



**INTERNSHIP GUIDELINES FOR INTERNATIONAL STUDENTS  
AT MEDICAL FACILITIES AFFILIATED WITH PHAM NGOC THACH  
UNIVERSITY OF MEDICINE (PNTU)**

➤ Required documents:

1. **Statement of Purpose/Letter of Motivation** (with legit signature), clearly stating educational status (undergraduate/postgraduate, year, university...); specialty; date and **duration** of the internship. Duration: 01 to 02 months of full-time internship.
2. **Letter of recommendation** from the Dean or Rector of the student's official medical school (signed and stamped by the Dean/ Rector).
3. A current **curriculum vitae** (CV).
4. A **copy of the student's passport** showing the student's full name and the expiration date of the passport (please note that the expiration date of passport should be valid for at least 6 months beyond the last day of internship in Vietnam).
- \*5. A Memorandum of Understanding (MOU) or a Cooperative Agreement between the two universities (if needed), fully signed and sealed, including a brief description of the internship process and duration of the internship.

➤ All required documents must be submitted **at least 6 months** before the start date of the internship (except \*5 can be submitted upon arrival at PNTU) by following information:

- Via POST MAIL:

Trường Đại học Y khoa Phạm Ngọc Thạch/ Pham Ngoc Thach University of Medicine  
Phòng Quản lý Nghiên cứu Khoa học và Hợp tác Quốc tế/ Office of Research Management and International Collaboration (ORMIC)  
Phòng 6.9, Lầu 6, Khu C/Room 6.9, Floor 6, Building C  
01 Đường Dương Quang Trung, Phường Hòa Hưng, TP.HCM/  
01 Duong Quang Trung Street, Hoa Hung Ward, Ho Chi Minh City, Vietnam.  
Telephone: (+84) 28-3866-8021

- Via EMAIL: [secri@pnt.edu.vn](mailto:secri@pnt.edu.vn) or [kimtien@pnt.edu.vn](mailto:kimtien@pnt.edu.vn) (scanned and attached)



- Non-refundable application fee: **450USD/ per STUDENT/01 MEDICAL FACILITY** (Four hundred and fifty US dollars) – all fees are **paid in Vietnam Dong** at the time of registration at PNTU (**according to the latest currency exchange rate**) – this fee is for the purpose of paperwork, formalities and internship management for the internship at the registered medical facility and PNTU.
  - ❖ If additional tuition is required by the medical facility where the student has registered for the internship, the student will be required to pay this tuition individually.
- International students are responsible for covering all necessary immigration visa fees themselves. Students may apply for the visa independently, or PNTU can provide support (if needed). However, to ensure the internship's intended purpose is met, PNTU only supports visa applications for the exact duration of the internship. Consequently, PNTU will not process visa requests for periods earlier or later than the internship duration due to personal reasons.
- After receiving all required documents, PNTU will carry out the necessary administrative procedures with the competent authorities to seek approval for the student's internship. This process is expected to take a minimum of 03 months; PNTU will notify the student of the outcome immediately upon completion of the procedures.

**To be approved and signed on January 26<sup>th</sup>, 2026**

**PP. Rector**  
**Executive Vice Rector**

**(signed)**

**Assoc. Prof. Nguyen Dang Thoai, Pharm.D**

**Contact person:**

Ms. Le Thua Kim Tien;  
Office of Research Management and International Collaboration (ORMIC);  
Room 6.9, Floor 6, Building C;  
01 Duong Quang Trung Street, Hoa Hung Ward, Ho Chi Minh City, Vietnam.  
Tel: (+84) 28 3866 8021  
Email: [kimtien@pnt.edu.vn](mailto:kimtien@pnt.edu.vn)