

HANOI MEDICAL UNIVERSITY
SCHOOL OF PREVENTIVE MEDICINE AND PUBLIC HEALTH

**INFORMATION ON THE ADMISSIONS PROCESS FOR
THE INTERNATIONAL MASTER OF PUBLIC HEALTH PROGRAM IN 2024**

Based on the announcement of Hanoi Medical University on postgraduate studies application and examination for the academic year of 2024, the School of Preventive Medicine and Public Health (SPMPH) is pleased to provide further guidance on the admissions process for the International Master of Public Health Program in 2024 as follows.

1. STUDY MODE AND INTAKE QUOTA:

- Study Mode: Full-time study
- Duration of study: 18 months
- Intake quota: maximum of 10 students for Master of Science in Public Health; and 15 students for Master of Applied Public Health.

2. PREREQUISITES FOR APPLICATION

Applicants must have sufficient health conditions to engage in full-time study and must not be subject to criminal liability. Other conditions are as follows:

2.1. Undergraduate degree:

a) Master of Science in Public Health: the completion of an approved undergraduate degree in Public Health, Preventive Medicine, Medicine, Traditional Medicine

b) Master of Applied Public Health:

- The completion or meeting the graduation requirements of an approved undergraduate degree in Public Health, Preventive Medicine, Medicine, Traditional Medicine, Pharmacology, Nutrition, Nursing-Midwifery, Odontology-Stomatology, Laboratory Technology, Health Management/Administration, Sport Medicine, Sociology, Anthropology, Economics, Education, Economic Statistics, Administration – Management, Psychology, Biology, Applied Biology, Environmental Science, Social Work, Resource Management, Environment and Veterinary Medicine;
- Complete 10 credits of supplementary course work in public health prior to the date of announcing.

2.2. Undergraduate study and research achievements

a) Master of Science in Public Health:

- Those with a Bachelor's degree ranking at Good level and above in Public Health, Preventive Medicine, Medicine, Traditional Medicine do not need scientific research publications;
- Those with a Bachelor's degree ranking at Average and Average-Good level in Public Health, Preventive Medicine, Medicine, Traditional Medicine need to be an author (not necessarily primary/contact author) of at least one research publication published in a journal credited by the

Vietnam State Council for Professorship at the time of publication (see the URL link for more information <http://hdgsnn.gov.vn/>). Published articles must be relevant to health sciences and be published within 36 months from the date of course application.

b) Master of Applied Public Health:

- There is no need for scientific publication, but if any, will be awarded application points.

2.3. English requirements: Proof of English proficiency: IELTS scores of 5.5 or equivalent international certificates accepted by the Ministry of Education and Training (MOET). (Native English speakers and those obtaining a Degree of Bachelor in English are waived of this requirement).

2.4. Application Essay:

a) Master of Science in Public Health: The candidate's draft research application essay must be prepared according to the university's template (Appendix 1) and must be approved by potential academic supervisors as well as heads of the School/Departments. The research application essay consists of an admission essay and a research concept note.

Applicants prepare and submit 04 copies of research application essay along with the admission application to the Post graduated Training Department, Hanoi Medical University, Room 325, A1 Building. The International applicants have to apply and unload the required documents through email: sdhyhdp@hmu.edu.vn.

b) Master of Applied Public Health: The application essay must be written according to the university's template (Appendix 2). The candidate does not submit the essay with the application until the Admission Committee announces the list of eligibility for admission and publishes the open-ended questions of the School/Department.

Applicants prepare and submit 01 copies of application essay to the Post graduated Training Department, Hanoi Medical University, Room 325, A1 Building. Time for submission is from 8:00 to 16:30, June 21, 2024. The International applicants have to apply and unload the required documents through email: sdhyhdp@hmu.edu.vn.

2.5. Statement of prospective supervisors/ Letter of recommendation (applied only for Master of Science in Public Health):

a) A statement by prospective supervisor(s) that the supervisor, who meets the criteria for being a Master degree supervisor according to the regulations and requirements of the master's degree program with research orientation, is willing to serve as supervisor for the candidate should s/he be accepted in the program.

b) Letter of recommendation: get written consent to introduce expertise and professional ethics from the direct human resources manager or the person working with you (for independent candidates).

2.6. Criteria for being an academic supervisor in the research track (applied only for Master of Science in Public Health):

a) Having a clear personal background with good moral qualities and without criminal records and/or liability;

b) Holding a doctoral degree or the title of professor/associate professor in relevant fields of health sciences;

c) Having language proficiency and ability to apply information technology for research and international scientific exchange;

d) Within 5 years (60 months) by the time the student submits the application for admission Master of Science in Public Health, the main supervisor/independent supervisor must have a scientific publication relevant to the thesis topic as follows: being the first author (or corresponding author) of scientific articles published in Web of Science/Scopus indexed journals, or chapters in reputable international publishers' reference books, or articles published in national scientific journals credited by the Vietnam State Council for Professorship at the time of publication (see the URL link for more information <http://hdgsnn.gov.vn/>). The publications must achieve a total score of 2.0 or higher according to the maximum score defined by the State Professorship Council for each type of publication (scores are not divided when there are co-authors).

e) Each applicant has one or two thesis supervisors, with at least one being a permanent staff member of Hanoi Medical University. The first-time supervisor for Master degree students will be assigned as a co-supervisor. At any given time, one main supervisor or independent supervisor can only supervise up to 05 Master's and Resident students (including students enrolled in other academic institutions). Co-supervising 02 students is considered equivalent to independently supervising 01 student.

2.7. Policy for priority: according to the announcement of Hanoi Medical University on postgraduate studies application and examination in 2024.

3. ADMISSION METHOD

3.1. Method: Review of applicant's profile, application essay

3.2. Admission criteria: Admission is based on the score of the candidate applicant's profile and his/her application essay.

4. ADMISSION REQUIREMENTS:

a) Master of Science in Public Health

Admission criteria: Based on the admission criteria in Appendix 2, candidates eligible for admission must achieve a total score of ≥ 10.5 points for their profile score and research concept note evaluation.

Specifically:

- Score for Part 1 (profile assessment score): The total profile score must be ≥ 5.5 points.
- Score for Part 2 (research concept note evaluation score): The total score must be ≥ 5.0 points.

Admission procedure:

- Candidates will be ranked based on the total scores of Part 1 and Part 2, from highest to lowest, until the quota for Master of Science in Public Health is filled.
- In case of candidates having the same total scores, the priority order for admission will be determined as follows:

- + The candidate with a higher score in Part 1;

- + The candidate with higher scores in research articles and scientific research achievements.
- If the quota for the Master of Science in Public Health Track is not filled, the remaining slots will be transferred to the Master of Applied Public Health Track.

b) Master of Applied Public Health:

Admission criteria: Based on the admission criteria, candidates eligible for admission must achieve a total score of ≥ 10.0 points for their profile score and essay grading. Specifically:

- Score for Part 1 (profile assessment score): The total profile score must be ≥ 5.0 points.
- Score for Part 2 (essay assessment score): The total score must be ≥ 5.0 points.

Admission procedure:

- Candidates will be ranked based on the total scores of Part 1 and Part 2, from highest to lowest, until the quota for Master of Applied Public Health track is filled
- In case of candidates having the same total scores, the priority order for admission will be determined as follows:
 - + The candidate with a higher score in Part 1;
 - + The candidate with higher scores in essay assessment score.

5. APPLICATION DOCUMENTS: according to the call for Master of Public Health- International Program Application – Academic Year 2024

6. ADMISSION TIMELINE: according to the call for Master of Public Health- International Program Application – Academic Year 2024

For more information on the Master of Public Health International Program or the supplementary course work in public health, please contact:

Coordination Office for the Master of Public Health International Program

School of Preventive Medicine and Public Health - Hanoi Medical University

Address : 01 Ton That Tung, Dong Da, Hanoi, Vietnam

Phone : +84 945298166

Email (main) : sdhyhdp@hmu.edu.vn

Email (cc to) : trantuyettrinh@hmu.edu.vn

Hanoi, ^{24th} April 2024
RECTOR OF HANOI MEDICAL UNIVERSITY


*Nguyen Huu Tu

APPENDIX 1

GUIDELINES ON THE CONTENT AND FORMAT OF RESEARCH CONCEPT NOTE FOR ADMISSION TO MASTER OF SCIENCE IN PUBLIC HEALTH

I. Essay structure

The application essay must be written in a maximum of 10 pages (not including references and images, forms...), including two parts:

Part 1: Essay of maximum 3 pages including main parts

+ Briefly introduce yourself, your study and work history

+ Reasons for registering for a research-oriented Master's degree at Hanoi Medical University

+ Professional development direction after studying the Master of Science in Public Health program

Part 2: Research concept note maximum 7 pages

II. Requirements on content and formats

1. Requirements for the research concept note:

The research concept note for admission to the Master of Science in Public Health is a detailed draft of the candidate's scientific research plan, and is a mandatory requirement to assess the research ability and feasibility of the topic. Based on the research concept note, the Admission Board can evaluate the candidate's ability to pose and solve academic or technological problems, as well as the candidate's research capability and innovation.

2. Requirements for structure and formats:

2.1. Structure of the research concept note for admission to the Master of Science in Public Health (maximum 7 pages)

a) Introduction, research questions, and research objectives: The research question should be highlighted based on clear evidence. The introduction should state the scientific significance, practical significance, novelty of the research, and research objectives.

b) Subjects and research methodology including the following subsections:

- Research objects, location and expected research time
- Research design and estimated sample size
- Research variables/indicators
- Methods/tools for collecting data)

c) Implementation plan and expected research outcomes for publishing scientific works: Briefly present the research implementation plan and future directions for publishing scientific works.

d) References and Appendixes (not included in the limited number of pages of research concept note)

2.2. Presentation Format

a) The outline includes the following sections:

- Cover pages with general information including: training institution, candidate's full name, research proposal title, major, training code, potential supervisors.

- + Outer cover page
 - + The supplemental cover page
 - Table of contents.
 - List of abbreviations (if any).
 - List of tables, charts, diagrams, and illustrations.
 - Introduction & Research objectives (page numbering starts with Arabic numerals: 1, 2, 3, ...).
 - Research objects and methods.
 - Implementation plan and expected future direction for publishing scientific works.
 - References and appendices (if any)
- b) Regarding detailed formatting

The research proposal must be presented clearly, logically, neatly, without erasures, and illustrations should not be repeated multiple times to extend the length of the proposal. The research proposal must be paginated, with numbered tables, charts, and graphs.

- **Number of pages:** maximum 07 A4 pages (not including cover, table of contents, list of abbreviations, list of tables, charts, references, appendices).

- **Document drafting:** Use Unicode encoding, Times New Roman font size 13 or equivalent, normal character spacing without compression or stretching of space between characters; line spacing set at 1.5 lines; top margin of 3.0cm; bottom margin of 2.0cm; left margin of 2.5cm; right margin of 2.0cm. Page numbers centered at the top of each page, starting from Introduction section, in Arabic numerals (1, 2, 3...).

- **Abbreviations:** Limit the use of abbreviations in the Outline. Only abbreviate words, phrases, or terms that are used frequently in the Outline or are commonly known. If abbreviations are used extensively in the Outline, a list of abbreviations must be provided.

- **References and citations:** Citations should be in the order of appearance in the content of the paper, not by author name and year. References should be numbered and formatted according to AMA guidelines (following the referencing guidelines of the Journal of Medical Research, Hanoi Medical University). For Vietnamese authors, the full name and surname should be provided.

(Details at link https://libguides.usc.edu/ld.php?content_id=49818556).

- **Appendix:** Questionnaire, checklist, research medical records, standard research procedures, consent form to participate in the research... (if any)

**OUTER COVER PAGE FORM FOR
MASTER OF SCIENCE IN PUBLIC HEALTH
(size 210 x 297 mm)**

**MINISTRY OF EDUCATION AND TRAINING MINISTRY OF HEALTH
HANOI MEDICAL UNIVERSITY**



APPLICANT 'S FULL NAME

**MASTER OF SCIENCE IN PUBLIC HEALTH
APPLICATION ESSAY**

Hanoi – Year

H
I
M
U

1

SUPPLEMENTAL COVER FORM

**MINISTRY OF EDUCATION AND TRAINING MINISTRY OF HEALTH
HANOI MEDICAL UNIVERSITY**



APPLICANT'S FULL NAME

RESEARCH CONCEPT NOTE TITLE

Major: Public Health

Code: 8720701

**MASTER OF SCIENCE IN PUBLIC HEALTH
APPLICATION ESSAY**

PROSPECTIVE SUPERVISORS:

Hanoi - Year

✓

**CRITERIA FOR ASSESSMENT OF APPLICATIONS FOR
MASTER OF SCIENCE IN PUBLIC HEALTH PROGRAM - YEAR 2024**

Evaluation scale: consists of 2 parts

Part 1. Evaluation of applicant's documents according to the following scale: Minimum Score \geq 5.5

No	Evaluated content				Point	Score	
1	Result of university degree	Undergraduate	GPA	Listed majors	High Distinction	3	
					Distinction	2	
					Good	1	
					Average/ Average good	0.5	
2	English proficiency	IELTS: Over 7.0, mother tongue or equivalent certificates			2		
		IELTS: 6.5 – 7.0. official language or equivalent certificates			1.5		
		IELTS: 5.5 – 6.0 or equivalent certificates			1		
3	Related professional experience	From 24 months in health-related work experience			2		
		From 12-24 months in health-related work experience			1.5		
		From 6-12 months in health-related work experience			1		
		Just graduated from university and worked for less than 6 months.			0.5		
4	Independent/ Main/ Co supervisor	Within 60 months, being an author of an article listed in Web of Science/Scopus.			2		
		Within 60 months, not having published an article listed in Web of Science/Scopus but meeting the criteria for being a main/independent/co-supervisor.			1		
5	Experience & achievements in scientific research Within 36 months up to the time of application.	Published articles.	In journals listed in Web of Science/ Scopus/ISI database.	As the first author (number of papers x point).	2		
				Co-authors (number of papers x point).	1.5		
			in national scientific journals credited by the Vietnam State Council for Professorship at the time of publication	As the first author (number of papers x point).	1.5		
				Co-authors (number of papers x point).	1		
			Other journals	As the first author (number of papers x point).	0.5		
				Co-authors (number of papers x point).	0.25		
		Research projects (already completed and accepted for evaluation).	Research projects funded by the State /Ministry/ City (number of projects x point)	Participant	2		
				Principal investigator	2		

		Research projects funded by the institution/base (number of projects x point).	Secretary	1.5	
			Participant	1	
	Scientific research achievements	Certificate of commendation for scientific research achievements at the Ministry/City level		2	
		Certificate of commendation for scientific research achievements at the University/Hospital level.		1	
Total Score for Part 1 (no maximum score).					

Part 2. Evaluation of research application essay and candidate's capacity: Minimum total Score \geq 5.0

1. Evaluation of application essay: Maximum 03 points, scoring with increments of 0.1

TT	Evaluated content	Maximum Score	Score
1	Introduction on: professional capacity, work experience in public health/relevant areas.	1.0	
2	Introduction on: Interest in Master of Science in Public Health Program and reasons for application	1.0	
3	Direction for personal development in the future	1.0	
The maximum Score of part 2.1		3.0	

2. Evaluate the content of research concept note: maximum 7 points, scoring with increments of 0.1

Scientific content and research ideas

No	Evaluated content	Maximum Score	Score
1	Scientific and practical significance: the novelty in the research problem, or solving a specific existing problem in the actual condition/major in a scientific and reasonable way	1.0	
2	Raise clear and feasible problems, questions and research goals	2.0	
3	Strict scientific research methods	2.0	
4	Feasibility of the topic and direction for future scientific research publications	1.0	
5	The research concept note follows the prescribed format	1.0	
Maximum total Score of part 2.2		7.0	

** Note: If participating in the evaluation committee, prospective supervisors should not score.*

Appendix 2:
GUIDELINES ON THE CONTENT AND FORMAT OF THE ESSAY FOR ADMISSION TO
MASTER OF APPLIED PUBLIC HEALTH PROGRAM
YEAR 2024

I. Essay structure

The admission essay must be written in a maximum of 10 pages (not including references and images, forms...), including two parts:

Part 1: Essay of maximum 5 pages including main parts

Part 2: Answer open questions from the Institute/Faculty/Department, maximum 5 pages

II. Requirements on content and formats

Part 1: Requirements for the essay:

- + Briefly introduce yourself, your study and work history
- + Reasons for registering for a Master applied Public health program at Hanoi Medical University
- + Professional development direction after studying Master applied Public health program at Hanoi Medical University
- + Techniques expected to be implemented after studying Master applied Public health program at Hanoi Medical University

Part 2: Answer open questions from the Institute/Faculty/Department, maximum 5 pages

2. Requirements for structure and formats:

- **Number of pages:** maximum 10 A4 pages (not including cover, table of contents, list of abbreviations, list of tables, charts, references, appendices).
- **Document drafting:** Use Unicode encoding, Times New Roman font size 13 or equivalent, normal character spacing without compression or stretching of space between characters; line spacing set at 1.5 lines; top margin of 3.0cm; bottom margin of 2.0cm; left margin of 2.5cm; right margin of 2.0cm. Page numbers centered at the top of each page, starting from Introduction section, in Arabic numerals (1, 2, 3...). Page numbers are placed in the middle, at the top of each page.

**OUTER COVER PAGE FORM FOR
MASTER OF APPLIED PUBLIC HEALTH
(size 210 x 297 mm)**

**MINISTRY OF EDUCATION AND TRAINING MINISTRY OF HEALTH
HANOI MEDICAL UNIVERSITY**



APPLICANT 'S FULL NAME

**MASTER OF APPLIED PUBLIC HEALTH
APPLICATION ESSAY**

Hanoi – Year

**CRITERIA FOR ASSESSMENT OF APPLICATIONS FOR
MASTER OF APPLIED PUBLIC HEALTH PROGRAM - YEAR 2024**

Evaluation scale: consists of 2 parts

Part 1. Evaluation of applicant's documents according to the following scale: Minimum Score \geq 5.0

No	Evaluated content				Point	Score	
1	Result of university degree	Undergraduate	GPA	Listed majors	High Distinction	3	
					Distinction	2	
					Good	1	
					Average/ Average good	0.5	
2	English proficiency	IELTS: Over 7.0, mother tongue or equivalent certificates			2		
		IELTS: 6.5 – 7.0, official language or equivalent certificates			1.5		
		IELTS: 5.5 – 6.0 or equivalent certificates			1		
3	Related professional experience	From 24 months in health-related work experience			2		
		From 12-24 months in health-related work experience			1.5		
		From 6-12 months in health-related work experience			1		
		Just graduated from university and worked for less than 6 months.			0.5		
4	Strength of Recommendation Letter	A recommendation letter written by academicians who has PhD or Specialty II degree			2		
		A recommendation letter written by academicians who has Master or Specialty I degree			1.5		
		A recommendation letter written by academicians who has Bachelor or Medical Doctor degree			1		
5	Prerequisites for application	The completion of an approved undergraduate degree			3		
		The completion or meeting the graduation requirements of an approved undergraduate degree. Complete 10 credits of supplementary course work in public health prior to the date of announcing			2		
6	Experience & achievements in scientific research Within 36 months up to the time of application.	Published articles.	In journals listed in Web of Science/ Scopus/ ISI database.	As the first author (number of papers x point).	2		
				Co-authors (number of papers x point).	1.5		
			In national scientific journals credited by the Vietnam State Council for Professorship	As the first author (number of papers x point).	1.5		
				Co-authors (number of papers x point).	1		
			Other journals	As the first author (number of papers x point).	0.5		
				Co-authors (number of papers x point).	0.25		
Research projects (already completed and	Research projects funded by the State /Ministry/ City (number of projects x point)	Participant	2				

	accepted for evaluation).	Research projects funded by the institution/base (number of projects x point).	Principal investigator	2	
			Secretary	1.5	
			Participant	1	
	Scientific research achievements	Certificate of commendation for scientific research achievements at the Ministry/City level	2		
			Certificate of commendation for scientific research achievements at the University/Hospital level.	1	
Total Score for Part 1 (no maximum score).					

Part 2: The evaluation of the essay: The total Score must be ≥ 5.0 points

2.1. The essay: maximum 5 points, scoring with increments of 0.1

11	Evaluated content	Maximum Score	Score
1	Format of the application essay	1.0	
2	Introduction on: professional capacity, work experience in public health/relevant areas.	1.0	
3	Introduction on: Interest in Master of Applied Public Health Program and reasons for application	1.0	
4	Direction for personal development in the future	1.0	
5	Techniques expected to be implemented in the future	1.0	
The maximum Score of part 2.1		5.0	

2.2. Answer open questions from the Institute/Faculty/Department: maximum 5 points, scoring with increments of 0.1.

