International

VEF expects to finalize all Fellowship awards in early April 2011. Thus, we ask your consideration for an admission decision on this nominee as soon as possible. We have set a

Joseph R. Pitts
U.S. Congressman

David Vitter
U.S. Senator

deadline of close of business (COB) April 1, 2011, for all of our nominees to inform VEF with official notification of their admission status. We also ask that you clarify the financial parameters in your admission letter, including your acceptance of the financial terms of the VEF Fellowship described below and the dollar value of the support from the University given for each year of study, which should state any cost-sharing support for years 1 and 2, and the University's full support for doctoral students for years 3-5 and beyond, as necessary for one to complete the degree. Only admission decisions that commit to the VEF financial terms will be considered by VEF for final placement decisions.

The VEF Fellowship Program expects that a doctoral degree will take up to 5 years to complete and a master's degree will take up to 2 years to complete. If [Mr/Ms]. [Last] is admitted to your graduate program, the terms of the financial parameters of the VEF Fellowship program are as follows:

1. Fellowship Grant to the University. During the Fellow's first two years at your University (Years 1 and 2), VEF will provide an annual Fellowship grant of U.S.\$27,000 to the University. This grant amount is in lieu of the following: all required deposits; school orientation fees; required tuition and fees for the academic year and summer session; medical and health insurance required of an international student for the academic year and summer session; required books and educational equipment; and stipends for 12 calendar months that would be at least the minimum amount that is provided to other graduate students in that department.

If there is a financial shortfall, your University is expected to provide additional funds to supplement our annual grant of \$27,000 for the first two years because the Fellow has no other financial resources. The University is expected to make all financial arrangements for distribution and application of monies. The first stipend payment must be made within the first month of arrival of our Fellow on campus and every month thereafter. Ideally, the University should make arrangements to make a partial payment of the stipend upon the arrival of our Fellow on campus as the Fellow has no other source of funds. Regardless of any unforeseen delays on the part of the University or VEF in processing the grant, the first and all subsequent stipend payments to the Fellow must be made in a timely fashion and in accordance with what is stated herein.

From the third year and beyond, the University must provide full financial support for the Fellow to cover all costs including required tuition, health insurance, and fees, as well as living expenses, all of which are typically provided through a graduate assistantship.

2. Professional Development Grant to the Fellow. Each Fellow, who is enrolled full-time and making satisfactory academic progress and not involved in Academic Training (off-campus employment benefit of the J visa status), will receive \$1,000 per year as a Professional Development Grant (PDG). A master's degree student will receive up to two years of PDG and a doctoral student will receive up to 5 years of PDG. Please see Appendix A for more details on the PDG.

3. Payment of Funds to the University. The University grant (\$27,000 for each Fellow for the first two years) and the PDG of \$1,000 will be electronically transferred to the University at the beginning of the Academic Year. The University will arrange for disbursement of funds to the Fellow as well as withholding and reporting of applicable state and federal taxes.

4. Other Financial Support. VEF will also pay for the following:

- a. All costs related to pre-academic English language training, if required by the University. Such English as a Second Language (ESL) courses must be conducted at the University during the summer prior to the first fall semester start date. However, a specific performance level in the ESL training cannot be a condition of admission. VEF does not fund ESL at any other time.
- b. All costs related to the Pre-Departure Orientation training conducted in Vietnam by VEF, the visa application (if any), and a physical exam and required inoculations provided in Vietnam prior to departure to the United States.
- c. Costs of economy-class airfare from Vietnam to the primary airport nearest the University and return economy-class airfare to Vietnam at the completion of the Fellow's academic program.
- d. A modest settling-in allowance given directly to the Fellow during the VEF Pre-Departure Orientation in Vietnam to help cover personal incidental expenses in the United States.

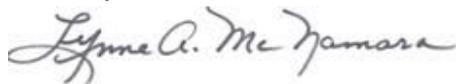
5. Annual VEF Fellows and Visiting Scholars Conference. To facilitate interaction among our Fellows and Visiting Scholars and between our Fellows and the U.S. and Vietnamese scientific community, VEF organizes an Annual Conference in the United States from January 3-5 at a U.S. university that hosts the Conference. During the Fellowship period, VEF will pay for the costs for the Fellow to attend the Conference, including round-trip economy-class airfare, lodging, and a fixed allowance toward expenses. Please facilitate schedules so that our Fellow is able to attend our VEF Annual Conference.

6. U.S. Government-Sponsored Visa. As a Federal Government agency, VEF serves as the visa sponsor throughout the Fellow's academic program in the United States. VEF works closely with the American Embassy in Hanoi to ensure that the Fellow will be able to enter the United States, prior to the start of the academic year. The Fellow is given a J-1 visa, with a two-year home-residency requirement after completion of the Fellow's academic program in the United States.

As we search for the best Vietnamese scholars and prepare them for graduate training in the United States, we look to top U.S. academic institutions to join us in supporting them. We respectfully ask for your favorable consideration of [Mr/Ms]. [First Middle Last]. By sharing in our mission, you will not only have the finest alumni in Vietnam, but you will also help build lasting scientific and educational bridges between the United States and Vietnam.

Please contact me or Ms. Sandarshi Gunawardena (email: sandarshigunawardena@vef.gov), VEF Senior Program Officer, at 703-351-5053 if you have questions.

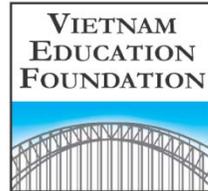
Sincerely,



Lynne McNamara, Ph.D.

Executive Director

APPENDIX 15
TERMS AND CONDITIONS OF THE FELLOWSHIP GRANT



Terms and Conditions

Vietnam Education Foundation
Fellowship Grant

Cohort 2011

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Terms and Conditions Fellowship Grant

Name of Recipient (FAMILY Middle Given):

VEF ID Number:

Cohort Year: **2011**

Date of Birth (mm/dd/yyyy):

Vietnam Home Address:

June [date], 2011

Congratulations! You have been awarded a Fellowship by the Vietnam Education Foundation (VEF), a U.S. Federal Government agency, to pursue graduate study in the United States. As per the terms of offer of the U.S. university admission that has been approved by VEF, your Fellowship is for a full-time program in the field of study and level of study as described below. As a recipient of the Fellowship, you are expected to meet and maintain the academic requirements of your University, to abide by the terms and conditions as described herein, and to comply with all U.S. J-1 visa regulations.

This document supersedes all previous written documents and serves as the prevailing Fellowship agreement between you and VEF. It is important that you fully understand all of the information herein and confirm your acceptance of the Fellowship award, also referred to as a Fellowship grant, by initialing respective sections where requested and signing your name on the last page.

This *Terms and Conditions* of the VEF Fellowship Grant must be signed by you before VEF can issue a DS-2019 Form for your J-1 visa application. Please sign and return the original of this document to VEF during the Pre-Departure Orientation (PDO) held in Vietnam in June. You should also keep a copy for your visa interview and for your personal records.

A. GRANT PERIOD

Grant Start Date: **Month Day, Year**

Grant End Date: **Month Day, Year**

For a master's degree program, the grant period is two years; for a doctoral degree program, the grant period is five years. At the end of each academic year, VEF will review your academic progress and determine whether to continue your grant for the upcoming academic year. After consultation with your academic advisor, if VEF determines that you have not met the conditions of the Grant Continuance clause below, you will be notified and your grant may be terminated. **If you complete your authorized degree program before the above Grant End Date, your degree completion date will replace the above Grant End Date.**

Sign here to acknowledge your agreement with Section A. _____

B. ACADEMIC PROGRAM

University:

School/College:

Department/Program:

Level of Study (master's/doctorate):

Major Field of Study:

J-1 immigration regulations require that you only attend the school that you have been authorized to attend and that you only pursue the degree program (major field of study and level of study) in which you have been authorized to study. Hence, please note that no changes can be made to the above academic program of study without prior approval from VEF. This includes any changes to the following: major field of study, department, degree program (level of study), and university. Thus, if changes to your program of study are required for legitimate reasons, any transfer to another degree program or field of study, to a different department, or to a different university must be approved in advance by VEF. You must obtain written approval from VEF prior to initiating any changes at your academic institution. VEF will consider authorizing such changes only if they are in keeping with the original objective of your VEF Fellowship.

If you are provided a VEF Fellowship grant for a master's degree program and you are admitted to continue on to a doctoral program, VEF will consider extending its visa sponsorship for your doctoral program, provided that you are fully funded by your University for your doctoral degree program. In this case, you are still considered a VEF Fellow and must abide by all the rules and regulations herein. However, under these circumstances, the financial support from VEF is limited to your attending the annual conference and to VEF providing your return economy air ticket to Vietnam upon completion of your program. Regarding the conference, you would receive the same support that other VEF Fellows receive to attend the VEF Annual Fellows and Scholars Conference in the United States for the duration of your degree program.

Sign here to acknowledge your agreement with Section B. _____

C. ACADEMIC STATUS AND MAINTAINING ACADEMIC PROGRESS

As an international graduate student in J-1 status in the United States, you are required by law to enroll for a full course load of graduate level classes for each academic term at the institution you have been authorized to attend. You are responsible to consult with your Department as well as the University's International Office or Registrar's Office to ascertain what constitutes full-time enrollment for international students at your University and to comply with this requirement each term. Please note that not enrolling continuously for a full course load has serious negative implications on your immigration status and on your ability to continue in your program of study or remain in the United States. While you are not required for immigration purposes to enroll in classes during your school's vacation period (typically the summer term), your University or Department may require enrollment during vacation periods or you may choose to enroll part-time or full-time during vacation periods.

J-1 immigration regulations allow for a reduction in your course load (less than full-time) only under very special circumstances. Therefore, part-time enrollment can only be authorized by VEF if it meets the immigration regulations and must be approved by VEF in writing before you can enroll in less than a full course of study.

In addition to enrolling for a full course load, immigration regulations also require that you make satisfactory progress in your authorized program of study by maintaining at least a B grade-point average (GPA) in all of your classes. If you have any academic difficulty, you must seek assistance immediately from your academic advisor and determine how to overcome your deficiencies, and you must also communicate right away with VEF about these difficulties.

VEF monitors academic progress by requiring all Fellows to submit periodic academic progress and performance reports from you and your institution concerning your academic program. It is your responsibility to provide accurate information within the timeframe indicated by VEF in each request. You must respond to such requests. **Each academic term (fall and winter/spring), the following documents must be submitted to VEF via the VEF Online Management System (OMS):**

1. Enrollment verification form/letter at the beginning of each school term (at the end of the term's drop period) that contains an annotation that you are full time.
2. Official grade transcript providing the term GPA and the overall GPA at the end of each school term (as soon as it becomes available).
3. Progress review comments from your academic/research advisor at the end of each school term.

Sign here to acknowledge your agreement with Section C. _____

D. PROGRAM COMPLETION

The period of time allocated in your grant period and on your DS-2019 form is the time typically required for the completion of a master's or Ph.D. degree program. However, if you complete your program of study earlier, the end of both your grant period and your DS-2019 is the program completion date. The following events constitute program completion, which are defined as the final requirements to complete your degree program: the last final exam for your courses or submission of your completed dissertation or thesis to the graduate school. Please note that the date of the graduation ceremony and the end date on your DS-2019 are not considered program completion dates as those dates often occur after the official date of completion of your degree program requirements.

If you require further time to complete your program of study because of legitimate academic reasons, you must obtain approval in advance from VEF for any extension beyond the specified grant period. You must demonstrate that your University will continue to provide your full support and that you will have adequate funding to cover all your expenses (including expenses of accompanying dependents) during the entire period of extension. In such a case, the end-date of both the extension period and your DS 2019 is the program completion date. Regardless, if you complete your program requirements before that end-date, then the date of the completion of your program requirements constitutes the program completion date.

Both early completions and program extensions require prior approval from VEF. Therefore, you must inform VEF of an expected early completion or the potential need for a program extension at the beginning of the academic term or summer during which these events would occur.

Should a personal emergency necessitate a temporary interruption to your program of study or a disruption of your academic program and require your early departure or a temporary absence, you must obtain approval from VEF prior to your departure plans.

All requests related to your academic program that require VEF approval must meet VEF policies and must be completed in a timely fashion.

Sign here to acknowledge your agreement with Section D. _____

E. GRANT CONTINUANCE

The continuation of your Fellowship grant depends upon:

1. Full compliance with the terms and conditions of this document;
2. Full compliance with J-1 immigration regulations and maintenance of J-1 status;
3. Good academic standing at your University, which is typically a Grade Point Average (GPA) of B/3.0 or better;
4. Evidence of your academic progress toward degree completion;
5. Your University financial support;
6. Availability of VEF funds; and
7. Your financial requirements.

Sign here to acknowledge your agreement with Section E. _____

F. GRADUATE ASSISTANTSHIPS

A graduate assistantship is an integral part of graduate training in the United States. You may be required by your University or Department to have a graduate assistantship during your first two years. If you are in a doctoral degree program, you are expected to seek and acquire a graduate assistantship from your University no later than your third year so that you are fully funded by your University. The graduate assistantship may be a research assistantship, a teaching assistantship, or a combination of both. Your University may require you to take special courses, to reach and maintain a certain grade point average (GPA), to seek out professors and request the assistantship, to compete against other graduate students, and/or to demonstrate in advance your ability to be a graduate assistant. Graduate assistantships are competitive, and you must prove that you are qualified, according to your university standards, to receive one. *As a VEF Fellow, you are expected to learn what is necessary to get a graduate assistantship at your University and to proceed proactively with that intention in order to assure full support by your University by your third year.*

As per J-1 immigration regulations, a VEF Fellow can only engage in part-time on-campus employment (**maximum 20 hours per week**) during the academic term while also continuing to be enrolled in a full course of study. A Fellow, who holds a 20 hours/week graduate assistantship (or a combination of one or more graduate assistantships for a total of 20 hours/week), may enroll for a reduced course load as stipulated by the number of credits considered equivalent to full-time enrollment for a graduate assistant as defined by the Fellow's university. The Fellow must secure verification from the University's International Office or the Registrar's Office regarding what constitutes full-time enrollment for a graduate assistant working 20 hours/week. Only formal graduate assistantships qualify for a reduced course load while hourly wage employment, adjunct positions, or other fellowships do not qualify for a reduced course load. **It is your responsibility not to exceed the maximum number of hours per week you are permitted to work under immigration regulations.** As per J-1 immigration requirements described below for on-campus employment, **all graduate assistantships require written authorization from VEF prior to the commencement of any employment.** Working without authorization and/or working beyond the stipulated hours per week constitutes a violation of the terms of your immigration status and will result in a loss of status and departure from the United States.

Sign here to acknowledge your agreement with Section F. _____

G. FINANCIAL INFORMATION

Please note: *It is recommended that you bring supplementary funds of your own to help cover miscellaneous expenses that you might incur or need on your arrival.*

Your University has agreed to the special financial arrangements for VEF Fellows so that your educational and living expenses are covered during this grant period. You are obliged to follow the requirements of your University to receive any University funding supplemental to your VEF Fellowship award, including working as a graduate assistant. You are responsible for planning and using your resources carefully to cover your financial obligations.

Billing Information: If necessary, please advise the Bursar's Office/Student Accounts Office at your University to direct all inquiries regarding financial matters to VEF's primary contact at the University:

Name:

Title:

Phone:

Fax:

Email:

Your VEF Grant conforms to the following financial support plan:

1. Phase One – Fellowship Grant to the School

For the first two years of a Fellow's graduate program (Years 1 and 2), VEF provides directly to the University a pre-determined Fellowship grant amount of \$27,000 each year in exchange for the University paying for the Fellow's required tuition, fees, and health insurance, and providing the Fellow with a typical graduate student monthly stipend to cover living expenses. An allowance for books is provided by the University either separately or through the stipend. During the first two years, the Fellow may be required by the University to have a graduate assistantship. If the Fellow is pursuing a master's degree, he/she is expected to complete the degree within two years.

In your case, this Phase One Fellowship support will end on **Month day, year.**

Sign here to acknowledge your agreement with Section G. 1. _____

2. Phase Two – Support from the Host University

During the subsequent three years of graduate study (Years 3, 4, and 5), a Fellow who pursues a doctorate is expected to receive graduate assistantships and/or other forms of support from the University, which would cover all educational and living expenses. The Fellow is expected to complete the doctoral degree within five years total, the maximum period of a VEF Fellowship Grant.

In your case, this Phase Two Fellowship support **will end on Month day, year.**

Sign here to acknowledge your agreement with Section G. 2. _____

3. Professional Development Grant to the Fellow

Each Fellow, who is within the VEF original grant period, who is enrolled full-time, who is maintaining status, and who is not involved in Academic Training (off-campus employment benefit of the J-1 visa status), will receive \$1,000 per year as a Professional Development Grant (PDG). A master's degree student will receive up to two years of PDG. A doctoral student will receive up to five years of PDG. VEF will provide this annual PDG to the University, and the University will disburse it to the Fellow.

Use of the PDG funds is limited to professional development purposes in one's field, defined as follows: conference attendance and/or presentations; training workshops or seminars; books, journals, and publications; computer hardware or software; professional memberships or subscriptions; travel to Vietnam to work, teach, or do research; courses to improve English speaking, listening, reading, or writing; equipment needed to do research for one's thesis or dissertation; hiring a statistician; and hiring an English language expert to edit one's thesis, dissertation, or publishable article. PDG funds cannot be used for non-professional purposes, such as living expenses, costs for dependents, travel for pleasure, medical or health expenses, and entertainment. The Fellow must report annually to VEF on the use of his/her PDG funds.

Sign here to acknowledge your agreement with Section G. 3. _____

4. Additional Financial Support for all New Fellows

VEF also pays for:

- a. All costs related to the Pre-Departure Orientation in Vietnam.
- b. A settling-in allowance of \$500 given directly to the Fellow as an expense card during the Pre-departure Orientation in Vietnam, which is to be used for personal incidental expenses in the United States. Receipts are not required to be submitted to VEF for use of these funds.
- c. Initial visa application fees (if any). Note that VEF Fellows and their dependents do not need to pay for any such fees at this time.
- d. Physical exam and inoculations (if any are required by the U.S. University), which must be completed in Vietnam, prior to departure for the United States. If a series of inoculations cannot be completed in Vietnam, VEF will reimburse the Fellow for the remaining inoculations to be completed after arrival at the U.S. University upon receipt of the following: (1) evidence why the series could not be completed in Vietnam; and (2) receipts from the University giving a description of the specific inoculation and the amount paid by the Fellow.
- e. Costs of an economy-class air-ticket from Vietnam to the airport nearest to your U.S. University.
- f. Pre-academic English language training during the summer preceding the fall term, if required by your University. VEF will pay for all required tuition, fees, books, insurance, lodging, and living stipend.
- g. Temporary medical emergency insurance for the first 30 days of your program, which begins on the day of your departure from Vietnam.

Sign here to acknowledge your agreement (Section G.4. a - g). _____

5. Annual VEF Fellows and Scholars Conference

To facilitate interaction among our Fellows, Visiting Scholars, and U.S. Faculty Scholars, and between our Fellows, Scholars, and the U.S. scientific community, VEF hosts an annual conference from January 3 through January 5 each year at a prominent U.S. university. During the grant period, VEF will pay for the following costs for you to attend the conference: round-trip economy airfare from your University or site of academic training to the conference venue; lodging; a fixed allowance to cover transportation to/from airports and incidentals; and

registration. All VEF Fellows, including those doing post-graduation Academic Training in the United States, are expected to attend and participate fully in this annual conference.

Sign here to acknowledge your agreement with Section G. 5. _____

6. Return Airfare to Vietnam

Upon completion of your academic program, VEF will provide an economy-class air-ticket from the airport nearest to your University or site of Academic Training to Vietnam. This ticket is provided through a travel agent designated by VEF. To request a return ticket to Vietnam arranged by VEF, you are required to complete an application at the OMS at least 30 days prior to your intended departure date unless it is an emergency departure.

If you prefer to purchase your own ticket for your return flight to Vietnam upon the completion of your Fellowship requirements, you must receive approval to do so in advance from VEF. You must contact VEF's designated travel agent to provide to VEF the cost of your return flight to Vietnam if the travel agent were scheduling your return flight. The reimbursement for the purchase of your own ticket cannot exceed the cost of the flight that normally would be arranged by VEF's travel agent. If you purchase your own ticket, after you return to Vietnam, you must submit your boarding passes and a copy of your credit card payment for the ticket in order to receive reimbursement.

Sign here to acknowledge your agreement with Section G. 6. _____

H. EMPLOYMENT

VERY IMPORTANT: You are required to notify VEF and receive written prior authorization from VEF for any employment, on-campus or off-campus, paid or unpaid, during your stay in the United States. VEF is your visa sponsor, and you must have permission from VEF to work.

1. ON-CAMPUS EMPLOYMENT

J-1 immigration regulations permit J-1 visa holders, who are maintaining their status, to work on campus part-time, consisting of up to 20 hours per week during the regular academic term/semester, and to work on campus full-time during all school vacation periods. VEF will only allow work that is directly related to your field of study or research and that is recommended by your academic advisor to complement your academic program. Typically, on-campus work consists of graduate assistantships. You are responsible to make sure that you do not exceed the 20 hours per week requirement. J-1 immigration regulations permit full-time on-campus employment during any official school vacation periods, including the university's official summer breaks as well as spring and fall breaks. **All on-campus employment must be authorized in writing by VEF prior to commencement of such employment.**

Sign here to acknowledge your agreement with Section H. 1. _____

2. ACADEMIC TRAINING

No off-campus work is permitted unless it meets the requirements of the J-1 off-campus employment benefit, which is known as Academic Training. Academic Training (AT) is generally defined as work, training, or experience, conducted off-campus and directly related to your major field of study, and may be paid or unpaid. AT may be part-time while pursuing a full course of study, full-time during the summer, or full-time after the completion of a course of study. All AT is considered full-

time, even if one is engaged in less than 40 hours per week. VEF will only authorize AT once you have been in J-1 status for one academic year.

AT prior to completion of one's degree program, called Pre-completion AT, may only be authorized part-time, while the Fellow is pursuing a full course of study and cannot be combined with any other on-campus employment. Before degree completion, full-time AT will only be authorized in the summer and in exceptional situations, after careful review of circumstances on a case-by-case basis, when all course work has been completed by doctoral Fellows and the AT is required for the dissertation research.

For a Fellow, either in a master's or a doctoral degree program, the time limit for AT is equal to 18 months or equal to the amount of time spent in full-time study in the United States, whichever is less. For example, a student who completes a 12-month master's degree program is eligible for 12 months of AT minus any time spent in AT prior to completion of studies. A student, who completes a 24-month master's program, is eligible for 18 months of AT minus any time spent in AT prior to completion of studies. In all cases, the AT period may not exceed the period of the full course of study in the United States.

To qualify for AT, all of the following minimum procedures apply, which are described in more detail in the AT policy posted at the OMS:

- 1) Your academic advisor or dean must write a letter, which certifies that the proposed AT is in your major field of study, specifying the objectives of the training and describing how this training is considered an **integral or critical part** of your academic program.
- 2) The employer hosting the AT must clearly describe the job responsibilities, start and end dates, number of hours per week, and financial compensation (if any).
- 3) All AT must be approved by VEF prior to the commencement of any employment.

Please note: Fellows pursuing AT are not eligible for the Professional Development Grant.

Sign here to acknowledge your agreement with Section H. 2. _____

I. COMMUNICATIONS WITH VEF

You must get permission from VEF in advance for any changes in your current or future academic plans that differ from the program authorized in this document. You must also inform VEF immediately of any academic problems or concerns and of any medical or personal emergency situations. Your primary contact at VEF is:

Ms. Sandarshi Gunawardena
Senior Program Officer
 Vietnam Education Foundation
 2111 Wilson Blvd., Suite 700
 Arlington, VA 22201
 Phone: 703-351-5053
 Fax: 703-351-1423

Send all correspondence to **Ms. Sandarshi Gunawardena** (sandarshigunawardena@vef.gov), copying VEF's Program Associate, Kristin Oberheide (kristinoberheide@vef.gov), and include the general VEF address for VEF Fellows (veffellows@vef.gov).

Always include in the subject line of your email your full name in Vietnamese order as listed on this grant letter email.

Sign here to acknowledge your agreement with Section I. _____

J. REPORTING INFORMATION TO VEF FOR IMMIGRATION PURPOSES

You are required to report the information listed below to Ms. Sandarshi Gunawardena (sandarshigunawardena@vef.gov), who serves as the Responsible Officer for the VEF Exchange Visitor Program, and Kristin Oberheide (kristinoberheide@vef.gov), who serves as the Alternate Responsible Officer. It is your responsibility to report this information in a timely manner for immigration purposes in order to maintain your valid nonimmigrant status and for VEF to meet federally mandated monitoring and reporting requirements that are time sensitive. You must report all of the following information to VEF (Ms. Gunawardena and Ms. Oberheide) through the OMS and/or via email as directed.

1. Residential Address and Contact Information

U.S. federal immigration regulations require that you keep VEF informed at all times of your current U.S. residence address. Immigration regulations require that you report any changes to your physical residence address to VEF **within ten (10) days** of any change of address. You must report in the OMS the address of the actual physical location where you are residing in the United States **within ten (10) days of your arrival**. Throughout the period of your VEF Fellowship grant (including when you are pursuing post-completion AT), you must keep VEF informed of any subsequent changes to your address or contact information **within ten (10) days of the change** by updating your information via the OMS. In addition, you must also update all your other contact information (including telephone numbers and e-mail addresses) as soon as they change. If the address where you receive mail is different from where you physically reside, you must inform VEF via the OMS of both addresses. Do not use post office boxes for either your residential or mailing addresses.

2. Enrollment in Academic Programs and Program Information

It is a requirement for both your VEF Fellowship and visa that you maintain full-time academic standing in your authorized program and make good progress in your program of study as stipulated above. VEF is required to monitor your academic standing, and immigration regulations require VEF to report to the U.S. Citizenship and Immigration Services any changes within a certain period of time. Hence, you hold the responsibility of reporting the following mandatory information:

a) Enrollment Verification: You must report your full-time enrollment at the beginning of each academic term by submitting to the OMS an Enrollment Verification Form/Letter from your University (obtained from your University's Registrar's Office or from the International Office) that states 'full time' by the deadline stipulated by VEF.

b) Transcripts: You must report your academic progress by submitting to the OMS a transcript and grade report with the term Grade Point Average and the overall Grade Point Average (obtained from your University's Registrar's Office) at the end of each academic term.

c) Changes in your academic program: You must report to Ms. Gunawardena and Ms. Oberheide by email if there is any possibility of changes to your major field of study, department, or level of study (degree level) BEFORE initiating any formal changes at your University and making any changes to your academic program. This includes changing from a doctoral degree to a master's degree, which must be done no later than the end of the first term of your second year and which must be accompanied by sufficient

rationale provided by your academic advisor to warrant the change. You must wait for VEF's written approval of such changes prior to initiating any changes with your University. Once you have received approval, you must update your OMS record accordingly.

d) Extended absences: You must report to Ms. Gunawardena and Ms. Oberheide via email if you are required to be outside of the United States for more than the normal vacation periods. These extended absences from the United States may be related to your program of study or due to personal unforeseen emergencies. Extended absences from the United States must be approved by VEF prior to your departure from the United States and may have an impact on your J-1 immigration status.

e) Early completion: You must report to Ms. Gunawardena and Ms. Oberheide via email if you will complete your academic program before the Grant End Date specified in this grant letter. This must be reported prior to the early completion of your program.

f) Program extension: If you are unable to complete your program of study within the time period allocated on your DS-2019, you must apply for a program extension in OMS with all supporting documents and contact Ms. Gunawardena and Ms. Oberheide well in advance of your current Grant End Date.

3. Changes in Financial Information

You must report by email any changes to the financial information that is on your DS-2019. This includes, but is not limited to, increases or decreases in financial support from your University. You must also contact VEF if there are emergency situations that have an impact on your financial situation.

4. Changes on Your DS-2019 Information

You must report by email any material change to any information that is currently on your DS-2019 including changes to biographical information (i.e., if you get married and your name changes).

5. International Travel

You must inform Ms. Gunawardena and Ms. Oberheide ***before you begin any travel*** outside of the United States during your grant period by completing the required application in the OMS. You must have your DS-2019 Form endorsed by VEF **before** you travel in order to be able to return to the United States. If you will need to apply for a new J-1 visa while abroad, you must allow adequate time during your trip to get this done.

Please note: You are also responsible for reading and paying attention to all email communications sent by VEF that relate to immigration matters. This includes periodic alerts sent via the VEF list for all Fellows. All communications will be sent to your primary email address listed in the OMS, and it is your responsibility to read all emails sent by VEF to this address.

Sign here to acknowledge your agreement with all of Section J. 1-5. _____

K. J-1 EXCHANGE VISITOR VISA

VEF will provide you with a DS-2019 Form to secure a J-1 visa under the Exchange Visitor Program as required by your VEF Grant. You are personally responsible, financially and otherwise, for making all arrangements for securing your passport. Your Fellowship grant is available only if you can obtain a passport and a J-1 visa with the 2-year home residency requirement. VEF will be responsible for documentation required to extend your permission to stay in the United States throughout the period of your authorized VEF Fellowship participation.

The J-1 visa is your permission to enter the United States and not your permission to remain in the country. The permission to remain in the country resides solely in you maintaining your J-1 status and the validity of your DS-2019 document. You may remain in the United States with an expired J-1 visa as long as you are maintaining J-1 status. J-1 visas cannot be renewed in the United States, and the J-1 visa would need to be renewed if you travel outside of the United States while you are participating in the Fellowship Program. Please contact Ms. Gunawardena or Ms. Oberheide if you have questions about this.

Upon completion of your program of study and/or expiration of your Exchange Visitor J-1 status, you are required to reside in your home country, Vietnam, for two years before you may apply for the following: (1) a nonimmigrant visa (H-temporary employment visa or L-intercompany transfer visa); or (2) permanent residence or an immigrant visa in the United States. With the 2-year home residency requirement, you cannot change to an F-1 student status within the United States. During the two years of home residence, you may be able to enter the United States on other types of non-immigrant visas, such as visitor or business visas, if granted.

Sign here to acknowledge your agreement with Section K. _____

L. HEALTH INSURANCE

As a condition of your J-1 visa, you are required by law to maintain health insurance coverage as stipulated by the Department of State, which includes medical coverage, medical evacuation coverage, and repatriation coverage for yourself and all of your dependents in J-2 status for the entire duration of your program in the United States, including the 30-day grace period preceding and following your program of study, during which you are allowed to be in the United States. Required coverage amounts are listed on page 2 of your DS-2019 Form and, for your dependents, please see below, under the section entitled *Responsibility for Dependents*. Please ascertain if your university health insurance policy will meet these requirements and, if it does not, you must purchase supplemental health insurance to meet the Department of State coverage requirements. A willful failure to carry medical and health insurance for yourself or your dependents is considered a violation of your J-1 status and of the VEF Fellowship Program, and under the law requires termination from the VEF Fellowship Exchange Visitor Program.

VEF will arrange for you to have health insurance from the time you leave Vietnam through your first few weeks in the United States for a total of 30 days to help cover you until your University's insurance policy begins. For the required medical/health insurance for you as an international student at your University, you must find out in advance of arrival at your University about the necessary arrangements for, and procedures to secure, this insurance at your University, and then finalize arrangements immediately after arrival on campus. You must ensure that the University policy begins without fail no later than the end of the 30-day period covered by VEF. As a part of the financial terms of the VEF Fellowship that your University has accepted, the University must cover required medical/health insurance for you. However, insurance coverage and associated fees for dependent family members in J-2 status are your own responsibility. You are responsible for knowing what your insurance does or does not cover, including any pre-existing conditions. Dental and vision insurance may need to be purchased separately. Please read your policy thoroughly.

Sign here to acknowledge your agreement with Section L. _____

M. RETURN TO VIETNAM

VEF is a U.S. Federal Government agency. By accepting this grant from VEF, you agree to obtain a J-1 visa with a two-year home residency requirement, which mandates that you return to Vietnam upon completion of your authorized education and Academic Training period in the United States. Failure to do so will be seen as noncompliance with the Fellowship grant terms and conditions and with your J-1 visa requirements and could result in legal action by the U.S. Government. This legal action could negatively impact your ability to travel to the United States in the future.

Sign here to acknowledge your agreement with Section M. _____

N. REVISION OF TERMS

VEF reserves the right to revise or adjust these grant provisions, if conditions require, without prior consultation with, or agreement by, you. Conditions may include your late arrival or early departure; your extended travel outside of the United States; changes in financial resources available to VEF or to you in the United States; your failure to maintain satisfactory academic progress or valid J-1 status; or any other legal matters that might affect VEF or you, including changes to U.S. Federal Government regulations. **You must report to VEF in writing any grants, other awards, or employment opportunities provided to you that are not described in this document.**

Sign here to acknowledge your agreement with Section N. _____

O. RESPONSIBILITIES

You are responsible for observing satisfactory academic and professional standards and for maintaining a standard of conduct and integrity, which is in keeping with the spirit and intent of the VEF Fellowship and which will contribute positively to promotion of mutual understandings between the people of the United States and Vietnam. You are expected to obey all local, state, and federal regulations and all U.S. laws during your stay in the United States. You are also expected to abide by the rules and regulations of your U.S. University. Please note that failure to abide by any such laws, rules, and regulations can have a direct and adverse impact on your immigration status as well. You are also responsible to notify VEF immediately if you face any situation that arises in which you are considered in violation of university, local, state or federal laws and regulations.

Sign here to acknowledge your agreement with Section O. _____

P. REQUIRED IDENTIFICATION NUMBER

As a recipient of grant money in the United States, you are required to obtain a Social Security Number (SSN), which you may proceed to do no sooner than **after 10 days of your arrival** in the United States. You should be registered in the Student Exchange Visitor Information System (SEVIS) after 10 days from your arrival by providing information to VEF through the OMS. Please note that you cannot secure a SSN, nor obtain employment authorization from VEF for on-campus employment, without first being fully registered in the SEVIS system, which depends on you completing all the required information at the OMS upon your arrival in the United States. Please inform VEF through the OMS of your SSN number **within 60 days of the start of your academic program**. Typically, your University cannot issue you any funds until you have secured your SSN. VEF cannot issue any funds to you without your SSN.

Sign here to acknowledge your agreement with Section P. _____

Q. TAXES

Any U.S. source that pays you income may be required to withhold Federal, state, and local taxes from the payments that they make to you and to report this income to the Internal Revenue Service (IRS) annually. This income may include the stipend from your University. Your actual tax liability is determined when you file your income tax return(s), which must be completed following the close of the tax (calendar) year and you must file a federal income tax return no later than April 15 each year for the preceding year. In addition, you need to file a state income tax return by the deadline specified by the state in which you reside. In the event that the tax liability is less than the amount withheld, you may receive a tax refund directly from the IRS. For filing options and further rules, you should consult with the following: (1) the International Office at your University, which may provide foreign national tax filing advice to international students and scholars; (2) a tax professional familiar with foreign national/alien tax filing; and/or (3) the IRS. Even if you have already departed the United States, you must file a tax return for the prior calendar year. **Failure to file with the various tax authorities may result in termination of your Fellowship Grant or, if you have already departed the United States, may result in a ban by the U.S. government on your return to the United States for any purposes.**

Sign here to acknowledge your agreement with Section Q. _____

R. REVOCATION, TERMINATION, OR SUSPENSION OF AWARD

1. The VEF Fellowship grant may be revoked, terminated, or suspended. In a revocation, the grantee is considered as not having received the grant and will not be an alumnus or alumnae of the VEF program. In a termination, unless otherwise stated, the grant will be considered to have ended when VEF announces its decision to terminate. In a suspension, the grant will be considered inoperative until a decision is made to reinstate, revoke, or terminate the grant.
2. If you fail to obtain any legally required permission from your current employer in Vietnam to leave for this study program, or fail to obtain a proper J-1 visa and enter the United States, the Fellowship offer will be revoked by VEF.
3. If you fail to sign and return this *Terms and Conditions* of the VEF Fellowship Grant by the required deadline at the Pre-Departure Orientation, the Fellowship offer may be revoked by VEF.
4. If it is determined by the required medical evaluation and examination conducted prior to your departure to the United States that you are not fit to travel and pursue a VEF program of study in the United States, the Fellowship offer may be revoked by VEF.
5. Your University has the authority to recommend to VEF to revoke or terminate the grant. If revocation or termination is recommended, the grantee will have an opportunity to respond to the recommendation. A review of the circumstances will be considered by VEF before a final decision is made.
6. Grounds for revocation or termination include, but are not limited to: (1) violation of the laws of the United States; (2) any act likely to give offense to the United States because it is contrary to the spirit and mission of VEF; (3) failure to observe satisfactory academic or professional standards; (4) physical or mental incapacitation; (5) engaging in unauthorized income-producing activities; (6) failure to comply with the grant's terms and conditions; (7) misrepresentation made either orally or in writing on any VEF forms or in any documents related to this Fellowship; (8) not maintaining J-1 status or violation of immigration regulations or SEVIS reporting requirements; and (9) any conduct detrimental to the mission of VEF.
7. VEF also has authority to terminate a Fellowship grant on either of the following grounds: (1) if the grantee has exhausted all benefits of health and accident insurance provided to the grantee in connection with the grant, and continued medical treatment would lead to the grantee becoming a public charge; or (2) if the grantee requires such protracted medical treatment that successful completion of the objectives of the grant is jeopardized. The procedure for any such termination shall be the same as that provided for the termination of grants generally, except that the

recommendation for such termination, supported by the corresponding factual information, shall be made by VEF. In the event any such grounds occur during the period of a Fellowship grant, it is VEF's policy that this grant should not be renewed or extended.

8. A grant may be suspended if: **(1)** the grantee ceases to carry out the academic program during the grant period; **(2)** the grantee leaves the United States without prior authorization from VEF; and/or **(3)** the grantee requests suspension of the grant for personal reasons. During a period of suspension, the grantee will not receive any grants, benefits, or other financial support provided by VEF. Unless otherwise authorized by VEF, no retroactive claim for such grants, benefits, or other financial support with respect to a period of suspension will be honored.
9. When you owe any money to VEF (e.g., from over-payments of grants or cancellation of a conference after receiving a grant), you are required to pay the debt back to VEF within 30 days of the debt. If repayment is not completed by that time, you could face termination.
10. Grantees that remain in the United States beyond periods authorized by VEF are subject to all the provisions of this Section R.
11. The "public charge" provisions of the United States immigration law prohibits the admission of foreign nationals, who do not have sufficient financial resources to cover all of their normal living expenses, and who, as a result, would have to access public assistance in order to survive in the United States. Foreign nationals in this category will be refused a visa to enter the United States and, if already in the United States, will be subject to deportation. As a VEF Fellow, you hold the responsibility of being aware of this provision of the U.S. law, and in the event you become a "public charge" by receiving public assistance, VEF would terminate your Fellowship and rescind VEF sponsorship of your J-1 immigration status, which would result in your having to return to Vietnam immediately.

Sign here to acknowledge your agreement with this entire Section R. 1 - 11. _____

S. RESPONSIBILITY FOR DEPENDENTS

None of the agencies, organizations, or persons cooperating in providing your grant can assume any responsibility for the travel, insurance, and/or financial support of any dependents. However, you may request J-2 visa support from VEF for your dependents to join you in the United States. VEF recommends that you wait one academic year before having your dependents join you. VEF also recommends that your spouse have a basic English language skill level, demonstrated with a score equivalent of at least 450 on the paper-based TOEFL exam.

By U.S. law, you are required to provide adequate health and accident insurance for any dependents that accompany you. Failure to do so violates the terms and conditions of the J-2 visa and this Fellowship grant award and may result in termination of your Fellowship grant. At a minimum, the dependent insurance must provide the following benefits: **(1)** medical coverage of at least \$50,000 per person per accident or illness; **(2)** repatriation of remains in the amount of \$7,500; and **(3)** medical evacuation benefits of at least \$10,000. In addition, a qualified insurance program shall not have a deductible that exceeds \$500 per accident or illness; and it must meet other technical standards as specified in the Exchange Visitor Program regulations. More details about J-2 visas are available at the VEF website. You must submit to VEF the application for J-2 visa support via the OMS.

Sign here to acknowledge your agreement with Section S. _____

T. OTHER PROGRAMS

VEF has no responsibility, financial or otherwise, in connection with any program other than that specified in this *Terms and Conditions* grant letter.

Sign here to acknowledge your agreement with Section T. _____

U. SELECT PERSONAL INFORMATION

VEF collects limited personal information about VEF Fellows and their achievements to place in the annual *VEF Fellows, Scholars, and Alumni: Achievements and Directory*, which is distributed publicly. The information may include the following: a photo; the Fellow's full name, cohort year, degree program, and field of study/research area; name of U.S. host university; achievements, such as publications, presentations, awards, and other means of recognition earned during, and resulting from, the Fellow's tenure with VEF; prior (for Fellows) or present (for Alumni) position and affiliation in Vietnam; email address; and hobbies. In providing your signature, you agree that VEF can make this information available publicly.

Sign here to acknowledge your agreement with Section U. _____

V. POWER OF ATTORNEY

If necessary, due to a serious medical or mental illness or incapacitation, VEF is authorized to serve as your agent pursuant to a Power of Attorney (POA) in order to resolve matters on your behalf while you are in the United States. VEF would only enact the POA in an emergency situation to protect you and VEF. Your signature empowers VEF to serve as your agent authorized to act on your behalf in accordance with an unrestricted Power of Attorney, which is attached hereto, to handle all of your affairs in the United States until you return to Vietnam.

Sign here to acknowledge your agreement with Section V. _____

W. ACCEPTANCE OF TERMS AND CONDITIONS OF THE VEF FELLOWSHIP GRANT

Sign below and return to VEF the original of this *Terms and Conditions* of the VEF Fellowship Grant, known also as the grant letter, to indicate that you understand, accept, and will comply with all provisions stated in this *Terms and Conditions*.

By my signature, I accept the terms and conditions appearing on all pages of this document and any addenda. My signature confirms my understanding of, and compliance with, these terms and confirms my agreement to return to Vietnam for two years upon completion of my authorized study program in the United States. Furthermore, my signature gives VEF permission to request my transcripts from, and discuss academic information with, my U.S. University.

PRINT NAME: _____

SIGNATURE: _____ **DATE:** _____

Appendix
General Durable Power of Attorney

I, [name] a resident of [address, Vietnam] designate Ms. Sandarshi Gunawardena, a representative of VEF, a federal government agency, as my attorney in fact (Agent), when I am medically or mentally incapacitated on the following terms and conditions:

1. Authority to Act. The Agent is authorized to act for me under this Power of Attorney and shall exercise in my best interests and for my welfare.
2. Powers of Agent. The Agent shall have the full power and authority to manage and conduct all of my affairs, and to exercise my legal rights and powers, including those rights and powers that I may acquire in the future, including the following:
 - a. To receive and endorse checks and other negotiable paper, deposit and withdraw funds that I now have on deposit or to which I may be entitled in the future in or from any bank, savings and loan, or other institution;
 - b. Safety Deposit Boxes. To have access to any safety deposit box registered in my name alone or jointly with others, and to remove any property or papers located therein necessary to conduct my affairs;
 - c. Legal and Administrative Proceedings. To engage in any administrative or legal proceedings or lawsuits in connection with any matter herein;
 - d. Transfers in Trust. To transfer any interest I may have in property, whether real or personal, tangible or intangible, to the trustee of any trust that I have created for my benefit;
 - e. Medical Issues. To act as my agent in dealing with medical personnel while I am mentally or medically incapacitated.
3. Durability. This durable Power of Attorney shall be irrevocable until my death or until revoked by me in writing.
4. Reliance by Third Parties. Third parties may rely upon the representations of the Agent as to all matters regarding powers granted to the Agent. No person who acts in reliance on the representations of the Agent or the authority granted under this Power of Attorney shall incur any liability to me or to my estate for permitting the Agent to exercise any power prior to actual knowledge that the Power of Attorney has been revoked or terminated by operation of law or otherwise.
5. Indemnification of Agent. No agent named or substituted in this power shall incur any liability to me for acting or refraining from acting under this power, except for such agent's own misconduct or negligence.
6. Revocation. I hereby revoke any previous Power of Attorney that I may have given to deal with my property and affairs as set forth herein.
7. Substitute Agent. If Sandarshi Gunawardena is, at any time, unable or unwilling to act, I then appoint the Executive Director of the Vietnam Education Foundation as my Agent.

Date: _____ Signature: _____

APPENDIX 16
ANNOUNCEMENT - VISITING SCHOLAR PROGRAM FOR COHORT 2011



Announcement
Visiting Scholar Program (VSP) 2011-2012

The Vietnam Education Foundation (VEF) is pleased to announce the 2011-2012 VEF Visiting Scholar Program (VSP) for Vietnamese nationals, who already hold a doctorate in any of the fields supported by VEF, namely, in the major disciplines of sciences (natural, physical, and environmental), mathematics, medicine (such as, public health), and technology (including information technology). Fields include the basic sciences, such as, biology, chemistry, and physics, as well as agricultural science, computer science, and engineering. Priority this year will be given to applicants, whose field of study focuses on climate change (environmental sciences) or on nuclear energy, provided that all other qualifications are equal.

The VSP is intended to support professional development training, which may include studies, research, and/or observational activities, to take place in cooperation with a leading U.S. academic institution or research institute. The Visiting Scholar will undertake a program of up to one year in length, which may include formal courses, workshops, seminars, laboratory or field research, or other types of professional development activities. Upon returning to Vietnam, the Visiting Scholar must use the knowledge and skills acquired in the United States to train others. In this way, the VEF VSP is a training-of-trainers (TOT) program wherein the Visiting Scholar is considered a trainer of others.

A. APPLICATIONS for Academic Year 2011-2012

For the 2011-2012 academic year, for a program beginning no earlier than August 2011 and ending no later than September 2012, VEF will fund three (3) Visiting Scholars for a period of time ranging from 5 to 12 months to pursue professional development at U.S. universities or at U.S. research institutes.

Applications will be available **ONLY** online at www.vef.gov

OPENING AT 8:00 a.m., December 1, 2010

CLOSING AT 8:00 a.m., February 7, 2011

(Vietnam time zone)

All completed applications for the VSP will be reviewed by VEF after the application deadline of February 7, 2011, to assure that the application meets the minimum qualifications. All qualified applications will move to the next stage: review by the U.S. National Academies. Finalists recommended by the National Academies will be interviewed by telephone no later than March 2011. The candidates, who are selected as most qualified as a result of the interviews, will be recommended to the VEF Board of Directors as Visiting Scholar Nominees. The VEF Board of Directors will approve the final list of Visiting Scholars in early April 2011. VEF will notify all applicants of their status by **May 1, 2011**.

IMPORTANT: All Visiting Scholars are REQUIRED to attend the VEF Pre-Departure Orientation (PDO), scheduled for June 10-14, 2011. If you are not able to attend the PDO, you will not receive the Visiting Scholar Grant. The day before and after this time frame may be required for travel to the event.

B. ELIGIBILITY

Applicants to the VSP must meet the following **eligibility requirements**:

- Be a Vietnamese national.
- Hold a Ph.D., a D.Sc., or another research doctorate degree in a field supported by VEF.
- Demonstrate a high level of English proficiency.

PLEASE NOTE the following information regarding
*eligibility of VEF employees and VEF contracted agency employees
in Vietnam and in the United States.*

Employees of the Vietnam Education Foundation, including contract employees, and their immediate families, are **ineligible** for VEF Fellowships, Visiting Scholar Grants, and U.S. Faculty Scholar Grants for a period of one year following termination of such employment.

If a former employee or other contract employee of VEF is otherwise eligible and chooses to apply for a VEF Fellowship, Visiting Scholar Grant, or U.S. Faculty Scholar Grant after the one-year period, the VEF Board of Directors must be informed and approve the submission of their application.

Employees of private and public agencies (excluding educational institutions) under contract to VEF to perform administrative or screening services on behalf of VEF's Fellowship, Visiting Scholar, and/or U.S. Faculty Scholar Grant programs are **ineligible** for VEF Fellowships, Visiting Scholar Grants, and U.S. Faculty Scholar Grants for a period of one year following the termination of their services for VEF.

C. SELECTION CRITERIA

VEF has an open, competitive, and transparent application and selection process. The final candidates for the VSP are selected based on their academic and professional merit, on the quality of their proposed professional development program and the expected outcomes, and on the potential of their future contributions to Vietnam.

- ✓ An emphasis during the selection process will be on fields and topics of importance to Vietnam and on programs that incorporate collaboration and partnerships.
- ✓ While the VSP is open to all who are eligible, preference in the selection of Visiting Scholars will be given to faculty members and/or teaching staff of a Vietnamese university, research institute, or other academic institution in Vietnam.

The following **Selection Criteria** will be used to evaluate qualified applicants for the VSP:

1. Evidence of superior academic achievement as a scholar in Vietnam**2. Quality of the Visiting Scholar professional development plan**

Evidenced by a written professional development plan that:

- a. Describes in detail the activities that the applicant will undertake in the United States.
- b. Explains how this professional development experience will contribute to:
 - 1) Advancement of the applicant's career in Vietnam
 - 2) Development of the applicant's field in Vietnam
 - 3) Scientific progress for Vietnam
- c. Describes a plan to continue cooperation between the Visiting Scholar applicant's home institution and the U.S. host institution.

3. Demonstrated commitment to contribute to the educational and scientific development of Vietnam

Evidenced by a written training plan that describes how the Visiting Scholar applicant will further disseminate the knowledge, skills, and abilities acquired in the United States to other Vietnamese scholars.

4. Demonstrated commitment of support from the U.S. host institution

Evidenced by a written statement from the proposed U.S. host university/institution, department, and/or faculty member/researcher, which/who is considered among the best in their field or specialty area. The statement should describe how the professional development plan of the Visiting Scholar applicant will be supported and what resources will be provided to the Visiting Scholar applicant by the host institution. It should also state how cooperation between the host institution and the Visiting Scholar applicant and the Visiting Scholar applicant's institution will be sustained after the grant period.

5. Demonstrated commitment of support from the Vietnamese institution(s)

Evidenced by a written statement from the applicant's institution/organization in Vietnam and in a written document from the Vietnamese institution(s) hosting the training sessions to train others in Vietnam with the knowledge gained by the Visiting Scholar in the United States. These statements should provide details of the resources that will be provided to the Visiting Scholar applicant to utilize the knowledge and skills acquired during the grant period.

D. VEF FINANCIAL SUPPORT

VEF provides the following financial support for the Visiting Scholar:

1. Visa for the United States. Cost of the actual visa application, if any. (This does not include transportation, lodging, or other expenses related to the process of getting one's visa.)
2. Health Check-up and Immunizations. Costs for a pre-departure health check in Vietnam and any vaccinations required by the U.S. host institution. The vaccinations must be acquired in Vietnam, unless there is a substantial reason that the vaccinations must be attained in the United States.
3. Pre-Departure Orientation (PDO). Costs for transportation, lodging, and meals.
4. Settling-in Allowance. U.S.\$500 to help defray costs of arriving and getting settled in the United States.
5. Airfare. A round-trip economy air ticket from Vietnam to the U.S. academic institution and return.
6. Monthly Stipend. U.S.\$2,300 stipend per month, which is pro-rated for any partial month. The number of months or partial months is calculated according to the dates of the Visiting Scholar's academic program as approved by the VEF Board of Directors. The Visiting Scholar must plan wisely in order to cover the following:
 - a. Living expenses in the United States: lodging, meals, local transportation, and incidentals.
 - b. Required federal or state income taxes.
 - 1) All Visiting Scholars are required to file annual U.S. tax returns, even if they have returned to Vietnam.
 - 2) VEF does not withhold taxes from the stipend. The Visiting Scholar is expected to plan finances accordingly in order to pay any taxes (estimate: 17% of earnings), which might be due to the U.S. federal or state government. Taxes are paid in arrears, i.e., for the year previous to when one files tax returns, which is in mid-April, reporting on income gained during the previous calendar year. The U.S. host institution is asked to document and deduct required taxes from the monthly stipend, as appropriate.
 - 3) Failure to pay U.S. taxes can result in serious fines and a ban on the Visiting Scholar entering the United States in the future.
7. Medical/Health Insurance. Paid one time to the insurance agent at the beginning of the intended program to cover the Visiting Scholar during the full training period in the United States. This accident/illness health insurance is intended for emergency situations and hospitalizations and includes medical evacuation and repatriation insurance according to the coverage amounts required for international students/scholars in the United States. The Visiting Scholar is covered from the time the Visiting Scholar leaves Vietnam throughout the duration of the VSP. Additional health insurance, which is not covered by VEF and would cover doctor's visits and/or dental and vision insurance, may be purchased at one's own expense, possibly through the U.S. host institution, after arriving in the United States. The Visiting Scholar should confer with the U.S. institution about providing all required medical/health insurance for the Visiting Scholar, which may be more efficient and beneficial to the Visiting Scholar than the insurance arrangements made by VEF. If the U.S. institution agrees to provide this at their cost, the Visiting Scholar must get a written statement to this effect from the U.S. host institution and notify VEF immediately.

8. Professional Development Grant (PDG). U.S.\$300 per month for professional development expenses. The number of months or partial months is calculated according to the dates of the Visiting Scholar's academic program as approved by the VEF Board of Directors. Use of these funds by the Visiting Scholar is limited to professional development purposes, defined as follows: conference attendance and/or presentations; training workshops or seminars; books, journals, and publications; computer hardware or software; professional memberships or subscriptions; courses to improve English speaking, listening, reading, or writing; hiring a statistician; and hiring an English language expert to edit one's research or publishable article. PDG funds cannot be used for non-professional purposes, such as living expenses, costs for dependents, travel for pleasure, medical or health expenses, and entertainment. All tangible items purchased through the PDG funds are the property of the Visiting Scholar. The Visiting Scholar must report the use of PDG funds to VEF, which is done annually for all Visiting Scholars. Thus, the Visiting Scholar should keep good records (purpose, dates, amounts, and receipts) to submit to VEF upon request.
9. VEF Annual Conference. Approved expenses (i.e., transportation, hotel, and meals) related to the VEF Annual Fellows and Scholars Conference to be held in the United States January 3-5, 2012. Visiting Scholars, who are pursuing their programs in the United States at that time, are required to attend.
10. VEF Alumni Conference. Approved expenses (i.e., transportation, hotel, and meals) related to the VEF Alumni Conference in Vietnam once the Visiting Scholar returns to Vietnam.

E. PAYMENT OF VEF FUNDS FOR THE VISITING SCHOLAR TO THE UNIVERSITY

VEF requires the U.S. host university or institution to disburse the stipends and PDG funds to the VEF Visiting Scholar on behalf of VEF. The term "grant" is an internal term used by VEF and does not imply any particular definition that the host university/institution may have for their reference to the same term. The following details clarify the expected arrangement.

1. Electronic Transfer. The total amount for the monthly stipends (U.S.\$2,300 per month) and the total amount of PDG funds (U.S.\$300 per month), or the adjusted amount for each for a partial month, will be electronically transferred from VEF to the host university or research institution at the beginning of the Academic Year.
2. Administrative Fees. No administrative fees can be deducted by the U.S. host institution for administering or handling the VEF monies.
3. Disbursement of Funds. The U.S. host institution makes all financial arrangements for distribution of monies to the Visiting Scholar according to whatever administrative system that they might already have in place to disburse such funds.
4. Timing of Payments. The first stipend payment must be made within the first month of arrival of the Visiting Scholar on campus and every month thereafter. Ideally, the host institution should make arrangements to make a partial payment of the stipend upon the Visiting Scholar's arrival at the host institution. Regardless of any unforeseen delays on the part of the U.S. host institution or VEF in processing the monies, the first and all subsequent monthly stipend payments to the Visiting Scholar must be made in a timely fashion.
5. Process of Receiving Funds. The U.S. host institution must inform each Visiting Scholar about the procedure to secure the stipends and PDG funds, providing a copy of the procedure also to VEF.
6. Relevant Taxes. The U.S. host institution must process documentation, if any, related to U.S. taxes that might be owed by the Visiting Scholar when disbursing the stipends or PDG funds to the Visiting Scholar.
7. Tracking PDG Funds. VEF asks that the U.S. host university or institution do the following:

- a. Require written evidence from the Visiting Scholar regarding the use of PDG funds, which are limited to the uses outlined above (Section D.8) and which must relate to the Visiting Scholar's professional development.
 - b. Keep records of the use of PDG funds, which would be supported by the written evidence provided by the Visiting Scholar, and, if requested by VEF, summarize the use of the funds. Regardless of what records might be kept by the U.S. host institution, the Visiting Scholar is responsible of keeping track of use of funds (purpose, dates, amounts, and receipts).
8. Return of Unused PDG Funds. At the time that the Visiting Scholar departs from the U.S. host university or institution, any unused PDG funds for that Visiting Scholar must be returned to VEF.

IMPORTANT: The Visiting Scholar must get written agreement from the U.S. host institution that they will disburse the funds provided by VEF for the Visiting Scholar as stated above.

F. OTHER SUPPORT BY VEF

1. Visa Sponsorship. VEF is the J-1 visa sponsor for the Visiting Scholar and the J-2 visa sponsor for the Visiting Scholar's dependents. VEF will determine which J-1 visa category (Research Scholar or Short-term Scholar) is appropriate, based on the activities of the planned program.
2. On-going Assistance. The VEF offices in the United States and in Vietnam provide ongoing information and assistance and will help in any emergency situation.
3. VEF Network. The Visiting Scholar becomes a part of the wide network of VEF Fellows, Scholars and Alumni, prior to, during, and after the VSP.

G. RESPONSIBILITIES OF THE APPLICANT

As part of the application, the VSP applicant must provide the following:

1. Program Description. A clear and concise description of the project, program, research, and/or the study plan to be undertaken as a Visiting Scholar. Include the objectives, timeline, and expected outcomes and how completion of this plan will contribute to the applicant's career advancement in Vietnam, the development of the applicant's field in Vietnam, and scientific progress for Vietnam. Also include plans for any continued collaboration with the U.S. host institution (**maximum of 4 pages**).
2. Training of Trainers (TOT) Description. A clear and concise description of a training plan that describes how the knowledge, skills, and abilities, which the applicant will acquire in the United States, will be communicated to others in Vietnam. VEF sees the VSP as training the applicant as a trainer of others, thus a Training of Trainers program. Ideally, the Visiting Scholar will train other trainers, who in turn would train others, thus broadly spreading the knowledge gained by the Visiting Scholar while in the United States.
3. U.S. Institution Commitment. A written commitment from the most appropriate U.S. university/institution, department, and/or faculty member(s)/researcher, which/who will serve as the applicant's host, if selected as a Visiting Scholar. The written commitment must include the following details:
 - a. Dates. Dates that the Visiting Scholar will be hosted: expected start and end dates.

- b. Roles and Responsibilities of U.S. Host Institution. The role of the host institution, department, and/or faculty member(s)/researcher, including which arrangements for the Visiting Scholar will be handled by the host and which must be managed by the Visiting Scholar.
 - c. Role of Visiting Scholar. Expectations of the host entity regarding the role and involvement of the Visiting Scholar.
 - d. Outcomes. The expected outcomes of the Visiting Scholar's proposed program, including plans for continuing collaboration with the Visiting Scholar and the Visiting Scholar's Vietnamese home institution.
 - e. Support. Expected support from the host institution for the Visiting Scholar, which should address at least the following:
 - 1) Financial support, if any.
 - 2) Furnished office or desk space.
 - 3) Use of phone for U.S. and international phone calls.
 - 4) Use of a personal computer (laptop or desktop).
 - 5) Use of other equipment, including fax.
 - 6) Use of laboratory space and equipment as well as any limitations.
 - 7) Use of libraries and other institutional facilities, including any health centers, gymnasiums, swimming pools, etc.
 - 8) Institutional identification card.
 - f. Disbursement of Monthly Stipends and PDG Funds. Agreement by the host institution to disburse VEF funds for the Visiting Scholar, as outlined in section E herein.
 - g. Further Clarifications. Any other information that clarifies the arrangements between the host institution and the Visiting Scholar, such as, timing of stipend payments, PDG funds, and possibility of having the host institution's insurance plan at no cost to the Visiting Scholar.
4. Vietnamese University Commitments
- a. Candidacy. A written commitment from the applicant's home institution/organization in Vietnam to support the candidacy of the applicant for the VEF VSP and to allow the applicant to undertake the VSP for the period of time proposed in the United States.
 - b. Training of Trainers Program. A written commitment from the applicant's home institution/organization and/or by other Vietnamese institutions to support training sessions to train others in Vietnam with the knowledge, skills, and abilities gained by the Visiting Scholar in the United States.
 - c. Institutional Collaboration. A demonstrated interest in continuing collaboration with the U.S. host institution.

H. RESPONSIBILITIES OF THE VISITING SCHOLAR

The following provides an abbreviated list of the primary responsibilities of a Visiting Scholar. A detailed list of responsibilities will be provided in the grant letter, which serves as an agreement between the Visiting Scholar and VEF and which is distributed in advance of the Pre-Departure Orientation. The Visiting Scholar is responsible to do the following:

- 1. Arrangements with U.S. University. Finalize all arrangements with the U.S. university/institution and communicate regularly in advance of arrival with the U.S. faculty member/researcher serving as the Visiting Scholar mentor.

2. Permission from Employer. Immediately upon selection as a Visiting Scholar, secure written permission from your present employer in Vietnam to participate in the VSP for the duration of the proposed project.
3. Housing. Upon selection, immediately arrange for housing in the United States. Typically, the U.S. academic institution has services to help Visiting Scholars find appropriate temporary housing, either furnished or unfurnished.
4. Pre-Departure Orientation. Plan to participate in the VEF Pre-Departure Orientation (PDO) to be held June 10-14, 2011, in Vietnam. VEF will organize a PDO of 5 days to inform Visiting Scholars about their responsibilities as well as about the cultural and legal issues they may encounter in the United States. Included in the PDO is an outdoor Team Building event, which usually involves one day of camping. During the PDO, official Visiting Scholar grant documents and immigration documents will be issued. It is **mandatory that all VEF Visiting Scholars participate in the PDO**.
5. Dependents. Make all arrangements for, and pay for any costs related to, dependents, who accompany or visit the Visiting Scholar while in the United States. Secure, maintain, and pay for all required medical, health, and repatriation insurance for accompanying dependents while they are in the United States.
6. VEF Annual Conference. Depending on the dates of one's program in the United States, participate in the VEF Annual Conference to be held in the United States January 3-5, 2012. It is **required that all VEF Visiting Scholars participate in the Annual Conference**, if they are in the United States at the time of the Conference.
7. Taxes. Pay any required federal and state U.S. taxes on monies received from VEF or from other sources while in the United States. U.S. taxes are applied on money earned during each calendar year. Thus, as an example, a Visiting Scholar, who begins the VSP in August 2011 and ends in June 2012, would be responsible for taxes for 2011 and for taxes for 2012 and would need to file two tax returns in such a case. The Visiting Scholar is required to pay U.S. taxes, even if s/he has returned to Vietnam.
8. Regulations and Laws. Abide by all procedures and regulations established by VEF, by the U.S. host institution, and by U.S. immigration authorities, and abide by all applicable laws.

This announcement is intended to provide sufficient information about the VSP so that the applicant is confident about the basic parameters of the Program. One should feel free to contact the Vietnam Education Foundation if concerns have not been addressed herein.

If you have any questions regarding the VEF Visiting Scholar Program 2011-2012,

please contact VEF via e-mail at vs@vef.gov, or phone

- **VEF Field Office in Hanoi, Vietnam: 04-3936-3670**
- **VEF Headquarters in Arlington, Virginia, USA: 703-351-5053**

APPENDIX 17
VISITING SCHOLARS (3) OF COHORT 2011¹

SUMMARY: For the Academic Year (AY) 2011-2012, VEF awarded three (3) Visiting Scholar grants in fields supported by VEF. Visiting Scholars must have a Ph.D. and typically work in Vietnam as lecturers, administrators, or researchers at universities or research institutes. Visiting Scholars in the 2011 cohort are in self-designed professional training programs at three leading U.S. universities. One Visiting Scholar has a training period of eleven (11) months and the other two Visiting Scholars will be doing training for twelve (12) months. The 2011 cohort of Visiting Scholars is expected to finish their postdoctoral program in the United States by October 2012. One of the three Visiting Scholars is female, who was approved to defer to cohort 2012.

The list below is organized alphabetically by name, presented in Vietnamese order; specifically, the LAST (Family) name is followed by the Middle name(s) and then the First (Given) name.

#	Name (LAST Middle First)	Gender	Residence in Vietnam	Field of Expertise	Position	Vietnam Home Institution, Location	U.S. Host Institution, Location	Training Dates (mm/dd/yyyy)	Description of Training Program
1	HUYNH Trung Hieu	M	Ho Chi Minh City	Computer Engineering	Vice Dean, Department of Information Technology and Chairman, Department of Computer Science	Ho Chi Minh City University of Industry, Ho Chi Minh City	University of Chicago, Chicago, IL	8/1/2011 to 7/31/2012	(1) Research on the development of computer-aided diagnosis systems for liver, colon, and lung cancers (2) Attend seminars, courses, and conferences in computer-aided diagnosis
2	TRAN Hoai Linh	M	Hanoi	Electrical Engineering	Associate Professor, Lecturer, and Researcher	Hanoi University of Science and Technology, Hanoi	Institute for Energy Systems, Economics, and Sustainability, Florida State University, Tallahassee, FL	11/1/2011 to 9/30/2012	(1) Research on the application of artificial intelligence to improve the quality of distributed power systems (2) Attend seminars and courses in computer engineering
3	TRUONG Thi Dieu Linh	F	Hanoi	Computer Science	Assistant Professor	School of Information and Communication Technology, Hanoi University of Science and Technology, Hanoi	Oklahoma State University, Stillwater, OK	Postponed to AY 2012-2013	Research on security in optical networks

¹ The cohort designation indicates the fall of the academic year that the Visiting Scholars begin their programs.

APPENDIX 18
VISITING SCHOLAR ALUMNI (28)

As of September 30, 2011

SUMMARY: As of the fall 2011, 28 Visiting Scholars completed their programs and returned to Vietnam. While each Visiting Scholar program has a duration of five to 12 months, VEF may approve a Visiting Scholar to extend his/her program beyond one year while remaining under VEF visa sponsorship as long as the U.S. host institution offers full financial support. An asterisk (*) in the table below indicates such an extended program.

The average training period for the 28 Visiting Scholars is ten months. During their programs in the United States, besides the research activities that may have constituted part of their program, most of the Visiting Scholars also conducted observations, attended conferences and workshops, and joined other professional development activities.

The table below is organized alphabetically by name, presented in Vietnamese order; specifically, the LAST (Family) name is followed by the Middle name(s) and then the First (Given) name. The cohort year designation indicates the fall of the academic year that the Visiting Scholar began his or her program. The field expertise in the table is based on the Visiting Scholar's doctoral degree. The brief description of the training program is primarily based on the Visiting Scholar's application and final report.

Visiting Scholar Alumni (28)									
#	Name (LAST Middle First)	Gender	Cohort Year	Residence in Vietnam	Field of Expertise	Current Position, Location	U.S. Host Institution, Location	Description of Training Program	Training Dates (mm/dd/yyyy)
1	BACH Quoc Khanh	M	2010	Hanoi	Electric Power Systems	Lecturer, Hanoi University of Science and Technology, Hanoi	Institute for Energy Systems, Economics, and Sustainability, Florida State University, Tallahassee, FL	(1) Research on power system quality and distributed generation (2) Attend workshops on power systems	9/1/2010 to 8/31/2011
2	CHAU Minh Khoi	M	2008	Can Tho	Soil Biology and Soil Fertility	Lecturer, Can Tho University, Can Tho	University of California at Davis, Davis, CA	(1) Research on soil organic matter turnover under integrated farming systems (2) Attend training courses on organic farming practices	7/31/2008 to 7/30/2009

Visiting Scholar Alumni (28)									
#	Name (LAST Middle First)	Gender	Cohort Year	Residence in Vietnam	Field of Expertise	Current Position, Location	U.S. Host Institution, Location	Description of Training Program	Training Dates (mm/dd/yyyy)
3	DINH Thanh Viet	M	2007	Da Nang	Electrical Engineering	Dean, Department of Electrical Engineering, Danang University of Technology, the University of Danang, Danang	Washington State University, Pullman, WA	(1) Research on supervisory and data acquisition and energy management system (2) Attend conferences and training courses on electrical engineering	8/16/2007 to 8/15/2008
4	DUONG Minh Vien	M	2008	Can Tho	Biology	Lecturer, Can Tho University, Can Tho	Rutgers, The State University of New Jersey, Newark, NJ	(1) Research on microbial degradation and dechlorination of polychlorinated dioxins (2) Attend training courses on dioxin analysis	8/4/2008 to 8/3/2009
5	HO Le Thi	F	2010	Can Tho	Plant Physiology and Allelopathy	Researcher and Vice Dean, Department of Plant Structure, Cuu Long Delta Rice Research Institute, Can Tho	University of Missouri at Columbia, Columbia, MO	(1) Exploration of novel allelopathic compounds from the roots, shoots, and leaves of the popular rice varieties cultivated in the Mekong Delta of Vietnam (2) Attend seminars and talks on plant science	9/1/2010 to 8/31/2011
6	HO Trung Dung	M	2008	Ho Chi Minh City	Quantum Optics, Quantum Information Processing	Researcher, Ho Chi Minh City Institute of Physics, Vietnam Academy of Science and Technology, Ho Chi Minh City	The City University of New York, NY	Research on casimir-polder interaction between excited atoms and in a magneto-dielectric at finite temperature	11/1/2008 to 4/30/2010*
7	LE Thi Thu Hien	F	2008	Ha Noi	Biology	Deputy Head, Applied DNA Technology Laboratory, Institute of Biotechnology, Vietnam Academy of Science and Technology, Hanoi	University of California at Davis, Davis, CA	(1) Research on plant transformation and biotechnology intellectual property (2) Attend training courses and meetings on biosafety and vitro-biology	7/1/2008 to 6/30/2009
8	LE Van Hao	M	2008	Nha Trang	Science Education and Curriculum Development	Director, Department of Educational Quality Assurance and Testing, Nha Trang University, Nha Trang	Washington State University, Pullman, WA	Observations and development of problem-based learning curricula and pedagogies for science education	10/1/2008 to 3/31/2009

Visiting Scholar Alumni (28)

#	Name (LAST Middle First)	Gender	Cohort Year	Residence in Vietnam	Field of Expertise	Current Position, Location	U.S. Host Institution, Location	Description of Training Program	Training Dates (mm/dd/yyyy)
9	NGO Quang Vinh	M	2008	Ho Chi Minh City	Agricultural Science	Dean, Vegetable Research Department, Institute of Agricultural Science for Southern Vietnam, Ho Chi Minh City	University of Florida, Orlando, FL	Observations and research on vegetable production under protected cultivation	7/1/2008 to 5/31/2009
10	NGO Thi Phuong Dung	F	2007	Can Tho	Nutrition, Food Technology and Biotechnology	Deputy Director, Biotechnology Research and Development Institute, Can Tho University, Can Tho	University of California at Davis, Davis, CA	(1) Research on food biotechnology (2) Attend courses and workshops on biotechnology	12/1/2007 to 6/30/2008
11	NGO Thi Xuyen	F	2007	Hanoi	Plant Pathology	Lecturer, Hanoi University of Agriculture, Hanoi	University of California at Riverside, Riverside, CA	(1) Research on molecular biology and tissue culture/plant transformation technology (2) Attend a meeting on plant pathology	9/1/2007 to 8/31/2008
12	NGUYEN Linh Trung	M	2007	Hanoi	Electrical Engineering	Assistant Professor and Vice Dean, Department of Electronics and Telecommunications, University of Engineering and Technology, Vietnam National University, Hanoi	Vanderbilt University, Nashville, TN	(1) Research on signal and image processing in biomedical engineering (2) Attend workshops and conferences on medical imaging	1/15/2008 to 9/15/2008
13	NGUYEN Minh Chon	M	2009	Can Tho	Biological Production Science	Senior Lecturer and Vice Dean, Department of Biochemistry and Plant Physiology, Can Tho University, Can Tho	Clemson University, Clemson, South Carolina; and Eastern Regional Research Center, U.S. Department of Agriculture, Wyndmoor, PA	Observations and research on biochemistry and microbiology of biofuel and oil production from lignocellulosic biomass	8/15/2009 to 7/3/2010
14	NGUYEN Ngoc Giao	M	2009	Hanoi	Agricultural Science	Researcher, Agricultural Science Institute of Northern Central Vietnam, Hanoi	Cold Spring Harbor Laboratory, Cold Spring Harbor, NY	Observations and research on plant developmental biology and signaling	8/1/2009 to 7/31/2010

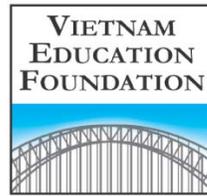
Visiting Scholar Alumni (28)									
#	Name (LAST Middle First)	Gender	Cohort Year	Residence in Vietnam	Field of Expertise	Current Position, Location	U.S. Host Institution, Location	Description of Training Program	Training Dates (mm/dd/yyyy)
15	NGUYEN Thi Hien Luong	F	2007	Ho Chi Minh City	Mechanics of Deformable Solids	Senior Lecturer and Associate Professor, Ho Chi Minh City University of Technology, Vietnam National University, Ho Chi Minh City	Florida Atlantic University, Boca Raton, FL	(1) Research on geometric imperfection effect on structural stability and damage detection in structural systems (2) Attend seminars in structural stability and damage detection (3) Observations on earthquake engineering	8/25/2007 to 6/25/2008
16	NGUYEN Thi Hong Linh	F	2007	Ho Chi Minh City	Mathematics	Lecturer, Ho Chi Minh City University of Science, Vietnam National University, Ho Chi Minh City	Princeton University, Princeton, NJ	(1) Research on applied mathematics (2) Attend seminars in mathematics (3) Learn new teaching methodology	8/30/2007 to 8/29/2008
17	NGUYEN Thi Phuong Thao	F	2008	Ha Noi	Agricultural Science	Lecturer and Researcher, Hanoi University of Agriculture, Hanoi	Cornell University, Ithaca, NY	(1) Research on potatoes (2) Attend lectures and workshops on biotechnology	8/1/2008 to 7/30/2009
18	NGUYEN Xuan Hoang Viet	M	2007	Hanoi	Electrical Engineering	Lecturer, Hanoi University of Science and Technology, Hanoi	Iowa State University, Ames, IA	(1) Research on electrical engineering (2) Learn new teaching methodology	9/1/2007 to 3/15/2008
19	PHAM Hong Thinh	M	2009	Hanoi	Electrical Engineering	Lecturer, Hanoi University of Science and Technology, Hanoi	University of Connecticut, Storrs, CT	Observations and research on high voltage engineering and power system engineering	8/30/2009 to 8/31/2011*
20	PHAM The Hai	M	2009	Hanoi	Environmental Microbiology	Researcher, Institute of Microbiology and Biotechnology, Vietnam National University, Hanoi	University of Utah, Salt Lake City, UT	Observations and research on microbiology and bacterial chemo-taxis and bioremediation	7/1/2009 to 6/30/2011*

Visiting Scholar Alumni (28)									
#	Name (LAST Middle First)	Gender	Cohort Year	Residence in Vietnam	Field of Expertise	Current Position, Location	U.S. Host Institution, Location	Description of Training Program	Training Dates (mm/dd/yyyy)
21	PHAM Tran Nguyen Nguyen	F	2007	Ho Chi Minh City	Chemistry	Lecturer, Ho Chi Minh City University of Science, Vietnam National University, Ho Chi Minh City	University of Utah, Salt Lake City, UT	(1) Research on computer-aided material design for the epoxy curing process (2) Attend seminars in computational chemistry	12/15/2007 to 10/15/2008
22	PHAN Quoc Khanh	M	2009	Ho Chi Minh City	Mathematics	Dean, Department of Mathematics, International University, Vietnam National University, Ho Chi Minh City	University of California at Davis, Davis, CA	(1) Research on stochastic and nonsmooth optimization, variational analysis (2) Attend conferences in mathematics	10/1/2009 to 9/30/2010
23	PHAN Thi Le Minh	F	2007	Hanoi	Chemical Engineering	Lecturer, Hanoi Medical University, Hanoi	Northeastern University, Boston, MA	(1) Research on manipulation of cell transport using magnetism for biomedical applications (2) Attend training courses in biochemistry	9/10/2007 to 9/9/2008
24	TRINH Xuan Hoang	M	2007	Hanoi	Physics	Researcher, Institute of Physics, Vietnam Academy of Science and Technology, Hanoi	Pennsylvania State University, University Park, PA	(1) Research on protein folding and symmetry of biomolecules (2) Attend meetings and courses in physics	9/1/2007 to 8/31/2009*
25	TRUONG Thi Anh Dao	F	2007	Hanoi	Physics	Lecturer, Ho Chi Minh City University of Natural Resources and Environment, Ho Chi Minh City	University of Massachusetts at Boston, Boston, MA	(1) Observations and research on physics (2) Attend conferences and short courses in physics	2/15/2008 to 5/15/2008 ¹
26	VU Ngoc Tuoc	M	2009	Hanoi	Theoretical Physics	Associate Professor, and Vice Dean, Department of Theoretical Physics, Hanoi University of Science and Technology, Hanoi	University of Illinois at Urbana - Champaign, Urbana - Champaign, IL	(1) Research on computational material science (2) Attend conferences in material science	11/1/2009 to 9/30/2010

¹ In the first year of the Visiting Scholar Program, the minimum requirement was 3 months, which was later changed to 5 months.

Visiting Scholar Alumni (28)									
#	Name (LAST Middle First)	Gender	Cohort Year	Residence in Vietnam	Field of Expertise	Current Position, Location	U.S. Host Institution, Location	Description of Training Program	Training Dates (mm/dd/yyyy)
27	VU Ngoc Ut	M	2007	Can Tho	Agricultural Science	Lecturer, Can Tho University, Can Tho	Michigan State University, East Lansing, MI	(1) Research on the assessment of environmental impacts of intensive aquaculture based on water parameters and bio-indicators (2) Attend training courses in biodiversity of aquatic organisms	8/15/2007 to 1/15/2008
28	VU Thi Minh Nguyet	F	2009	Hanoi	Geography and Geology	Researcher, Vietnam Institute of Geosciences and Mineral Resources, Hanoi	Hoffman Environmental Research Institute, Western Kentucky University, Bowling Green, KY	(1) Research on Karst geology and hydrogeology (2) Attend courses and conferences in hydrogeology	10/1/2009 to 9/30/2010

APPENDIX 19
TERMS AND CONDITIONS OF THE VEF VISITING SCHOLAR GRANT
FOR COHORT 2011



Terms and Conditions

Vietnam Education Foundation
Visiting Scholar Grant

Cohort 2011

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Terms and Conditions

Visiting Scholar Grant

Name of Recipient (FAMILY Middle Given):: «Last» «Middle» «First»
VEF ID Number: «VEF_ID»
Cohort Year: «Cohort_»
Date of Birth (mm/dd/yyyy): «DOB»
Vietnam Home Address: «Vietnam_Address»

June [date], 2011

Congratulations! You have been awarded a Visiting Scholar Grant by the Vietnam Education Foundation (VEF), a U.S. Federal Government agency, to pursue professional development training in the United States. Your grant is for a full-time program in your field of study and area of research/teaching at a specific U.S. institution, for the duration of time as described below. As a recipient of the grant, you are expected to meet and maintain the requirements of your University, to abide by the terms and conditions as described herein, to comply with all U.S. immigration regulations pertaining to your J immigration status, and to abide by all state and federal laws of the United States.

This document supersedes all previous written documents and serves as the prevailing grant agreement between you and VEF. It is important that you fully understand all of the information herein and confirm your acceptance of the grant award, also referred to as a Visiting Scholar Grant, by initialing respective sections where requested and signing your name on the last page.

This *Terms and Conditions* of the VEF Visiting Scholar Grant must be signed by you before VEF can issue DS-2019 Form for your J-visa application. Please sign and return the original of this document to VEF during the Pre-Departure Orientation (PDO) held in Vietnam in June. You should also keep a copy for your visa interview and for your personal records.

A. GRANT PERIOD

Grant Start Date: «Grant_Start_Date»
Grant End Date: «Grant_End_Date»

For a Visiting Scholar, the maximum grant period is twelve (12) months and the minimum grant period is five (5) months. Your stipend payments will be given for a maximum of 12 months and will be prorated if your program ends earlier or if your completion date is less than an entire month since your previous monthly stipend. Your last stipend payment must be no later than September 30, 2012.

As a J Exchange Visitor, you and your dependents can enter the United States 30 days prior to the start date indicated on your DS-2019 Form(s). In addition, you are also given a 30-day grace period to stay in the United States following the completion of your program or the end date on your DS-2019, whichever comes first.

If you complete your authorized program before the above Grant End Date, your completion date will replace the above Grant End Date.

Sign here to acknowledge your agreement with Section A. _____

B. VISITING SCHOLAR PROGRAM

U.S. University/Institution: «University»
 School/College: «SchoolCollege»
 Department/Program: «Department»
 Field of Study/Research Area: «Department»
 Primary Objective of Exchange Visitor Program: «Primary Objective of Exchange Visitor Program»

[Repeat the above if a second institution is included in the Grant]

J-1 immigration regulations require that you only attend the U.S. institution(s) that you have been authorized to attend, and that you only pursue the intended program for which you have been authorized. Hence, please note that no changes can be made to the above intended program without prior approval from VEF. This includes any changes to the following: U.S. university/institution, school/college, department/program, and field of study/research area. If changes to your intended program are required for legitimate reasons, you must obtain written approval from VEF **prior** to initiating any changes. VEF will consider authorizing such changes only if they are keeping with the original objective of your VEF Visiting Scholar Grant.

Sign here to acknowledge your agreement with Section B. _____

C. AUTHORIZED PERIOD OF PROGRAM AND PROGRAM COMPLETION

You are expected to complete the full period of time authorized for your Visiting Scholar Program as specified under the Grant Period stated above. You must obtain approval from VEF for any stay beyond this period (this does not include the 30-day grace period following the completion of your Exchange Visitor program). If you complete your intended program earlier than the Grant End Date, the end of both your grant period and your DS-2019 is the program completion date.

Should a personal emergency necessitate a disruption of your intended program and require your early departure or a temporary absence, you must obtain approval from VEF **prior** to finalizing your departure plans. You must demonstrate that your U.S. host institution agrees to your early departure or a temporary absence.

If you require further time to complete your intended program because of legitimate academic reasons, you must obtain approval **in advance** from VEF for any extension beyond the specified grant period. You must demonstrate that your University will continue to provide your full support and that you will have adequate funding to cover all your expenses (including expenses of accompanying dependents) during the entire period of extension.

Any additional costs related to a temporary absence or to a departure earlier or later than the specified grant period must be paid by the Visiting Scholar. Such costs include fees associated with airline ticketing, due to changes in the original ticket. Similarly, any costs incurred for residential leases or other contracts (e.g., for cell phones), which were arranged by the Visiting Scholar and which are affected by a temporary absence or a change in the departure date, must be assumed by the Visiting Scholar.

Any changes in dates, including a temporary absence, early completion, and program extensions, require prior approval from VEF. All requests related to your intended program that require VEF approval must meet VEF policies and must be completed in a timely fashion well in advance of the related event.

Sign here to acknowledge your agreement with Section C. _____

D. GRANT CONTINUANCE

The continuation of your Visiting Scholar Grant depends upon:

1. Full compliance with the terms and conditions of this document.
2. Full compliance with J immigration regulations and maintenance of J status.
3. Positive rapport and cooperation with your U.S. host institution(s).
4. Evidence of progress toward program completion.
5. Availability of VEF funds.
6. Your financial requirements.

Sign here to acknowledge your agreement with Section D. _____

E. PROGRAM STATUS AND REPORTS

The primary objective of the Exchange Visitor Program must remain unchanged throughout your approved period of participation in the Visiting Scholar Program. The primary objective is defined as the specific research, teaching, and other activities that you have been permitted to engage in, based on your original Statement of Purpose and confirmed by your host university/institution. All of your Visiting Scholar Program activities are limited to the site(s) of the activities, which is defined as the U.S. university or institution, approved by VEF.

In order to maintain funding and your grant status during the grant period, you must be engaged full-time in your professional development program during your time in the United States, and you must be able to demonstrate satisfactory progress toward completion of your intended work plan. If you have any difficulty, you must seek assistance immediately from your faculty mentor and determine how to overcome the problems.

VEF requires for you to submit a midterm report for any program, which is 6 months or longer, and a final report at the end of your program. Both reports must be accompanied by a statement from the department or faculty contact at your U.S. host institution. At the end of the Visiting Scholar Program, you are required to provide a final report to VEF ***no later than 30 days after the end date of your program***. You must include a refined Training of Trainers (TOT) plan to accompany the final report. Reports must be submitted via the VEF Online Management System (OMS). VEF requires a report on the progress and outcomes of the TOT program in Vietnam ***no later than one year after the end date of your program***. In addition, you are requested to inform VEF about, and invite VEF to, any activities in Vietnam related to your TOT program.

Sign here to acknowledge your agreement with Section E. _____

F. FINANCIAL INFORMATION

Please note: *It is recommended that you bring supplementary funds of your own to help cover miscellaneous expenses that you might incur upon your arrival in the United States.*

Your VEF grant conforms to the following financial support, for which VEF pays all costs associated with each item, unless a specified amount is listed:

1. All costs related to the Pre-Departure Orientation in Vietnam.
2. A settling-in allowance of U.S. \$500 given directly to the Visiting Scholar as an expense card during the Pre-Departure Orientation in Vietnam, which is to be used for personal incidental expenses in the United States. Receipts are not required to be submitted to VEF for use of these funds.
3. Initial visa application fees (if any). Note that VEF Visiting Scholars and their dependents do not need to pay for any such fees at this time.

4. Physical exam and inoculations (if any are required by the U.S. university/institution), which must be completed in Vietnam, prior to departure for the United States. If a series of inoculations cannot be completed in Vietnam, VEF will reimburse you for the remaining inoculations to be completed after arrival at the U.S. host institution upon receipt of the following: (1) evidence why the series could not be completed in Vietnam; and (2) receipts from the University or medical doctor giving a description of the specific inoculation and the amount paid by the Visiting Scholar.
5. Costs of an economy-class round-trip air ticket from Vietnam to the airport nearest to your U.S. University/Institution. This ticket is provided through a travel agent designated by VEF. If a round-trip ticket is not available due to the schedule of your academic program in the United States, then VEF will pay for the cost of a one-way economy-class ticket from Vietnam to your U.S. University/Institution and for another one-way economy-class ticket from your U.S. University/Institution to return to Vietnam at the end of your program. Any additional travel, including travel to secondary sites of activities, will not be covered by VEF.

To request a return ticket to Vietnam arranged by VEF, you are required to complete an application at the OMS at least 30 days prior to your intended departure date unless it is an emergency departure.

If you prefer to purchase your own ticket for your return flight to Vietnam upon the completion of your program, you must receive approval to do so in advance from VEF. You must contact VEF's designated travel agent to provide to VEF the cost of your return flight to Vietnam if the travel agent were scheduling your return flight. The reimbursement for the purchase of your own ticket cannot exceed the cost of the flight that normally would be arranged by VEF's travel agent and cannot be processed until after the trip is complete. Along with a completed reimbursement form that will be forwarded to you upon the approval of your personal booking, you must also submit a receipt of your ticket payment, your boarding passes and a copy of your credit card payment for the ticket in order to receive reimbursement.

6. Accident/illness health insurance, paid one time at the beginning of your intended program to an insurance agent arranged by VEF to cover you in the United States during the full grant period, including up to 30 days prior to the grant start date and up to 30 days after the grant end date.
7. Monthly stipend of \$2,300 from which required U.S. income taxes will be withheld at a rate of approximately 17%. VEF will pay to your U.S. host institution the total amount for your stipends for the entire period of your approved program (the Grant Period), and the U.S. University/Institution will disburse the stipend funds to you.
8. Professional Development Grant (PDG) of \$300 per month for professional development expenses. The number of months or partial months is calculated according to the dates of the Visiting Scholar's academic program, namely the Grant Period as stated herein. VEF will pay to your U.S. host institution the total amount for your PDG for the entire period of your approved program (the Grant Period), and the U.S. University/Institution will disburse the PDG funds to you.

Use of the PDG funds is limited to professional development purposes in one's field, defined as follows: conference attendance and/or presentations; training workshops or seminars; books, journals, and publications; computer hardware or software; professional memberships or subscriptions; courses to improve English speaking, listening, reading, or writing; hiring a statistician; and hiring an English language expert to edit one's thesis, dissertation, or publishable article. PDG funds cannot be used for non-professional purposes, such as living expenses, costs for dependents, travel for pleasure, medical or health expenses, and entertainment. The Visiting Scholar must report to VEF on the use of his/her PDG funds when requested by VEF.

You are responsible for planning and using your resources carefully to cover your financial obligations.

Sign here to acknowledge your agreement with Section F and items 1 - 8 . _____

G. ANNUAL VEF FELLOWS AND SCHOLARS CONFERENCE

To facilitate interaction among VEF Visiting Scholars, Fellows, and U.S. Faculty Scholars and between VEF Fellows, Scholars, and the U.S. scientific community, VEF hosts an annual conference from January 3 through January 5 each year at a prominent U.S. university. During the grant period, VEF will pay for the following costs for you to attend the conference: round-trip economy airfare from your University to the conference venue; lodging; a fixed allowance to cover transportation to/from airports and incidentals; and registration. Once you have registered for the conference, any costs related to cancellations and/or no-shows will be your responsibility and you will need to reimburse VEF for those costs. All VEF Visiting Scholars are expected to attend and participate fully in this annual conference.

Sign here to acknowledge your agreement with Section G. _____

H. EMPLOYMENT

Under U.S. immigration laws, Visiting Scholars are not permitted to engage in, or receive compensation for, any work other than what is involved in the intended program with the U.S. University and its relevant department and/or division, and other than what is specified in this grant letter. Any employment unrelated to your primary exchange visitor activity is strictly prohibited by immigration regulations. Employment or work outside of your intended program and/or work plan is considered illegal and could result in termination of your Visiting Scholar grant and J-1 visa status.

However, J-1 immigration regulations permit you to give occasional and short-term consultancies and lectures, which may include an honorarium payment to you and which would occur outside of your approved site of activity, as long as the consultancy or lecture is directly related to your primary Exchange Visitor activity. If such an opportunity arises, ***prior written approval must be obtained from VEF*** by submitting an application and support documents to VEF via the VEF Online Management System (OMS). Failure to receive written permission from VEF prior to performing such professional activities is a violation of your J-1 scholar status. VEF will only approve such professional activities after careful review to ascertain if the activity meets the primary objective of the Exchange Visitor Program for which you have been approved. No extension of time can be provided for such activities and must be done in conjunction with the approved grant period of your Visiting Scholar Program.

Sign here to acknowledge your agreement with Section H. _____

I. COMMUNICATIONS WITH VEF

As per immigration regulations related to the J Exchange Visitor Program, **the primary objective of your Exchange Visitor Program cannot change during the approved program activity Grant Period**. Any additional activities related to your primary objective must be approved by VEF in advance. You must also inform VEF of any professional problems or concerns that you might have at your U.S. host institution and of any medical or personal emergency situations. Your primary contact at VEF is:

Ms. Sandarshi Gunawardena
Senior Program Officer
Vietnam Education Foundation (VEF)
2111 Wilson Blvd., Suite 700
Arlington, VA 22201
Phone: 703-351-5053; Fax: 703-351-1423

Send all correspondence to Ms. Sandarshi Gunawardena (sandarshigunawardena@vef.gov), copying VEF's Program Associate, Kristin Oberheide (kristinoberheide@vef.gov), and include the general VEF address for VEF Visiting Scholars (vs@vef.gov). **Always include in the subject line of your email your full name in Vietnamese order as listed on this grant letter.**

Sign here to acknowledge your agreement with Section I. _____

J. REPORTING INFORMATION TO VEF FOR IMMIGRATION PURPOSES

As required by immigration regulations, you are required to report the information listed below to Ms. Sandarshi Gunawardena (sandarshigunawardena@vef.gov), who serves as the Responsible Officer for the VEF Exchange Visitor Program, and Kristin Oberheide (kristinoberheide@vef.gov), who serves as the Alternate Responsible Officer. It is your responsibility to report this information in a timely manner for immigration purposes in order to maintain your valid nonimmigrant status and for VEF to meet federally mandated monitoring and reporting requirements that are time sensitive. You must report all of the following information to VEF (Ms. Gunawardena and Ms. Oberheide) through the OMS and/or via email as directed.

1. Residential Address and Contact Information

U.S. federal immigration regulations require that you keep VEF informed at all times of your current U.S. residence address. Immigration regulations require that you report any changes to your physical residence address to VEF **within 10 days** of any change of address. You must report in the OMS the address of the actual physical location where you are residing in the United States **within ten (10) days of your arrival**. Throughout the period of your VEF Visiting Scholar Grant, you must keep VEF informed of any subsequent changes to your address or contact information **within ten (10) days of the change** by updating your information via the OMS. In addition, you must also update all your other contact information (including telephone numbers and e-mail addresses) as soon as they change. If the address where you receive mail is different from where you physically reside, you must inform VEF via the OMS of both addresses. Do not use post office boxes for either your residential or mailing address.

2. Program Information

Immigration regulations require VEF to report to the U.S. Citizenship and Immigration Services any changes in your program within a certain period of time. Hence, you hold the responsibility of reporting the following mandatory information:

a) Changes in your intended program: You must report to Ms. Gunawardena and Ms. Oberheide by email if there is any possibility of changes to your field of study/research area or department **BEFORE** initiating any formal changes at your University/Institution and making any changes to your program already approved by VEF. You must wait for VEF's written approval of such changes prior to initiating any changes with your University/Institution. Once you have received approval, you must update your OMS record accordingly.

b) Extended absences: You must report to Ms. Gunawardena and Ms. Oberheide via email if you are required to be outside of the United States for more than the normal vacation periods. These extended absences from the United States may be related to your program or due to personal unforeseen emergencies. Extended absences from the United States must be approved by VEF prior to your departure from the United States and may have an impact on your J immigration status.

c) **Early completion:** You must report to Ms. Gunawardena and Ms. Oberheide via email if you will complete your academic program before the Grant End Date specified in this grant letter. This must be reported prior to the early completion of your program.

d) **Program extension:** If you are unable to complete your program within the time period allocated on your DS-2019, you must apply for a program extension in the OMS with all support documents and contact Ms. Gunawardena and Ms. Oberheide well in advance of your current Grant End Date.

3. Changes in Financial Information

You must report by email to Ms. Gunawardena and Ms. Oberheide any changes to the financial information that is on your DS-2019. This includes, but is not limited to, increases or decreases in financial support from your U.S. host institution. You must also contact VEF if there are emergency situations that have an impact on your financial situation.

4. Changes on Your DS-2019 Information

You must report by email to Ms. Gunawardena and Ms. Oberheide any material change to any information that is currently on your DS-2019 including changes to funding, site of activity, or biographical information (i.e. if you get married and your name changes).

5. International Travel

You must inform Ms. Gunawardena and Ms. Oberheide **before you begin any travel** outside of the United States during your grant period by completing the required application in the OMS. You must have your DS-2019 Form endorsed by VEF **before** you travel in order to be able to return to the United States. If you will need to apply for a new J-1 visa while abroad, you must allow adequate time during your trip to get this done.

6. Program Completion and Departure

As you get close to the end date of your program, you must inform Ms. Gunawardena and Ms. Oberheide of your plans for departure by completing the required application in the OMS.

Please note: You are also responsible for reading and paying attention to all email communications sent by VEF that relate to immigration matters. This includes periodic alerts sent via the VEF list for all Visiting Scholars. All communications will be sent to your primary email address listed in the OMS, and it is your responsibility to read all emails sent by VEF to this address.

Sign here to acknowledge your agreement with Section J and items 1 - 6. _____

K. J-1 EXCHANGE VISITOR VISA

VEF will provide you with a DS-2019 Form to secure a J-1 visa under the Exchange Visitor Program as required by your VEF grant. You are personally responsible, financially and otherwise, for making all arrangements for securing your passport. Your Visiting Scholar Grant is available only if you can obtain a passport and a J-1 visa with the 2-year home residency requirement. VEF will be responsible for documentation required to extend your permission to stay in the United States throughout the period of your authorized VEF Visiting Scholar Program participation.

The J-1 visa is your permission to enter the United States and not your permission to remain in the country. The permission to remain in the country resides solely in your maintaining your J-1 status and the validity of your DS-2019 document. You may remain in the United States with an expired J-1 visa as long as you are maintaining J-1 status. J-1 visas cannot be renewed in the United States, and the J-1 visa would need to be renewed if you travel outside of the United States while you are participating in the Visiting Scholar Program. Please contact Ms. Gunawardena or Ms. Oberheide if you have questions about this.

Upon completion of your intended program and/or expiration of your Exchange Visitor J-1 status, you are required to reside in your home country, Vietnam, for two years before you may apply for the following: (1) a nonimmigrant visa (H-temporary employment visa or L-intercompany transfer visa); or (2) permanent residence or an immigrant visa in the United States. During the two years of home residence, you may be able to enter the United States on other types of non-immigrant visas, such as visitor or business visas, if granted.

Sign here to acknowledge your agreement with Section K. _____

L. HEALTH INSURANCE

As a condition of your J-1 visa, you are required by law to maintain health insurance coverage as stipulated by the Department of State, which includes medical coverage, medical evacuation coverage, and repatriation coverage for yourself and all of your dependents in J-2 status for the entire duration of your time in the United States, including the 30-day period in advance of your Grant Start Date and the 30-day grace period following the completion of your program of study, during which you are allowed to remain in the United States. Required coverage amounts are listed on page 2 of your DS-2019 Form and, for your dependents, please see below, under the section entitled *Responsibility for Dependents*. A willful failure to carry medical and health insurance for yourself or your dependents is considered a violation of your J-1 status and of the VEF Visiting Scholar Program, and under the law, requires termination from the VEF Exchange Visitor Program.

VEF will cover the costs and arrange for you to have the required accident/illness health/medical insurance coverage, which includes medical evacuation and repatriation insurance, according to the coverage amounts required by the Department of State, from the time you leave Vietnam throughout the duration of your program approved by VEF and described herein. Additional health insurance to cover annual doctor's visits and/or dental and vision insurance may be purchased at your own expense after arriving in the United States. Insurance coverage and associated fees for dependent family members in J-2 status are your own responsibility.

You are responsible for knowing what your insurance does or does not cover, including any pre-existing conditions. Please read your policy thoroughly.

Sign here to acknowledge your agreement with Section L. _____

M. RETURN TO VIETNAM

VEF is a U.S. Federal Government agency. By accepting this grant from VEF, you agree to obtain a J-1 visa with a two-year home residency requirement, which mandates that you return to Vietnam upon completion of your grant period in the United States. Failure to do so will be seen as noncompliance with the Visiting Scholar Grant terms and conditions and with your J-1 visa requirements and could result in legal action by the U.S. Government. This legal action could negatively impact your ability to travel to the United States in the future.

Sign here to acknowledge your agreement with Section M. _____

N. REVISION OF TERMS

VEF reserves the rights to revise or adjust these grant provisions, if conditions require, without prior consultation with, or agreement by, you. Conditions may include your late arrival or early departure, your extended travel outside of the United States; changes in financial resources available to you from your host institution in the United States; your failure to maintain satisfactory progress on your approved program; your failure to maintain valid J-1 status; or any other legal matters that might affect VEF or you, including changes to U.S. Federal Government regulations. **You must report to VEF in writing any grants, other awards, or employment opportunities provided to you that are not described in this document.**

Sign here to acknowledge your agreement with Section N. _____

O. RESPONSIBILITIES

You are responsible for observing satisfactory academic and professional standards and for maintaining a standard of conduct and integrity, which is in keeping with the spirit and intent of the VEF Visiting Scholar Program and which will contribute positively to the promotion of mutual understanding between the people of the United States and Vietnam. You are expected to obey all local, state, and federal regulations and all U.S. laws during your stay in the United States. You are also expected to abide by the rules and regulations of your U.S. host institution. You are expected to check in with your host University's International Office upon arrival at your host institution and complete any required paper work, if requested. Please note that failure to abide by any such laws, rules, and regulations can have a direct and adverse impact on your immigration status as well. You are also responsible to notify VEF immediately if you face any situation that arises in which you are considered in violation of university, institution, local, state or federal laws and regulations.

Sign here to acknowledge your agreement with Section O. _____

P. REQUIRED IDENTIFICATION NUMBER

As a recipient of grant income in the United States, you are required to obtain a Social Security Number (SSN), which you may proceed to do no sooner than **after 10 days of your arrival** in the United States. Advice on how and where to apply for a SSN can be obtained from your University's International Office upon arrival. You should be registered in the Student Exchange Visitor Information System (SEVIS) after 10 days from your arrival by providing information to VEF through the OMS. Please note that you cannot secure an SSN without first being fully registered in the SEVIS system, which depends on you completing all the required information at the OMS upon your arrival in the United States. Please inform VEF through the OMS of your SSN number **as soon as possible**. Typically, your U.S. host institution cannot issue you any funds until you have secured your SSN. VEF cannot issue any funds to you without your SSN.

Sign here to acknowledge your agreement with Section P. _____

Q. TAXES

Any U.S. source that pays you income may be required to withhold Federal, state, and local taxes from the payments that they make to you and to report this income to the Internal Revenue Service (IRS) annually. This income may include the stipend and other funds provided to you through your University.

Your actual tax liability is determined when you file your income tax return(s), which must be completed following the close of the tax (calendar) year. You must file a U.S. Federal income tax return no later than April 15 each year for the preceding year. In addition, you need to file a state income tax return by the deadline specified by the state in which you reside. In the event that the tax liability is less than the amount withheld, you may receive a tax refund directly from the IRS.

For filing options and further rules, you should consult with the following: (1) the International Office at your U.S. host institution, which may provide foreign national tax filing advice to international students and scholars; (2) a tax professional familiar with foreign national/alien tax filing; and/or (3) the IRS.

Even if you have already departed the United States, you must file a tax return for the prior calendar year. **Failure to file with the various tax authorities may result in termination of your Visiting Scholar Grant or, if you have already departed the United States, may result in a ban by the U.S. government on your return to the United States for any purposes.**

Sign here to acknowledge your agreement with Section Q. _____

R. REVOCATION, TERMINATION, OR SUSPENSION OF AWARD

1. The VEF Visiting Scholar Grant may be revoked, terminated, or suspended. In a revocation, the grantee is considered as not having received the grant and will not be an alumnus or alumnae of the VEF program. In a termination, unless otherwise stated, the grant will be considered to have ended when VEF announces its decision to terminate. In a suspension, the grant will be considered inoperative until a decision is made to reinstate, revoke, or terminate the grant.
2. If you fail to obtain any legally required permission from your current employer in Vietnam to leave for this Visiting Scholar professional development training program in the United States, or fail to obtain a proper J-1 visa and enter the United States, the Visiting Scholar Grant offer will be revoked by VEF.

3. If you fail to sign and return this *Terms and Conditions* of the VEF Visiting Scholar Grant by the required deadline at the Pre-Departure Orientation, the Visiting Scholar Grant offer may be revoked by VEF.
4. If it is determined by the required medical evaluation and examination conducted prior to your departure to the United States that you are not fit to travel and pursue a VEF program of professional development in the United States, the Visiting Scholar grant offer may be revoked by VEF.
5. Your U.S. host institution has the authority to recommend to VEF to revoke or terminate the grant. If revocation or termination is recommended, the grantee will have an opportunity to respond to the recommendation. A review of the circumstances will be considered by VEF before a final decision is made.
6. Grounds for revocation or termination include, but are not limited to: **(1)** violation of the laws of the United States; **(2)** any act likely to give offense to the United States because it is contrary to the spirit and mission of VEF; **(3)** failure to observe satisfactory academic or professional standards; **(4)** physical or mental incapacitation; **(5)** engaging in unauthorized income-producing activities; **(6)** failure to comply with the grant's terms and conditions; **(7)** misrepresentation made either orally or in writing on any VEF forms or in any documents related to this Visiting Scholar Grant; **(8)** violation of immigration regulations or SEVIS (Student Exchange Visitor Information System) reporting requirements; and **(9)** any conduct detrimental to the mission of VEF.
7. VEF also has authority to terminate a Visiting Scholar Grant on either of the following grounds: **(1)** if the grantee has exhausted all benefits of health and accident insurance provided to the grantee in connection with the grant, and continued medical treatment would lead to the grantee becoming a public charge; or **(2)** if the grantee requires such protracted medical treatment that successful completion of the objectives of the grant is jeopardized. The procedure for any such termination shall be the same as that provided for the termination of grants generally, except that the recommendation for such termination, supported by the corresponding factual information, shall be made by VEF. In the event any such grounds occur during the period of a Visiting Scholar Grant, it is VEF's policy that this grant should not be renewed or extended.
8. A grant may be suspended if: **(1)** the grantee ceases to carry out the specified program described herein during the grant period; **(2)** the grantee leaves the United States without prior authorization from VEF; and/or **(3)** the grantee requests suspension of the grant for personal reasons. During a period of suspension, the grantee will not receive any grants, benefits, or other financial support provided by VEF. Unless otherwise authorized by VEF, no retroactive claim for such grants, benefits, or other financial support with respect to a period of suspension will be honored.
9. When you owe any money to VEF (e.g., from over-payments of grants, cancellation of a conference after receiving a grant, etc.), you are required to pay the debt back to VEF within 30 days of the debt. If repayment is not completed by that time, you could face termination.
10. Grantees that remain in the United States beyond periods authorized by VEF are subject to all the provisions of this Section R.
11. The "public charge" provisions of the U. S. immigration law prohibits the admission of foreign nationals, who do not have sufficient financial resources to cover all of their normal living expenses, and who, as a result, would have to access public assistance in order to survive in the United States. Foreign nationals in this category will be refused a visa to enter the United States and, if already in the United States, will be subject to deportation. As a VEF Visiting Scholar, you hold the responsibility of being aware of this provision of the U.S. law, and in the event you become a "public charge" by receiving public assistance, VEF would terminate your Visiting Scholar Grant and rescind VEF sponsorship of your J-1 immigration status, which would result in your having to return to Vietnam immediately.

Sign here to acknowledge your agreement with this entire Section R, items 1 - 11. _____

S. RESPONSIBILITY FOR DEPENDENTS

None of the agencies, organizations, or persons cooperating in providing your grant can assume any responsibility for the travel, insurance, and/or financial support of any dependents. However, you may request J-2 visa support from VEF for your dependents to join you in the United States. VEF recommends that your spouse have a basic English language skill level, demonstrated with a score equivalent to at least 450 on the paper-based TOEFL exam.

By U.S. law, you are required to provide adequate health and accident insurance for any dependents that accompany you. Failure to do so violates the terms and conditions of the J-2 visa and this Visiting Scholar Grant award and may result in termination of your Visiting Scholar Grant. At a minimum, the dependent insurance must provide the following benefits: (1) medical coverage of at least \$50,000 per person per accident or illness; (2) repatriation of remains in the amount of \$7,500; and (3) medical evacuation benefits of at least \$10,000. In addition, a qualified insurance program shall not have a deductible that exceeds \$500 per accident or illness; and it must meet other technical standards as specified in the Exchange Visitor Program regulations. More details about J-2 visas are available at the VEF website. You must submit to VEF the application for J-2 visa support via the OMS.

Sign here to acknowledge your agreement with Section S. _____

T. OTHER PROGRAMS

VEF has no responsibility, financial or otherwise, in connection with any program other than that specified in this *Terms and Conditions* grant letter.

Sign here to acknowledge your agreement with Section T. _____

U. SELECT PERSONAL INFORMATION

VEF collects limited personal information about VEF Visiting Scholars and their achievements to place in the annual *VEF Fellows, Scholars, and Alumni: Achievements and Directory*, which is distributed publicly. The information includes a photo; the Visiting Scholar's full name, cohort year, field of study/research area, and name of U.S. host university; achievements, such as publications, presentations, awards, and other means of recognition earned during, and resulting from, their tenure with VEF; position and affiliation in Vietnam; email address; and hobbies. In providing your signature, you agree that VEF can make this information available publicly.

Sign here to acknowledge your agreement with Section U. _____

V. POWER OF ATTORNEY

If necessary, due to a serious medical or mental illness or incapacitation, VEF is authorized to serve as your agent pursuant to a Power of Attorney (POA) in order to resolve matters on your behalf while you are in the United States. VEF would only enact the POA in an emergency situation to protect you and VEF. Your signature empowers VEF to serve as your agent authorized to act on your behalf in accordance with an unrestricted Power of Attorney, which is attached hereto, to handle all of your affairs in the United States until you return to Vietnam.

Sign here to acknowledge your agreement with Section V. _____

W. ACCEPTANCE OF TERMS AND CONDITIONS OF THE VEF VISITING SCHOLAR GRANT

Sign below and return to VEF the original of this *Terms and Conditions* of the VEF Visiting Scholar Grant, known also as the grant letter, to indicate that you understand, accept, and will comply with all provisions stated in this *Terms and Conditions*.

By my signature, I accept the terms and conditions appearing on all pages of this document and any addenda. My signature confirms my understanding of, and compliance with, these terms and confirms my agreement to return to Vietnam for two years upon completion of my authorized professional development program in the United States. Furthermore, my signature gives VEF permission to request progress reports from, and discuss academic information with, my U.S. host institution.

PRINT NAME: _____

SIGNATURE: _____ **DATE:** _____

General Durable Power of Attorney

I, [name] a resident of [address, Vietnam] designate Ms. Sandarshi Gunawardena, a representative of VEF, a Federal government agency, as my attorney in fact (Agent), when I am medically or mentally incapacitated on the following terms and conditions:

1. Authority to Act. The Agent is authorized to act for me under this Power of Attorney and shall exercise in my best interests and for my welfare.
2. Powers of Agent. The Agent shall have the full power and authority to manage and conduct all of my affairs, and to exercise my legal rights and powers, including those rights and powers that I may acquire in the future, including the following:
 - a. To receive and endorse checks and other negotiable paper, deposit and withdraw funds that I now have on deposit or to which I may be entitled in the future in or from any bank, savings and loan, or other institution;
 - b. Safety Deposit Boxes. To have access to any safety deposit box registered in my name alone or jointly with others, and to remove any property or papers located therein necessary to conduct my affairs;
 - c. Legal and Administrative Proceedings. To engage in any administrative or legal proceedings or lawsuits in connection with any matter herein;
 - d. Transfers in Trust. To transfer any interest I may have in property, whether real or personal, tangible or intangible, to the trustee of any trust that I have created for my benefit;
 - e. Medical Issues. To act as my agent in dealing with medical personnel while I am mentally or medically incapacitated.
3. Durability. This durable Power of Attorney shall be irrevocable until my death or until revoked by me in writing.
4. Reliance by Third Parties. Third parties may rely upon the representations of the Agent as to all matters regarding powers granted to the Agent. No person who acts in reliance on the representations of the Agent or the authority granted under this Power of Attorney shall incur any liability to me or to my estate for permitting the Agent to exercise any power prior to actual knowledge that the Power of Attorney has been revoked or terminated by operation of law or otherwise.
5. Indemnification of Agent. No agent named or substituted in this power shall incur any liability to me for acting or refraining from acting under this power, except for such agent's own misconduct or negligence.
6. Revocation. I hereby revoke any previous Power of Attorney that I may have given to deal with my property and affairs as set forth herein.
7. Substitute Agent. If Sandarshi Gunawardena is, at any time, unable or unwilling to act, I then appoint the Executive Director of the Vietnam Education Foundation as my Agent.

Date: _____ Signature: _____

*APPENDIX 20
CALL FOR PROPOSALS FOR U.S. FACULTY SCHOLAR GRANTS
FOR COHORT 2011*



Vietnam Education Foundation

U.S. FACULTY SCHOLAR PROGRAM

CALL FOR PROPOSALS

**For
Academic Year 2011-2012**

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EXECUTIVE SUMMARY

The Vietnam Education Foundation (VEF) is pleased to announce a *CALL FOR PROPOSALS* for its *U.S. Faculty Scholar Program*. This executive summary is followed by detailed information for the submission of proposals. **DEADLINE: February 7, 2011**

Objectives

The VEF mission is to build the bi-lateral relationship between the United States and Vietnam through educational exchanges. The objectives of the U.S. Faculty Scholar Program are to contribute to capacity building in science and technology in Vietnam, to help Vietnamese institutions address specific educational challenges, and to build positive, collaborative relationships between U.S. and Vietnamese higher education institutions and faculty members.

Eligibility

Applicants must be U.S. citizens, holding an academic position of Associate Professor, Professor, or Emeritus.

Models of Teaching

The applicant must teach in English at a Vietnamese university for one or two full academic terms. Teaching may take place either in Vietnam via face-to-face teaching or by interactive, real-time video-conferencing from the United States. Short-term workshops or seminars by one or more professors do not meet the requirements for a U.S. Faculty Scholar Grant.

Focus Fields and Level of Courses

Authorized fields of teaching are the sciences, engineering, mathematics, medicine, and technology. Courses may be at the undergraduate or graduate level.

Dates

Activities related to the teaching program may begin no earlier than July 1, 2011, and must end no later than August 31, 2012.

Financial Support

Each proposal selected for funding will receive a grant from VEF of up to U.S.\$55,000. VEF will not provide any overhead either to the U.S. or Vietnamese institutions. As determined in advance by the applicant, the Vietnamese host university or universities should provide direct and/or in-kind financial support and set the teaching conditions. The U.S. University should also provide direct and/or in-kind financial support. Five U.S. Faculty Scholar grants are available for AY 2011-2012.

Application Procedure

Proposals may be submitted from December 10, 2010, to February 7, 2011, using the VEF online *Application for VEF U.S. Faculty Scholar Program* available at: <https://application.vef.gov/usfs/>

**DEADLINE FOR SUBMISSION OF ONLINE PROPOSALS:
MIDNIGHT(EST), FEBRUARY 7, 2011**

Details

VEF U.S. Faculty Scholar Program

Call for Proposals

1. Overview

The Vietnam Education Foundation (VEF)¹ was established by the U.S. Congress in December 2000 as an independent federal agency. VEF's primary purpose is to promote the bilateral relationship between the United States and Vietnam through educational exchanges, both for Vietnamese nationals to pursue graduate and post-graduate studies in the United States in the sciences (natural, physical, and environmental), engineering, mathematics, medicine (including public health), and technology (including information technology), and for American citizens to teach in the same fields of study in Vietnam.

The VEF U.S. Faculty Scholar Program addresses the stated goal by having U.S. faculty teach courses in English at Vietnamese universities either on-site in Vietnam or by interactive, real-time videoconferencing from the United States. VEF serves as the organizer and sponsor for this project while the Vietnamese host institutions and the cooperating U.S. institutions serve as co-sponsors through their support. VEF engages the U.S. National Academies in helping to identify and select qualified U.S. faculty. The applicant for the U.S. Faculty Scholar Program submits a proposal to VEF for funding through an online application available at the VEF website (<https://application.vef.gov/usfs/>).

2. Objectives

The specific objectives of this project are:

1. To contribute to capacity building in science and technology in Vietnam through teaching and related research activities for one or two full academic terms with activities related to the teaching program beginning no earlier than July 1, 2011, and ending no later than August 31, 2012;
2. To help Vietnamese institutions address specific educational issues identified in two VEF reports², including curriculum development, integration of research opportunities, student learning outcomes, and evaluation; and
3. To build positive, collaborative relationships between U.S. and Vietnamese higher education institutions and faculty members that may lead to sustainable partnerships.

¹ VEF website: www.vef.gov

² Please see the reports at the VEF website under *Resources*

3. Eligibility and Teaching Models

Applicants for the U.S. Faculty Scholar Program must be U.S. citizens and must hold an academic appointment at the level of Associate Professor, Professor, or Emeritus. The applicant submits a proposal to VEF to teach for one or two full academic terms at a Vietnamese university using one of two models:

- (1) On-site in Vietnam, via face-to-face teaching
- (2) From the United States, via interactive, real-time video-conferencing

For U.S. Faculty Scholars who wish to use the video-conferencing model, it is expected that on-site visits to Vietnam will take place for at least one week at the beginning of the course(s) and one week at the end of the course(s). Courses taught by video-conference must be live, that is, in real time. Webcasts or similar programs, such as Adobe Connect, may also be used to achieve the intended purpose as long as the result is a highly interactive and dynamic remote course. Communications, which occur between the remote live class sessions, may use Skype or similar types of connections; however, such connections cannot serve as the major mode of course delivery. Courses using this model cannot be taped in advance and delivered passively by DVD or by any other means. To assure technical capabilities, the applicant must obtain written confirmation from both the U.S. and Vietnamese universities regarding the following: (1) sufficient internet connectivity; (2) availability of highly reliable videoconferencing and/or webcasting equipment and facilities; (3) access for each student to all necessary equipment to function independently; and (4) availability of technical personnel to help manage the details.

In both models, the grant applicant must arrange in advance the details of the teaching engagement directly with the Vietnamese university and secure in writing from the Vietnamese host institution a commitment regarding the teaching conditions and the host institution's specific financial support and method of payment.

The grant may include team teaching, incorporating additional U.S. faculty. In this case, the applicant remains the principle grantee and any other U.S. faculty will be financed through the applicant's grant and not separately. All arrangements for additional U.S. faculty are managed by the applicant. All faculty on the teaching team must abide by the same specifications enumerated in the U.S. Faculty Scholar Program regarding the standards and delivery of the course(s).

For grant applicants who do not have direct contacts with Vietnamese universities, VEF can provide recommendations and contact information. To request assistance in identifying an appropriate Vietnamese university, please briefly summarize your specific interests and contact VEF at the following email address: usfs@vef.gov

4. Focus Fields of Teaching

The fields specified for this teaching program are limited by the VEF legislation to the sciences (natural, physical, and environmental), mathematics, medicine, engineering, and technology (including information technology). Priority this year will be given to applicants, whose field of study focuses on climate change (environmental sciences) or on nuclear energy, provided that all other qualifications are equal, as these fields are of great interest to Vietnam and to U.S. bilateral interests.

All courses must include an element of student research, requiring individual and/or group projects. It is recommended that the applicant list the research assignments in the proposal and demonstrate his/her knowledge of the situation at the Vietnamese host university or universities, including the level of previous research experience of the students and the adequacy of laboratory equipment, space, and supplies to conduct the intended research.

It is also recommended that the applicant include in the proposal how each course fits into the existing curriculum of the Vietnamese host university and/or how the course is an innovative approach to the existing curriculum.

5. Language of Instruction

Course delivery and exams as well as all course materials must be in English. The intent is to promote the use of spoken and written English in the focus fields. Vietnamese students and teaching assistants are expected to have sufficient knowledge of reading, writing, speaking, and listening in English to take full advantage of the knowledge that the U.S. Faculty Scholar brings to the experience.

6. Dates of Teaching Program

The academic year 2011-2012 includes the fall 2011 term and the spring 2012 term. Activities related to the teaching program may begin as early as July 2011 and must be completed by August 31, 2012. The U.S. Faculty Scholar can teach one or two semesters. The academic year in Vietnam begins in September and ends in June with two semesters that are typically scheduled from September through January and from February through June.

The U.S. Faculty Scholar teaching on site in Vietnam should plan to arrive in mid-August for the fall semester in order to participate in university administrative meetings prior to the beginning of the academic year. Similarly, if the U.S. Faculty Scholar is teaching only in the spring semester, he/she should plan to arrive about two weeks prior to the beginning of classes. In both cases, the U.S. Faculty Scholar should plan to stay at least one week after course grades have been submitted. The U.S. Faculty Scholar teaching by video-conferencing from the United States should plan to go to Vietnam for at least one week at the beginning of the course(s) and then return to Vietnam at the end of the course(s) for at least one week, in both instances incorporating some face-to-face teaching or testing, as appropriate.

Exact dates, including arrival and departure dates and semester schedules, should be confirmed in writing with the Vietnamese host university.

To prevent any conflict of interest related to receiving Federal Government funds for this project, VEF requests that the Faculty Scholar avoid doing non-VEF business during the grant period. Importantly, VEF funds must NOT be used for any purposes other than for the fulfillment of this grant.

VEF encourages the Faculty Scholar to participate in any activities and events organized by VEF either in Vietnam or in the United States and either prior to, during, or beyond the grant period.

7. Level of Courses

Courses proposed may be at either, or both, the undergraduate or graduate level. VEF encourages courses that have labs and/or semester-long design projects that include multidisciplinary collaboration, and/or that are team-taught. Research projects must be incorporated as a required part of a course. The proposal should include any pre-requisites for proposed courses and/or a statement regarding the required prior knowledge base, which should then be acknowledged in writing by the host university. The Faculty Scholar should keep the level of his/her course(s) at the highest standards expected in U.S. universities since the VEF U.S. Faculty Scholar Program serves as a model of excellence.

8. Financial Arrangements

The applicant may request a VEF grant of up to U.S.\$55,000. The exact amount will depend on the proposed budgetary needs as expressed by the Faculty Scholar, which may include the purchase of videoconferencing and other equipment for the Vietnamese university or universities. The VEF grant monies can only be used toward the specific U.S. Faculty Scholar Program as proposed. Monies cannot be used to pay for a substitute to take the place of the U.S. Faculty Scholar. VEF will not provide any overhead to the U.S. university or to the Vietnamese universities. VEF will pay the grant directly to the U.S. Faculty Scholar or, if directed by the U.S. Faculty Scholar, through his/her U.S. university. At the end of the course(s), any teaching materials and equipment purchased by the grant must be given to the Vietnamese host universities with a written statement that these items were donated by the Vietnam Education Foundation.

As determined in advance together with the grant applicant, the Vietnamese host university should provide direct and/or in-kind financial support and set the teaching conditions. The U.S. university should also provide direct and/or in-kind financial support. It is the responsibility of the applicant to clarify and confirm in writing all financial support in advance of submitting the grant application.

9. Clarification of Arrangements at the Vietnamese University

Prior to submitting the application, the applicant should discuss with the Vietnamese university or universities all relevant details regarding teaching conditions, living arrangements, and funding. The following points serve as a guideline, but are not meant to be comprehensive.

1. Arrangements for each course

- a. Books and course materials for students

- b. Laboratories, laboratory supplies, and equipment available for use by the U.S. Faculty Scholar and for use by the students
- c. Number of Vietnamese teaching associates/assistants available for each course, including the requirements expected by the U.S. Faculty Scholar stating the minimum degree, criteria for selection, and hours available each week
- d. Availability of electronic resources: what resources are available, who can access these resources, how often, etc.
- e. Audio-visual and videoconferencing support
- f. Classroom configuration and amenities
- g. Cost, if any, to the U.S. Faculty Scholar for any of the above
- h. Maximum number of students per course

2. Administrative support

- a. Type and configuration of office space
- b. Access to, and use of, computers and electronic equipment
- c. IT technical support
- d. Use of telephone for local, domestic, and international phone calls
- e. Local, domestic, and international faxes
- f. High-speed internet access
- g. Library access and permission to borrow library books and materials
- h. Photocopies as needed for the course(s), including copies for students, and photocopies for training teaching associates/assistants and for observers, if any
- i. Cost, if any, to the U.S. Faculty Scholar for any of the above
- j. Primary contact person(s) (name, title, contact information) at the U.S. university and at the Vietnamese university or universities to solve any issues

3. Direct financial support to the U.S. Faculty Scholar provided by the Vietnamese university

- a. International transportation
- b. Domestic and local transportation
- c. Payments toward lodging or the use of university guest housing and, if the latter, the availability of air-conditioning and cooking facilities
- d. Honorarium¹ fees per course
- e. Health and medical insurance
- f. Stipend for food and other living expenses
- g. Method and timing of any related payments

10. Requirements of U.S. Faculty Scholars

1. Teaching Program

In addition to meeting the specific teaching goals of the proposal, U.S. Faculty Scholars selected to teach in Vietnam are expected to do the following:

- a. Work closely with the Vietnamese university on ways to address issues raised in the VEF reports, specifically in the areas of curriculum development, research, student learning, and evaluation;

¹ An **honorarium** is not considered a salary, but rather is a small, supplementary token of appreciation. An honorarium would not be considered sufficient to pay all of a U.S. Faculty Scholar's living expenses, which would include expenses continuing to be encumbered in the United States.

- b. Train the Vietnamese teaching associates/assistants assigned to the course(s) with the intent that they would be able to teach the same course(s) in the future;
- c. Prepare and post the course(s) taught on the Connexions website (<http://cnx.org/>), thus making the course information widely available; and
- d. Document and summarize activities, issues, and outcomes in the form of a final report of no more than 10 pages, which becomes the property of VEF, to be submitted to VEF within 2 weeks after completing the program.

These four points above should be addressed in the grant application.

2. Orientations

- a. In the United States. Grantees, are required to attend the *U.S. Faculty Scholar Orientation* at the VEF Headquarters in Arlington, VA, all day **June 27, 2011**.
- b. In Vietnam. Grantees will attend a one-day *Orientation* at the VEF Field Office in Hanoi, Vietnam, either upon first arrival in Vietnam or when all new Faculty Scholars are available together, to be decided by VEF at a later date.
- c. The expenses for both Orientations must be included in the applicant's budget, including up to two nights at a hotel, depending on the final schedule for the Orientation.

11. Additional Professional Opportunities

The U.S. Faculty Scholars selected for this program may have the opportunity to participate in select VEF activities that occur during the time that they are in Vietnam. These activities include the VEF Interview Mission in August for the selection of new VEF Fellows; the Pre-Departure Orientation for new Fellows and Vietnamese Visiting Scholars in early to mid-June; the VEF Alumni Conference, time to be determined; guest lectures in his/her field; and other relevant events and meetings. If invited by VEF and if the U.S. Faculty Scholar is available and interested, VEF will pay expenses for air transportation and lodging, if needed, related to the individual's participation in such additional activities in Vietnam.

12. Application Procedure

Online applications for the VEF U.S. Faculty Scholar Grants for the 2011-2012 Academic Year **will be available** at: <https://application.vef.gov/usfs/> **from December 10, 2010, up to the deadline, February 7, 2011.**

The following information is required in the online grant application:

1. Professional Background

Provide a concise summary of prior professional experience that relates to this program, including experience in the following areas:

- a. International education, including living and/or working outside of the United States;
- b. Teaching/research/travel related to Vietnam;
- c. Development of curriculum and evaluation of student learning; and
- d. Faculty development and mentoring.

You will also be asked to upload your curriculum vitae (CV) and you may wish to provide any relevant information regarding your excellence in teaching.

2. Model of Teaching

Specify the model of teaching that you intend to follow to teach at a Vietnamese university or universities, either in Vietnam via face-to-face teaching or by interactive, real-time video-conferencing from the United States.

To assure technical capabilities for video-conferencing, submit written confirmation from both the U.S. and Vietnamese universities regarding the following:

- a. Sufficient internet connectivity
- b. Highly reliable videoconferencing and/or webcasting equipment as well as required facilities
- c. Necessary equipment for each student to function independently
- d. Availability of technical personnel to help manage the details

3. Vietnamese University

Specify the Vietnamese university or universities where you will teach, including its location and the specific department as applicable, and explain why you chose that university or universities.

4. Dates

Provide the intended timeframe to teach your course(s), from start to finish, listing month, day, and year. If you will teach in Vietnam, provide the dates that you intend to arrive and depart. If you will teach by videoconference, specify the dates that you would spend in Vietnam at the beginning and at the end of the course(s).

5. Course(s) Description(s) and Teaching Plan

Provide details of your teaching plans that have been confirmed in collaboration with the Vietnamese host university or universities, including the following:

- a. Specify the title and level of the proposed course(s) as well as the weekly class time (i.e., three 50-minute sessions or one compressed 150-minute session on one day), the number of weeks to meet, and the start and end dates of the course(s).
- b. Provide a brief description of each course and required textbooks/materials along with their related costs and who is responsible financially; provide an alternative if the students are not able to purchase the textbook(s).
- c. Explain the role of research in the course(s).
- d. Clarify the amount of time that you expect to use specific university lab(s), if any, both for lab demonstrations by you and for lab projects by the students. Clarify the required equipment and supplies, while considering the potential limitations of space, equipment, and supplies in the Vietnamese setting.
- e. Summarize how you will involve the Vietnamese teaching associates/assistants in teaching the course(s) including ways to improve their teaching skills and ways to prepare them to teach the same course(s) in the future.
- f. Discuss how your course(s) could be embedded into the existing curriculum of the Vietnamese university in a sustainable manner.
- g. Indicate if your proposal involves teaching at more than one Vietnamese university.
- h. For U.S. Faculty Scholars teaching on-site in Vietnam, indicate the amount of time that you will spend in-country before the courses are scheduled to begin and after they end. Specify what you will do during that time.
- i. For U.S. Faculty Scholars teaching by videoconferencing from the United States, indicate the amount of time that you will spend in Vietnam prior to, and/or at the beginning of the course(s), as well as at the end, and/or after the course(s) is/are finished. Specify what you will do during that time related to the U.S. Faculty Scholar Program.

- j. Indicate if you will be team-teaching with one or more U.S. faculty. Provide the rationale to have others team-teach and give their names, titles, course responsibilities, and timeframe for teaching.

6. Vietnamese University Contributions

Summarize the Vietnamese host institution contributions, which may include personal expenses, such as international and domestic transportation, an honorarium for teaching, and an allowance for living expenses. Also include teaching expenses, such as books, materials, teaching supplies, laboratory equipment and supplies, photocopies, access to electronic resources, and videoconferencing equipment and personnel. Provide a letter from an appropriate administrator at each university in Vietnam on their letterhead, which clarifies their detailed support for, and contributions to, the applicant's intended program.

7. U.S. University Contributions

Summarize any financial contributions from the applicant's U.S. institution, in particular any direct financial support, such as salary, international and local transportation, health and medical insurance, retirement, access to electronic resources, and items related to teaching course(s), such as, books, materials, and teaching supplies, laboratory equipment and supplies, photocopies, and videoconferencing equipment and personnel. Provide a letter on letterhead from an appropriate administrator at the applicant's U.S. university, which clarifies their detailed support for, and contributions to, the VEF U.S. Faculty Scholar Program and the applicant's intended program.

8. Vietnamese University Development

Indicate how you, as the U.S. Faculty Scholar, will help the Vietnamese university address issues raised in the VEF reports, focusing on the development of curriculum, research, student learning, and student and faculty evaluation. Specify the number and timing of potential discussion groups and/or meetings as well as tangible outcomes. Also indicate the ways that you will interact with the university community specifically and with the Vietnamese academic community in general.

9. Contributions to Capacity Building

Indicate how you will contribute to the science and technology capacity building of Vietnam through this project and in the future.

If your U.S. university already has established formal or informal contacts and/or agreements with the Vietnamese university or universities, summarize the following:

- a. Extent of the relationship;
- b. Activities that have occurred to date;
- c. Potential conflicts with the U.S. Faculty Scholar Program; and
- d. Plans for the future.

Provide a copy of any written agreements.

Describe other grants related to Vietnam that you have, if any. Explain how the VEF grant intersects with these grants, is uniquely different, and builds on the other grant(s). Explain further why the VEF grant would be necessary to complement the other grant(s).

10. Future Relationships and Sustainability

Summarize how you and/or your U.S. university will continue to build the relationship with the Vietnamese host institution and with other Vietnamese universities and faculty after completion of the program. Indicate how you can help establish sustainability of your work for this project.

11. Budget

Prepare a proposed budget, presenting personal and professional needs as line items. The budget should have the following sections, showing how you intend to apply funds from potentially three or more sources: (1) the VEF grant; (2) the financial and/or in-kind contributions from the Vietnamese university or universities; and (3) any financial and/or in-kind contributions of your U.S. university. A draft budget template in Excel is available in the online application. The maximum grant from VEF is U.S.\$55,000. For your planning purposes, a budget template is available at:

http://home.vef.gov/download/Template_Estimated_budget_for_the_U.S._Faculties.xls.

VEF will not provide any overhead either to U.S. or Vietnamese institutions. Applicants are urged to secure in-kind contributions from the U.S. university for all videoconferencing costs related to use of facilities, equipment, and technical personnel.

13. Selection Process and Criteria

The final review and selection of proposals will be done by VEF with the assistance of the National Academies. A conference call interview of the U.S. Faculty Scholar finalists will be conducted before the final decisions are made. Criteria for selection of proposals include the following:

1. Academic qualifications to teach the proposed course(s)
2. Prior experience in international education
3. Quality of the proposed teaching plan, including:
 - a. Appropriate selection of course(s) and teaching location(s)
 - b. Clear plan of teaching and training
 - c. Effective use of resources
4. Likelihood of capacity building at the Vietnamese university
5. Likelihood of sustainable outcomes, such as improved teaching methods and ongoing partnerships
6. Appropriateness of the budget
7. Commitment of support from the Vietnamese and U.S. institutions

14. Timeline

Action	Deadline
Announcement of the program	November 2010
Application period	December 10, 2010 – February 7, 2011
Deadline for applications	February 7, 2011
Review of applications	Late February 2011

Phone interviews of finalists	Early March 2011
Final decisions and notification to all applicants	April 2011
U.S. Orientation (required) for selected U.S. Faculty Scholars	June 27, 2011
U.S. Faculty Scholars to teach in Vietnam or via videoconferencing	No earlier than July 1, 2011, through no later than August 31, 2012
VEF Annual Fellows and Scholars Conference (required and paid by VEF for 2011 Faculty Scholars, who are in the United States during that period of time.	Jan. 3-5, 2012 (arrival on Jan. 2 and departure on Jan. 6) at Louisiana State University, Shreveport.

**If you have any questions,
please contact VEF via email at: usfs@vef.gov**

APPENDIX 21
U.S. FACULTY SCHOLARS (6) OF COHORT 2011

SUMMARY: For Cohort 2011,¹ VEF awarded grants to five (5) U.S. Faculty Scholars. In addition, one (1) was approved to defer from Academic Year (AY) 2010- 2011 to AY 2011-12. In this Cohort, the majority of Faculty Scholars (5/6) will teach via videoconferencing from the United States, which requires at least one week of teaching in Vietnam at the beginning of the course and one week at the end of the course. One (1) Faculty Scholar will teach onsite in Vietnam.

Scholars are listed alphabetically according to last (family) name. The title and U.S. home university affiliation reflect the individual's position at the time that the individual served as a Faculty Scholar.

#	Full Name	Title, U.S. Home University	Field of Expertise	Vietnamese Host Institution(s), Location	Course Title(s)	Level of Teaching	Teaching Model	Period of Teaching
1	Jay Singh Kunwar Bagga	Professor, Ball State University	Computer Science	University of Engineering and Technology, Vietnam National University, Hanoi	Graph Algorithms and Mobile Programming (iPhone) Applications	Graduate	Video- conferencing from the U.S.	Fall 2011
2	Diane Mary Dewar	Associate Professor, State University of New York at Albany	Public Health/Health Economics	Hanoi Medical University, Hanoi	Introduction to Public Health	Graduate	Video- conferencing from the U.S.	Fall 2011
3	Marc Garbey	Professor, University of Houston	Applied Mathematics, Computer Science, and Computational Medicine	1. University of Technology, Vietnam National University, Ho Chi Minh City 2. International University, Vietnam National University, Ho Chi Minh City	Computational Surgery: Modeling and Simulation	Graduate	Video- conferencing from the U.S.	AY 2011-12
4	Mark Rosenfeld	Professor Emeritus, University of Washington at Tacoma	Mathematics, Computer Science	University of Science, Vietnam National University, Hanoi	1. Discrete Mathematics with Applications 2. Discrete Optimization	Undergraduate	Onsite	Fall 2011
5	Cyrus Shahabi	Professor, University of Southern California	Computer Science	Hanoi University of Science and Technology, Hanoi	Geospatial Information Management	Graduate	Video- conferencing from the U.S.	Fall 2011
6	Carl Weiner	Professor, Integrative and Molecular Physiology; Chair, Obstetrics and Gynecology University of Kansas, School of Medicine	Obstetrics and Gynecology	Hue College of Medicine and Pharmacy, Thua Thien Hue	Advanced Maternal and Fetal Medicine	Graduate	Video- conferencing from the U.S.	AY 2011- 12 (Deferred from Cohort 2010)

¹ The term "Cohort 2011" refers to Faculty Scholars teaching at any time during AY 2011-12, namely, during the Fall 2011 and/or Spring 2012.

APPENDIX 22
U.S. FACULTY SCHOLAR ALUMNI (11)

As of September 30, 2011

SUMMARY: As of September 30, 2011, **11** Faculty Scholars have completed their teaching programs and have become VEF Alumni. The table below is organized alphabetically according to the last (family) name of the Faculty Scholar. The cohort year is specified as the fall of the Academic Year (AY) for which one receives the VEF grant. The title and U.S. home university affiliation reflect the individual's position at the time that the individual served as a Faculty Scholar.

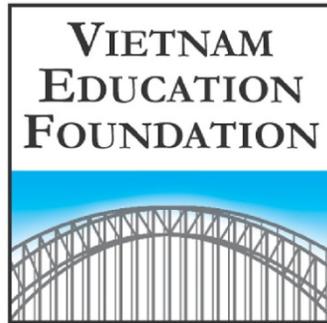
#	Full Name	Cohort Year	Title, U.S. Home University	Field of Expertise	Vietnamese Host Institution #1, Location	Vietnamese Host Institution #2, Location	Course Title(s)	Level of Teaching	Teaching Model	Period of Teaching
1	Dennis Floyd Berg, Ph.D.	2008	Professor, California State University at Fullerton	Research and Statistics	Ho Chi Minh City (HCMC) Open University, HCMC	Hoa Sen University, HCMC	(1) Scientific Research Design; (2) Methods and Analysis	Undergraduate	Onsite	Spring 2009
2	Quyen Dinh Chu, M.D.	2009	Associate Professor, Louisiana State University at Shreveport	General Surgery and Surgical Oncology	Thai Binh Medical University, Thai Binh	N/A	Fundamentals of Clinical Surgery	Graduate	Video-conferencing from the U.S.	Spring 2010
		2010	Chief, Surgical Oncology; Director, Peritoneal Malignancies, Feist-Weiller Cancer Center				Multidisciplinary Approach in Managing Breast Cancer			Fall 2010
3	Timothy J. Craig, D.O. ¹	2010	Professor, Pennsylvania State University	Medicine, Allergy, Asthma, Immunology	National Lung Hospital, Hanoi	ENT (Ear, Nose, Throat) Hospital, HCMC, and Allergy and Immunology Center, Hanoi	Allergy, Asthma and Immunology Program	Graduate	Onsite	AY 2010-11
4	James Farley Cremer, Ph.D.	2010	Professor and Chair of the Computer Science Department, University of Iowa	Computer Science	Hanoi University of Technology, Hanoi	N/A	Introduction to Programming	Undergraduate	Onsite	Spring 2011
5	Findlay Gordon Edwards, Ph.D.	2009	Associate Professor, University of Arkansas at Fayetteville	Environmental Engineering	Water Resources University, Hanoi	N/A	Basic Hydrology	Undergraduate Graduate	Onsite	Fall 2009
							Water Resources Planning and Management			Fall 2009
							Regional Regression Flood Equation Development			Spring 2010

¹ D.O. = Doctor of Osteopathy

#	Full Name	Cohort Year	Title, U.S. Home University	Field of Expertise	Vietnamese Host Institution #1, Location	Vietnamese Host Institution #2, Location	Course Title(s)	Level of Teaching	Teaching Model	Period of Teaching
6	Hung S. Ho, M.D. (<i>team-teaching with Quyen Dinh Chu</i>)	2009	Professor, University of California at Davis, and Medical Director of the UC Davis Health System Outpatient Surgery Clinic	Surgery	Thai Binh Medical University, Thai Binh	N/A	Fundamentals of Clinical Surgery	Graduate	Video-conferencing from the U.S.	Spring 2010
7	Benjamin Southerland Kelley, Ph.D.	2008	Professor and Dean of the School of Engineering and Computer Science, Baylor University	Biomedical Engineering	Hanoi University of Technology, Hanoi	(1) University of Technology, Vietnam National University, HCMC; (2) International University, Vietnam National University, HCMC	Biomechanics	Undergraduate	Video-conferencing	Spring 2009
8	Lee Harold MacDonald, Ph.D.	2008	Professor, Colorado State University	Watershed Science, Hydrology, Erosion	Vietnam Forestry University, Hanoi	N/A	(1) Hydrologic Processes and Effects of Land Use (2) Field Measurements in Hydrology	Undergraduate	Onsite	Spring 2009
9	Alain Jean Montegut, M.D. ¹	2008	Associate Professor, Boston University, and Director, Global Health Primary Care Initiative, Department of Family Medicine, Boston University Medical Center	Medicine	University of Medicine and Pharmacy, HCMC	College of Medicine and Pharmacy, Hue University, Thua Thien Hue ²	Introductory Course for the Masters in Family Medicine for Medical Educators	Graduate	Video-conferencing	Spring 2009
10	Erik V. Nordheim, Ph.D.	2010	Professor, University of Wisconsin at Madison	Applied Statistics	University of Science, Vietnam National University, HCMC	N/A	Introductory Applied Statistics (with emphasis on applications to biology)	Undergraduate	Video-conferencing from the U.S.	Fall 2010
11	Sally Carol Seidel, Ph.D.	2010	Professor, University of New Mexico	Physics	Institute of Physics, Vietnam Academy of Science and Technology (VAST), Hanoi	N/A	Quantum Mechanics Particle Physics	Graduate	Onsite and Video-conferencing from the U.S.	Spring 2011

¹ M.D. = Medical Doctor² Formerly known as the College of Medicine and Pharmacy, Hue University, Thua Thien Hue

APPENDIX 23
TERMS AND CONDITIONS OF THE U.S. FACULTY SCHOLAR GRANT
FOR COHORT 2011



Terms and Conditions

U.S. Faculty Scholar Grant

Academic Year 2011 - 2012

June 2011

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Terms and Conditions
U.S. Faculty Scholar Grant
Academic Year 2011 - 2012

SUMMARY OF GRANT

Grant Recipient Information
Name of Recipient: VEF ID Number: Cohort: Date of Birth: U.S. Home Address: U.S. University Affiliation: Title: Field of Expertise:
Total Grant Funds
Grant Funds Total:
Grant Period
Grant Start Date: Grant End Date:
Teaching Program
Vietnamese University: Division, if applicable: Department: Teaching Model: Title of Course: Term:

INTRODUCTION

June xxx, 2011

Dear Dr. [Family name]:

Congratulations! You have been awarded a U.S. Faculty Scholar Grant by the Vietnam Education Foundation (VEF), a U.S. Federal government independent agency, for you to be able to pursue a teaching program in Vietnam. Your Grant is for a specified time period to teach the course(s) in your field at the Vietnamese university or universities as described herein.

As the recipient of the VEF Grant, you are expected to do the following:

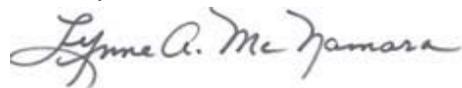
1. Meet and maintain the standards, requirements, and regulations of your U.S. home institution, if any, and of your Vietnamese host institution(s);
2. Comply with any and all relevant Vietnamese laws and regulations while in Vietnam and any and all relevant U.S. laws and regulations;
3. Observe restrictions and regulations associated with your Vietnamese visa and with your U.S. passport; and
4. Abide by the terms and conditions as described herein.

This document supersedes all previous written documents and serves as the prevailing Grant agreement between you and VEF. It is important that you fully understand all of the information herein and confirm your acceptance of the Grant award, also referred to as a VEF U.S. Faculty Scholar Grant, by initialing respective sections throughout where requested and by signing your name on the last page.

The original copy of this *Terms and Conditions: U.S Faculty Scholar Grant: Academic Year 2011 – 2012* must be signed and returned to VEF no later than seven (7) days after the U.S. Orientation on June 27, 2011. You should also keep a copy for your personal records.

Please review all the information provided herein and acknowledge your acceptance of the Terms and Conditions of this Grant Letter by signing at the end.

Sincerely,



Lynne McNamara, Ph.D.
VEF Executive Director

A. GRANT PERIOD

For the Grant Period specified above, the **Grant Start Date** is the first day that you can leave the United States on travel to Vietnam for the designated program. The **Grant End Date** is the last day that you can be in Vietnam for obligations related to the U.S. Faculty Scholar Grant. Your **Grant Period** is all encompassing from the Grant Start Date to the Grant End Date. The actual period of teaching may be a shorter period of time within that comprehensive Grant Period. Your actual preparatory and follow-up work dedicated to the U.S. Faculty Scholar Program may begin in advance of the Grant Start Date and may continue after the Grant End Date.

You are required to have written permission from VEF in advance for any changes in the Grant Period.

Upon arrival in Vietnam for the first time during the Grant Period or on another date established by VEF, you are required to attend a **one-day Orientation** at the VEF Hanoi Field Office during the regular work week, which will include a visit to the U.S. Embassy. You must **inform VEF at least 2 weeks in advance** of the specific dates that you will be in Vietnam.

Sign here to acknowledge your agreement with Section A. _____

B. U.S. FACULTY SCHOLAR PROGRAM

You are considered the recipient of the VEF U.S. Faculty Scholar Grant, and, therefore, you are **solely responsible for the arrangements, details, processes, and outcomes** of the U.S. Faculty Scholar Program, which you submitted as your proposal for funding to VEF and for which you have been approved by VEF. Importantly, you are the primary person teaching and **you cannot have any substitutes for yourself** as the Grant is provided to you.

The **obligations and responsibilities of VEF** include the following:

1. To review, select, and approve your U.S. Faculty Scholar Program and Grant;
2. To review, request modifications for, and approve your budget for the U.S. Faculty Scholar Program;
3. To organize relevant Orientations in the United States and in Vietnam;
4. To provide the Grant Funds directly to you or to your University, as you wish;
5. To oblige you to follow the teaching plan and budget as approved by VEF;
6. To require you to follow certain procedures as outlined herein; and
7. To provide you with the services of our VEF staff in case of an emergency.

While this arrangement provides a considerable level of independence to you, it also requires conformity to standards, processes, and obligations as described herein. The end goals are both a high quality program and the notable and significant success of the VEF U.S. Faculty Scholar Program.

Sign here to acknowledge your agreement with Section B. _____

C. U.S. FACULTY SCHOLAR PROGRAM COMPLETION

You are expected to complete the full period of the U.S. Faculty Scholar Program as specified within the Grant Period stated above and to obtain approval from VEF in advance for any shorter or longer periods of stay related to fulfilling your academic obligations under this program. Should a personal emergency necessitate a disruption of your intended program and require your early departure from Vietnam and/or cancellation of class(es), you must do the following:

1. Obtain prior written approval first from your Vietnamese host institution(s) and then from VEF.

2. Make-up the class(es) or devise an alternative approach to completing the teaching program, which must be approved by VEF.
3. Return all remaining unused funds of the Grant to VEF. If, for example, you are not able to complete the teaching program, all unobligated and unused Grant Funds must be returned to VEF, including monies for salaries and travel.

Sign here to acknowledge your agreement with Section C. _____

D. GRANT CONTINUANCE

The continuation of your U.S. Faculty Scholar Grant depends upon your doing the following:

1. Complying fully with the *Terms and Conditions* of this document.
2. Obeying all applicable Vietnamese laws during the Grant Period.
3. Establishing and maintaining positive rapport and cooperation with your Vietnamese host institution(s).
4. Demonstrating evidence of progress toward completion of your teaching plan.

Sign here to acknowledge your agreement with Section D. _____

E. COURSE APPLICATIONS, PROGRAM REPORTS, AND EVALUATIONS

1. Open Courseware. In order to broaden the application and availability of your course(s), you must prepare and post the course(s) that you taught on an open courseware website **after the Grant End Date** of your program. To strengthen the deliverance and outreach of your course(s), VEF strongly recommends that you post the course(s) **preferably before or during the actual dates of the course(s)**. An excellent open courseware site is the Connexions website (<http://cnx.org/>). Please keep VEF informed of where you post your course. You must also inform the Vietnamese university host as well as your Vietnamese students where you have posted your course for access as open courseware.
2. Final report. VEF requires that you submit a final report to VEF of no more than 10 pages in length **no later than 30 days after your Grant End Date**. The report, authored by you, should summarize activities, issues, outcomes, and recommendations. Reports should be submitted to VEF via email and the VEF Online Management System (OMS).
3. Course evaluations. You are required to construct, distribute, collect, and tabulate course evaluations: one form provided to the students and a different form provided to the Vietnamese teaching assistant(s) and/or teaching associate(s). You may provide the results to these individuals, if you wish. You are required to provide to VEF a summary of the results as well as the evaluations, or copies thereof, **no later than 30 days after your Grant End Date** and preferably accompanying your final report.
4. U.S. Faculty Scholar Program evaluations. You are required to construct, distribute, collect, and tabulate an evaluation of the U.S. Faculty Scholar Program and your contributions to be completed by the Vietnamese teaching assistant(s) and/or teaching associate(s), the university department, and administrative officials with whom you worked. You may provide the results to these individuals, if you wish. You are required to provide to VEF a summary of the results as well as the evaluations, or copies thereof, **no later than 30 days after your Grant End Date** and preferably accompanying your final report.

Sign here to acknowledge your agreement with Section E. _____

F. FINANCIAL INFORMATION

Your VEF U.S. Faculty Scholar Grant must conform to the budget that you submitted and that has been approved by VEF.

1. Conditions of the use of VEF Grant Funds.

- a. All Grant Funds must be used only **for the purposes of your U.S. Faculty Scholar Program** that has been approved by VEF as specified herein. VEF Grant Funds can be used for no other purpose.
- b. While you are not obliged to provide VEF with receipts, you are **strongly advised to keep receipts of all payments for expenditures**, clearly showing the use of Grant Funds, so that you have a record of expenditures if ever audited. If receipt forms are in Vietnamese, you should provide an accompanying explanation or translation in English.
- c. You may make **adjustments within the line items**, but you must keep within the approved budget.
- d. Any **changes should be documented with a reason** that the change was necessary and should be submitted in writing to VEF for approval.
- e. While **you may travel for personal reasons** during the Grant Period, **no Grant Funds may be used** for such purposes. Grant Funds cannot be used, for example, for you to take personal vacation or personal leave during the time that you are in Vietnam for this U.S. Faculty Scholar Grant.
- f. VEF requires you to **use all Grant Funds** for the intended purposes **no later than the Grant End Date**.
- g. By the Grant End Date, any **funds remaining from the Grant that have not been used must be returned to VEF** with an explanation as to why the funds were not used.

2. Payment of Grant Funds. U.S. Faculty Scholar Grant Funds will be requested by VEF to be paid to you by the U.S. Treasury Department **within two weeks of your returning the VEF form issued during the U.S. Faculty Scholar Orientation that states how you wish for your funds to be paid to you.** VEF will make one lump payment to you, paid by bank transfer to an account that you designate. You cannot place the funds in an interest-bearing account as any interest earned would need to be returned to the U.S. Treasury.

3. Required Identification Number. To issue grant monies, you are required to **provide to VEF your Social Security Number (SSN)** when requested. No VEF grant or funds can be given to you until an SSN has been provided to VEF.

4. Taxes. You are **responsible for any and all taxes due** to the U.S. government or to the Vietnamese government as a result of this Grant.

5. Return of Grant Funds. When the Faculty Scholar owes any money to VEF (e.g., from cancellation of the teaching program after receiving Grant monies), the Faculty Scholar is required to **pay back the debt to VEF within 30 days** of incurring the debt.

Sign here to acknowledge your agreement with Section F. _____

G. BOOKS, EQUIPMENT, MATERIALS, AND SUPPLIES LEFT IN VIETNAM

Any books, equipment, materials, or supplies, which are intended for use by the Vietnamese university and/or students and which are purchased with monies from the Grant Funds, **must remain in Vietnam.** You must **secure a signature from the recipients, confirming receipt** of same. A form will be provided to you by VEF for these purposes, which recognizes that these items are gifts from the Vietnam Education Foundation as a result of your participation in the U.S. Faculty Scholar Program and that these items should be used subsequently by the broadest possible groups of students and faculty. You should have a separate form for each group receiving the specific item(s).

Sign here to acknowledge your agreement with Section G. _____

H. PARTICIPATION IN OTHER ACTIVITIES

While you are not obliged by the U.S. Faculty Scholar Program to take part in the activities described below, you are **encouraged to participate and contribute** your knowledge and expertise if you are available. You are a valuable asset to VEF and, thus, to the United States in fulfilling the VEF legislative mandate to have U.S. citizens teach in the fields of

science and technology in Vietnamese academic institutions. Your contributions help to advance the capacity building of science and technology in Vietnam and help to broaden further the important relationship between the United States and Vietnam.

The following summarizes the types of activities that may be of interest to you.

1. VEF ACTIVITIES

a. In Vietnam

You may have the opportunity to participate in select VEF activities in Vietnam. If you are in Vietnam during the times indicated below, please advise the VEF U.S. and Vietnam offices. These activities include the following each year:

- 1) **Pre-Departure Orientation** for new Fellows and Visiting Scholars in early **June**, site to be determined each year.
- 2) **VEF Interview Mission in August** for the selection of new VEF Fellows. Interviews occur both in Hanoi and in Ho Chi Minh City.
- 3) **University Application Orientation in October** occurring both in Hanoi and in Ho Chi Minh City.
- 4) Other relevant events and meetings.

b. In the United States

You are invited to attend the **VEF Annual Fellows and Scholars Conference to take place January 3 - 5, 2012, at Louisiana State University, Shreveport**. You will have the opportunity to present information about your teaching program and to network with all VEF Fellows and Visiting Scholars, in particular with those from your Vietnamese host university/universities and/or from your U.S. home institution. (VEF will pay your transportation within the United States, lodging, and a fixed expense for meals and incidentals.) **PLEASE PLAN TO ATTEND** if you are in the United States at that time.

Another important VEF activity is the **review of applications and the selection of the VEF program participants** for the Fellowship program (graduate degrees in the United States), Visiting Scholar program (post-doctoral professional development at U.S. universities or research institutes), and the U.S. Faculty Scholar Program. Depending on your field and the number of panelists needed, you may be invited to participate as a panelist in reviewing applications and participating in the interviews. While your time would be considered voluntary, VEF will pay for expenses related to travel, lodging, meals, and incidentals.

c. Special invitations – expenses paid by VEF

If you are specifically invited by VEF to such VEF activities and if you are available and interested, VEF will clarify what expenses (domestic air transportation in Vietnam or international airfare from the United States, lodging, and a per diem or fixed expense for meals and incidentals) are covered by VEF. In all cases, VEF does not compensate for your time, which would be considered voluntary.

2. U.S. EMBASSY ACTIVITIES

The U.S. Embassy in Hanoi, Vietnam, has informed VEF that they are interested in keeping in contact with VEF U.S. Faculty Scholars in Vietnam because of the expertise that U.S. professors provide. Thus, the Embassy may invite you to give lectures/presentations in your field or to attend special U.S. Embassy events while you are in Vietnam. The U.S. Embassy has indicated that they would pay for any related expenses.

Sign here to acknowledge your agreement with Section H. _____

I. COMMUNICATIONS WITH VEF

You must get permission from VEF in writing for any changes in your current or future plans that differ from the program authorized in this Grant Letter document. You must also **inform VEF immediately of any problems or concerns** at your Vietnamese host institution and, most importantly, **of any medical or personal emergency** situations.

In addition, you must **provide to VEF** at all times, and in advance of your travel, your **contact information (residence, phone numbers, emergency contact person) in Vietnam**, whether your visit is brief or long-term. The VEF contacts below should always be copied on all of your correspondence with VEF to assure response and action as needed.

Please provide the following VEF contact information to your family, to your U.S. university, and to your Vietnamese host institution(s).

Your **primary contact at the U.S. VEF headquarters** is:

Ms. Sandarshi Gunawardena, Senior Program Officer

Vietnam Education Foundation (VEF)

2111 Wilson Blvd., Suite 700

Arlington, VA 22201- U.S.A.

Office Phone: 703-351-5053

Fax: 703-351-1423

Email: sandarshigunawardena@vef.gov

Your primary contact at the U.S. VEF headquarters for all **financial matters** is:

Ms. Lana Walbert, Director of Finance, Accounting, and Administration

Vietnam Education Foundation (VEF)

2111 Wilson Blvd., Suite 700

Arlington, VA 22201- U.S.A.

Office Phone: 703-351-5053

Fax: 703-351-1423

Email: lanawalbert@vef.gov

Your **primary contacts at the VEF field office in Hanoi** are:

Dr. Phuong Nguyen, Country Director

Vietnam Education Foundation (VEF)

Suite 502, Hanoi Towers

49 Hai Ba Trung, Hanoi, Vietnam

Office Phone: 84-4-39363670 (ext. 24)

Fax: 84-4-3936-3672

Phone (U.S. phone number in VEF Hanoi Office): 703-229-0798

Email: phuongnguyen@vef.gov

Ms. Hanh Bui, Program Manager

Vietnam Education Foundation (VEF)

Suite 502, Hanoi Towers

49 Hai Ba Trung, Hanoi, Vietnam

Tell: 84-4-39363670 (ext. 17)

Fax: 84-4-39363672

Phone (U.S. phone number in VEF Hanoi Office): 703-229-0798

Email: hanhbui@vef.gov

(Please note: 84 = country code for Vietnam; 4 = city code for Hanoi)

Please include **your full name in the subject line of your email correspondence.**

Sign here to acknowledge your agreement with Section I. _____

J. REPORTING INFORMATION TO VEF

You are required to report the following information to VEF, specifically **by contacting Ms. Hanh Bui**, Program Manager for the U.S. Faculty Scholar Program, who is located in Hanoi, and **by updating the required information in the VEF Online Management System (OMS):**

1. Medical/health and emergency evacuation and repatriation insurance. Before you travel, you must provide to VEF evidence of your accident/illness medical/health insurance coverage, which must include medical evacuation and repatriation insurance from the time that you leave the United States throughout the duration of your time in Vietnam. Please provide to VEF a copy of the **front and back of your insurance card(s) and the certificate or document confirming your medical evacuation and repatriation insurance**, including contact information for the relevant insurance companies.

2. Travel arrangements, passport, and visa. Before you travel to Vietnam, you are required to provide the following information to VEF:

- a. Final itinerary, including all airlines, flight numbers, days and times of departures and arrivals: (1) departure from the United States; (2) arrival in Vietnam; (3) departure from Vietnam; and (4) arrival in the United States.
- b. Passport number, Vietnam visa number, and the validity dates of the passport and the visa.
- c. All of the above for any dependents and traveling companions accompanying you or joining you at any time in Vietnam.
- d. Emergency contact in the United States: name; relationship; home, cell, and office phone numbers; and email address.

3. Residential address and contact information in Vietnam. You must report the address of the actual physical location where you are residing in Vietnam to VEF ideally in advance of your arrival, but **no later than five (5) days of your arrival**. Throughout the period of your Grant, you must keep VEF informed of any subsequent changes to your address or contact information **within five (5) days of the change**. If the address where you would receive express mail is different from where you physically reside, you must inform VEF of both addresses. In addition, you must provide to VEF the name and contact information of the **primary contact at your Vietnamese university or universities**, who would know your whereabouts in case of an emergency.

4. Domestic travel in Vietnam. If you are travelling within Vietnam for any purpose other than going to/from your Vietnamese university, you must inform VEF in advance for security measures. The purpose of this requirement is to keep VEF informed at all times of your whereabouts in Vietnam during the Grant Period in case of an emergency.

5. International travel. If you are teaching on site in Vietnam, for security and safety measures, you must inform VEF **before you begin any travel outside of Vietnam** during your Grant Period by completing the required form at the OMS. The purpose of this requirement is to keep VEF informed at all times of your whereabouts during the Grant Period if you are not in Vietnam in case of an emergency.

Sign here to acknowledge your agreement with Section J. _____

K. U.S. PASSPORT AND VISA FOR VIETNAM

You are personally responsible, financially and otherwise, for making all arrangements for securing your U.S. passport. Your **Vietnamese host institution(s) serves as your visa sponsor** and will need to **provide written support** to you so that you can obtain your visa for Vietnam, which should be a business visa since you are working while you are there. In order to apply for a visa to enter Vietnam, your passport must be valid until at least one (1) month prior to the date of your exit from Vietnam, according to the Vietnam Embassy in the United States. However, we strongly recommend that your **passport be valid until after your intended arrival back in the U.S.** in order to avoid needing to arrange for a passport renewal while in Vietnam.

Your U.S. Faculty Scholar Grant is available only if you can obtain a valid U.S. passport and a visa to work in Vietnam during the Grant Period. Your Vietnamese host institution(s) will be responsible for any documentation required to extend your permission to stay in Vietnam throughout the period of your authorized participation in the VEF U.S. Faculty Scholar Program, if required.

Sign here to acknowledge your agreement with Section K. _____

L. MEDICAL/HEALTH INSURANCE, MEDICAL EVACUATION INSURANCE

VEF is not responsible for your health insurance before, during, or after the Grant Period. You must arrange to have **sufficient accident/illness medical/health insurance coverage, which must include medical evacuation and repatriation insurance** from the time that you leave the United States throughout the duration of your time in Vietnam. Accompanying family members or travelling companions should have the same level of insurance coverage while they are in Vietnam.

As one source of assistance, supplementary coverage is available through SOS International (<http://www.internationalsos.com/en/index.htm>).

Before your arrival in Vietnam, you are required to provide to VEF a copy of the **front and back of your insurance cards**, including contact information for the relevant insurance company. This is a safety measure in case of an emergency.

Sign here to acknowledge your agreement with Section L. _____

M. TRAVEL ADVICE FOR VIETNAM

For your own health and safety, we strongly recommend that you **consider the following advice**.

1. Review detailed information on travel advice for Vietnam at the Centers for Disease Control and Prevention (<http://www.cdc.gov/travel/>) and the World Health Organization (<http://www.who.int/countries/vnm/en/>).
2. Get any required inoculations before you travel to Vietnam. Take with you to Vietnam a history of immunizations that you have had.
3. Bring enough of your prescription medicine and over-the-counter medications that might be needed during the course of your stay in Vietnam, including Pepto Bismol (tablets), which helps in case of upset stomach or diarrhea and can be used as a preventative measure to avoid stomach and intestinal problems.
4. Use proper insect repellent with DEET if you travel outside Hanoi (HN) and Ho Chi Minh City (HCMC).

5. Avoid fresh fruits and vegetables unless they can be peeled or have been cooked. Avoid tap water, drinks made with tap water, and ice. Poultry and eggs should be well-cooked. Oysters and clams should be avoided. Shrimp should be deveined.
6. Protect your passport and valuables. Use the safe if you are staying in a hotel room. Carry a copy of your passport and visa at all times while leaving the originals in a safe place at your residence.
7. ATM machines are available in large cities. Please be aware that they dispense only Vietnamese Dong. You can exchange monies in your hotel or at the airport. Around 20,000 Vietnamese Dong are equal to one U.S. Dollar. As a note of precaution, Vietnamese Dong are best used in Vietnam as they are difficult, if not impossible, to exchange outside of Vietnam for other currencies.
8. In case of a medical emergency, you can contact the clinics of SOS International in Hanoi at (04) 3934-0555 or in Ho Chi Minh City (08) 3829-8520, and you must notify the VEF Hanoi office.

Sign here to acknowledge your agreement with Section M. _____

N. REVISION OF TERMS

VEF reserves the **right to revise or to adjust these Grant provisions, if conditions require**, without prior consultation with, or agreement by, you. Conditions include the following:

1. Arrival in, and departure, from Vietnam without informing VEF of your travel plans.
2. Extended travel outside of Vietnam on personal business during the time that you have committed to teaching in Vietnam.
3. Changes in financial resources available to you from your U.S. home institution or from the Vietnamese academic institution in Vietnam.
4. Failure to adhere to the teaching program approved by VEF.
5. Any medical or health conditions that do not allow you to complete your teaching program.
6. Any political situations or health emergencies that require you to return permanently to the United States.

Sign here to acknowledge your agreement with Section N. _____

O. RESPONSIBILITIES

You are responsible for observing **appropriate professional standards** and for maintaining **a standard of conduct and integrity**, which is in keeping with the spirit and intent of the VEF U.S. Faculty Scholar Program and which will contribute positively to the promotion of mutual understanding between the people of the United States and Vietnam. You are expected to obey Vietnamese laws during your stay in Vietnam. You are also expected to abide by the rules and regulations of your U.S. home institution and your Vietnamese host institution(s).

Sign here to acknowledge your agreement with Section O. _____

P. REVOCATION, TERMINATION, OR SUSPENSION OF GRANT AWARD

1. The U.S. Faculty Scholar Grant may be revoked, terminated, or suspended. In a revocation, the grantee is considered as not having received the grant of the VEF program. In a termination, unless otherwise stated, the grant will be considered to have ended when VEF announces its decision to terminate. In a suspension, the grant will be considered inoperative until a decision is made to reinstate, revoke, or terminate the grant.

2. If you **fail to obtain any legally required permission from your current employer** to leave for this teaching program, or fail to obtain a proper visa to enter Vietnam, the Grant offer will be revoked by VEF.
3. If you **fail to sign and return this Grant Letter**, entitled *Terms and Conditions: U.S. Faculty Scholar Grant: Academic Year 2011 - 2012*, within seven (7) days of the U.S. Orientation on June 27, 2011, the grant offer may be revoked by VEF.
4. Your Vietnamese host institution(s) has (have) the right to recommend to VEF to revoke or terminate the grant. If revocation or termination is recommended in this case, the grantee will have an **opportunity to respond to the recommendation**. A review of the circumstances will be considered by VEF before a final decision is made.
5. **Grounds for revocation or termination** include, but are not limited to:
 - a. Violation of the laws of Vietnam or the United States;
 - b. Any act likely to give offense to the United States and Vietnam because it is contrary to the spirit and mission of VEF;
 - c. Failure to observe satisfactory professional and ethical standards;
 - d. Physical or mental incapacitation;
 - e. Engaging in income-producing activities in Vietnam while on VEF business;
 - f. Misrepresentation made either orally or in writing in any VEF forms or in any documents related to this Grant;
 - g. Violation of visa regulations;
 - h. Any conduct detrimental to the mission of VEF; and
 - i. Failure to comply with the Grant's terms and conditions as described herein.
6. VEF also has authority to **terminate a Grant if the grantee requires such protracted medical treatment** that successful completion of the objectives of the Grant is jeopardized. The procedure for any such termination shall be the same as that provided for the termination of grants generally, except that the recommendation for such termination, supported by the corresponding factual information, shall be made by VEF. In the event that any such grounds occur during the period of the Grant, it is VEF's policy that this Grant should not be renewed or extended.
7. **A Grant may be suspended if:**
 - a. The grantee ceases to carry out the teaching program during the Grant Period; and/or
 - b. The grantee leaves Vietnam without informing VEF; and/or
 - c. The grantee requests suspension of the Grant for personal reasons.

During a period of suspension, the grantee must not receive, claim, or use any allowance or benefits from the Grant Funds. Unless otherwise authorized by VEF, no retroactive claim for such allowances or other benefits with respect to a period of suspension will be honored.

8. A grantee, who **remains in Vietnam beyond the Grant End Date without authorization by VEF**, is subject to the provisions of this section.

Sign here to acknowledge your agreement with this entire Section P, #18. _____

Q. RESPONSIBILITY FOR DEPENDENTS, TRAVELLING COMPANIONS, AND ANY COLLEAGUES, TEAM TEACHING WITH THE GRANTEE

None of the agencies, organizations, or persons cooperating in providing your Grant can assume any responsibility for the travel, insurance, and/or financial support of any dependents, travelling companions, or any colleagues or associates, who are team teaching with you. **VEF bears no responsibility toward these individuals.**

Sign here to acknowledge your agreement with Section Q. _____

R. OTHER PROGRAMS

VEF has **no responsibility**, financial or otherwise, in connection with any program other than the one specified in this Grant Letter document, entitled *Terms and Conditions: U.S. Faculty Scholar Program – Academic Year 2011 - 2012*.

Sign here to acknowledge your agreement with Section R. _____

S. PERSONAL INFORMATION

VEF collects limited, select personal information about VEF Faculty Scholars (FS) and their achievements to place in the annual *VEF Fellows, Scholars, and Alumni: Achievements and Directory*, which is distributed publicly. The information includes a photo, the FS's full name, title, cohort year, field of expertise/research area, name of U.S. home university and department, name of Vietnamese host institution(s) and department(s), title(s) of course(s), mode of teaching, dates of the teaching program, email address, and achievements such as publications, presentations, awards, and other means of recognition earned during, and resulting from, your tenure with VEF. In providing your signature, you agree that VEF can make this information available publicly.

Sign here to acknowledge your agreement with Section S. _____

T. ACCEPTANCE OF TERMS AND CONDITIONS OF THE U.S. FACULTY SCHOLAR GRANT

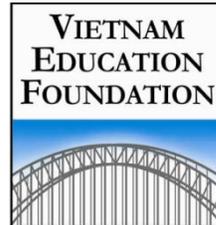
Sign below and return to VEF the original of this *Terms and Conditions: U.S. Faculty Scholar Program: Academic Year 2011 - 2012*, known also as the Faculty Scholar Grant Letter, to indicate that you understand, accept, and will comply as a VEF Faculty Scholar with all the provisions stated in these *Terms and Conditions: U.S. Faculty Scholar Grant: Academic Year 2011 - 2012*.

By my signature, I accept the terms and conditions appearing on all the pages of this document. My signature confirms my understanding of, and compliance with, these terms and conditions.

PRINT NAME: _____

SIGNATURE: _____ **DATE:** _____

APPENDIX 24
PRESS RELEASE - U.S. FACULTY SCHOLARS OF COHORT 2011



PRESS RELEASE

Contacts:

In the United States– Dr. Lynne McNamara, Executive Director: 1-703-351-5053

In Vietnam– Dr. Phuong Nguyen, Country Director: 84-4-3936-3670

VIETNAM EDUCATION FOUNDATION SPONSORS
U.S. FACULTY SCHOLARS TO TEACH IN VIETNAM

Hanoi, Vietnam, and Washington, D.C., date July 15, 2011 – The Vietnam Education Foundation (VEF) is pleased to announce the selection of the fourth group of American professors to teach at Vietnamese universities during the 2011-2012 Academic Year as part of its U.S. Faculty Scholar (USFS) Grant Program.

The U.S. Faculty Scholar Program contributes to the VEF mission of bringing the United States and Vietnam closer together through educational exchanges related to science, engineering, mathematics, medicine, and technology. U.S. Faculty Scholars teach in English at Vietnamese universities in their fields of expertise. Teaching may be conducted either on-site in Vietnam or by interactive, real-time videoconferencing from the United States. VEF serves as the sponsor and organizer while the Vietnamese universities serve as the hosts and the U.S. universities cooperate in the collaborative programs. This year the U.S. National Academies assisted VEF in the selection of Faculty Scholars.

U.S. Embassy Chargé d'affaires Virginia Palmer affirmed: “The VEF U.S. Faculty Scholar Program reflects one of our Mission’s top priorities: enhancing American cooperation with Vietnam in the area of education. I believe it will also support Vietnam’s efforts to further reform and develop its higher education system.”

Executive Director, National Foundation for Science and Technology development (NAFOSTED), Ministry of Science and Technology, Dr. Phan Hong Son, acknowledged: “The U.S. Faculty Scholar Program is an excellent initiative of VEF and will have significant effects in promoting cooperation between Vietnam and the United States. Ministry of Science and Technology, in general, and National Foundation for Science and Technology, in

particular, greatly appreciate VEF's efforts in continuing to contribute to the development of science and technology in Vietnam.”

VEF has provided grants to eleven U.S. Faculty Scholars since 2008. Now, VEF is pleased to support six more American professors, each of whom will lead different teaching projects in Vietnam this year under the USFS Program.

Dr. Jay Bagga is a Professor at Ball State University. In 2000, he was a Senior U.S. Fulbright Scholar at the University of Zimbabwe where he developed a Master of Science program in computer science. Dr. Bagga will be teaching from the United States using video-conferencing to teach at the University of Engineering and Technology, Vietnam National University in Hanoi, for the Fall 2011 academic term. Dr. Bagga's field of expertise is computer science and he will be teaching a course entitled *Graph, Algorithms, and Mobile Programming (iPhone) Applications*.

Dr. Diane M. Dewar, Associate Professor and Chair of the Department of Health Policy, Management and Behavior, at the University at Albany, State University of New York, will be teaching from the United States using video-conferencing to teach at the Hanoi Medical University for the Fall 2011 academic term. Dr. Dewar's fields of expertise are public health and health policy, and she will be teaching a course entitled *Introduction to Public Health*.

Dr. Marc Garbey, Professor, at the University of Houston, Texas, will be teaching from the United States using video-conferencing to teach at the International University, Vietnam National University in Ho Chi Minh City, during the Fall 2011 and Spring 2012 academic terms. Dr. Garbey's fields of expertise are applied mathematics, computer science, and computational medicine and he will be team-teaching a course entitled *Computational Surgery: Modeling and Simulation*.

Dr. Mark Rosenfeld, Professor Emeritus, at the University of Washington, Tacoma, will be teaching on-site at the University of Science, Vietnam National University in Hanoi, during the Fall 2011 academic term. Dr. Rosenfeld's fields of expertise are mathematics and computer science and he will be teaching a course entitled *Discrete Optimization*.

Dr. Cyrus Shahabi, Professor of Computer Science and Director of the NSF's Integrated Media Systems Center (IMSC) at the Viterbi School of Engineering at the University of Southern California, will be teaching at the Hanoi University of Science and Technology using webcasting and video-conferencing from the United States during the Fall 2011 academic term. Dr. Shahabi's field of expertise is information technology and he will be teaching a course entitled *Geospatial Information Management*.

Dr. Carl Philip Weiner, K.E. Krantz Professor and Chair of Obstetrics and Gynecology and Professor of Integrative and Molecular Physiology, University of Kansas School of Medicine, and Professor, Pharmaceutical Sciences, University of Kansas School of Pharmacy, will be teaching from the United States using video-conferencing to teach at the Hue College of Medicine and Pharmacy during the Fall 2011 and Spring 2012 academic terms. Dr. Weiner's fields of expertise are obstetrics and gynecology, perinatal medicine, and clinical and basic research, and he will be teaching a course entitled *Advanced Maternal and Fetal Medicine*.

Mr. Nguyen Xuan Vang, General Director – Vietnam International Education Development, Ministry of Education and Training, said: “Vietnam International Education Development, Ministry of Education and Training, supports and appreciates the U.S. Faculty Scholar (USFS) Program initiated by VEF. We are glad to learn that VEF has selected six American professors for the 2011 Cohort of Faculty Scholars. The contribution of the USFS Program to advancing sustainable collaboration between U.S. and Vietnamese universities is invaluable to the development and growth of Vietnamese education”.

Dr. Lynne McNamara, VEF Executive Director, stated: “An excellent example of American and Vietnamese university collaboration, the U.S. Faculty Scholar Grant Program is a significant initiative of VEF, bringing outstanding American experts to teach at Vietnamese universities. Without a doubt, the USFS Grant Program will have a lasting impact on higher education in Vietnam.”

The Vietnam Education Foundation (VEF), a U.S. federal government agency, is in its ninth year of operations. Among its other programs, the VEF Fellowship Program has placed 382 Fellows at 82 top U.S. graduate research institutions, mostly for doctoral degrees. Since 2007 the VEF Visiting Scholar Program has provided opportunities for 32 Vietnamese to pursue post-doctoral programs at U.S. universities for up to 12 months. VEF Fellows and Visiting Scholars are required to return to Vietnam after completing their academic programs in the United States.

For more information on VEF, please visit: www.vef.gov.

APPENDIX 25
VEF ALLIANCE: 108 U.S. UNIVERSITIES

As of September 30, 2011

SUMMARY: In 2005, the Vietnam Education Foundation (VEF) established the VEF Alliance, a consortium of leading U.S. universities that share in its mission and that benefit from its success. The Alliance is open to accredited U.S. universities that agree to a specified cost-sharing agreement, spelled out in a Memorandum of Understanding (MOU). The list below consists of the VEF Alliance schools as of September 2011: 108 major research institutions across the United States. Specific divisions/departments that participate in the Alliance are also listed.

#	University	Division/Department
1	Arizona State University	Ira A. Fulton School of Engineering
2	Binghamton University, the State University of New York	Graduate School
3	Boston College	Graduate School
4	Boston University	College of Engineering
5	Bradley University	Graduate School
6	Brandeis University	Graduate School
7	Brown University	Graduate School
8	California Institute of Technology	Graduate School
9	Carnegie Mellon University	Heinz School of Public Policy and Management
10	Case Western Reserve University	Biology; Chemistry; Civil Engineering; Epidemiology and Biostatistics; Macromolecular Science and Engineering; Materials Science and Engineering; Mathematics; Physics; Statistics
11	Catholic University	Graduate School
12	Clemson University	Graduate School
13	Colorado School of Mines	Graduate School
14	Colorado State University	Graduate School
15	Columbia University	School of Engineering and Applied Science
16	Cornell University	College of Agriculture and Life Sciences; School of Civil and Environmental Engineering
17	Duke University	Graduate School
18	Florida International University	Graduate School
19	Florida State University	Graduate School
20	Fordham University	Graduate School
21	Georgia State University	Graduate School
22	Gerstner Sloan-Kettering Graduate School of Biomedical Sciences	Graduate School of Biomedical Sciences
23	Iowa State University	Graduate School

#	University	Division/Department
24	Johns Hopkins University	Whiting School of Engineering; Zanvyl Krieger School of Arts and Sciences
25	Kansas State University	Graduate School
26	Kent State University	Graduate School
27	Lehigh University	Graduate School
28	Louisiana State University Health Sciences Center	Graduate School
29	Loyola University Chicago	Graduate School
30	Michigan State University	Graduate School
31	Mississippi State University	Graduate School
32	North Carolina State University	Graduate School
33	Northeastern University	Graduate School
34	Northern Illinois University	Graduate School
35	Northwestern University	Graduate School
36	Oklahoma State University	Graduate School
37	Old Dominion University	Graduate School
38	Oregon State University	Graduate School
39	Pennsylvania State University	Graduate School
40	Princeton University	Graduate School
41	Purdue University	Graduate School
42	Rensselaer Polytechnic University	Graduate School
43	Rice University	Graduate School
44	Rutgers University	Graduate School
45	Southern Illinois University at Carbondale	Graduate School
46	Stony Brook University, the State University of New York	Graduate School
47	Syracuse University	Graduate School
48	Temple University	Graduate School
49	Texas A&M University	Graduate School
50	Texas Tech University	Graduate School
51	Tulane University	Graduate School
52	University at Buffalo, the State University of New York	School of Engineering and Applied Sciences
53	University of Alabama at Birmingham	Graduate School
54	University of Arkansas at Fayetteville	Graduate School

#	University	Division/Department
55	University of California at Berkeley	Chemical Engineering; Chemistry; Comparative Biochemistry; Environmental Science, Policy and Management; Epidemiology; Logic and the Methodology of Science; Mathematics; Molecular and Biochemical Nutrition; Neuroscience; Nutritional Sciences and Toxicology; Physics; Plant and Microbial Biology; Vision Science; all College of Engineering departments
56	University of California at Davis	Graduate School
57	University of California at Irvine	Graduate School
58	University of California at Los Angeles	School of Engineering and Applied Sciences
59	University of California at Riverside	Graduate School
60	University of California at San Diego	Graduate School
61	University of California at San Francisco	Graduate Division
62	University of California at Santa Barbara	Graduate School
63	University of Colorado at Boulder	Graduate School
64	University of Colorado at Denver, Health Sciences Center	Graduate School
65	University of Connecticut	Graduate School
66	University of Delaware	Graduate School
67	University of Florida	School of Engineering
68	University of Georgia	Graduate School
69	University of Hawaii at Manoa	Graduate School
70	University of Houston	Graduate School
71	University of Idaho	Graduate School
72	University of Illinois at Urbana - Champaign	Graduate College
73	University of Iowa	Graduate School
74	University of Kansas	Graduate School
75	University of Kentucky	Graduate School
76	University of Louisville	Graduate School
77	University of Maine	Graduate School
78	University of Maryland at Baltimore	Graduate School
79	University of Massachusetts at Amherst	Graduate School
80	University of Michigan at Ann Arbor	College of Engineering (doctoral programs only)
81	University of Minnesota	Institute of Technology
82	University of Mississippi	Graduate School; University of Mississippi Medical Center (UMMC)
83	University of Missouri at Columbia	Graduate School
84	University of Nebraska at Lincoln	Graduate School

#	University	Division/Department
85	University of North Carolina at Chapel Hill	Graduate School
86	University of North Carolina at Charlotte	Graduate School
87	University of North Texas	Graduate School
88	University of North Texas Health Science Center at Fort Worth	Graduate School
89	University of Notre Dame	Graduate School
90	University of Oklahoma	Graduate School
91	University of Oregon	Graduate School
92	University of Pennsylvania	School of Arts and Sciences; School of Nursing
93	University of Rhode Island	Graduate School
94	University of Southern California	College of Letters, Arts and Sciences; Viterbi School of Engineering
95	University of Texas at Arlington	Graduate School
96	University of Texas at Austin	Graduate School
97	University of Texas at Houston	Graduate School of Biomedical Sciences
98	University of Toledo	Graduate School
99	University of Utah	Graduate School
100	University of Vermont	Graduate School
101	University of Virginia	Graduate School
102	University of Washington	Environmental and Occupational Health; Interdisciplinary Program in Pathobiology; Materials Science and Engineering
103	University of Wyoming	Graduate School
104	Virginia Commonwealth University	Graduate School
105	Virginia Polytechnic Institute and State University	Graduate School
106	Washington State University	Graduate School
107	Washington University in St. Louis	Graduate School
108	Yale University	Graduate School (doctoral programs only)

APPENDIX 26
MOU TEMPLATE WITH VEF ALLIANCE SCHOOLS AS OF MARCH 2011

MEMORANDUM OF UNDERSTANDING
VIETNAM EDUCATION FOUNDATION (WWW.VEF.GOV)
EXCHANGE PROGRAMS
(FELLOWS, VISITING SCHOLARS, U.S. FACULTY SCHOLARS)
AT

(Name of University)

Whereas the Vietnam Education Foundation (“VEF”) is a U.S. Federal Government independent agency and is a special Congressional initiative to bring Vietnam and the United States (“U.S.”) closer through educational exchanges in the sciences (natural, physical, and environmental), mathematics, medicine, and technology (including information technology);

Whereas VEF has the full support of the U.S. National Academies to identify and select the best Vietnamese scholars for graduate studies in the U.S. (“VEF Fellows”) and for professional development programs in the U.S. (“VEF Visiting Scholars”), and to identify and select the best American scholars for teaching programs at Vietnamese universities (“VEF U.S. Faculty Scholars”);

Whereas VEF has successfully placed nearly 350 Fellows and almost 30 Visiting Scholars at more than 80 leading universities across the U.S. and nearly 15 U.S. Faculty Scholars at over 10 universities in Vietnam;

Whereas VEF has a legislative mandate to seek cost sharing with U.S. universities for its programs;

Whereas VEF aims to establish a consortium of U.S. universities (“Alliance Schools”) that support the mission of VEF;

Whereas the U.S. University named above (“School”) desires to have the most qualified graduate students and post-doctoral scholars from diverse backgrounds and nationalities and desires to encourage international opportunities for its professors;

Whereas the School supports international exchanges in education and research, and better relations between the U.S. and other nations;

Therefore, VEF and the School (“Parties”) agree on the following:

1. Purpose

- 1.1. This Memorandum of Understanding (“MOU”) establishes the modality and extent of cooperation between the Parties to establish a VEF Fellowship, Visiting Scholar, and U.S. Faculty Scholar Program (“Program”) at the School.
- 1.2. The Program involves: (a) Vietnamese students selected by VEF as VEF Fellows to attend a graduate degree program in the U.S; (b) Vietnamese scholars selected by VEF as VEF Visiting Scholars to attend a professional development program in the U.S.; and (c) American professors selected by VEF as VEF U.S. Faculty Scholars to teach at Vietnamese universities.

2. Roles of the Parties

2.1. Role of VEF

- 2.1.1. VEF is the sponsor of the Program.
- 2.1.2. VEF recruits, screens, and selects: (a) VEF Fellows and VEF Visiting Scholars and prepares them for their programs in the U.S.; and (b) VEF U.S. Faculty Scholars and prepares them for their programs in Vietnam.
- 2.1.3. VEF provides specified grants¹ as well as additional financial and other support for VEF Fellows, VEF Visiting Scholars, and VEF U.S. Faculty Scholars.
- 2.1.4. VEF provides Fellowship administration support; advising and immigration support for all Fellows and Visiting Scholars in the U.S.; and grant administration and support for all U.S. Faculty Scholars while they are preparing for their program in Vietnam and while they are in Vietnam.

2.2. Role of the School

- 2.2.1. The School is the host of the Program.
- 2.2.2. The School considers VEF Fellows for graduate admission pursuant to its standard admissions criteria for applications received by the School’s published deadline and, if the VEF Fellow is admitted, agrees to follow the financial terms of the VEF Fellowship and provides graduate educational training to them.
- 2.2.3. The School considers VEF Visiting Scholars for post-doctoral work pursuant to its standard criteria and, if accepted, provides courtesies to the VEF Visiting Scholars as post-doctoral scholars.
- 2.2.4. The School provides in-kind and other support to VEF U.S. Faculty Scholars, who are regular or retired faculty members of the School.

3. Responsibilities of VEF

- 3.1. **Selection Process.** VEF conducts a national competitive application and selection process: (a) in Vietnam to identify and select the most qualified candidates for VEF Fellowships and for VEF Visiting Scholar Grants; and (b) in the U.S. to identify and select the most qualified candidates for the VEF U.S. Faculty Scholar Grants. For VEF Fellows, this process includes an oral exam of the candidates conducted in English by American scientists and academicians sent to Vietnam by VEF with assistance from the National Academies. For VEF Visiting Scholars and VEF U.S. Faculty Scholars, this process includes an oral interview by phone conducted in English by VEF and the National Academies.
- 3.2. **TOEFL and GRE (for VEF Fellows).** Through the application and selection process for VEF Fellows, VEF requires evidence of sufficient English as verified by the Test of English as a Foreign Language (“TOEFL”) or an equivalent measure, and VEF requires evidence of sufficient academic

¹ The term "grant" is an internal term used by VEF and does not imply any particular definition or associated practices that the host university may have for their reference to the same term.

- knowledge verified by the Graduate Record Exam (“GRE”). Evidence for both is verified further by personal interviews conducted by U.S. scientists. VEF Fellows are expected to meet the admission criteria of the School for all required tests.
- 3.3. **English Proficiency Support (for VEF Fellows)**. VEF pays for all expenses related to pre-academic English language training if required by the School. VEF pays only for such training at the School and only during the summer prior to full-time enrollment in the graduate program.
 - 3.4. **Pre-Departure Orientation, Physical Examination, and Visa (for VEF Fellows and VEF Visiting Scholars)**. VEF pays for all expenses related to pre-departure orientation training and for a physical exam in Vietnam, including required inoculations. As VEF is a U.S. government entity, the non-immigrant visa application fee as well as the SEVIS fee in Vietnam are waived for VEF Fellows and VEF Visiting Scholars.
 - 3.5. **J-1 Visa (for VEF Fellows and VEF Visiting Scholars)**. All VEF Fellows and VEF Visiting Scholars are sponsored on the VEF Exchange Visitor Program J-1 visas status and enter the U.S. on a J-1 visa with a two-year home residency requirement because they are supported by U.S. government funding. VEF works directly with the U.S. Embassy in Vietnam to ensure that VEF Fellows and VEF Visiting Scholars can enter the U.S. in time for the start of their programs. VEF provides J immigration advising and support for the duration of the VEF Fellow's participation in the VEF program in the U.S. and for the duration of the program of the VEF Visiting Scholar and their qualified dependents.
 - 3.6. **Air Ticket (for VEF Fellows and VEF Visiting Scholars)**. VEF pays for the air tickets for VEF Fellows and VEF Visiting Scholars to travel from their home to the School and return home after completion of the Program.
 - 3.7. **Settling-in Allowance (for VEF Fellows and VEF Visiting Scholars)**. VEF provides \$500 as a settling-in allowance to each VEF Fellow and VEF Visiting Scholar. This amount is given directly to the VEF Fellows and VEF Visiting Scholars for personal incidental use to help settle-in at the School.
 - 3.8. **Fellowship Grant (for VEF Fellows)**

During a VEF Fellowship of 5 years (for Ph.D. students), there are two consecutive one-year full grant periods followed by three years and beyond of full financial support by the School. There are two consecutive one-year full grant periods for VEF Fellows pursuing a master's degree, which should be completed within two years.

 - 3.8.1. **VEF Full Grant Period (Years 1 and 2 only)**. For each VEF Fellow, whether pursuing a master's degree or a doctorate, for each period of twelve (12) calendar months during the first two years at the School, including the Fall, Winter/Spring, and Summer terms, VEF provides to the School a VEF Fellowship Grant (“Grant”) of \$27,000 (twenty seven thousand U.S. Dollars). This Grant amount is in lieu of all required School application fees and deposits; School orientation fees; required tuition and fees for the academic year and summer session; fees for required health insurance for the year (12 months); payments for required books and educational equipment each term; and normal graduate stipends for 12 calendar months. If the Fellow is enrolled only for one semester, either the fall or the winter/spring term in a given year, then only one-half of the Grant, specifically \$13,500, is paid to the School. All withholding and reporting of Federal and State taxes on the Grant must be made by the School as per the specific state tax regulations and federal guidelines of the Internal Revenue Service.
 - 3.8.2. **School Supported Grant Period (Years 3, 4, and 5 and beyond)**. During Years 3, 4, and 5 and beyond, until graduation, all financial support for the VEF Fellow in a doctoral program comes from the School in the form of graduate assistantships and/or other resources of the School, at the same financial level as is afforded other graduate students in the same program. The financial support must be sufficient to cover all required tuition and fees for the academic year and summer session; required health insurance for the year (12 months); required books and educational equipment each term; and normal graduate stipends for 12 calendar months.

- 3.8.3. Graduate Stipend. The graduate stipend provided during each Grant Period to the VEF Fellow by the School shall be sufficient to cover all reasonable living expenses and to cover all required books and educational equipment for each term, unless the latter is provided in a separate fund by the School. The VEF Fellow has no other means of support; thus, the graduate stipend is his/her sole source of finances.
- 3.8.4. Refund. Any VEF Grant money not utilized due to special circumstances (i.e., early completion, withdrawal, dismissal or termination from program, or death) must be refunded and returned to VEF in a timely manner.

3.9. Visiting Scholar Grant (for VEF Visiting Scholars)

- 3.9.1. Stipend. VEF provides to the School the total amount of the fixed monthly stipends for each VEF Visiting Scholar, calculated at U.S. \$2,300 per month, which is pro-rated for any partial month. The number of months or partial months is calculated according to the dates of the VEF Visiting Scholar's academic program as approved by the VEF Board of Directors for up to one year (12 months). The stipend is provided to cover reasonable living expenses in the U.S., including lodging, meals, local transportation, and incidentals.
- 3.9.2. Taxes. VEF does not withhold taxes from the stipend. The School must document and deduct required federal and state taxes from the monthly stipend, as appropriate.
- 3.9.3. Medical/Health Insurance. VEF pays for accident/illness health insurance for the VEF Visiting Scholar from the time the VEF Visiting Scholar leaves Vietnam and during the full training period in the U.S. This basic insurance is intended only for emergency situations and hospitalizations and includes medical evacuation and repatriation insurance according to the coverage amounts required for international students/scholars on J-1 visas in the U.S.
- 3.9.3.1. Additional health insurance to cover doctor's visits and/or dental and vision insurance is not covered by VEF.
- 3.9.3.2. The School must provide information about medical/health insurance plans available for the VEF Visiting Scholar.
- 3.9.3.3. If the School agrees to provide a comprehensive medical/health insurance plan for the VEF Visiting Scholar at the School's cost, the VEF Visiting Scholar must get a written statement to this effect from the School and notify VEF immediately.

3.10. U.S. Faculty Scholar Grant (for VEF U.S. Faculty Scholars)

- 3.10.1. Eligibility. The VEF U.S. Faculty Scholar must be a U.S. citizen, holding an academic position of Associate Professor, Professor, or Emeritus.
- 3.10.2. Grant Period. The VEF U.S. Faculty Scholar must teach in English at a Vietnamese university for one or two full academic terms. The grant period extends from July 1 to August 31 of the following year during which grant monies can be used toward the approved teaching program, regardless of the actual course dates. This extended grant period allows the VEF U.S. Faculty Scholar to plan and prepare in advance for the course(s) and to complete reports and closure of teaching activities after the course(s).
- 3.10.3. Teaching Mode. Teaching may take place either in Vietnam via face-to-face teaching or by interactive, real-time video-conferencing from the U.S.
- 3.10.4. Grant Amount. The VEF U.S. Faculty Scholar will receive a grant from VEF up to a maximum of U.S. \$55,000, according to the U.S. Faculty Scholar final budget approved by the VEF Board of Directors. VEF will not provide any overhead fees to either the U.S. School or to the Vietnamese institution(s) and such fees cannot be included in the budget.
- 3.10.5. Budget. All expenses for the VEF U.S. Faculty Scholar program must be delineated by the VEF U.S. Faculty Scholar in his/her budget for the grant.
- 3.10.6. Direct and/or In-Kind Financial Support. As determined in advance by the VEF U.S. Faculty Scholar in drawing up the budget for use of grant funds, the School also provides direct and/or in-kind financial support.

- 3.10.7. Orientations. VEF provides a required orientation in the U.S. as well as in Vietnam. The expenses for both orientations must be included in the VEF U.S. Faculty Scholar budget.
- 3.10.8. Payment and Tangible Purchases. VEF will pay the grant directly to the VEF U.S. Faculty Scholar or, if directed by the VEF U.S. Faculty Scholar, through his/her School. At the end of the course(s), any teaching materials and equipment purchased by the grant must be given to the Vietnamese Host University or universities.

3.11. Professional Development Grant (for VEF Fellows and VEF Visiting Scholars)

VEF provides an annual Professional Development Grant (PDG) to assist VEF Fellows and Visiting Scholars to pay for items related to professional development in their field of study.

- 3.11.1. Amount for a VEF Fellow. VEF provides as a grant to the School a yearly PDG of \$1,000 for each Fellow who is 1) still within the two-year period for a master's degree Fellow and within the five-year period for a doctoral degree Fellow, (2) sponsored by VEF, and 3) enrolled full-time and not engaged in Academic Training. The PDG is available to Fellows for years 1 and 2 of a master's degree program and for years 1 through 5 of a doctoral degree program. Thus, VEF will provide a total of up to \$2,000 for a master's degree candidate and a total of up to \$5,000 for a doctoral degree candidate.
 - 3.11.1.1. Fellows Not Eligible. If a Fellow has completed the VEF approved terms of up to 2 years for a master's degree and up to 5 years for a doctoral degree program, or has graduated prior to the end date of his/her Fellowship grant agreement, s/he is not eligible for any further PDG funds. Thus, if a Fellow has not completed the degree within those time frames (up to 2 years full-time enrollment for a master's degree and up to 5 years full-time enrollment for a doctorate), then the Fellow is no longer eligible for further PDGs. Furthermore, a Fellow is not eligible while doing pre-completion Academic Training (off-campus employment benefit afforded by the J-1 status and approved by VEF in advance of degree completion).
- 3.11.2. Amount for a VEF Visiting Scholar. VEF provides as a grant to the School a grant of U.S. \$300 per month for professional development expenses for each VEF Visiting Scholar. The number of months or partial months is calculated according to the dates of the VEF Visiting Scholar's academic program as approved by the VEF Board of Directors.
- 3.11.3. Payment. The School disburses the VEF PDG funds to a VEF Fellow or VEF Visiting Scholar on behalf of VEF. VEF issues the PDG funds to the School each year in the same manner and at the same time as other funds provided to the School by VEF. Any withholding and reporting of Federal and State taxes, if applicable, on the PDG must be done by the School in accordance with the specific state tax regulations and federal guidelines of the Internal Revenue Service.
- 3.11.4. Criteria for receipt of a PDG. The VEF PDG funds are issued by the School to the VEF Fellow or Visiting Scholar for his/her professional development purposes, according to the criteria listed in 3.11.8 below, with no administrative fee deducted by the School.
- 3.11.5. Ownership of Items Purchased. The PDG funds are for the sole use of the VEF Fellow or VEF Visiting Scholar and are not for the School nor can items purchased by the Fellow or Visiting Scholar be retained by the School. Any tangible items purchased with the PDG funds are the property of the VEF Fellow or VEF Visiting Scholar and may be used in the U.S. and/or may be taken back to Vietnam or elsewhere after completion of the VEF Fellow's or VEF Visiting Scholar's academic program in the U.S.
- 3.11.6. Distribution of PDG Funds by the School. The School may disburse the PDG funds in accordance with its standard administrative system. The School will follow its own established payment process, which may be via a lump sum payment at the beginning of the academic year, a disbursement upon evidence of intended use, or a reimbursement based on qualified receipts. VEF requests that the School do the following:

- 3.11.6.1. **Communications.** Inform each VEF Fellow/VEF Visiting Scholar about the procedure to use to obtain the PDG funds, providing a copy of the procedure to VEF.
- 3.11.6.2. **Academic Standing (for Fellows).** Ascertain that the VEF Fellow is in good academic standing and making satisfactory progress in their program of study prior to disbursing the PDG.
- 3.11.6.3. **Use of Funds.** Require written evidence from the VEF Fellow/VEF Visiting Scholar regarding the use of PDG funds, which must relate to his/her professional development in his/her field of study.
- 3.11.6.4. **Records.** Keep records of the use of funds, which would be supported by the written evidence provided by the VEF Fellow or VEF Visiting Scholar, and, if requested by VEF, summarize the use and payment of the PDG funds.
- 3.11.6.5. **Taxes.** Process documentation, if any, related to taxes that might be owed by the VEF Fellow/VEF Visiting Scholar when disbursing the PDG funds to the VEF Fellow/VEF Visiting Scholar.
- 3.11.7. **Accumulation of PDG Funds (for a Fellow).** The PDG funds can be accumulated and carried over from one year to the next for a VEF Fellow. However, at the time that the VEF Fellow completes his/her approved VEF academic program and/or departs from the School, any unused PDG monies for that VEF Fellow must be returned to VEF.
- 3.11.8. **Criteria for Use of PDG Funds.** The criteria for the use of PDG funds are as follows:
Use of the funds is limited to professional development purposes in one's field, defined as follows: conference attendance and/or presentations; training workshops or seminars; books¹, journals, and publications; computer hardware or software; professional memberships or subscriptions; travel to Vietnam to work, teach, or do research (for Fellows); courses to improve English speaking, listening, reading, or writing; equipment needed to do research for one's thesis or dissertation (for Fellows); hiring a statistician; and hiring an English language expert to edit one's thesis, dissertation, or publishable article. PDG funds cannot be used for non-professional purposes, such as living expenses, costs for dependents, travel for pleasure, medical or health expenses, and entertainment.
- 3.12. Payment Schedule.** After notification by VEF and upon receipt of the confirmation from the School of the amounts due for VEF Fellows and VEF Visiting Scholars as also confirmed by VEF, or upon receipt of the required forms from the VEF U.S. Faculty Scholar or his/her School, VEF, or its appointed agent, shall pay to the school the annual Grant amount within approximately 2 weeks in lump sum for each VEF Fellow and for each VEF Visiting Scholar. For the U.S. Faculty Scholar, the U.S. Faculty Scholar shall designate whether the total approved Grant amount shall be paid directly to the U.S. Faculty Scholar or to the School. The School holds the responsibility of assuring that the money is disbursed to the VEF Fellow, VEF Visiting Scholar, and VEF U.S. Faculty Scholar in a timely fashion. If there are any delays associated with the payments, the School will make an advance payment to VEF Fellows and to VEF Visiting Scholars, as appropriate, the tuition/fees, health insurance, and stipend and will not place any holds on enrollment/registration and will not drop classes for non-payment.
- 3.13. VEF Fellows and Scholars Conference.** VEF pays for all travel and lodging and provides a fixed conference grant for VEF Fellows, VEF Visiting Scholars, and VEF U.S. Faculty Scholars to attend an annual VEF Fellows and Scholars Conference in the U.S. during the Grant periods.

¹ The intention of the term "books" refers to publications above and beyond required classroom textbooks.

- 3.14. **Alliance School Listing.** VEF will include the School in the list of VEF's Alliance Schools made available publicly. The list of VEF Alliance Schools is posted on VEF's website with a link to the School's website.
- 3.15. **Recruitment Support.** VEF will provide to the School the names, fields of study, test scores, and contact information of all Fellowship finalists nominated for VEF Fellowships and recommended for graduate school in the U.S. and will permit the School to contact these individuals directly to solicit their interest in attending the School.
- 3.16. **Relationship Support.** VEF will introduce the School to appropriate educational and research institutions in Vietnam with which VEF has a working relationship. When making these introductions, VEF will appropriately promote the expertise of the School if requested by the School.

4. Responsibilities of the School

- 4.1. **Primary Contact.** The School will designate a specific individual as the primary point of contact ("Contact Person") between the School and VEF. This individual may be located in the office of the Dean of Graduate Studies ("Graduate Dean") or in another office as appointed by the Graduate Dean. The School must notify VEF in a timely fashion about any changes to the primary contact in future years.
- 4.2. **Administrative Fee.** The School waives all indirect costs, overhead, and other administrative fees related to the Program.
- 4.3. **Internal Communications.** The School informs all relevant institutional offices (including the graduate school, admissions, the international office, and the bursar) of the relationship and arrangements with VEF.
- 4.4. **Payment of Grant Funds and PDG.** The School informs VEF as well as the VEF Fellows and VEF Visiting Scholars in advance of arrival on procedures for receiving payments, and amounts available for disbursement, including any relevant required deductions. Payment for the first monthly stipend is made immediately upon arrival on campus or soon thereafter since the VEF Fellow or VEF Visiting Scholar has no other means of support. All payments to VEF Fellows and VEF Visiting Scholars are made in a timely manner.
- 4.5. **Cross-cultural Exchange.** The School will make best efforts to introduce VEF Fellows and VEF Visiting Scholars to opportunities that will promote cross-cultural exchanges and local friendship during their stay on campus. Thus, the School provides information to the VEF Fellow and VEF Visiting Scholar on programs and services that foster cultural exchange activities within the School and in the greater community. This includes, but is not limited to, introduction to the services and programs provided by the School's equivalent of the Office of International Programs and Services and introduction to local host family or friendship/mentor programs, language partner programs, international outreach programs, and cross-cultural programs and activities.
- 4.6. **Orientation.** The School provides campus orientation sessions to new VEF Fellows and, as available, to VEF Visiting Scholars.
- 4.7. **Availability to Attend VEF Annual Conference.** The School will allow for, and facilitate availability of, VEF Fellows, VEF Visiting Scholars, and VEF U.S. Faculty Scholars to attend the VEF Annual Conference, held in early January in the U.S.
- 4.8. **School Rules and Regulations.** The Parties agree and acknowledge that all VEF Fellows enrolled as well as VEF Visiting Scholars engaged at the School and VEF U.S. Faculty Scholars affiliated with the School shall be subject to any and all School rules and regulations applicable to its faculty, staff, and students, including, but not limited to, those involving disciplinary action up to and including dismissal.
- 4.9. **Responsibilities for Assistance to VEF Fellows**
 - 4.9.1. **Application Fee and Deposits.** The School pays for the application fee and any deposits, and if possible, provides a program code for VEF Fellows to use in lieu of fee payment for the School's online application.

-
- 4.9.2. Admission. As VEF Fellows meet school application deadlines and admission standards, the School facilitates a timely decision on VEF Fellows through the school departments, the graduate school, and the admission office. The School has the final discretion as to whether a VEF Fellow will be admitted to the School.
- 4.9.3. Academic Advisor. The School assigns an academic advisor to the VEF Fellow from the point of admission.
- 4.9.4. Grades and Reports. With written request and authorization from the VEF Fellows, the School sends to VEF, and/or its appointed agent, an official transcript of each VEF Fellow enrolled after each academic term or when requested by VEF.
- 4.9.5. Financial Support during Years 1 and 2. The School will make up any differences between the Grant that is provided by VEF for each VEF Fellow during the first two years and the amount that is normally expected for one to participate in the Program, including living expenses. VEF provides the Grant to the School in exchange for the School supporting the VEF Fellow entirely. If the department requires the VEF Fellow to have a graduate assistantship during this time, the requirement must be clearly indicated in the letter of admission. As with all on-campus employment, the VEF Fellow must receive written authorization from VEF before beginning work as a graduate assistant.
- 4.9.6. Graduate Assistantships
- 4.9.6.1. The School awards graduate assistantships, and/or other means of financial assistance, to VEF Fellows no later than the third year of their graduate study subject to the VEF Fellows making satisfactory academic progress as outlined in the School's policies and procedures. The assistantships and/or financial assistance shall be sufficient to support the Fellows during each calendar year through completion of the degree, as they would have no other means of financial support.
- 4.9.6.2. The VEF Fellow is expected to meet the normal qualifications to receive the graduate assistantship and to continue to meet the expected requirements to maintain the assistantship and/or other means of financial assistance from the School through completion of the degree.
- 4.9.6.3. The School provides the normal tuition and fee waivers or offsets, graduate monthly stipends, and other privileges to VEF Fellows who are graduate assistants, just as afforded to other graduate assistants, pursuant to the School's policies and procedures.
- 4.9.6.4. To comply with J-1 visa regulations, prior to awarding a graduate assistantship to a VEF Fellow, the School notifies the VEF Fellow in writing of the terms and conditions, including time commitment, salary, and financial arrangements of the assistantship, including the requirement for the Fellow to receive written work authorization from VEF, as required by the terms of the J-1 visa, prior to the commencement of the assistantship.
- 4.9.7. Termination after Second Academic Year. After the first 12-18 months in the program and not later, if any VEF Fellow fails to meet the academic qualifications set by the School to continue toward a doctoral degree, the School will allow the Fellow to complete the requirements for a Master's degree and can cease its support after the VEF Fellow graduates with the Master's degree. VEF Fellows, who would expect to be terminated at the end of the second year, shall be directed by the School toward an appropriate Master's degree program as soon as possible. They will be required to meet the requirements of that program in order to be awarded the Master's degree. VEF must be notified as soon as a determination has been made that a Fellow is not academically eligible to continue as a doctoral student and approval must be obtained from VEF in writing prior to any action on a formal change of level (reverse matriculation) at the School.
- 4.9.8. Academic Progress. The VEF Fellow is expected to achieve satisfactory progress toward degree completion by meeting the normal requirements set by the School.

4.9.9. Change of Major Field of Study or Level of Study. The School must notify VEF in advance of all intended changes to the original program objective, including a change in the major field of study or in the level of study. Written approval must be obtained from VEF for same. In addition, as per the terms of a J visa, these changes are events that are required to be reported to the U.S. Immigration Services and also require the issuance of new immigration documents.

4.10. Responsibilities for Assistance to VEF Visiting Scholars

The School provides a written commitment from the host department and/or faculty member(s)/researcher(s), which/who will serve as the VEF Visiting Scholar host, that delineates the courtesies extended to the VEF Visiting Scholar as a post-doctoral scholar. The written commitment must include the following details:

- 4.10.1. Dates. Dates that the Visiting Scholar will be hosted: expected start and end dates.
- 4.10.2. Roles and Responsibilities of the School. The role and responsibilities of the School, department, and/or faculty member(s)/researcher.
- 4.10.3. Role of Visiting Scholar. Expectations of the School regarding the role and involvement of the VEF Visiting Scholar.
- 4.10.4. Outcomes. The expected outcomes of the VEF Visiting Scholar's program, including plans for continuing collaboration between the School and the VEF Visiting Scholar and the VEF Visiting Scholar's Vietnamese home institution.
- 4.10.5. Support. Expected support from the School for the VEF Visiting Scholar, including the following: financial support, if any; furnished office or desk space; use of phone for U.S. and international phone calls; use of a personal computer (laptop or desktop); use of other equipment, including fax; use of laboratory space and equipment as well as any limitations; use of libraries and other institutional facilities, including any health centers, gymnasiums, swimming pools, etc.; and institutional identification card.
- 4.10.6. Further Clarifications. Any other information that clarifies the arrangements between the School and the Visiting Scholar, including the possibility of having the School's insurance plan at no cost to the VEF Visiting Scholar.
- 4.10.7. Changes to Original Objective or Funding. No changes can be made to the original objective of the VEF Visiting Scholar's program, as required by immigration regulations. If additional financial support is provided by the School, VEF must be notified prior to any payment to the VEF Visiting Scholar so that amendments can be made to his/her immigration document. Any employment on campus must also be approved in advance by VEF in writing.

4.11. Responsibilities for Assistance for VEF U.S. Faculty Scholars

- 4.11.1. Direct and In-Kind Support. For the VEF U.S. Faculty Scholar, the School provides direct financial support, wherever possible, such as salary, international and local transportation, health and medical insurance, retirement, access to electronic resources, and items related to teaching course(s), such as, books, materials, and teaching supplies. The School contributes in-kind support wherever possible, such as, laboratory equipment and supplies, photocopies, and videoconferencing rooms, equipment, and personnel. The School provides a letter on letterhead that clarifies the detailed support for, and contributions to, the individual VEF U.S. Faculty Scholar teaching program.
- 4.11.2. Long-term Cooperation. The School facilitates the VEF U.S. Faculty Scholar's building an on-going relationship with the Vietnamese host institution and with other Vietnamese universities and faculty after completion of the individual VEF U.S. Faculty Scholar teaching program.
- 4.11.3. Grant Funds. The School facilitates the process for the VEF U.S. Faculty Scholar to receive the VEF grant funds, if provided through the School.

5. General Provisions

- 5.1. Duration. This MOU agreement will remain in effect for 5 calendar years from the date of the last signature and will be renewed automatically at the end of the effective period, unless terminated in accordance with Section 5.3 below.
- 5.2. Mutual Cooperation. Both Parties will ensure the smooth and efficient implementation of this MOU, will be available for consultation with each other, and will give each other necessary information when reasonably required, subject to any applicable laws or regulations.
- 5.3. Termination. This MOU agreement may be terminated by either Party by notifying the other Party in writing no later than October 1st in any calendar year, with the effective end date of agreements in this MOU as the end of the School's summer term of the following year.
- 5.4. Non-Effect of Termination on Continuing VEF Fellows, VEF Visiting Scholars, and VEF U.S. Faculty Scholars. Termination of this MOU affects only potential new VEF Fellows, VEF Visiting Scholars, and VEF U.S. Faculty Scholars; it does not in any way affect the terms of this agreement for continuing VEF Fellows, VEF Visiting Scholars, and VEF U.S. Faculty Scholars at the School. All aspects of this MOU remain in effect for both Parties for VEF Fellows who are already enrolled at the School until the completion of their degree.
- 5.5. Representations. Each Party represents that: (a) it has all rights and authority to execute and deliver this MOU and perform its respective obligations hereunder and that this MOU is binding and enforceable against it; and (b) it has no prior contemporaneous or superior contract obligations or other circumstances that will interfere with, inhibit or in any way preclude it from becoming a Party to this MOU and complying with all obligations set forth herein.
- 5.6. Assignment and Amendment. Neither Party may sell, transfer, assign or subcontract any right, duty or obligation set forth in this MOU without the prior written consent of the other Party. No waiver, amendment or modification of this MOU shall be effective unless in writing and executed by both Parties.
- 5.7. Entire Agreement. This MOU contains all of the terms agreed upon by the Parties hereto with respect to the subject matter hereof, and all understandings and agreements heretofore had or made among the Parties hereto are merged into this MOU, which alone fully and completely expresses the agreement of the Parties hereto.
- 5.8. Counterparts. This MOU may be executed in two or more counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument.
- 5.9. Delivery of Notices, Payments, and Reports. All notices, reports and payments under this Agreement must be in writing and be delivered to the address of a Party as set out below (or to such other address as a Party designates in accordance with this provision). Notices will be effective upon delivery (as evidenced by delivery receipt or equivalent document).

For VEF:

To: Vietnam Education Foundation
2111 Wilson Boulevard, Suite 700
Arlington, VA 22201
Attention: Dr. Lynne McNamara
Phone: 703-351-5053; Fax: 703-351-1423
Email: lynnemcnamara@vef.gov

APPENDIX 27
PRESS RELEASE:
NEW GROUP OF VEF FELLOWS AND VISITING SCHOLARS OF COHORT 2011



Lynne A. McNamara, Ph.D.
Executive Director

2111 Wilson Boulevard, Suite 700, Arlington, VA 22201 • www.vef.gov • Phone 703-351-5053 • Fax 703-351-1423

Board of Directors

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Marjorie Margolies
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 Women's Campaign
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 Director, Vietnam Center
 Texas Tech University

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 U.S. Congressman

Loretta Sanchez
 U.S. Congresswoman

David Vitter
 U.S. Senator

PRESS RELEASE

**VIETNAM EDUCATION FOUNDATION SENDS FELLOWS AND
 VISITING SCHOLARS TO ATTEND TOP U.S. UNIVERSITIES IN 2011 COHORT**

Contact:

In the United States: Dr. Lynne McNamara, Executive Director, VEF U.S. Headquarters Office, Phone: 703-351-5053

In Vietnam: Dr. Phuong Nguyen, Country Director, VEF Hanoi Field Office, Phone: 04-3936-3670, Ext: 24, phuongnguyen@vef.gov

Hanoi, June 2, 2011 – The Vietnam Education Foundation (VEF), a U.S. Federal Government independent agency, is pleased to announce that forty four (44) new Fellows will begin graduate studies and three (3) new Visiting Scholars will undertake professional development programs at thirty four (34) top universities in the United States (see list below) during the upcoming academic year 2011-2012. The VEF Fellowship Program and the VEF Visiting Scholar Program are two of the outstanding educational programs offered by VEF in its efforts to build the relationship between Vietnam and the United States through educational exchange and capacity building.

Of the 44 new VEF Fellows, 35 will be pursuing doctoral degrees while 9 will seek master's degrees at high ranking U.S. universities in various fields of science, technology, and engineering. The fields include aquaculture; biology; biophysics; chemistry; computer science; epidemiology; genetics; mathematics and statistics; pharmacology; and plant, insect and microbial sciences. The fields of engineering include biological, biomedical, civil, electrical and computer, environmental, materials, mechanics, and structural engineering and geomechanics. With this ninth cohort, VEF has placed a total of 382 Fellows at 81 leading U.S. universities since 2003 when the VEF Fellowship Program began.

In addition to this new group of Fellows, the fifth cohort of Visiting Scholars will pursue self-designed post-doctoral training programs at leading U.S. universities for up to 12 months, focusing on various fields in science and technology, including medical data analysis and computer-aided diagnosis, electrical engineering, and optical networks. With this new cohort, VEF has awarded a total of 32 Visiting Scholar grants since 2007 when the Visiting Scholar Program began.

Dr. Lynne A. McNamara, VEF Executive Director, commented, “We are extremely pleased with this outstanding 2011 cohort of 44 Fellows and 3 Visiting Scholars to join the ever-growing VEF network of U.S.-educated scientists and engineers for Vietnam. The 2011 cohort succeeded in receiving the VEF Fellowships and Visiting Scholar Grants through a highly competitive selection process, organized by VEF with the assistance of the U.S. National Academies and based on the candidates' intellectual and academic merit. Congratulations to the new Fellows and Visiting Scholars and to their families, who have helped them reach this point in achieving their dreams!”

To prepare the new Fellows and Visiting Scholars for their transition to the United States, VEF provides a comprehensive Pre-Departure Orientation (PDO) to be held this year from June 9-14, 2011, in Hoi An, Quang Nam, Vietnam. The extensive PDO includes an outdoor experiential Team Building program followed by two days of lectures and presentations, addressing immigration and visa matters, financial issues, health issues, travel and insurance requirements, cultural adaptation, life in the United States, academic expectations, connections to Vietnam and re-entry, as well as other significant information.

For more information about VEF, please visit the VEF website at: www.vef.gov

U.S. UNIVERSITIES HOSTING VEF FELLOWS AND VISITING SCHOLARS OF COHORT 2011

1.	Case Western Reserve University
2.	Duke University
3.	Florida State University
4.	Iowa State University
5.	Johns Hopkins University
6.	Oklahoma State University
7.	Purdue University
8.	Rensselaer Polytechnic Institute
9.	Rice University
10.	Rutgers, The State University of New Jersey, New Brunswick
11.	Stanford University
12.	Texas A&M University
13.	University of Alabama at Birmingham

14.	University of Arkansas
15.	University of California at Davis
16.	University of California at Santa Barbara
17.	University of Chicago
18.	University of Hawaii at Manoa
19.	University of Illinois at Chicago
20.	University of Illinois at Urbana-Champaign
21.	University of Maryland at College Park
22.	University of Michigan at Ann Arbor
23.	University of Missouri at Columbia
24.	University of North Texas
25.	University of Notre Dame
26.	University of Pennsylvania
27.	University of Pittsburgh
28.	University of Southern California
29.	University of Texas at Austin
30.	University of Texas at Houston
31.	University of Utah
32.	University of Wisconsin at Madison
33.	Virginia Polytechnic Institute and State University
34.	Washington State University

APPENDIX 28
PRE-DEPARTURE ORIENTATION:
OUTDOOR TEAM-BUILDING AND INTERACTIVE PRESENTATIONS



PRE-DEPARTURE ORIENTATION (PDO) PROGRAM

June 9-14, 2011

River Beach Resort, No. Cua Dai Street, Hoi An, Quang Nam, Vietnam

All activities below are mandatory for all new Fellows (F) and Visiting Scholars (VS), Cohort 2011

DAY 1 – THURSDAY, JUNE 9, 2011

- | | |
|----------|---|
| 12:20 pm | Group 1 departs HCMC for Danang (Group 1 includes F and VS from the South)
<i>(Flight # VN 1318)</i> |
| 1: 30 pm | Group 1 travels from Danang Airport to River Beach Resort
<i>(Bus arranged by Phat Tire)</i> |
| 2:15 pm | Group 1 checks into River Beach Resort |
| 2:15 pm | Group 2 departs Hanoi for Danang (Group 2 includes VEF Board Member, VEF staff and F and VS from the North)
<i>(Flight # VN 1515)</i> |
| 3:55 pm | Group 2 travels from Danang Airport to River Beach Resort
<i>(Bus arranged by Phat Tire)</i> |
| 4:40 pm | Group 2 checks into River Beach resort |
| 5:15 pm | Issuance of name tags, T-shirts, VEF Grant Letters, Form DS-2019s, handouts, and PDO allowance
<i>(River Beach Resort's Conference Room)</i> |
| 6:00 pm | PDO Overview and Orientation for Team Building
<i>(Dr. Lynne McNamara, VEF Executive Director, Ms. Sandarshi Gunawardena, VEF Senior Program Officer, Ms. Nadine Ziegeldorf, and Ms. Kerre Burley, Representatives from Phat Tire)</i> |
| 7:00 pm | Dinner
<i>(Dinner arranged by Phat Tire at Heaven Garden Restaurant, 263 Cua Dai Street)</i> |

DAY 2 – FRIDAY, JUNE 10, 2011**(F and VS must wear nametags and color T-shirts distributed by VEF.)**

- 7: 00 am Breakfast
 (*Cycle Café Restaurant, River Beach Resort*)
- 8:00 am Traveling to Team Building Site
 (*Buses arranged by Phat Tire*)
- 8:30 am Briefing the Team Building activities of the day
- 9:00 am – 12:00 pm **Team Building morning activities**
- 12:00 pm Lunch
 (*Picnic lunch arranged by Phat Tire at Marble Mountain*)
- 1:30 – 4:00 pm **Team Building afternoon activities**
- 4:00 pm Debriefing the activities
- 4:30 pm Returning to the River Beach Resort
 (*Buses arranged by Phat Tire*)
- 6:00 pm Dinner
 (*Dinner arranged by Phat Tire at Ba Loc floating boat, 7B Hamlet, Dien Nam Dong, Dien Ban, Quang Nam*)

DAY 3 – SATURDAY, JUNE 11, 2011

- 7:00 am Breakfast
 (*Cycle Café Restaurant, River Beach Resort*)
- 8:30 am Briefing the Team Building activities of the day
- 9:00 – 11:45 am **Team Building morning activities**
- 12:00 – 1:00 pm Lunch
 (*Lunch arranged by Phat Tire at Viettown restaurant, 127 Phan Chau Trinh Street*)
- 1:00 – 3:00 pm **Final Problem Solving Challenges**
- 3:00 – 3:30 pm Debriefing
- 3:30 – 6:00 pm Final Team Building activity
- 6:30 pm **Team Building Closing Dinner**
 (*Dinner arranged by Phat Tire at Vinh Hung Resort, 111 Ngo Quyen Street*)

DAY 4 – SUNDAY, JUNE 12, 2011*(Lecture Sessions at River Beach Resort's Conference Room)***(F and VS must wear nametags and white T-shirts with university's name.)**

7:00 am	Breakfast <i>(Cycle Café Restaurant, River Beach Resort)</i>
8:15 – 8:45 am	Welcome remarks <i>Dr. Lynne McNamara, VEF Executive Director</i> <i>Mr. Steven Pappas, VEF Board Member</i> <i>Ms. Vanessa Tantillo, Assistant Public Affairs Officer, U.S. Consulate General, HCMC</i>
8:45 – 10:30 am	Immigration Obligations & Maintaining Legal Status while Studying & Training in the U.S. <i>(Topic to include maintaining J-status, international travel, employment and reporting requirements, etc.)</i> <i>Ms. Sandarshi Gunawardena, VEF Senior Program Officer</i> <i>Ms. Kristin Oberheide, VEF Program Associate</i>
10:30 – 10:45 am	Tea/Coffee break
10:45 am – 12:00 pm	Cultural Issues and Adjustments <i>Ms. Vanessa Tantillo, Assistant Public Affairs Officer,</i> <i>U.S. Consulate General, HCMC</i>
12:00 – 1:00 pm	Lunch <i>(Cycle Café Restaurant, River Beach Resort)</i>
1:00 – 2:30 pm	Living in the U.S.: Campus Life, Housing, Banking, Social Life, Travel, etc. <i>Ms. Sandarshi Gunawardena, VEF Senior Program Officer</i> <i>Dr. Viet Dinh, VEF Alumni Visiting Scholar, Cohort 2007</i> <i>Dr. Tiendung Le, VEF Alumni Fellow, Cohort 2005</i> <i>Ms. Uyen Cao, VEF Alumni Fellow, Cohort 2005</i> <i>Dr. Thuy Nguyen, VEF Alumni Fellow, Cohort 2004</i>
2:30 – 2:45 pm	Tea/Coffee Break
2:45 – 3:45 pm	Understanding Legal Issues in the United States <i>Ms. Sandarshi Gunawardena, VEF Senior Program Officer</i>
3:45- 4:15pm	Photo Session of F and VS VEF F and VS wear university T-shirt <i>There are different photo group sessions:</i> - <i>F group</i> - <i>VS group</i> - <i>F & VS group</i> - <i>Fellows, VS and VEF Board Member and VEF Staff group</i>
Evening	FREE. Dinner and evening activities are on your own.

DAY 5 – MONDAY, JUNE 13, 2011:*(Lecture Sessions at River Beach Resort's Conference Room)***(F and VS must wear nametag)**

- 7:00 am Breakfast
(Cycle Café Restaurant, River Beach Resort)
- 8:15 – 9:30 am **Visa Requirements, Traveling, and Entry into the United States**
Ms. Sandarshi Gunawardena, VEF Senior Program Officer
Ms. Kristin Oberheide, VEF Program Associate
- 9:30 – 10:15 am **Finance & Travel**
Ms. Que Nguyen, VEF Assistant Director of Finance and Administration
- 10:15 – 10:30 am Tea/Coffee Break
- 10:30 - 11:00 am **Insurance**
Mr. Khiet Bui, Travel Manager, Accident & Health Department, Chartis Vietnam
- 11:00 am – 12:00 pm **Health, Wellness & Safety** (Topics include health check-up and immunization requirements by U.S. universities and related VEF policies)
Dr. Lynne McNamara, VEF Executive Director
- 12:00 – 1:00 pm Lunch
(Cycle Café Restaurant, River Beach Resort)
- 1:00 – 3:00 pm **Studying, Training & Academic Expectations in the United States**
(Topics include campus orientations, language assistance, course choices, grading, advisers, thesis/dissertation)
Dr. Lynne McNamara, VEF Executive Director
Dr. Phuong Nguyen, VEF Country Director
Comments by Mr. Steven Pappas, VEF Board Member
Dr. Tiendung Le, VEF Alumni Fellow, Cohort 2005
Ms. Uyen Cao, VEF Alumni Fellow, Cohort 2005
- 3:00 – 3:15 pm Tea/Coffee Break
- 3:15– 4:00 pm **VEF Grant Terms: Expectations**
(Topic to include funding, graduate assistantships, VEF policies)
Dr. Lynne McNamara, VEF Executive Director
- 4:00 – 4:30 pm **Maintaining Connections to Vietnam and Re-entry**
Ms. Sandarshi Gunawardena, VEF Senior Program Officer
Comments by Dr. Tiendung Le, VEF Alumni Fellow, Cohort 2005
Ms. Uyen Cao, VEF Alumni Fellow, Cohort 2005
- 4:30 – 5:15 pm **Collection of signed VEF Grant Letters**
- PDO evaluation

- Distribution of settling-in allowance and reimbursement fees

5:15 – 6:30 pm

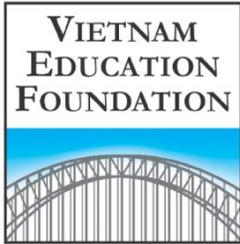
FREE time

6:30 – 9:00 pm

Farewell Dinner Reception (*Riverside & Pool Terrace, River Beach Resort*)*(F and VS wear name tags. Dependents wear name tags)***Closing remarks***- Dr. Lynne McNamara, VEF Executive Director**- Mr. Steven Pappas, VEF Board Member***DAY 6 – TUESDAY, JUNE 14, 2011**

<u>Group 1: Depart for Hanoi</u>	<u>Group 2: Depart for Ho Chi Minh City</u>
6:00-6:30 am: Breakfast (<i>Cycle Café Restaurant, River Beach Resort</i>)	6:30-7:00 am: Breakfast (<i>Cycle Café Restaurant, River Beach Resort</i>)
6:30-7:00 am: Hotel check-out	7:00-7:45 am: Hotel check-out
7:15 am: Bus departs for the airport <i>(Bus arranged by Phat Tire. The bus will NOT wait for you if you are late.)</i>	8:00 am: Bus departs for the airport <i>(Bus arranged by Phat Tire. The bus will NOT wait for you if you are late.)</i>
8:00 am: Arrive at the airport	8:45 am: Arrive at the airport
10:05 am: Depart Danang for Hanoi <i>(Flight # VN 1508)</i>	10:50 am: Depart Danang for Ho Chi Minh City <i>(Flight # VN 1311)</i>

APPENDIX 29
8TH ANNUAL VEF FELLOWS AND SCHOLARS CONFERENCE AGENDA



*8th Annual Vietnam Education Foundation
Fellows and Scholars Conference*

January 3-5, 2011

Skills Today, Success Tomorrow

Host University: University of Arkansas, Fayetteville, AR

Sunday, January 2, 2011

4:00 – 9:00 pm	CONFERENCE CHECK-IN	Hotel Lobby
4:00 – 7:00 pm	RECEPTION Hosted by the University of Arkansas	Hotel (Near Conference Registration Area)
Evening	Dinner on your own	
9:00 – 11:00 pm	VEFFA SOCIAL NETWORKING PARTY	Hotel, Pinnacle I, II and III
2:00 – 11:00 pm	FELLOWS & SCHOLARS NETWORKING/BOOKDRIVE	Hotel, Pinnacle Ballroom IV

Monday, January 3, 2011

6:00 – 7:30 am	Breakfast Buffet	Hotel Atrium
7:45 – 8:00 am	Buses depart the Embassy Suites Hotel for UA. Last bus departs 8:00 am.	Hotel Lobby
9:00 – 10:00 am	CONFERENCE WELCOMING REMARKS Dr. Lynne McNamara, VEF Executive Director Lioneld Jordon, Mayor of Fayetteville Dan Hendrix, President & CEO, Arkansas World Trade Center, <i>University of Arkansas</i> Dr. Stephen Maxner, Chairman, VEF of Board of Directors H.E. Phung Cong Le, Vietnamese Ambassador to the United States Dr. Anh Ngoc Chu, Vice Minister, Vietnam Ministry of Science & Technology	UA Union Theater

10:00 – 10:45 am	KEYNOTE SPEAKER: “Professional Leadership” Admiral Jack E. Buffington , <i>Former Director of the Mack-Blackwell National Rural Transportation Study Center & Chief Engineer U.S. Navy</i>	UA Union Theater, 4 th Floor
10:45 – 11:00 am	Break	UA Union, 4 th Floor
11:00 – 11:45 am	U.S. FACULTY SCHOLAR PRESENTATIONS: <i>“Building Collaborative Relationships: The VEF USFS Program and Beyond.”</i> Brief overview of the USFS program and introductions Dr. Lynne McNamara , <i>VEF Executive Director</i>	UA Union, 4 th Floor
	Dr. Quyen D. Chu, M.D., F.A.C.S. , Associate Professor, Louisiana State University Health Sciences Center-Shreveport, USFS: 2009 and 2010	
	Dr. Findlay G. Edwards , Associate Professor, University of Arkansas-Fayetteville, USFS 2009	
	Dr. James F. Cremer , Professor, University of Iowa, USFS 2010	
11:45 am – 1:00 pm	Lunch	UA Union, Room 310, Silver 3rd Floor
	DISCUSSIONS with U.S. FACULTY SCHOLARS	UA Union, Room 312, 3rd Floor
	IMMIGRATION ADVISING	UA Union, 3 rd Floor
1:00 – 2:30 pm	SCIENTIFIC SESSIONS: Presentations	UA Union, Theater, 4 th Floor
1:00 – 1:15 pm	Overview of VEF achievements in research	
1:15 – 1:40 pm	Loc Xuan Bui : <i>“A Brief History of Wireless Communication Systems”</i> <i>VEF Fellow, Cohort 2004, Post-doctoral Fellow, Stanford University</i>	
1:40 – 2:05 pm	Tung Thanh Nguyen : <i>“Graph-based Techniques for Software Reuse”</i> <i>VEF Fellow, Cohort 2007, Ph.D. Student, Iowa State University</i>	
2:05 – 2:30 pm	Thanh Duc Nguyen : <i>“Nanotechnology in Portable Powering and Sensing Bioelectronics”</i> <i>VEF Fellow, Cohort 2008, Ph.D. Student, Princeton University</i>	
2:30 – 2:45 pm	Break	UA Union, 5 th Floor
2:45 – 4:15 pm	SCIENTIFIC SESSIONS: Poster Sessions	UA Union, Ballroom, 5 th Floor
4:15 – 7:15 pm	CAREER FAIR	UA Union, Room 504, 5 th Floor
4:15 – 4:20 pm	Opening Remarks: Chris Fussner , <i>President Trans Technology Pte. Ltd. & VEF Board Member</i>	UA Union, Room 504, 5 th Floor
4:20 – 5:00 pm	Keynote speech: Hung Nguyen , <i>CEO Viettel</i>	
5:00 – 6:00 pm	Panel discussion: <i>“Career Opportunities in Vietnam from Employers’ & Alumni Perspective,”</i> led by employers from Vietnam and VEF Alumnus Dr. Minh Nguyen	
6:15 – 7:15 pm	Career Table Talk: Career Fair	UA Union, Room 504, 5 th Floor
5:00 – 7:30 pm	SPORTS TOURNAMENTS/TOURS	UA HPER Rec. Center
6:15 pm	First round of buses depart UA for Hotel	UA Union Bus Terminal

7:45 pm	Final buses depart UA for Hotel	UA Union Bus Terminal
7:00 – 9:00 pm	Dinner on your own	Local Restaurants/ Buffet Dinner in Hotel Atrium
9:00 pm – Midnight	VEFFA CAMPAIGN NIGHT	Hotel, Pinnacle VI, VII & VIII
<i>All day until midnight: Commerce Ballrooms A, B and C will be open all day as a hospitality & networking room for all conference participants</i>		

Tuesday, January 4, 2011

6:00 – 7:15 am	Breakfast Buffet	Hotel Atrium
7:30-7:45 am	Buses depart the Embassy Suites Hotel for UA. Last bus departs at 7:45am.	Hotel Lobby
8:30 – 9:15 am	FORUM WITH VEF BOARD OF DIRECTORS	UA Union Theater, 4 th Floor
9:15 am – 12:00 pm	ALL THE WAYS HOME	UA Union Theater, 4 th Floor
9:15 – 10:00 am	Prof. Ngo Bao Chau, “Rebuilding Science in Vietnam” <i>Professor, Univ. of Chicago</i>	
10:00 – 10:45 am	Tien Nguyen, “Lessons Learned on Building Leadership Pipeline for Volunteer Organizations” <i>Chief Operation Officer, VNG & Founder of USguide</i>	
10:45 – 11:00 am	Break	UA Union, 4 th Floor
11:00 – 12:00 pm	Dr. Ndubuisi Ekekwe, “Ideas Build Nations - Send Yours Home” <i>Founder of Africa Institution of Technology</i>	
12:00 – 1:00 pm	Lunch and Immigration Advising	UA Union, Room 310, Silver 3 rd Floor
1:00 – 2:15 pm	IMMIGRATION MATTERS Q&A Sandarshi Gunawardena, VEF Sr. Program Officer Kristin Oberheide, VEF Program Associate	UA Union Theater, 4 th Floor
2:15 – 2:30 pm	Break	UA Union, 4 th Floor
2:30 – 4:15 pm	VEF Fellows and Scholars Association (VEFFA) ANNUAL MEETING	UA Union Theater, 4 th Floor
4:30 pm	First round of buses depart UA for Hotel	UA Union Bus Terminal
5:00 – 7:30 pm	FINAL SPORTS TOURNAMENTS/TOURS	UA HPER Rec. Center
7:45 pm	Final buses depart UA for Hotel	UA Union Bus Terminal
7:00 – 9:00 pm	Dinner on your own	Local Restaurants/ Buffet Dinner in Hotel Atrium
8:00 – 9:00 pm	Immigration Advising Sandarshi Gunawardena & Kristin Oberheide, VEF	Hotel , Razorback Room
9:00 – 10:00	Discussion with the 2010 Cohort Fellows Sandarshi Gunawardena & Kristin Oberheide, VEF	Hotel , Razorback Room
9:00 pm – Midnight	Networking & Open Discussion Forum	Hotel, Commerce Ballrooms A, B & C
<i>All day until midnight: Commerce Ballrooms A, B and C will be open all day as a hospitality & networking room for all conference participants</i>		

Wednesday, January 5, 2011

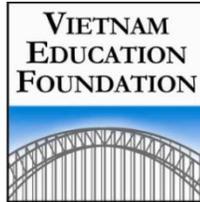
6:00 am – 7:30 am	Breakfast Buffet	Hotel Atrium
7:45am – 8:00 am	Buses depart the Embassy Suites Hotel for UA. Last bus departs at 8 am Hotel Lobby	
9:00 am – 12:00 pm	LEADERSHIP KEYNOTE SPEAKERS Introduction of speakers: Kristin Oberheide, VEF	UA Union Theater, 4 th Floor
9:00 – 10:15 am	Don Soderquist, “The Challenge of Ethical Leadership” <i>Founder Don Soderquist Center & former Senior Vice Chairman & Chief Operating Officer, Walmart</i>	
10:15 – 10:30 am	Break, UA Union, 4 th floor	
10:30 – 11:30 am	Joe Tye, “Leadership Styles” <i>CEO and Head Coach, Values Coach Inc.</i>	
11:30 am – 12:00 pm	Panel Discussion “ <i>Building Leadership Skills</i> ” Joe Tye, Tien Nguyen, Dr. Quyen Chu, & Hung Nguyen	
12:00 – 1:00 pm	Lunch and Immigration Advising	UA Union, 3 rd Floor
1:00 – 5:00 pm	LEADERSHIP WORKSHOPS (Break-out sessions)	UA Union, 5 th Floor
Parallel sessions conducted by the University of Arkansas Faculty Support Center, Walmart Corporate Leadership, and Values Coach Inc. These sessions are offered multiple times. Conference participants must Attend the session/s to which they have been pre-assigned. Each workshop is 50 minutes in duration, except <i>Leadership Challenge</i> which is 110 minutes.		
1:00 pm, 2:00 pm, 3:00 pm & 4:00 pm	<ul style="list-style-type: none"> Business Acumen: <i>Corporate money-makings strategies</i> Walmart facilitator 	UA Union, 5 th Floor Room TBD
1:00 pm, 2:00 pm, 3:00 pm & 4:00 pm	<ul style="list-style-type: none"> Micro Inequities: <i>The impact of non-verbal communication</i> Facilitator: Walmart 	UA Union, 5 th Floor Room TBD
1:00 pm, 2:00 pm, 3:00 pm & 4:00 pm	<ul style="list-style-type: none"> Mind-Set of a Leader: <i>The impact of mind-set on results with others</i> Facilitator: Jim Sorensen, Fierce Inc. 	UA Union, 5 th Floor Room TBD
1:00 pm, 2:00 pm, 3:00 pm & 4:00 pm	<ul style="list-style-type: none"> Situational Leadership: <i>Leadership style model for leading a team</i> Facilitator: Tracy Guss, Walmart 	UA Union, 5 th Floor Room TBD
1:00 pm, 2:00 pm, 3:00 pm & 4:00 pm	<ul style="list-style-type: none"> Cross-Cultural Leadership: <i>Building effective relationships cross-culturally</i> Facilitator: Walmart 	UA Union, 5 th Floor Room TBD
1:00 pm, 2:00 pm, 3:00 pm & 4:00 pm	<ul style="list-style-type: none"> Success in Academia: <i>Skills to be an effective teacher or researcher</i> Facilitators: UA Faculty Support Center 	UA Union, 5 th Floor Room TBD
1:00 pm	<ul style="list-style-type: none"> True Colors: <i>Discover your leadership style</i> Facilitators: UA staff members 	UA Union, 5 th Floor Room TBD
2:00 pm	<ul style="list-style-type: none"> Networking for Success: <i>Learn from real-world networking experiences</i> Facilitators: Joe Tye, Ndubuisi Ekekwe, Dr. Phuong Nguyen & Dr. Quyen Chu 	UA Union, 5 th Floor Room TBD

2:45 – 3:00 pm	Break	UA Union, 5 th Floor
3:00 pm	<ul style="list-style-type: none"> Leadership Challenge: Play Star Power to learn valuable leadership strategies Facilitators: UA staff members and volunteers 	UA Union, 5 th Floor Room TBD
5:00 pm	All buses depart UA for Hotel	UA Union Bus Terminal
5:45 – 6:30 pm	Preparation for Gala Dinner	Hotel
6:30 – 7:00 pm	GALA DINNER RECEPTION	Hotel, Hammons Convention Center, North Rotunda
7:00 pm – Midnight	GALA DINNER <i>MC: VEFFA Representatives</i> Conference Closing Remarks: Dr. Lynne McNamara , VEF Executive Director Dr. Stephen Maxner , Chairman, VEF Board of Directors Dr. Terry Martin , Associate Dean for Academic Programs, School of Engineering, UA New VEFFA President , New VEFFA BoR Dr. Findlay Edwards & Sandarshi Gunawardena , UA and VEF Conference Coordinators Dr. Quyen Chu , Louisiana State University: 2012 Conference Host University	Hotel, Hammonds Convention Center, Grand Ballroom V
<p><i>All day until 6:00 pm: Commerce Ballrooms A, B and C will be open all day as a hospitality, networking room for all conference participants.</i></p>		

Thursday, January 6, 2011

6:00 – 8:00 am	Breakfast Buffet	Hotel Atrium
Departures		

APPENDIX 30
3RD VEF ALUMNI CONFERENCE AGENDA



3rd VEF ALUMNI CONFERENCE AGENDA

Theme: *VEF Alumni Network: Unity and Growth*
Date: August 12-14, 2011
Conference Hotel: Golf Can Tho Hotel
 No. 2 Hai Ba Trung Street, Tan An Ward, Ninh Kieu District, Can Tho
Venue for University Visit: Can Tho University, 3/2 Street, Ninh Kieu District, Can Tho

DAY 1 – Friday, August 12:

<p>Group 1*: Depart Ho Chi Minh City (HCMC) for Can Tho</p> <p>8:00 am: Buses depart from New World Saigon Hotel</p> <p><i>Buses arranged by VEF to pick up at New World Saigon Hotel, No. 76 Le Lai, District 1, HCMC.</i></p> <p>*Group 1 includes VEF Board Members, VEF staff and VEF Alumni from HCMC.</p>	<p>Group 2**: Depart Hanoi for Can Tho</p> <p>11:30 am: Depart Hanoi for Can Tho (<i>Flight VN 1203</i>)</p> <p><i>Alumni need to get to the Hanoi Noi Bai airport on their own in order to catch this flight. Airlines tickets have been arranged by VEF and sent to Alumni electronically. Please take the ticket with you to the airport!</i></p> <p>**Group 2 includes VEF Alumni from Hanoi.</p>
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1:00 pm Group 1 checks into Golf Can Tho Hotel
 1:40 pm Group 2 travels from Can Tho Airport to Golf Can Tho Hotel
 (*Buses arranged by VEF*)
 2:15 pm Group 2 checks into Golf Can Tho Hotel

2:30-4:00 pm	Free time
4:00-5:00 pm	Conference Registration <i>(Conference Room A, First Floor, Golf Can Tho Hotel)</i>
4:00-6:30 pm	Sponsors' information tables
5:00-6:30 pm	Welcome Reception <i>(Conference Room A, First Floor, Golf Can Tho Hotel)</i>
6:30 pm	Dinner on your own

DAY 2 – Saturday, August 13:

6:30-7:30 am Breakfast
(Restaurant, Ground Floor, Golf Can Tho Hotel. Included in hotel room charges.)

7:30 am Bus pick-up from Golf Can Tho Hotel lobby to Can Tho University

8:00-9:00 am **Plenary Session**
(Auditorium, Can Tho University's Learning Resources Center)

Conference MC: Tuong Manh Nguyen, VEF Alumnus, Cohort 2003

8:00-8:30 am Welcome Remarks

- Dr. Lynne McNamara, VEF Executive Director
- Ms. Sandy Dang, Member, VEF Board of Directors
- Mr. Thomas Tanner, Public Affairs Officer, U.S. Consulate General
- Dr. Toan Thanh Ha, Vice Rector for Academic and Research Affairs, Can Tho University
- Mr. Quyen Van Bui, Chief Representative, Ministry of Science & Technology, HCMC
- Representative from the People's Committee of Can Tho City

8:30-9:00 am Presentations

- Mr. Herb Cochran, Executive Director, American Chamber of Commerce (AmCham)
- Dr. Trung Hieu Nguyen, Vice Director, Delta Research and Global Observation Network (DRAGON Institute)

9:00-11:00 am **Small-Group Visits to Can Tho University Departments/Institutes**
(As per pre-registration both online and on-site)

1. Can Tho University Learning Resources Center
2. College of Agriculture & Applied Biology
3. College of Aquaculture & Fisheries

4. College of Engineering Technology
5. College of Information & Communication Technology
6. Biotechnology Research & Development Institute
7. Delta Research and Global Observation Network (DRAGON Institute)

9:15-9:45 am Presentation/introduction about each institution
 9:45-10:30 am Informal discussions/seminars/experience sharing
 10:30-11:00 am Tour of each institution

(Charity visit to the Centre for Orphans and Agent Orange Victim Children by a few Alumni and VEF staff to make the donation. Pre-registration at Conference registration required due to limited space.)

11:15 am Bus pick-up from Can Tho University back to Golf Can Tho Hotel

11:30-11:45 am Prepare/change clothing for outdoor networking activities at Au Island

11:45 am Leave for Ninh Kieu River Quay from the Golf Can Tho Hotel lobby

11:55 am Travel by boat from Golf Can Tho Hotel to Au Island

12:15-1:30 pm Lunch at Au Island

1:30-2:30 pm Informal networking time: Sightseeing and leisure activities at Au Island

2:45-5:30 pm **Group Networking Activities:** Games and fish-catching and cooking contest

6:00-9:00 pm Dinner
(Barbecue dinner followed by camp-fire)

9:00 pm Travel by boat from Au Island back to Golf Can Tho Hotel

DAY 3 – Sunday, August 14:

5:30-6:30 am Visit to Cai Rang floating market *(Optional: As per pre-registration online and on-site.)*

7:00-7:45 am Breakfast
(Restaurant, Ground Floor, Golf Can Tho Hotel)

8:00-10:30 am **Parallel Discussion Sessions**

- **Academic Endeavors & Research**

Moderator: Dr. Lam Kim Huynh, VEF Alumnus 2003, Lecturer, International University, VNU-HCMC

Panelists:

- Dr. Toan Thanh Ha, Vice Rector for Academic and Research Affairs, Can Tho University
- Professor, Dr. Phong Thanh Ho, Rector, International University, VNU-HCMC
- Dr. Dung Duc Nguyen, VEF Alumnus 2003, Deputy Chief Engineer, Petro Vietnam Automation and Information Technology Company

- **Entrepreneurship**

Moderator: Dr. Ha Thai Nguyen, VEF Alumnus 2003, CEO, Techburg JSC

Panelists:

- Mr. Hung Viet Nguyen, VEF Alumnus 2003, General Director - CEO, Petro Vietnam Automation and Information Technology Company
- Ms. Sandy Dang, Member, VEF Board of Directors
- Mr. Son Thanh Nguyen, VEF Alumnus 2003, CEO, EQuest Group
- Ms. Trang Thu Nguyen, VEF Alumna 2004, Vice Managing Director, DDP Materials Company Ltd.

(Conference Room A and B, First Floor, Golf Can Tho Hotel)

10:30-10:50 am

Wrap-up and Concluding Remarks

- Ms. Sandy Dang, VEF Board Member

10:50-11:00 am

Closing Remarks

- Mr. Tiendung Le, VEF Alumnus, Cohort 2005
- Dr. Lynne McNamara, VEF Executive Director

11:00-11:40 am

Lunch

(Restaurant, Ground Floor, Golf Can Tho Hotel)

11:45 am-12:30 pm

Hotel check-out

<p>Group 1*: Depart Can Tho for HCMC</p> <p>Bus departs Can Tho for New World Saigon Hotel, No. 76 Le Lai, District 1, HCMC</p> <p><i>Bus arranged by VEF to pick up at the Golf Can Tho Hotel lobby.</i></p> <p>*Group 1 includes VEF Board Members and VEF Alumni from HCMC.</p>	<p>Group 2**: Depart Can Tho for Hanoi</p> <p>12:45 pm: Bus departs for Can Tho Airport 1:15 pm: Arrive at the Airport 2:20 pm: Depart Can Tho for Hanoi <i>(Flight VN 1202)</i></p> <p><i>Bus arranged by VEF to pick up at the Golf Can Tho Hotel lobby.</i></p> <p>**Group 2 includes VEF Alumni from Hanoi.</p>
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APPENDIX 31
4TH ANNUAL EDUCATION CONFERENCE

(General Agenda)

Strengthening U.S. - Vietnam Higher Education Ties
Tăng cường Quan hệ Hợp tác Giáo dục Đại học Việt Nam - Hoa Kỳ
*April 9, 2011 * Hanoi*

TIME	EVENT		
7:00 - 8:30 am	Registration		
8:30 - 9:00 am	OPENING David W. Moyer, <i>Deputy Public Affairs Officer</i> WELCOME REMARKS Virginia E. Palmer, <i>Chargé d' Affaires ad interim</i> <i>Embassy of the United States of America</i> His Excellency Dr. Bui Van Ga, <i>Vice Minister</i> <i>Ministry of Education and Training</i>		
9:00 - 9:30 am	INTRODUCTION Francis Donovan, <i>USAID Mission Director</i> KEYNOTE SPEAKER Kathryn Mohrman, <i>Director University Design Consortium,</i> <i>Arizona State University</i>		
9:30 - 10:00 am	Break		
THEMES	SESSION A U.S. Style Higher Education: What is it? How can the U.S. help create universities of excellence in Vietnam?	SESSION B Increasing U.S. Educational Opportunities in Vietnam	SESSION C External Partnerships: Universities as Partners and Producers
10:00 - 11:45 am	FIRST BREAKOUT SESSION A <i>American –Style University Governance</i>	FIRST BREAKOUT SESSION B <i>Attracting more U.S. Scholars to Vietnam</i>	FIRST BREAKOUT SESSION C <i>Linking Education To Research And Entrepreneurship</i>
11:45 am – 1:00 pm	Lunch		

1:00 - 2:45 pm	SECOND BREAKOUT SESSION A <i>Teaching, Curriculum and Accreditation</i>	SECOND BREAKOUT SESSION B <i>Faculty Development for Success</i>	SECOND BREAKOUT SESSION C <i>Developing Employable Graduates</i>
2:45 - 3:00 pm	Break		
3:00 - 4:45 pm	THIRD BREAKOUT SESSION A <i>How can U.S. Universities help?</i>	THIRD BREAKOUT SESSION B <i>Establishing a Welcoming Environment for U.S. Students</i>	THIRD BREAKOUT SESSION C <i>Creating a Transparent and Consistent Environment for Partnerships</i>
4:45 - 5:00 pm	Break		
5:00 - 6:00 pm	<p>Moderator</p> <p>Steve Maxner, <i>Chairman of the Board, Vietnam Education Foundation</i></p> <p>CLOSING REMARKS AND PRESS AVAILABILITY</p> <p>An T. Le, <i>Consul General U.S. Consulate General Ho Chi Minh City</i></p> <p>Christopher W. Hodges, <i>Public Affairs Officer U.S. Embassy Hanoi</i></p> <p>Tran Ba Viet Dzung, <i>Director General International Cooperation Department Ministry of Education and Training</i></p> <p>Nguyen Thi Le Huong, <i>Deputy Director General Department of Higher Education Ministry of Education and Training</i></p>		

**FOURTH ANNUAL EDUCATION CONFERENCE
(Sessions)**

Strengthening U.S. - Vietnam Higher Education Ties
Tăng cường Quan hệ Hợp tác Giáo dục Đại học Việt Nam - Hoa Kỳ
*Hanoi * April 9, 2011*

<i>Topic</i>	<i>A. U.S. Style Higher Education: What is it? How can the U.S. help create universities of excellence in Vietnam?</i>	<i>B. Increasing U.S. Educational Opportunities in Vietnam</i>	<i>C. Partnerships between Universities and Industries</i>
Break-out Sessions #1 10:00 – 11:45 am	<p>American – style University Governance</p> <p><u>Moderators:</u></p> <p>Ben Wilkinson, <i>Associate Director, Vietnam Program, Harvard Kennedy School</i></p> <p>Nguyen Thi Le Huong, <i>Deputy Director General, Department of Higher Education, Ministry of Education and Training</i></p> <p><u>Presenters:</u></p> <p>Julio Giulietti, <i>Director, Loyola Vietnam</i></p> <p>Mai Trong Nhuan, <i>President, Vietnam National University Hanoi</i></p>	<p>Attracting more U.S. Scholars to Vietnam</p> <p><u>Moderators:</u></p> <p>Timothy J. Craig D.O., <i>Professor of Medicine and Pediatrics, Distinguished Educator, Penn State University, VEF U.S. Faculty Scholar</i></p> <p>Do Van Xe, <i>Vice Rector, Can Tho University</i></p> <p><u>Presenters:</u></p> <p>Dr. Roy J. Nirschel, <i>President, The American University Project of Vietnam - Truong Dai Hoc My - Thai Binh Duong</i></p> <p>Bui Duy Cam, <i>Rector, University of Science, Vietnam National University- Hanoi</i></p>	<p>Linking Education to Research and Entrepreneurship</p> <p><u>Moderators:</u></p> <p>Amrit N. Bart, <i>Associate Professor and Director, Asian Institute of Technology</i></p> <p>Hoang Minh Son, <i>Associate Professor Dr., Head of Academic Affair Division, Hanoi University of Technology</i></p> <p><u>Presenters:</u></p> <p>James Cremer, <i>Professor Computer Science, University of Iowa, VEF U.S. Faculty Scholar Hanoi University of Science and Technology</i></p> <p>Pham Tiet Khanh, <i>Rector Tra Vinh University, President, Vietnamese Association of Community Colleges</i></p>

<p>Break-out Sessions #2</p> <p>1:00 – 2:45 pm</p>	<p>Teaching, Curriculum and Accreditation</p> <p><u>Moderators:</u></p> <p>Kathryn Mohrman, <i>Director, University Design Consortium, Arizona State University</i></p> <p>Duong Mong Ha, <i>Director, Department of International Cooperation, University of Danang</i></p> <p><u>Presenters:</u></p> <p>Alice Hines, <i>Director, School of Social Work, San Jose State University</i></p> <p>Nguyen Quy Thanh, <i>Deputy Director, Institute for Education Quality Assurance, Vietnam National University Hanoi</i></p>	<p>Faculty Development for Success</p> <p><u>Moderators:</u></p> <p>Dennis F. Berg, <i>Professor Emeritus, Sociology/Academic Programs, California State University Fullerton, SEAMEO-RETRAC</i></p> <p>Nguyen Xuan Vang, <i>Director General, Vietnam International Education Development, Ministry of Education and Training</i></p> <p><u>Presenters:</u></p> <p>Andrew A. Tran, <i>Director, Public Relations, Consortium to Advance School Psychology in Vietnam -CASP-V</i></p> <p>Nguyen Thi Ngoc Bich, <i>Chair, Department of Teaching and Learning Methodology and Technology, Faculty of Education, Vietnam National University Hanoi</i></p>	<p>Developing Employable Graduates</p> <p><u>Moderators:</u></p> <p>Dominic M. Mwenja, <i>President, California Miramar University</i></p> <p>Thai Ba Can, <i>Rector, University of Technical Education Ho Chi Minh City</i></p> <p><u>Presenters:</u></p> <p>Lillian F. Forsyth, <i>Chief Operating Officer, YES! English Services, and MBA Candidate, University of Hawaii VEMBA Program, HCMC</i></p> <p>Phan Hong Phuong, <i>Vice-Head, Department of Telecommunication Engineering, Ho Chi Minh City University of Technology (HEEAP)</i></p>
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<p>Break-out Sessions #3</p> <p>3:00 – 4:45 pm</p>	<p>How can U.S. Universities Help?</p> <p><u>Moderators:</u></p> <p>Tung Bui, <i>Chair Professor and Director, Information Technology Management and Executive MBA Vietnam University of Hawaii Shidler College of Business</i></p> <p>Nguyen Thi Le Huong, <i>Deputy Director General, Department of Higher Education, MOET</i></p> <p><u>Presenters:</u></p> <p>Curtis Porter, <i>Associate Vice Chancellor, Troy University</i></p> <p>Do Van Xe, <i>Vice Rector, Can Tho University</i></p>	<p>Establishing a Welcoming Environment for U.S. Students</p> <p><u>Moderators:</u></p> <p>Lynne McNamara, <i>Executive Director, Vietnam Education Foundation</i></p> <p>Truong Quang Duoc, <i>Vice Rector, International University and Acting Director of Center for International Education, Vietnam National University HCMC</i></p> <p><u>Presenters:</u></p> <p>Sandra Engel, <i>Director of International Education, Mohawk Valley Community College (The State University of New York)</i></p> <p>Tran Thi Hong, <i>Director of International Relations Department, Vietnam National University HCMC</i></p>	<p>Creating a Transparent and Consistent Environment for Partnerships</p> <p><u>Moderators:</u></p> <p>Marcus D. Ingle, <i>Professor and Director of International Public Service, Mark O. Hatfield School of Government, Portland State University</i></p> <p>Tran Tho Dat, <i>Vice Rector, National Economics University</i></p> <p><u>Presenters:</u></p> <p>Thomas L. Rost, <i>Professor Emeritus International Programs, College of Agriculture and Environmental Science, University of California, Davis</i></p> <p>Nguyen Thi Kim Anh, <i>Associate Professor Improving Teaching and Research Capacity Project, Faculty of Economics, Nha Trang University</i></p>
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APPENDIX 32
CAPACITY BUILDING ACTIVITIES
OF U.S. PROFESSORS/INTERVIEWERS IN VIETNAM

SUMMARY: Of the 12 U.S. experts sponsored by VEF during the August 2011 Oral Exam/Interview, eight (8) professors, each representing different U.S. academic institutions, volunteered to give lectures or to conduct scientific or specialized meetings at seven (7) host academic institutions or organizations in Vietnam. The activities took place in Hanoi and Ho Chi Minh City, which were the city venues for the VEF Fellowship interviews. The following table summarizes these capacity building activities.

Advising Session for Public Audience: Panel Discussion				
Topic (Date)	Vietnamese Host Institution	Scientist, Title, Position	U.S. Affiliation	Field of Expertise
<i>Studying STEM¹ Fields in the United States</i> (August 5, 2011)	EducationUSA Advising Center, U.S. Embassy in Hanoi	Dr. Cynthia Chappell Professor, Division of Epidemiology, Human Genetics, and Environmental Sciences, Center for Infectious Diseases	University of Texas at Houston, School of Public Health	Epidemiology, Public Health
		Dr. John Doebley Professor, Genetics	University of Wisconsin at Madison	Genetics
		Dr. Ward O. Winer Gwaltney Chair Emeritus	Georgia Institute of Technology	Mechanical Engineering
Seminar and Meeting with Faculty Members and Students				
Topic (Date)	Vietnamese Host Institution	Scientist, Title, Position	U.S. Affiliation	Field of Expertise
<i>Adaptive and Innovative VLSI Circuits</i> (August 5, 2011)	Hanoi University of Science and Technology	Dr. Lex A. Akers Associate Dean, College of Engineering (Presenter)	University of Missouri at Columbia	Electrical Engineering
		Dr. James D. Foley Professor, Computer Science and Electrical and Computer Engineering; Steven Fleming Chair in Telecommunications	Georgia Institute of Technology	Computer Science
<i>Onondaga Lake</i> (August 5, 2011)	Hanoi Water Resources University	Dr. Charles T. Driscoll Professor, Environmental Systems Engineering	Syracuse University	Environmental Systems Engineering
Open Discussion (August 5, 2011)	Vietnam National University, Hanoi	Dr. Peter F. Green Professor and Chair, Materials Science and Engineering Department	University of Michigan at Ann Arbor	Materials Science and Engineering
		Dr. Peter J. Stang Distinguished Professor, Chemistry	University of Utah	Chemistry

¹ STEM: Science, Technology, Engineering, and Mathematics

Seminar and Meeting with Faculty Members and Students				
Topic (Date)	Vietnamese Host Institution	Scientist, Title, Position	U.S. Affiliation	Field of Expertise
(1) <i>Research in the Solar and Thermal Energy Conversion Center at the University of Michigan</i> (2) <i>Tailoring the Structure of Hybrid Polymer/Nanoparticle Systems</i> (August 5, 2011)	International Training Institute for Materials Science, Hanoi University of Science and Technology	Dr. Peter F. Green Professor and Chair, Materials Science and Engineering Department	University of Michigan at Ann Arbor	Materials Science and Engineering
Open Discussion (August 10, 2011)	International University, Vietnam National University, Ho Chi Minh City	Dr. John Doebley Professor, Genetics	University of Wisconsin at Madison	Genetics
		Dr. Peter F. Green Professor and Chair, Materials Science and Engineering Department	University of Michigan at Ann Arbor	Materials Science and Engineering
<i>Hybrid Polymer/Metallic Nanoparticle Material Systems</i> (August 10, 2011)	University of Science, Vietnam National University, Ho Chi Minh City	Dr. Ward O. Winer Gwaltney Chair Emeritus	Georgia Institute of Technology	Mechanical Engineering