

Số: 03-2025/KH-KD

Can Tho, February 11, 2025

**GRADUATION INTERNSHIP PLAN
AT THE PHARMACEUTICAL MANUFACTURING COMPANY – DNC CENTER
FOR RESEARCH AND DEVELOPMENT OF MEDICINAL MATERIALS
FOR DH20 PHARMACY STUDENTS**

To: - Board of Rectors, Nam Can Tho University
- Department of Training Management
- Department of Finance – Planning
**- Board of Directors, Cuu Long Pharmaceutical Joint
Stock Company**
**- Director, Center for Research and Development of
Medicinal Materials – DNC**

To facilitate the students' opportunity to participate in graduation internships related to pharmaceutical activities at a manufacturing company that manages raw materials, semi-finished products, and finished products, and to implement sections of the production process according to industrial standards and processes, the Faculty of Pharmacy proposes the following internship plan for Pharmacy students of the 2020 cohort (DH20DU001 and 02):

I. TARGET PARTICIPANTS

Eligible students: Students from classes DH20DU001 and DH20DU002.

Group division: 4 groups.

Number of students: 107 students.

Number of instructors: 2 instructors.

Supervising lecturer: MSc. Nguyễn Ngọc Lê (0915126048)

II. INTERNSHIP LOCATIONS AND TIMEFRAME

1. Internship Locations:

Cuu Long Pharmaceutical Joint Stock Company
Address: No. 150 Duong 14/9 Street, Ward 5, Vinh Long City, Vinh Long Province

DNC Center for Research and Development of Medicinal Materials
Address: Nam Can Tho University (No. 168, Nguyen Van Cu Street – ND, An Binh Ward, Ninh Kieu District, Can Tho City)

2. Internship time

Class name - Group	Cuu Long Pharmaceutical Joint Stock	Company DNC Institute of Medicinal Materials Research and Development	Quantity
DH20DUOC01 (2 Group)	21-25/4/2025	14-18/4/2025	53
DH20DUOC02 (2 Group)	14-18/4/2025	21-25/4/2025	54
Total			107

III. INTERNSHIP OBJECTIVES

1. Knowledge

M1. Analyze the organization, functions, and responsibilities of the quality assurance system in a GMP-certified pharmaceutical factory.

M2. Accurately describe the production processes of some common dosage forms such as tablets and capsules.

M3. Analyze and resolve tasks related to the development of standard operating procedures (SOPs), batch records, and quality assurance in pharmaceutical production.

2. Skills

M4. Identify and perform proficiently and accurately the operation of equipment used in the pharmaceutical manufacturing industry.

M5. Identify and perform proficiently and accurately specific operations within the pharmaceutical production process.

M6. Identify and perform accurately the tasks related to developing SOPs and batch records.

M7. Identify and perform proficiently and accurately specific operations in the quality assurance system.

3. Autonomy and Responsibility

M8. Show respect and sincere cooperation with colleagues, and a responsible attitude in implementing GMP.

M9. Demonstrate lifelong learning awareness.

IV. INTERNSHIP CONTENT

Each group will undertake the following internship activities:

No.	Content	Duration	Instructor in Charge
1	Orientation on regulations and internship content at the pharmaceutical manufacturing company	5 periods	MSc. Nguyễn Ngọc Lê
2	Management and organizational structure of the pharmaceutical manufacturing company	5 periods	Pharmacist Specialist Level 1 Võ Thị Thu Trang
3	Identification and use of equipment in the production process of common dosage forms	5 periods	Pharmacist Specialist Level 1 Võ Thị Thu Trang
4	Orientation on regulations and internship content at the DNC Center for Research & Development of Medicinal Materials	5 periods	MSc. Lê Thị Tố Vi
5	Identification and use of equipment at the DNC Center for Research & Development of Medicinal Materials	5 periods	MSc. Trịnh Tấn Thiên

V. EVALUATION OF RESULTS

Evaluation method: Based on students' internship reports.

Evaluation breakdown:

No.	Content	Responsible Lecturer(s)	Notes
1	Practical report score at the company	MSc. Nguyễn Ngọc Lê	According to Decision No. 203/QĐ-CTHĐT-ĐHNCT

No.	Content	Responsible Lecturer(s)	Notes
2	Report score at DNC Center for R&D of Medicinal Materials	MSc. Lê Thị Tố Vi MSc. Trịnh Tấn Thiên MSc. Trần Mỹ Tuyền	According to Decision No. 203/QĐ-CTHĐT-ĐHNCT

VI. BUDGET ESTIMATION

No.	ITEM DESCRIPTION	Quantity	Unit Price (VND)	TOTAL (VND)	NOTES
1	Cost of consumable materials at the company	107 students	25,000 (per week)	2,675,000	Payment to the company based on invoice
2	Cost of consumable materials and tools at the Institute	107 students	80,000 (per week)	8,560,000	Payment based on purchase invoices
3	Teaching fee for lecturers at Cuu Long Pharmaceutical JSC	40 periods	90,000	3,600,000	Paid under teaching contract
4	Teaching fee for supervising lecturers (5 periods/group x 4)	20 periods			Paid as per plan
5	Teaching fee for lecturers at DNC R&D Center (15 periods/group)	60 periods			Paid to lecturers at the DNC Center
6	Report grading at DNC R&D Center	107 reports	0.5 periods/report	53.5 periods	Paid as per internal financial regulations
7	Report grading at the pharmaceutical company	107 reports	0.5 periods/report	53.5 periods	Paid as per plan

No.	ITEM DESCRIPTION	Quantity	Unit Price (VND)	TOTAL (VND)	NOTES
8	Lecturer site supervision of students during internship (4 visits)	4 visits	500,000	2,000,000	Paid as per plan

Total: **16,835,000 VND** and 107 standard periods and 80 teaching periods

In words: *Sixteen million eight hundred thirty-five thousand VND, 107 standard periods, and 80 teaching periods.*

**APPROVED BY
THE
UNIVERSITY
MANAGEMENT
BOARD**

**ADMINISTRATION
&
ORGANIZATION -
DEPARTMENT**

**ACADEMIC
AFFAIRS
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PHARMACY**

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