

FAQ

ABOUT VILAF ANNUAL TRAINING & INTERNSHIP

1. ABOUT VILAF

VILAF is a leading business law firm that was founded in 1993. Many of VILAF lawyers studied law overseas (US, UK, Australia, France, Netherlands and Korea) and/or worked for reputable international law firms (Clifford Chance, Freshfields, Baker & McKenzie etc). VILAF is ranked in the first band by Legal 500, Chambers & Partners, International Financial Law Review and Asian Legal Business for practice areas of Corporate/M&A, Banking & Finance, Capital Markets, Infrastructure – Energy – Projects and Dispute Resolution.

Most of VILAF clients are multinational corporations and international companies including Ford, Philip Morris, Bunge, Shell, BNP Paribas, Citibank, SMBC, SCB, ANZ, Mizuho, BTMU, Vingroup etc.

2. VILAF TRAINING CLASS

1. **What for?** Developing skills for negotiating and drafting commercial contracts;
2. **Who can take part?** Last year students with GPA of 7.0 and above, good English skills;
3. **Who are lecturers and tutors?** Senior lawyers of VILAF who will give lectures, guidance and support throughout the course;
4. **How long?** Two days: morning and afternoon;
5. **When?** October, on annual basis;
6. **Training methodology?** Lectures followed by group exercises with real cases;
7. **How to know about the class?** Information is made via the Youth Union and University websites;
8. **How to apply?**
 - Sending resume and motivation letter (in English) to huong.nguyen@vilaf.com.vn
 - Shortlisted students are invited to group interview/job orientation conducted by most experienced lawyers of VILAF
 - 30 students are selected for the class

3. INTERNSHIP PROGRAM

9. What for?

- To understand how laws are practiced in the real world;
- To understand about working as professional lawyer in a law firm;
- To test your suitability to be professional lawyer;

10. How long? Four months from January to April, on annual basis. You work full time from Monday to Friday and attend legal trainings on Saturday.

11. What do you do as Intern? Working in legal teams of Corporate, M&A, Capital Market, Banking, Finance, Litigation, Dispute Resolution. You will be supervised and guided by senior lawyers. Your tasks mainly include researching for various issues, sometimes you can also be involved in drafting memo and/or contract.

12. How to apply?

- Sending resume and motivation letter (in English);
- Shortlisted students are invited to interview;
- 6 - 8 students are selected for the Internship;

13. Others:

- Internship allowance is provided;
- Feedbacks about your works, your strengths and weaknesses are provided from time to time, in particular at the closing review;

14. What after the Internship?

- Opportunities for working as VILAF Trainee Lawyers;
- VILAF Internship should give you good working experience and skills – good preparation for your career plan;

4. VILAF INTERNS FOR LAST SIX YEARS:

No	Name	University	Year
1	Nguyen Hong Ha	Hanoi Law University	2009
2	Dinh Thi Hai Yen	Vietnam National University	2009
3	Nguyen Thi Thuy Dung	Vietnam National University	2010
4	Pham Thi Thuy Hang	Vietnam National University	2010
5	Ngo Thanh Huong	Vietnam National University	2010
6	Nguyen Thu Thuy	Hanoi Law University	2010
7	Pham Thuy Anh	Hanoi Law University	2011
8	Cao Dang Duy	Hanoi Law University	2011
9	Nguyen Thi Hoa	Hanoi Law University	2011
10	Nguyen Thi Thanh	Diplomatic Academy of Vietnam	2011

No	Name	University	Year
11	Tran Thi Thu Thao	Vietnam National University	2011
12	Ha Thi Ngoc Thuy	Vietnam National University	2011
13	Nguyen Thuy Trang	Hanoi Law University	2011
14	Nguyen Viet	Hanoi Law University	2011
15	Truong Minh Anh	Hanoi Law University	2012
16	Tu Duy Anh	Hanoi Law University	2012
17	Vu Thi Hong Ngoc	Vietnam National University	2012
18	Nguyen Thu Phuong	Hanoi Law University	2012
19	Duong Thi Minh Thu	Hanoi Law University	2012
20	Do Duc Tien	Vietnam National University	2012
21	Vu Thi Ngoc Dung	Hanoi Law University	2013
22	Nguyen Hoang Duy	Vietnam National University	2013
23	Nguyen Le Ha Giang	Hanoi Law University	2013
24	Luu Hoang Hai	Hanoi Law University	2013
25	Nguyen Bich Ngoc	Vietnam National University	2013
26	Nguyen Ngoc Thuy	Hanoi Law University	2013
27	Hoang Minh Trang	Vietnam National University	2013
28	Le Tuan Anh	Hanoi Law University	2014
29	Mai Chi	Hanoi Law University	2014
30	Nguyen Huong Giang	Vietnam National University	2014
31	Nguyen Ha Ly	Hanoi Law University	2014
32	Ngo Thai Ninh	Hanoi Law University	2014
33	Nguyen Phuong Thao	Hanoi Law University	2014
34	Le Minh Thu	Hanoi Law University	2014
35	Nguyen Ha Thu	Hanoi Law University	2015
36	Nguyen Thu Ha	Hanoi Law University	2015
37	Ha Manh Tu	Hanoi Law University	2015
38	Ha Kieu Anh	Hanoi Law University	2015
39	Phan Duy Thang	Hanoi Law University	2015
40	Pham Tran Hanh Linh	Vietnam National University	2015
41	Bui Yen Thu	Diplomatic Academy of Vietnam	2015
42	Nguyen Hoang Anh Linh	Diplomatic Academy of Vietnam	2015

5. FURTHER INQUIRIES ?

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