

The ASEM LLL Research Network 3 Meeting and Seminar on “Professionalisation of Adult Teachers and Educators in ASEM countries”

10-12 October 2010, Hanoi, Vietnam

PRACTICAL INFORMATION FOR INTERNATIONAL PARTICIPANTS

*As of 27 September 2010
ASEM LLL Hub Secretariat*

1. INTRODUCTION TO HANOI CITY

An introduction to the city of Hanoi: www.hanoi.gov.vn
An introduction to Vietnam <http://www.vietnamtourism.com/>

2. ACCOMMODATION

HOTEL CHANGE:

The 1000th Hanoi anniversary is attracting a huge number of foreign and domestic travelers, which causes a terrible room shortage. The HNUE Guest House is fully occupied and will not be able to open for the Visiting scholars till 30 October 2010.

All 14 participants, the member of the ASEM Hub Research Network 3 will be accommodated at a nearby Hotel arranged by the Host Organizers (HNUE).

Saigon Palace Hotel

Lane 37, Tran Quoc Hoan St., Dich Vong Hau, Cau Giay, Hanoi, VN

Tel: (84 4) 3793 2288 - Fax: (84 4) 3793 2237

Responsible: Ms. Ha Nhung

Cell: (84) 915529234 E-mail: p.ghqt@hnue.edu.vn

The Hanoi National University of Education will sponsors up to **3 nights at** the hotel (arrival Sunday 10 Oct, departure 13 Oct 2010). Net room charges (without personal expenses) for sponsored participants will be paid directly by the Vietnamese host to the

hotel. Details on financial support are provided to each participant in registration/hotel booking form.

In all cases, the organisers will not cover any incidentals/personal costs (additional nights, costs for accompanying persons, overseas telephone calls, telegrams and faxes, business centre or room service, laundry and mini-bar charges, etc.). These costs are to be borne by the participants themselves.

3. VENUES FOR THE NETWORK MEETING AND SEMINAR

Center for International Education and Training Building K1

Hanoi National University of Education

Address: 136 – Xuan Thuy Rd., Cau Giay Dist., Hanoi, VIETNAM

Tel: (84-4) 3 7547 701, Fax: (84-4) 3 754 7721

Internet location: <http://map.hnue.edu.vn/HNUEMap.htm>

4. VISA REQUIREMENTS

International participants can enter Vietnam on a tourist visa. Citizens from many EU and ASEAN countries can enter Vietnam on a short stay with visa exemption http://www.vietnamtourism.com/e_pages/news/index.asp?loai=1&chucnang=08

However, participants are strongly encouraged to verify these details with the relevant Vietnamese embassies or missions in their countries of residence.

More details on visa application requirements are available at or www.vnimm.gov.vn

5. AIRPORT-HOTEL TRANSPORTATION

International participants can easily take a taxi to the HNUE Guest House and hotel at the Airport exit gate.

6. CURRENCY, MODE of PAYMENT AND ATMs

- Vietnam Dong (VND) is the official currency of Vietnam. Foreign banknotes (USD or Euro) and travellers' cheques can be easily converted into the VND at foreign exchange banks, authorised money exchangers and also in many hotels. There are many bank counters and ATMs at the arrival hall. Please do take some cash for your taxi.
- Credit cards, such as VISA and Master Card, are accepted at most hotels, shops and restaurants. Cash-point machines (ATMs) accept major international credit cards.

7. ELECTRICITY

The standard electricity supply is 220 volts/50hz with 2 pin wall sockets.

8. MEALS

All lunches and dinners for international participants during the conference and meetings (informal dinner on Sunday evening, 10th October; lunch and dinner reception on 11th October and lunch on 12th October will be covered by the Vietnamese host. Please see programme for details on time and restaurant for each day.

Note: Hotel accommodation includes breakfast. The organisers will not provide any other per diem allowance to the participants.

9. INTERNET ACCESS (at meeting/conference venue)

WIFI Internet access is available in the Guest House area and in the conference room free of charge.

10. LANGUAGE

English is the main language of the seminar and simultaneous translation may be provided for Vietnamese audience.

Seminar booklet is in English.

11. ORGANISERS AND SPONSORS

Hanoi National University of Education in cooperation with the ASEM LLL Hub, especially Research Network 3.

ASEM LLL Hub:

- Provides travel grants to RN3 researchers, approx. 12-15 pax. (list to be confirmed by the Coordinator, Ekkehard Nuissl)
- Support the printing of Seminar booklet with papers to be presented at the seminar

Hanoi National University of Education:

- Local hotel accommodation for max. 3 nights (10, 11, 12 October)
- Meals from dinner on 10 Oct to breakfast 13 Oct (breakfast may be included in hotel)
- Hanoi city tour on 10 October (optional)

ASEM LLL RN3 International participants:

- Visa fee and travel insurance
- Airport transfers in their home countries and in Vietnam

12. CONTACT ADDRESS

For further detailed and updated information about the conference, please visit the website: <http://www.dpu.dk/site.aspx?p=16399>

For further details and other enquiries, please contact:

Mr. Dinh Quang Thu
Chief, International Relations Office
Director, Centre for International Education & Training
Hanoi National University of Education
136 Xuan Thuy, Cau Giay, Hanoi, Vietnam
Phone (84 4) 3754 9461
Fax (84 4) 3754 7721
Cell (84) 9 1230 9993 E-mail: thuqd@hnue.edu.vn / thuqd@hotmail.com

And

Ms. Que Anh Dang
Head of the ASEM LLL Hub Secretariat
The International Research Policy Office, Danish School of Education, Aarhus University
Tuborgvej 164, 2400 Copenhagen NV, Denmark
Tel: +45-8888 9155, Fax: +45-8888 9702 Email: asemLLL@dpu.dk