

Student Visa Compliance – Academic Registrar’s Group (ARG) Vietnam

Statement of Student Visa Responsibilities

For international students enrolled at RMIT Vietnam

Academic Year _____

At the time of enrolment, all international students enrolled at RMIT Vietnam (“the University”) must agree to the following statements, collectively referred to as the Statement of Student Visa Responsibilities:

Engagement

I understand that the University may communicate with me through

- my RMIT student email account;
- postal mail sent to my current mailing address;
- SMS, and
- my personal email account (for graduation and other relevant information, where applicable).

I will regularly check and read all communications from the University and respond promptly when required.

I will keep my personal details – including personal email, mobile phone number, emergency contact details, residential address in Vietnam, and current mailing address – up-to-date throughout my enrolment and during any approved leave period.

Fees and Payments

I will be responsible for the visa fee (entry visa fee/ visa extension fee), as follows:

- The entry visa fee is to be paid to the selected Vietnamese Embassy or Consulate General.
- The visa extension fee is to be paid through the official RMIT payment system when I submit my passport to Student Connect.

I acknowledge that the visa fees stated in the study visa information for international students are estimates and may include transaction fees charged by banks for online payment methods.

I understand that I need to:

- know my current visa status and expiry date by regularly checking my passport;
- pay my visa extension fee on time;
- authorise RMIT (where applicable) to pay the visa extension fee to the immigration authorities on my behalf;
- be aware of the penalties of failing to comply with the University’s visa instructions, which may include:
 - I will be reported the Student Conduct Unit.
 - I will be responsible for all penalties and fees associated with visa extension and temporary residence registration with local authorities, including any fees levied on the University if I am late for a visa extension due to my behaviours.

- The University can cancel my enrolment and sponsorship of my student visa for not following student visa instructions. I will then be required to leave Vietnam.

Student Records

Where appropriate, I authorise the University to

- obtain and verify my personal information for the purpose of student visa compliance;
- release my academic enrolment and attendance records to the relevant authorities and to my employer (if applicable).

Declaration and Acknowledgement

I accept personal responsibility for my conduct and commit to complying with the University's instructions outlined in the [study visa information for international students](#). I agree to act fairly, honestly, courteously, and with integrity as a member of the RMIT community.

I also commit to abide by the requirements of the Vietnam Immigration Authorities as set out in official notifications applicable to foreigners residing in Vietnam.

I acknowledge that:

- I am expected to hold a valid student visa (DH code) sponsored by the University and to comply with Vietnamese immigration laws and regulations.
- All visa-related procedures will strictly adhere to Vietnamese legislation and regulations, which RMIT Vietnam is obliged to follow in all its operations.
- Decisions regarding my entry visa(s) and visa extension(s) comprehensively rely on the Vietnamese Immigration Department. The University has no authority over, and cannot guarantee, the outcome of any visa application.
- The University will cancel sponsorship of my student visa in accordance with the immigration authorities' requirements if I take leave of absence or if my enrolment at RMIT Vietnam is cancelled.

Full Name	Student ID
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Passport No

Issued date	Expiry date
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Address in Vietnam

Signature	Date of signing
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