

Số: 03-2025/KH-KD

Can Tho, February 11, 2025

GRADUATION INTERNSHIP PLAN
AT THE DRUG, COSMETICS, AND FOOD TESTING CENTER
FOR PHARMACY STUDENTS OF CLASSES DH20DU001 AND DH20DU002

To: - Rector Board of Nam Can Tho University

- Department of Academic Affairs
- Department of Finance – Planning
- Director of Drug, Cosmetics and Food Testing Center of Can Tho City

To provide students with the opportunity to engage in graduation internships involving practical activities at the Testing Center - such as quality control and testing of pharmaceuticals and organizational operations - the Faculty of Pharmacy proposes the following internship plan for Classes DH20DU001 and DH20DU002:

I. TARGET PARTICIPANTS AND INTERNSHIP LOCATION

Participants: DH20DU001 and DH20DU002

Total number: 107 students, divided into 2 groups

Number of instructors: 2

Instructor in charge: MSc. Ngô Hồng Phong (0931778116)

II. INTERNSHIP LOCATION AND TIMELINE

1. Location:

Drug, Cosmetics, and Food Testing Center of Can Tho City

Address: 399/9 Nguyễn Văn Cừ (extended), KV6, An Bình Ward, Ninh Kiều District, Can Tho City

2. Timeline:

| Class – Group | Internship Period | Duration (weeks) | Number of Students |
|----------------------|--------------------------|-------------------------|---------------------------|
| DH20DU001 (Group 1) | 17/03 – 28/03/2025 | 2 | 53 |
| DH20DU002 (Group 2) | 31/03 – 11/04/2025 | 2 | 54 |
| Total | | 4 weeks | 107 students |

III. INTERNSHIP OBJECTIVES

1. Knowledge

M1. Clearly understand and analyze the organizational structure, roles, and functions of the Drug, Cosmetics, and Food Testing Center.

M2. Describe in detail and accurately the sample receiving process.

M3. Describe in detail and accurately the testing process for drug/cosmetic samples and basic testing in specialized departments (depending on the rotation).

2. Skills

M4. Accurately identify and perform operational procedures of testing equipment and processes.

M5. Perform sample testing procedures correctly and fully.

3. Autonomy and Responsibility

M6. Show respect and cooperation with colleagues.

M7. Practice professional conduct when participating in testing activities.

IV. INTERNSHIP CONTENT

| No. | Content | Duration | Instructor in Charge |
|------------|---|-----------------|-----------------------------|
| 1 | Orientation on regulations and internship content at the Testing Center | 5 periods | MSc. Ngô Hồng Phong |
| 2 | - Functions and duties of the Center - Organizational chart - Professional ethics | 5 periods | MSc. Cao Thị Mỹ Hội |
| 3 | Sample process: receiving → storing → testing | 8 periods | MSc. Phạm Thị Thanh Nga |

| No. | Content | Duration | Instructor in Charge |
|-----|--|------------|----------------------------|
| 4 | Depending on each specialized lab, students will receive one of the following modules: | 38 periods | MSc. Nguyễn Khắc Minh Loan |
| | + Testing 1 drug/cosmetic sample (practice) | | |
| | + Operate equipment: UV-Vis spectrophotometer, pH meter, etc. | | |

V. ASSESSMENT OF RESULTS

Assessment method: Based on students' internship reports.

| No. | Content | Grading Instructor | Notes |
|-----|------------------------------------|---------------------|------------------------------------|
| 1 | Report grade at the Testing Center | MSc. Cao Thị Mỹ Hội | Based on teaching contract |
| 2 | Report grade at the university | MSc. Ngô Hồng Phong | As per Decision 203/QĐ-CTHĐT-ĐHNCT |

Final result is the average of (1) and (2).

VI. BUDGET ESTIMATION

| No. | ITEM DESCRIPTION | Quantity | Unit Price (VND) | Total (VND) | Notes |
|-----|---|--------------|------------------|--------------|------------------------------------|
| 1 | Internship fee per student (paid to the Testing Center) | 107 students | 100,000 | 10,700,000 | Based on contract dated 19/01/2024 |
| 2 | Teaching fee for instructors at the Testing Center | 60 periods | 90,000 | 5,400,000 | Paid per teaching contract |
| 3 | Grading internship reports | 107 reports | 0.5 periods | 53.5 periods | Paid per internal policy |

| No. | ITEM DESCRIPTION | Quantity | Unit Price (VND) | Total (VND) | Notes |
|-----|--|----------|------------------|-------------|-------------------------------|
| 4 | Supervision (4 visits by university lecturers) | 4 visits | 200,000 | 800,000 | Based on travel documentation |

Total: 16,900,000 VND and 53.5 teaching periods

In words: *Sixteen million nine hundred thousand Vietnamese dong and fifty-three and a half teaching periods.*

**APPROVED BY
THE
UNIVERSITY
MANAGEMENT
BOARD**

**ADMINISTRATION
&
ORGANIZATION -
DEPARTMENT**

**ACADEMIC
AFFAIRS
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PHARMACY**

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