HIGHER EDUCATION AND VOCATIONAL BOOK JOINT STOCK COMPANY

No.: 235/TB-HEV

SOCIALIST REPUBLIC OF VIETNAM
Independence – Freedom – Happiness

Hanoi, 16/11 2026

CÔNG TY CỔ PHẦN SÁCH ĐẠI HỌC - DẠY NGHỀ

Digitally signed by CÔNG TY CỔ PHẦN SÁCH ĐẠI HỌC - DẠY NGHỀ
DN: C=VN, L="Số 187B phố Giảng Võ, Phường Cát Linh, Quận Đống Đa, Thành phố Hà Nội, Việt Nam", OID.0.9.2342.19200300.100.1.1=MST:0101517669, O=CÔNG TY CỔ PHẦN SÁCH ĐẠI HỌC - DẠY NGHỀ, E=thuedoanhnghiepkt@gmail.com, CN=CÔNG TY CỔ PHẦN SÁCH ĐẠI HỌC - DẠY NGHỀ
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NOTICE

(Regarding the organization of and invitation to the First Extraordinary General Meeting of Shareholders in 2026)

To: Esteemed Shareholders of Higher Education and Vocational Book Joint Stock Company

The Board of Directors of Higher Education and Vocational Book Joint Stock Company (the "Company") hereby informs shareholders of the organization of the First Extraordinary General Meeting of Shareholders in 2026 (the "Meeting").

1. Meeting time: From 8:00 a.m. on December 7, 2026.

2. Meeting format: In person.

3. Venue: December 22 Hall, Education Publishing House in Hanoi, 187B Giang Vo Street, O Cho Dua Ward, Hanoi.

4. Participants: All Company shareholders recorded on the shareholder list as of November 9, 2026.

5. Agenda: Matters falling within the authority of the General Meeting of Shareholders. Details, updates, amendments and additions (if any) will be published at https://hevobooks.com/.

6. Meeting materials:

All Meeting materials are published on the Company's website at https://hevobooks.com/.

7. Registration for attendance:

Shareholders are requested to submit the Meeting Attendance Registration Form (or Proxy Form), using the attached template, to the Company by either of the following methods:

- In person at: 187B Giang Vo Street, O Cho Dua Ward, Hanoi.
- By email to: pkt.dhdn@gmail.com.

Authorization may be granted only once; an authorized representative may not further delegate the authorization to a third party.

8. Documents required when attending the Meeting:

- Individual shareholders: a valid original identity card, passport or citizen identity card, together with a valid Attendance Registration Form (or Proxy Form) in the Company's prescribed format.

- Institutional shareholders:

+ A duly certified copy of the Enterprise Registration Certificate/Establishment Decision;

+ A valid original identity card, passport or citizen identity card of the legal representative (if attending personally), or of the authorized representative (if attending on behalf of the legal representative); and

+ A valid Attendance Registration Form (or Proxy Form) in the Company's prescribed format.

For further assistance, shareholders may contact the Organizing Committee at pkt.dhdn@gmail.com.

Respectfully.

ON BEHALF OF THE BOARD OF DIRECTORS

CHAIRMAN

DANG TRAN BAO TIN

HIGHER EDUCATION AND VOCATIONAL BOOK JOINT STOCK COMPANY

SOCIALIST REPUBLIC OF VIETNAM
Independence – Freedom – Happiness

Hanoi, 14/11 2026

REGULATIONS

Organization of the First Extraordinary General Meeting of Shareholders in 2026 of Higher Education and Vocational Book Joint Stock Company

CHAPTER I.

GENERAL PROVISIONS

Article 1. Scope of application

1. These Regulations govern the organization of the First Extraordinary General Meeting of Shareholders in 2026 (the "Meeting") of Higher Education and Vocational Book Joint Stock Company (the "Company").

2. These Regulations specify the rights and obligations of participants and the conditions and procedures for convening and conducting the Meeting.

Article 2. Applicable parties

Shareholders and other participants are responsible for complying with these Regulations.

CHAPTER II.

RIGHTS AND OBLIGATIONS OF PARTICIPANTS

Article 3. Participants in the First Extraordinary General Meeting of Shareholders in 2026

3.1. Shareholders owning Company shares on the shareholder list finalized on November 9, 2026 and persons duly authorized by shareholders in accordance with law.

3.2. Invited guests and advisory organizations (if any).

Article 4. Rights and obligations of shareholders

4.1. *Rights of shareholders attending the Meeting:*

4.1.1. All Company shareholders are entitled to attend and vote on matters within the GMS's authority.

4.1.2. Shareholders unable to attend may authorize another person to attend and vote on matters within their authority. Such authorization must be in writing using the form published on the Company's website.

4.1.3. In addition to ballots for electing BOD and Supervisory Board members, each attending shareholder shall receive one Voting Card indicating the shareholder code and number of voting shares held. This Voting Card is used when shareholders wish to speak and when the Chairperson requests votes on reports and resolutions submitted for shareholder approval.

4.1.5. Late-arriving shareholders may register and thereafter participate and vote immediately. The Chairperson is not required to suspend proceedings to allow late registrations; the validity of votes previously conducted shall not be affected.

4.2. Obligations of ordinary shareholders attending the Meeting:

4.2.1. Dress politely and formally.

4.2.2. Attend the Meeting in full as prescribed by the Company; if unable to attend, duly authorize a representative in accordance with applicable regulations.

4.2.3. Shareholders or their representatives must complete attendance registration procedures with the Organizing Committee.

4.2.4. Comply with the conditions and procedures stipulated in the Company Charter and these Regulations.

4.2.4. Strictly observe the Meeting's rules and respect the proceedings and results of the Meeting.

Article 5. Rights and obligations of the Meeting Chairperson

5.1. The Chairman of the BOD shall chair the Meeting. If the Chairman is absent or temporarily unable to perform his duties, the remaining BOD members shall elect one of themselves to chair the Meeting. If no BOD member is able to chair, the highest-ranking BOD member shall preside over the election of a Chairperson from among those attending; the person receiving the highest number of votes shall chair the Meeting.

5.2. The Chairperson has authority to decide the order, procedures and matters arising outside the Meeting Agenda.

5.3. The Chairperson may postpone the Meeting with the agreement or at the request of a duly quorate Meeting.

5.4. The Chairperson may take measures deemed necessary to conduct the Meeting lawfully and orderly, or to enable the Meeting to reflect the wishes of the majority of attendees.

Article 6. Rights and obligations of the Meeting Secretary

6.1. The Secretary of the GMS is appointed by the Chairperson and approved by the GMS, and shall assist the Presiding Committee in administering the Meeting and recording and preparing the Minutes.

6.2. Be responsible for the truthfulness, accuracy and completeness of the Minutes of the First Extraordinary GMS in 2026.

6.3. Perform other duties assigned by the Presiding Committee during recesses.

Article 7. Rights and obligations of the Vote Counting Committee

7.1. The Vote Counting Committee is nominated by the Chairperson and approved by the Meeting. Its members may be Company shareholders.

7.2. Count Voting Cards used for approval of matters submitted to the Meeting and promptly report the results to the Presiding Committee.

7.3. Count ballots for election of BOD and Supervisory Board members and announce the results to the Meeting.

7.4. Be responsible for the truthfulness and accuracy of vote counting results.

CHAPTER III.
CONDUCT OF THE MEETING

Article 8. Quorum

The Meeting may be convened when attending shareholders represent more than 50% of the total voting shares.

Article 9. Meeting contents

In accordance with the Agenda of the First Extraordinary GMS in 2026 as approved by the Meeting.

Article 10. Voting at the Meeting

10.1. All decisions are adopted directly at the Meeting by affirmative votes weighted according to the shares of shareholders attending or duly represented.

10.2. Shareholders use their Voting Cards to vote once on each specific matter. For each matter, shareholders vote "In favor", "Against" or "No opinion".

10.3. Election of BOD and Supervisory Board members shall be conducted by cumulative voting under the Election Regulations approved by the Meeting.

CHAPTER IV.
CLOSING OF THE MEETING

Article 11. Adoption of resolutions of the First Extraordinary GMS in 2026

11.1. Resolutions on the following matters are adopted if shareholders representing at least 65% of the total votes of all attending shareholders vote in favor:

- Classes of shares and total number of shares of each class;
- Changes in business lines, trades and business sectors;

- Changes in the Company's organizational and management structure;

- Investment projects or sales of assets valued at 35% or more of the Company's total assets as recorded in its latest financial statements, unless the Charter provides another percentage or value;

- Reorganization or dissolution of the Company;

- Other matters specified in the Company Charter.

11.2. Except as specified in Article 11.1, a Meeting decision is adopted when shareholders representing more than 50% of the total voting shares of all shareholders and shareholder representatives attending and voting approve it, except as provided in Clause 1 of this Article and Clauses 3, 4 and 6 of Article 148 of the Law on Enterprises.

11.3. Election of BOD and Supervisory Board members shall use cumulative voting. Successful candidates are determined in descending order of votes received, beginning with the highest-scoring candidate until the number of members required under the Company Charter is filled. Where two or more candidates tie for the last available position, another vote shall be held among those tied or selection shall be made according to the criteria in the Regulations on Election of BOD and Supervisory Board Members.

Article 12. Minutes of the First Extraordinary General Meeting of Shareholders in 2026

All proceedings of the First Extraordinary GMS in 2026 must be recorded in Minutes by the Meeting Secretary. The Minutes shall be read out and approved before the Meeting closes, and retained in the Company's minute book.

CHAPTER V.

OTHER PROVISIONS

Article 13. Other provisions

13.1. Shareholders who wish to speak must obtain the Chairperson's consent. Remarks shall be brief and focus on key issues relevant to the approved Meeting Agenda. The Chairperson shall invite shareholders to speak in registration order and answer their questions.

13.2. The Presiding Committee may revoke a shareholder's right to attend if the shareholder deliberately refuses to comply with the Meeting rules, disrupts order, or directly interferes with the management of proceedings.

CHAPTER VI.

IMPLEMENTATION PROVISIONS

Article 14. Effectiveness of these Regulations

These Regulations comprise six (06) Chapters and fourteen (14) Articles, are issued by the BOD of Higher Education and Vocational Book Joint Stock Company on … … 2026, apply solely to the Company's First Extraordinary GMS in 2026 held on … … 2026, and take effect immediately upon approval by that Meeting.

ON BEHALF OF THE BOARD OF DIRECTORS

CHAIRMAN

CÔNG TY CỔ PHẦN SÁCH ĐẠI HỌC - DẠY NGHỀ

DANG TRAN BAO TIN

HIGHER EDUCATION AND VOCATIONAL BOOK JOINT STOCK COMPANY

SOCIALIST REPUBLIC OF VIETNAM
Independence – Freedom – Happiness

Hanoi, ... 2026

ELECTION REGULATIONS

Additional Election of Members of the Board of Directors for Term VI (2026–2030) at the First Extraordinary General Meeting of Shareholders in 2026

Legal bases:

- Law on Enterprises No. 59/2020/QH14 adopted by the National Assembly of the Socialist Republic of Vietnam on June 17, 2020 and implementing guidance;

- Law on Securities No. 54/2019/QH14 dated November 26, 2019, as amended by Law No. 56/2024/QH15 dated November 29, 2024;

- Decree No. 155/2020/ND-CP dated December 31, 2020, detailing implementation of certain provisions of the Law on Securities;

- Charter on Organization and Operation of Higher Education and Vocational Book Joint Stock Company.

The First Extraordinary General Meeting of Shareholders in 2026 (the "GMS") of Higher Education and Vocational Book Joint Stock Company (the "Company") shall elect additional members of the BOD for Term VI (2026–2030) in accordance with the following provisions:

I. ELIGIBLE PARTIES AND SCOPE OF APPLICATION

- These Regulations govern the order and procedures for electing additional BOD members for Term VI (2026–2030) at the Company's First Extraordinary GMS in 2026.
- Shareholders, their duly authorized representatives, BOD and Supervisory Board members, and candidates shall comply with these Regulations and the Company Charter.
- Shareholders holding voting shares and their authorized representatives on the shareholder list finalized on November 9, 2026 are entitled to vote in the additional election of Company BOD members.

II. INSTRUCTIONS FOR ELECTING BOARD OF DIRECTORS MEMBERS

1. Principles for election of BOD members

Pursuant to Clause 3, Article 148 of the 2020 Law on Enterprises: Election of members of the Board of Directors and Supervisory Board shall be conducted by cumulative voting. Accordingly, each shareholder shall have a total number of votes equal to the number of shares owned multiplied by the number of members to be elected to the Board of Directors or Supervisory Board, and may allocate all or part of those votes to one or more candidates. Successful BOD members or supervisors shall be determined in descending order of votes, starting with the candidate receiving the most votes until the number of positions specified in the Company Charter is filled. If two or more candidates receive an equal number of votes for the last available position, a further election shall be held among the tied candidates or selection shall follow criteria specified in the Election Regulations or Company Charter.

Accordingly, the election shall be conducted as follows:

- Number of additional BOD members to be elected: two (02).

- **Total votes of a shareholder = Total shares owned by that shareholder × Number of members to be elected** (for example, 02 BOD members).

- Shareholders may allocate their votes to one or more candidates on the candidate list, but to no more candidates than the number of BOD members to be elected. The number of votes allocated to each candidate shall be entered in the "Votes allocated" column to the right of the "Candidate's full name" column.

- If a shareholder allocates no votes to any candidate, the "Votes allocated" section is left blank and the ballot remains valid.

- Shareholders may allocate votes only within their "Total votes", i.e. the combined votes allocated to all candidates must be less than or equal to their total votes.

Ballot format: A BOD election ballot bearing the red seal of Higher Education and Vocational Book Joint Stock Company.

Ballot contents: As shown in the attached template.

Notes:

- **Valid ballots include:**

• Ballots where the total votes allocated to candidates do not exceed the shareholder's total votes.

• Completely blank ballots.

• Ballots allocating all votes to one candidate.

- **Invalid ballots include:**

• Ballots not in the prescribed form or without the Company's seal.

• Ballots allocating more than the shareholder's total votes.

• Ballots voting for more than the required number of members.

• Ballots on which the shareholder has crossed out a candidate's name.

• Ballots with erasures or alterations to the number of votes allocated or other ballot content (an incorrectly completed ballot must be exchanged for a new one).

• Ballots allocating votes as percentages.

• Ballots without the shareholder's/representative's signature or which cannot be authenticated in the manner specified in these Regulations.

- Replacement ballots: Shareholders who make an error while completing a ballot may contact the Election Committee for instructions and a replacement ballot.

2. Vote Counting Committee

- The Vote Counting Committee comprises three (03) members nominated by the Chairperson and approved by the GMS.

- Members of the Vote Counting Committee may not be on the list of nominees or candidates for the BOD.

- The Vote Counting Committee is responsible for:

• Organizing the approval of the Regulations on Election of BOD Members;

• Introducing and distributing ballots;

• Checking and supervising the casting of ballots;

• Organizing vote counting;

• Preparing Minutes and announcing election results to the Meeting;

• Together with the Chairperson, considering and resolving complaints and denunciations relating to candidates and election results (if any), and reporting them for determination by the Meeting.

- The Vote Counting Committee must ensure integrity and confidentiality during vote counting and is accountable to the Meeting for the accuracy of the count. After counting, it must prepare the Vote Counting Minutes, announce them to the Meeting, seal the ballots, and hand over election-related data to the Meeting Chairperson.

3. Rules for casting and counting ballots

- The Vote Counting Committee shall inspect the ballot box in the presence of shareholders.

- Voting shall begin after the BOD candidate list has been finalized and end when the last shareholder has deposited their ballot in the box.

- Counting shall begin immediately after voting closes.

- The vote count shall be documented in writing and announced at the Meeting by the Head of the Vote Counting Committee.

4. Rules for determining elected candidates

- Elected candidates are ranked in descending order of votes received, from highest to lowest, until all positions for the term, as decided by the GMS, are filled. Where candidates have the same percentage of total voting rights in support and an elimination is required to fill the prescribed number of positions, the candidate owning or representing more shares shall be selected. If the numbers of shares owned or represented are also equal, a further election shall be held among those candidates.

5. Preparation and announcement of Vote Counting Minutes

- After counting, the Vote Counting Committee shall prepare Minutes recording the total shareholders attending, shareholders voting, valid ballots, invalid ballots, blank ballots, and the number and percentage of voting rights allocated to each candidate.

- The complete Vote Counting Minutes shall be announced to the Meeting.

- Complaints concerning election results shall be considered only at the Meeting; shareholders may not challenge their validity at another time. In the event of disagreement over election procedures or results, the Vote Counting Committee shall review the matter and submit it to the Meeting for decision.

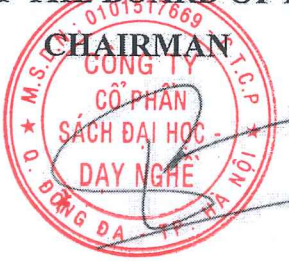
III. IMPLEMENTATION PROVISIONS

These Election Regulations shall be read before the Meeting and submitted to all shareholders for approval before implementation.

If approved by shareholders representing more than 50% of the total votes of all shareholders attending and voting, these Regulations shall take effect immediately.

Recipients:
- *Company shareholders;*
- *Meeting Organizing Committee;*
- *BOD and Supervisory Board members;*
- *Archives.*

ON BEHALF OF THE BOARD OF DIRECTORS
CHAIRMAN



DANG TRAN BAO TIN

HIGHER EDUCATION AND VOCATIONAL BOOK JOINT STOCK COMPANY	**SOCIALIST REPUBLIC OF VIETNAM**
No.234/TB-HEV	**Independence – Freedom – Happiness**
	Hanoi, 16/11/2026

NOTICE

(Nomination and self-nomination of candidates for additional election to the Board of Directors for 2026–2030 to replace resigned members)

To: Esteemed Shareholders of Higher Education and Vocational Book Joint Stock Company

- *Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020 and relevant documents;*
- *Pursuant to the Charter on Organization and Operation of Higher Education and Vocational Book Joint Stock Company;*
- *Pursuant to the resignation letter dated October 16, 2026 of BOD member Mr. Doan Huu Doan and the resignation letter dated October 19, 2026 of BOD member Ms. Nguyen Bich Ngoc;*

The Board of Directors of Higher Education and Vocational Book Joint Stock Company respectfully informs shareholders of nominations and self-nominations for the additional election of BOD members for the 2026–2030 term as follows:

I. OBJECTIVES

- To ensure compliance with Vietnamese law, practices and the Company Charter;
- To ensure openness, democracy and the lawful rights and interests of all shareholders;
- To ensure a focused, orderly and organizationally stable General Meeting of Shareholders.

II.NOMINATION/SELF-NOMINATION CONDITIONS AND QUALIFICATIONS FOR BOD MEMBERS

1. Composition and term of the Board of Directors

- Number of additional BOD members to be elected: two (02).
- Term of additionally elected BOD members: the remainder of the 2026–2030 term.
- Number of nominated/self-nominated BOD candidates: unlimited.

2. Conditions for nomination/self-nomination of BOD members

Pursuant to Articles 24 and 25 of the Company Charter and Clause 5, Article 115 of the Law on Enterprises, shareholders or shareholder groups may aggregate their voting rights to nominate BOD candidates as follows:

- 10% of the total voting shares: one (01) candidate;

- More than 10% to 30%: up to two (02) candidates;

- More than 30% to 40%: up to three (03) candidates;

- More than 40% to 50%: up to four (04) candidates;

- More than 50%: up to the number of BOD positions to be filled.

Where the number of candidates nominated or self-nominated is insufficient under Clause 5, Article 115 of the Law on Enterprises, the incumbent BOD may introduce additional candidates or organize nominations in accordance with the Company Charter, Internal Regulations on Corporate Governance and BOD Operating Regulations.

The nomination of additional candidates by the incumbent BOD must be clearly disclosed before the GMS votes on the election of BOD members in accordance with law.

3. Qualifications for BOD members

BOD members must meet the conditions and standards stipulated in Article 155 of the Law on Enterprises, specifically:

- Not be a person described in Clause 2, Article 17 of the Law on Enterprises;

- Have professional qualifications and experience in business management or in the Company's business lines and sectors; a BOD member need not be a Company shareholder;

- A BOD member may concurrently serve as a BOD member of another company.

Independent BOD members must satisfy the conditions and standards under Article 155 of the Law on Enterprises, specifically:

- Not currently work for the Company, its parent company or subsidiary, and not have worked for such companies in the preceding three consecutive years;

- Not receive salary or remuneration from the Company, except allowances payable to BOD members as prescribed;

- Not have a spouse, biological or adoptive parent, biological or adopted child, or full sibling who is a major shareholder or manager of the Company or a subsidiary;

- Not directly or indirectly own at least 1% of the Company's total voting shares;

- Not have served as a member of the Company's BOD or Supervisory Board in the preceding five consecutive years, except in the case of appointment for two consecutive terms.

III.DOCUMENTS FOR NOMINATION/SELF-NOMINATION OF BOD CANDIDATES

1. BOD candidate nomination/self-nomination form (attached template).

2. Notice of establishment of a shareholder group and nomination/self-nomination of a BOD candidate (attached template).

3. Candidate curriculum vitae (attached template).

4. Notarized copies of the candidate's identity card/citizen identity card/passport, degrees and certificates.

Templates for candidate nomination/self-nomination forms, curricula vitae and notices of shareholder group establishment are posted on the Company's website: https://hevobooks.com.

To facilitate preparation of the candidate list, eligible shareholders/shareholder groups wishing to nominate or stand as candidates for BOD members of Higher Education and Vocational Book Joint Stock Company for Term VI (2026–2030) should submit their dossiers before 4:00 p.m. on November 26, 2026 to:

Planning–Finance–Administration Department, Higher Education and Vocational Book Joint Stock Company.

3rd Floor, Building B, 187B Giang Vo Street, O Cho Dua Ward, Hanoi.

Mark the dossier: "Nomination/Self-Nomination Dossier for Board of Directors Members".

Email: pkt.dhdn@gmail.com.

Note: Candidates and nominees for the BOD are responsible before the law and the GMS for the truthfulness and accuracy of their nomination/self-nomination dossiers.

Respectfully announced!

ON BEHALF OF THE BOARD OF DIRECTORS

CHAIRMAN

CÔNG TY CỔ PHẦN SÁCH ĐẠI HỌC DẠY NGHỀ

DANG TRAN BAO TIN

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NOMINATION FORM/CANDIDATE NOMINATION
Board Member

To: Organizing Committee for the 1st Extraordinary General Meeting of Shareholders of 2026 University and Vocational Books Joint Stock Company

Shareholders: .....

Business registration number/ID card/Passport: ..... Date of issue.....

Place of issue:.....

Legal representative if shareholder is an organization: .....

Address:.....

Number of shares: .....

(In words:.....)

Corresponding to the total face value ..... copper

After reviewing the conditions and criteria for candidacy and nomination for membership in the Board of Directors in the Enterprise Law, the Company Charter and the Notice of nomination/candidate for election of additional members of the Board of Directors for term V (2026-2030) of University - Vocational Training Book Joint Stock Company,

I propose:

1. Self-nominate for membership of the Board of Directors ☐
2. Shareholders nominate others for membership of the Board of Directors ☐

- Full name of nominee: .....
- Date of birth: .....
- ID card/CCCD/Passport number: Date of issue Place of issue: .....
- Address: .....
- Other information: .....

(Nominating shareholders mark √ in the corresponding blank box. Nomination and candidacy forms are sent to University - Vocational Training Book Joint Stock Company together with the candidate's profile)

....., date ... month ... year 2026

Shareholders

Attached documents:
- Valid copy of ID card/CCCD/Passport;
- Valid copy of relevant diplomas;
- Candidate's CV according to the form.

Shareholders are requested to send their candidacy/nomination forms to the following address:
Organizing Committee of the 2026 Annual General Meeting of Shareholders
University and Vocational Training Book Joint Stock Company
Address: 3rd Floor, Building B, 187B Giang Vo - Hanoi
Tel: 0243.9717189 Fax: 0243.9717189
Time: no later than 16:00, Jun 2nd, 2026

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NOTICE OF FORMATION OF A SHAREHOLDER GROUP AND NOMINATION OF CANDIDATES FOR THE BOARD OF DIRECTORS

To: **THE BOARD OF DIRECTORS OF HIGHER EDUCATION AND VOCATIONAL BOOK JOINT STOCK COMPANY**

Pursuant to Articles 24 and 25 of the Charter on Organization and Operation of Higher Education and Vocational Book Joint Stock Company and Clause 5, Article 115 of the Law on Enterprises, a shareholder or group of shareholders may aggregate their voting rights to nominate candidates for the Board of Directors as follows:

– Holding 10% of the total voting shares: entitled to nominate one (01) candidate;
– Holding more than 10% up to 30%: entitled to nominate up to two (02) candidates;
– Holding more than 30% up to 40%: entitled to nominate up to three (03) candidates;
– Holding more than 40% up to 50%: entitled to nominate up to four (04) candidates;
– Holding more than 50%: entitled to nominate a maximum number of candidates equal to the number of Board members to be elected.

I/We am/are the following shareholder(s)/group of shareholders:

No.	Shareholder name	Citizen ID/Business registration No.	Number of shares held	Shares held / total Company shares (%)	Signature
01					
02					
	Total				

I/We hereby nominate the following individual(s) as candidates for the election of additional members of the Board of Directors for Term VI (2026–2030) at the First Extraordinary General Meeting of Shareholders in 2026 of Higher Education and Vocational Book Joint Stock Company, to be held on 07 December 2026:

Full name of Candidate 1: .....
Permanent address: .....
Contact address: .....
Citizen ID No.:.....Place of issue:.....Date of issue: .....
Professional qualifications: .....

Full name of Candidate 2: .....
Permanent address: .....
Contact address: .....
Citizen ID No.:.....Place of issue:.....Date of issue: .....
Professional qualifications: .....

Enclosed with this Notice are copies of the Identity Card/Citizen Identity Card/Passport of the above-named individual(s).

Respectfully submitted.

Shareholder / Representative of the Shareholder Group
(Signature, full name and seal, if any)

Shareholders are requested to send this Notice to:

Organizing Committee of the First Extraordinary General Meeting of Shareholders in 2026 – Higher Education and Vocational Book Joint Stock Company

Address: 187B Giang Vo, O Cho Dua Ward, Hanoi, Vietnam

Tel.: 0243 971 7189 Fax: 0243 971 7189

Deadline: **No later than 4:00 p.m. on 26 November 2026**

M.S.D.N: 0101517669 - C.T.C.P
CÔNG TY CỔ PHẦN SÁCH ĐẠI HỌC - DẠY NGHỀ
Q. ĐỐNG ĐA - TP. HÀ NỘI

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CURRICULUM VITAE

Image 4x6cm

1. Full name: ..... Gender: male/female;
2. Date of birth: .....
3. Place of birth: .....
4. Nationality: .....
5. ID card/CCCD/Passport number: ..... date of issue ... / ... / .....
6. Place of issue ..... Expiry date ... / ... / .....
7. Place of permanent residence registration: house number ..... block/hamlet/village .... ward/commune ..... district/county ..... province/city .....
8. Current address: .....
9. Professional qualifications: .....
10. Job: .....
11. Individual securities ownership at University - Vocational Training Book Joint Stock Company: ..... shares
12. Name and address of the legal entity that you represent, the capital contribution ratio represented (in case you are the representative of the capital contribution of a legal entity shareholder)

Legal entity name	Head office address	Number of shares	Represented equity ratio

13. Professional training process:

Time	Training place	Specialized training	Degree

14. Working process

Time	Workplace	Job location

15. Declaration of related persons (declare all "related person" relationships as prescribed in Clause 46, Article 4 of the Securities Law):

Full name/Name of related organization	Relationship with the declarant	Business Registration Certificate/ ID card, date of issue, place of issue	Workplace	Job location	Number of shares held	Holding rate

I hereby undertake and take responsibility for the accuracy and truthfulness of the above contents. I undertake to perform my duties honestly, carefully and for the best interests of the company if elected as a member of the Board of Directors.

....., date ... month ... year 2026

Confirmation from competent authority	**Declarant**
(Local authority, or workplace)	*(Signature, full name)*

HIGHER EDUCATION AND VOCATIONAL BOOK JOINT STOCK COMPANY

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MINUTES OF VERIFICATION OF SHAREHOLDER ELIGIBILITY

FOR ATTENDANCE AT THE FIRST EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS IN 2026

HIGHER EDUCATION AND VOCATIONAL BOOK JOINT STOCK COMPANY

– Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020, of the National Assembly of the Socialist Republic of Vietnam and its implementing documents;

– Pursuant to the Charter of Higher Education And Vocational Book Joint Stock Company;

Today, December 7, 2026, at the Auditorium of Hanoi Education Publishing House, 187B Giang Vo, O Cho Dua Ward, Hanoi City, the Shareholder Eligibility Verification Committee, consisting of:

1. … – Head of Committee
2. … – Member
3. … – Member

Conducted the verification of eligibility of shareholders attending the First Extraordinary General Meeting of Shareholders in 2026 of Higher Education And Vocational Book Joint Stock Company. As of the opening of the Meeting at 8:00 a.m. on …… …… 2026, the verification results were as follows:

– Total shareholders on the record date of November 9, 2026: …… shareholders.

– Total voting shares: 5,000,000 shares.

– Total voting shareholders attending the Meeting: …… shareholders.

Including:

• Shareholders attending in person: …… shareholders, representing …… shares, equivalent to ……% of the total voting shares.

• Authorized shareholder representatives attending the Meeting: …… representatives, representing …… shares, equivalent to ……% of the total voting shares.

• Total shares represented by shareholders/shareholder representatives attending the Meeting: …… shares, equivalent to ……% of the total voting shares.

All shareholders and shareholder representatives were eligible to attend the Meeting.

Pursuant to Article 145 of the Law on Enterprises and the Charter on Organization and Operation of Higher Education And Vocational Book Joint Stock Company, the First Extraordinary General Meeting of Shareholders in 2026 held on December 7, 2026 was lawful, valid and qualified to proceed.

These minutes were drawn up at 8:a.m. on December 7, 2026. The members of the Shareholder Eligibility Verification Committee agreed to the contents, and a representative

of the Committee announced the verification results to the Meeting. All relevant documents were handed over to the Chairperson of the Meeting.

HEAD OF COMMITTEE **MEMBER** **MEMBER**

CÔNG TY CỔ PHẦN SÁCH ĐẠI HỌC – DẠY NGHỀ
HIGHER EDUCATION AND VOCATIONAL BOOK JOINT STOCK COMPANY

ĐẠI HỘI ĐỒNG CỔ ĐÔNG BẤT THƯỜNG LẦN 1 NĂM 2026
FIRST EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS IN 2026

PHIẾU BIỂU QUYẾT/ *VOTING BALLOT*

Họ, tên cổ đông (nếu là tổ chức ghi tên công ty)/*Shareholder's full name (company name if an organization)*:_____

Số cổ phiếu biểu quyết/*Number of voting shares*: _____ ;

Mã số cổ đông/*Shareholder ID*: _____

Địa chỉ/*Address*:_____

STT No.	Nội dung biểu quyết Voting matters	Tán thành/*For*	Không tán thành/ *Against*	Không có ý kiến/ *Abstain*
1	Tờ trình về việc thông qua chấp thuận cho Công ty TNHH Thương Mại Quốc Tế Linco nhận chuyển nhượng cổ phiếu HEV mà không phải chào mua công khai/*Proposal to approve Linco International Trading Company Limited's acquisition of HEV shares by transfer without conducting a public tender offer.*	☐	☐	☐
2	Tờ trình miễn nhiệm và bầu bổ sung thành viên Hội đồng Quản trị nhiệm kỳ VI (2026–2030)/*Proposal on the dismissal and additional election of members of the Board of Directors for the sixth term (2026–2030).*	☐	☐	☐
3	Tờ trình về việc bổ sung ngành nghề kinh doanh cho Công ty Cổ phần Sách Đại học – Dạy nghề/*Proposal to add business lines to Higher Education and Vocational Book Joint Stock Company.*	☐	☐	☐

Hướng dẫn:

Cổ đông đánh dấu (X) vào một trong ba ô "Tán thành", "Không tán thành" hoặc "Không có ý kiến" đối với từng nội dung. Nội dung không được đánh dấu được coi là "Không có ý kiến"/ *Instructions: Mark (X) in one box (For, Against or Abstain) for each voting matter. An unmarked matter will be treated as an abstention.*

CỔ ĐÔNG/NGƯỜI ĐẠI DIỆN CỔ ĐÔNG
SHAREHOLDER/AUTHORIZED REPRESENTATIVE
(Ký tên / Signature)

CÔNG TY CỔ PHẦN SÁCH ĐẠI HỌC – DẠY NGHỀ
HIGHER EDUCATION AND VOCATIONAL BOOK JOINT STOCK COMPANY

ĐẠI HỘI ĐỒNG CỔ ĐÔNG BẤT THƯỜNG LẦN 1 NĂM 2026
FIRST EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS IN 2026

PHIẾU BẦU CỬ/*ELECTION BALLOT*

Họ, tên Cổ đông (nếu là Tổ chức ghi tên Công ty)/*Shareholder's full name (for organizations, state the company name):* _____

Số cổ phiếu biểu quyết/ *Number of voting shares*: _____;

Mã số cổ đông/ *Shareholder ID:* _____

Tổng số phiếu bầu/ *Total number of votes:* _____

Địa chỉ/ *Address:* _____

I. Bầu cử bổ sung thành viên Hội đồng quản trị nhiệm kỳ VI (2026–2030)/*Election of additional Board of Directors members for Term VI (2026–2030)*

STT *No.*	**Họ và tên ứng viên Hội đồng quản trị/*Full name of Board of Directors candidate***	**Bầu số lượng cụ thể cho ứng viên (viết số phiếu bầu cho ứng viên lựa chọn)/*Votes allocated to the candidate (enter the specific number of votes)***
1		
2		
	Tổng cộng/*Total (*)*	

- Tổng số phiếu bầu = Số cổ phiếu có quyền biểu quyết × 2 (ví dụ: cổ đông sở hữu 1.000 cổ phiếu có quyền biểu quyết sẽ có tổng cộng 2.000 phiếu bầu (1.000 × 2). Cổ đông có thể bầu toàn bộ 5.000 phiếu bầu cho 01 ứng viên hoặc phân bổ số phiếu bầu cho các ứng viên trong danh sách/ Total votes = Number of voting shares × 2 (e.g., a shareholder holding 1,000 voting shares has 2,000 votes (1,000 × 2). A shareholder may allocate all 5,000 votes to one candidate or distribute the votes among candidates on the list.
- Tổng cộng (*) không được vượt quá Tổng số phiếu bầu/*Total (*) must not exceed the total number of votes.*

Cổ đông/Người đại diện của cổ đông
Shareholder/Shareholder's representative
(Ký tên/ *Signature*)

CỘNG HÒA XÃ HỘI CHỦ NGHĨA VIỆT NAM

Độc lập – Tự do – Hạnh phúc

……, ngày ….. tháng….. năm 2026

GIẤY ĐĂNG KÝ (HOẶC UỶ QUYỀN) THAM DỰ ĐẠI HỘI ĐỒNG CỔ ĐÔNG BẤT THƯỜNG LẦN 1 NĂM 2026

Kính gửi: CÔNG TY CỔ PHẦN SÁCH ĐẠI HỌC – DẠY NGHỀ

Tên Cổ đông:..... Mã số Cổ đông: .....
Địa chỉ thường trú/Trụ sở chính:.....
Địa chỉ liên lạc:..... Điện thoại: .....
/Hộ chiếu/ĐKKD:..... Cấp ngày:.....
Số cổ phần sở hữu: .....
(bằng chữ:.....)
Người đại diện (đối với tổ chức):..... Chức vụ: .....

LỰA CHỌN:

☐ **Đăng ký trực tiếp tham dự Đại hội đồng cổ đông bất thường lần 1 năm 2026:**

Bằng văn bản này tôi đăng ký tham dự Đại hội đồng Cổ đông bất thường lần 1 năm 2026 của Công ty cổ phần Sách Đại học – Dạy nghề vào ngày …/…./2026.

☐**Đối với trường hợp ủy quyền tham dự Đại hội, cổ đông có thể lựa chọn 1 trong hai phương án sau về người được ủy quyền:**

1. **Thông tin của người được ủy quyền (nếu có).**
   - Ông/Bà/Tổ chức: .....
   - Hộ khẩu thường trú/trụ sở chính: .....
   - Địa chỉ liên lạc:.....Điện thoại:.....
   - Số CMND/CCCD/Hộ chiếu/Số ĐKKD: ..... Cấp ngày:.....
   - Số cổ phần được ủy quyền: .....
     (bằng chữ:.....)
     Người đại diện (đối với tổ chức):..... Chức vụ: .....
2. **Ủy quyền cho một trong các thành viên Hội đồng quản trị nhiệm kỳ 2026 – 2030:**
   - 2.1. Ông Đặng Trần Bảo Tín - Chủ tịch HĐQT ☐
   - 2.2. Ông Doãn Hữu Đoàn - Ủy viên HĐQT ☐
   - 2.3 Bà Nguyễn Bích Ngọc - Ủy viên HĐQT ☐
   - 2.4 Bà Lê Phương Thảo - Ủy viên HĐQT ☐
   - 2.5 Bà Dương Thanh Tâm - Ủy viên HĐQT ☐

Nội dung ủy quyền

Theo giấy ủy quyền này, Bên được ủy quyền có toàn quyền thay mặt Cổ đông tham dự, thảo luận, biểu quyết và thực hiện các quyền và nghĩa vụ khác của Cổ đông theo quy định tại Điều lệ Công ty cổ phần Sách Đại học – Dạy nghề tương ứng với……cổ phần (bằng chữ: .....) tại Đại

Lưu ý: Đề nghị Quý Cổ đông gửi Giấy đăng ký này bằng đường bưu điện hoặc email về địa chỉ hoặc số fax hoặc email ghi trên Thông báo và mời họp Đại hội đồng Cổ đông trước 16h00' ngày …./…./2026 và Người được ủy quyền mang theo giấy ủy quyền tại ngày họp

hội đồng cổ đông bất thường lần 1 năm 2026 ngày / /2026. Nội dung ủy quyền này có hiệu lực kể từ ngày ký đến khi kết thúc Đại hội.
Trân trọng./.

Tên và chữ ký của Cổ đông	**Bên được ủy quyền (nếu có)**
(ký, ghi rõ họ tên, đóng dấu (nếu là tổ chức))	(ký, ghi rõ họ tên, đóng dấu (nếu là tổ chức))

Lưu ý: Đề nghị Quý Cổ đông gửi Giấy đăng ký này bằng đường bưu điện hoặc email về địa chỉ hoặc số fax hoặc email ghi trên Thông báo và mời họp Đại hội đồng Cổ đông trước 16h00' ngày …./…./2026 và Người được ủy quyền mang theo giấy ủy quyền tại ngày họp

HIGHER EDUCATION AND VOCATIONAL BOOK JOINT STOCK COMPANY

No.: ...../BC-DH-DN

SOCIALIST REPUBLIC OF VIETNAM

Independence – Freedom – Happiness

Hanoi, ... 2026

MINUTES OF VOTE COUNTING

AT THE FIRST EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS IN 2026

I. COMPANY INFORMATION

HIGHER EDUCATION AND VOCATIONAL BOOK JOINT STOCK COMPANY

Enterprise Registration Certificate No. 0101517669, first issued on July 28, 2004, and amended for the eighth time on December 23, 2025.

Address: 187B Giang Vo, O Cho Dua Ward, Hanoi.

II. THE MEETING ELECTED THE FOLLOWING VOTE COUNTING COMMITTEE:

- Mr./Ms. ..... – Head of Committee
- Mr./Ms. ..... – Member
- Mr./Ms. ..... – Member

III. PURPOSE AND MATTERS FOR APPROVAL

The First Extraordinary General Meeting of Shareholders in 2026 of Higher Education And Vocational Book Joint Stock Company voted by secret ballot on matters within its authority, including:

1. Submission for approval of Linco International Trading Company Limited to acquire HEV shares without conducting a public tender offer;

2. Submission on dismissal and additional election of members of the Board of Directors for Term VI (2026–2030);

3. Submission on the addition of business lines of Higher Education And Vocational Book Joint Stock Company.

IV. VOTING AT THE MEETING

Total ballots distributed at the Meeting: ..... ballots.

Total ballots collected: ..... ballots.

– Valid ballots: ..... ballots, corresponding to ..... shares.

– Invalid ballots: ..... ballots, corresponding to ..... shares.

No.	Matter put to vote	In favor	Against	No opinion
1	Submission for approval of Linco International Trading Company Limited to acquire HEV shares without conducting a public tender offer;	Number of shares: ……; corresponding to …… of the total voting ballots of all shareholders attending and voting at the Meeting.	Number of shares: ……; corresponding to …… of the total voting ballots of all shareholders attending and voting at the Meeting.	Number of shares: ……; corresponding to …… of the total voting ballots of all shareholders attending and voting at the Meeting.
2	Submission on dismissal and additional election of members of the Board of Directors for Term VI (2026–2030);	Number of shares: ……; corresponding to …… of the total voting ballots of all shareholders attending and voting at the Meeting.	Number of shares: ……; corresponding to …… of the total voting ballots of all shareholders attending and voting at the Meeting.	Number of shares: ……; corresponding to …… of the total voting ballots of all shareholders attending and voting at the Meeting.
3	Submission on the addition of business lines of Higher Education And Vocational Book Joint Stock Company.	Number of shares: ……; corresponding to …… of the total voting ballots of all shareholders attending and voting at the Meeting.	Number of shares: ……; corresponding to …… of the total voting ballots of all shareholders attending and voting at the Meeting.	Number of shares: ……; corresponding to …… of the total voting ballots of all shareholders attending and voting at the Meeting.

V. SUMMARY OF MATTERS APPROVED BY THE MEETING

1. Submission for approval of …… to acquire HEV shares without conducting a public tender offer;

2. Submission on dismissal and additional election of members of the Board of Directors for Term VI (2026–2030);

3. Submission on the addition of business lines of Higher Education And Vocational Book Joint Stock Company.

These minutes were made in four (04) originals at …… hours …… minutes on June 12, 2026.

CHAIRPERSON OF THE MEETING

HEAD OF VOTE COUNTING COMMITTEE

MEMBERS OF THE VOTE COUNTING COMMITTEE

HIGHER EDUCATION AND VOCATIONAL BOOK JOINT STOCK COMPANY	**SOCIALIST REPUBLIC OF VIETNAM**
	Independence – Freedom – Happiness
No.: ..... /BC-DH-DN	*Hanoi, ... 2026*

VOTE COUNTING MINUTES FOR THE ELECTION

OF MEMBERS OF THE BOARD OF DIRECTORS FOR TERM VI (2026–2030)

I. COMPANY INFORMATION

HIGHER EDUCATION AND VOCATIONAL BOOK JOINT STOCK COMPANY

Enterprise Registration Certificate No. 0101517669, first issued on July 28, 2004, and amended for the eighth time on December 23, 2025.

Address: 187B Giang Vo, O Cho Dua Ward, Hanoi.

II. THE MEETING ELECTED THE FOLLOWING VOTE COUNTING COMMITTEE:

- Mr./Ms. ..... – Head of Committee
- Mr./Ms. ..... – Member
- Mr./Ms. ..... – Member

III. PURPOSE OF THE ELECTION

The First Extraordinary General Meeting of Shareholders in 2026 of Higher Education And Vocational Book Joint Stock Company conducted an additional election of members of the Company's Board of Directors for Term VI (2026–2030) by cumulative voting.

IV. RESULTS OF THE ADDITIONAL ELECTION OF BOARD OF DIRECTORS MEMBERS FOR TERM VI (2026–2030)

The Vote Counting Committee counted the ballots for the additional election of Board of Directors members for Term VI (2026–2030) at the Company's First Extraordinary General Meeting of Shareholders in 2026 by secret ballot and cumulative voting.

Election results for members of the Board of Directors:

- Number of ballots distributed: ..... ballots.
- Number of ballots collected: ..... ballots, of which:

  + Valid ballots: ..... ballots.

  + Invalid ballots: ..... ballots.

The results of the additional election of Board of Directors members are as follows:

Full name	Total votes received	Ratio / Total voting shares represented by shareholders attending and voting at the Meeting
Mr./Ms.	.....	.....
Mr./Ms.	.....	.....

Pursuant to the Election Regulations and the above vote counting results, the following persons were elected to the Board of Directors of Higher Education And Vocational Book Joint Stock Company for Term VI (2026–2030):

Full name
Mr./Ms.: .....
Mr./Ms.: .....

The vote counting was completed at ..... on December 7, 2026.

These minutes comprise ..... (.....) pages and have been read, understood and unanimously agreed to by all members of the Vote Counting Committee. The Head of the Vote Counting Committee announced the vote counting results to the Meeting. The Vote Counting Committee handed over all ballots and these minutes to the Chairperson of the Meeting.

CHAIRPERSON OF THE MEETING **VOTE COUNTING COMMITTEE**

Head of Committee

DANG TRAN BAO TIN

Member

Member

HIGHER EDUCATION AND VOCATIONAL BOOK JOINT STOCK COMPANY	**SOCIALIST REPUBLIC OF VIETNAM**
No.: … /TTr-BOD	**Independence – Freedom – Happiness**
	Hanoi, …… …… 2026

SUBMISSION

Re: Election of the Vote Counting Committee for the First Extraordinary General Meeting of Shareholders in 2026

To: The First Extraordinary General Meeting of Shareholders in 2026 of Higher Education And Vocational Book Joint Stock Company

– Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020, and its guiding, amending and supplementary documents;

– Pursuant to the Law on Securities No. 54/2019/QH14 dated November 26, 2019, and its guiding, amending and supplementary documents;

– Pursuant to the Charter on Organization and Operation of Higher Education And Vocational Book Joint Stock Company;

The Board of Directors of Higher Education And Vocational Book Joint Stock CompanY respectfully submits to the General Meeting of Shareholders for approval the composition of the Vote Counting Committee for the First Extraordinary General Meeting of Shareholders in 2026, comprising the following members:

No.	Full name	Title	Position on the Vote Counting Committee
1			
2			
3			

Respectfully submitted to the First Extraordinary General Meeting of Shareholders in 2026 for voting and approval.

Thank you very much.

ON BEHALF OF THE BOARD OF DIRECTORS

CHAIRMAN

Recipients:
– Company shareholders;
– Board of Directors, Supervisory Board;
– Office archives.

DANG TRAN BAO TIN

HIGHER EDUCATION AND VOCATIONAL BOOK JOINT STOCK COMPANY	**SOCIALIST REPUBLIC OF VIETNAM**
No: 27/TTr-BOD	**Independence – Freedom – Happiness**
	Hanoi, 16/11/2026

PROPOSAL

Removal and additional election of Board of Directors members for Term VI (2026–2030)

To: General Meeting of Shareholders of Higher Education and Vocational Book Joint Stock Company

- *Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;*
- *Pursuant to the Law on Securities No. 54/2019/QH14 dated November 26, 2019, as amended by Law No. 56/2024/QH15 dated November 29, 2024;*
- *Pursuant to relevant legal documents;*
- *Pursuant to the Charter on Organization and Operation of the Company;*
- *Pursuant to the resignation letters of members of the Board of Directors;*

The Board of Directors ("BOD") of Higher Education and Vocational Book Joint Stock Company (the "Company" or "HEV") respectfully submits to the First Extraordinary General Meeting of Shareholders in 2026 for consideration and approval the removal of BOD members and the additional election of BOD members for Term VI (2026–2030), as follows:

1. Removal of members of the Board of Directors

On October 16, 2026 and October 19, 2026, the Company received resignation letters from Mr. Doan Huu Doan and Ms. Nguyen Bich Ngoc, respectively, regarding their positions as BOD members. Pursuant to Clause 1, Article 14 of the Company Charter, the BOD respectfully requests that the GMS approve the removal of Mr. Doan Huu Doan and Ms. Nguyen Bich Ngoc from the BOD. Their removal shall take effect upon approval by the Extraordinary GMS in 2026.

2. Additional election of members of the Board of Directors for Term VI (2026–2030)

To maintain five (05) BOD members as required by the Company Charter, the BOD respectfully requests approval from the Extraordinary GMS in 2026 to elect replacement members for the two (02) members whose removal has been approved:

Number of additional BOD members to be elected: two (02).

Term of newly elected replacement members: 2026–2030.

Information on candidates for the additional BOD election will be compiled and disclosed by the BOD after receipt and verification of valid nominations and candidacies, within the disclosure period required by law and the Company Charter.

Respectfully submitted to the General Meeting of Shareholders for consideration and approval.

Respectfully.

Recipients:

- Company shareholders;

- BOD and Supervisory Board;

- Office archives.

ON BEHALF OF THE BOARD OF DIRECTORS

CHAIRMAN

M.S.D.N: 0101517669 - C.T.C.P - CÔNG TY CỔ PHẦN SÁCH ĐẠI HỌC DẠY NGHỀ - TP. HÀ NỘI

DANG TRAN BAO TIN

HIGHER EDUCATION AND VOCATIONAL BOOK JOINT STOCK COMPANY	**SOCIALIST REPUBLIC OF VIETNAM**
No.238/TTr-BOD	**Independence – Freedom – Happiness**
	Hanoi, 16/11/2026

PROPOSAL

Approval of Linco International Trading Company Limited acquiring HEV shares without a mandatory public tender offer

To: General Meeting of Shareholders of Higher Education and Vocational Book Joint Stock Company

- *Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;*
- *Pursuant to the Law on Securities No. 54/2019/QH14 dated November 26, 2019, as amended by Law No. 56/2024/QH15 dated November 29, 2024;*
- *Pursuant to Government Decree No. 155/2020/ND-CP dated December 31, 2020, detailing certain articles of the Law on Securities, as amended and supplemented by Decree No. 245/2025/ND-CP dated September 11, 2025;*
- *Pursuant to relevant legal documents;*
- *Pursuant to the Charter on Organization and Operation of the Company;*
- *Pursuant to Document No. ... dated ... issued by Linco International Trading Company Limited;*

The Board of Directors (the "BOD") of Higher Education and Vocational Book Joint Stock Company (the "Company" or "HEV") respectfully submits to the First Extraordinary General Meeting of Shareholders in 2026 (the "GMS") for consideration and approval the exemption from a mandatory public tender offer in connection with an investor's acquisition of voting shares in the Company, as detailed below:

Under Point b, Clause 2, Article 35 of the Law on Securities, organizations, individuals and their related persons are not required to conduct a public tender offer when receiving transfers of outstanding voting shares resulting in ownership reaching the thresholds specified in Clause 1 of that Article, provided that the transfer has been approved by the GMS of the public company. In such case, the GMS must clearly identify the transferor and transferee.

Based on the request of Linco International Trading Company Limited in Document No. ... and the above legal provisions, the BOD respectfully submits the following transaction for approval of exemption from the mandatory public tender offer requirement:

1. Transferee:

Company name: Linco International Trading Company Limited ("Linco").

Enterprise registration number: 0110686906.

Head office: No. 04-LK3, 90 Nguyen Tuan Residential Area, 90 Nguyen Tuan Street, Thanh Xuan Ward, Hanoi, Vietnam.

2. Transferor:

Shareholder: Nguyen Thi Thu Dong.

Citizen identity card No.: ********0208.

Current holding: 4,000,000 shares, representing 80% of the Company's outstanding voting shares.

3. Share information and ownership ratios:

- Share name: Shares of Higher Education and Vocational Book Joint Stock Company.
- Share class: Ordinary shares.
- Stock ticker: HEV.
- Par value: VND 10,000 per share.
- Total outstanding voting shares: 5,000,000 shares.
- Shares held by Linco and its related persons before the transaction: 0 shares, or 0% of outstanding voting shares.
- Proposed number of shares to be transferred: 4,000,000 shares, or 80% of outstanding voting shares.
- Expected holding of Linco and its related persons after the transaction: 4,000,000 shares, or 80% of outstanding voting shares.

4. Voting principles:

- Under Article 84 of Decree No. 155/2020/ND-CP (as amended and supplemented), shareholders who are transferors or transferees and their related persons have no voting rights on the share transfer described in this Proposal. The GMS decision is adopted with the approval of shareholders representing more than 50% of the total voting rights of all remaining eligible shareholders; the specific ratio shall comply with the Company Charter.
- Under Article 20 of the Company Charter, resolutions are adopted with the approval of shareholders holding more than 50% of the total voting rights of all shareholders attending and voting at the meeting, except as stipulated in Clause 1 of Article 20 of the Charter and Clauses 3, 4 and 6 of Article 148 of the Law on Enterprises.

5. Transfer method: Order-matching transactions and/or negotiated transactions in accordance with applicable law.

0101517669 - CÔNG TY CỔ PHẦN ÁCH ĐẠI HỌC DẠY NGHỀ - VG ĐA - TP.

6. Implementation time: After approval by the First Extraordinary GMS in 2026 and expiry of the share transfer restriction period.

7. The GMS assigns/authorizes the BOD to:

- Organize implementation and decide necessary matters related to the share transfer described in this Proposal, ensuring compliance with the contents, conditions and principles approved by the GMS.

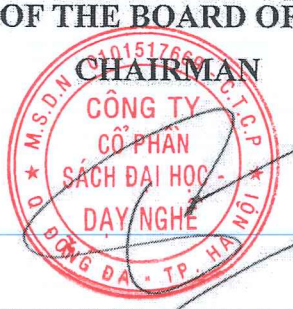
- Coordinate with and assist the parties in completing transfer procedures; signing and providing dossiers, documents, information and explanations; and working with the State Securities Commission, Vietnam Securities Depository and Clearing Corporation (VSDC), stock exchanges and relevant authorities, organizations and individuals within the Company's authority and in accordance with law.

Respectfully submitted to the General Meeting of Shareholders for consideration and approval.

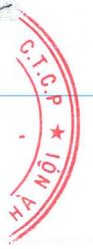
Respectfully.

ON BEHALF OF THE BOARD OF DIRECTORS

CHAIRMAN



DANG TRAN BAO TIN



Recipients:
Company shareholders;
BOD and Supervisory Board;
Office archives.

HIGHER EDUCATION AND VOCATIONAL BOOK JOINT STOCK COMPANY	**SOCIALIST REPUBLIC OF VIETNAM**
No: 235/TTr-BOD	**Independence – Freedom – Happiness**
	Hanoi, 16/11/2026

PROPOSAL

Addition of registered business lines

To: General Meeting of Shareholders of Higher Education and Vocational Book Joint Stock Company

- *Pursuant to the Law on Enterprises No. 59/2020/QH14 dated June 17, 2020;*
- *Pursuant to the Law on Securities No. 54/2019/QH14 dated November 26, 2019, as amended by Law No. 56/2024/QH15 dated November 29, 2024;*
- *Pursuant to Decision No. 36/2025/QD-TTg dated September 29, 2025, promulgating the Vietnam Standard Industrial Classification;*
- *Pursuant to relevant legal documents;*
- *Pursuant to the Charter on Organization and Operation of the Company;*

The Board of Directors ("BOD") of Higher Education and Vocational Book Joint Stock Company (the "Company" or "HEV") respectfully submits to the First Extraordinary General Meeting of Shareholders in 2026 for consideration and approval additions to the Company's registered business lines on its Enterprise Registration Certificate, as follows:

1. Addition of business lines

Additional registered business lines	Code
Wholesale of metals and metal ores (excluding gold, silver and other precious metals)	4672
Wholesale of other construction materials and installation equipment	4673

2. Approval of amendments and supplements to the Company Charter

Approve amendments and supplements to Article 4 of the Charter on Organization and Operation of Higher Education and Vocational Book Joint Stock Company relating to the changes in registered business lines specified above.

3. Authorization by the General Meeting of Shareholders to the Board of Directors

- Carry out relevant procedures for amendment of the Enterprise Registration Certificate and related procedures; amend and supplement the Company Charter; and make required information disclosures following amendment of the Enterprise Registration Certificate and Charter in accordance with law.

- During implementation, the BOD may assign tasks/authorize the Director, who is the Company's legal representative, to carry out specific tasks and relevant procedures with the Business Registration and Corporate Finance Division under the Hanoi Department of Finance to amend the Enterprise Registration Certificate, amend and supplement the Company Charter, and make disclosures as required by law.

Respectfully submitted to the General Meeting of Shareholders for consideration and approval.

Respectfully.

Recipients:

- Company shareholders;

- BOD and Supervisory Board;

- Office archives.

ON BEHALF OF THE BOARD OF DIRECTORS

CHAIRMAN

CÔNG TY CỔ PHẦN SÁCH ĐẠI HỌC - DẠY NGHỀ

DANG TRAN BAO TIN

HIGHER EDUCATION AND VOCATIONAL BOOK JOINT STOCK COMPANY
No.: ...../BBH/ĐHĐCĐ

SOCIALIST REPUBLIC OF VIET NAM
Independence – Freedom – Happiness

Hanoi, ... 2026

DRAFT MINUTES
OF THE FIRST EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS IN 2026
HIGHER EDUCATION AND VOCATIONAL BOOK JOINT STOCK COMPANY

I. COMPANY INFORMATION

Company name:	**HIGHER EDUCATION AND VOCATIONAL BOOK JOINT STOCK COMPANY**
Enterprise Registration Certificate No:	0101517669, first issued by the Hanoi Department of Planning and Investment on 28 July 2004; 8th amendment on 23 December 2025.
Registered address:	187B Giang Vo Street, O Cho Dua Ward, Hanoi City
Correspondence address:	187B Giang Vo Street, O Cho Dua Ward, Hanoi City

II. TIME, VENUE AND ATTENDEES

1. Meeting time: Commenced at 8:30 a.m. on 07 December 2026.

2. Venue: Hall 22/12, Education Publishing House, 187B Giang Vo, O Cho Dua Ward, Hanoi City.

3. Attendees:

Presidium:

Mr. Dang Tran Bao Tin	Chairman of the Board of Directors - Chairperson
Ms.	Member of the Board of Directors
Mr. Tran Dinh Hoang	Company Director

Secretariat:

Ms. Nguyen Thi Huong Giang	Head
Ms.	Member

Shareholder Eligibility Verification Committee:

Ms.	Head
Ms.	Member
Ms.	Member

Vote Counting Committee:

Mr. Head

Ms. Member

Ms. Member

Shareholders present at the opening of the Meeting:

According to the shareholder eligibility verification report presented at the Meeting by Ms. , Head of the Shareholder Eligibility Verification Committee, on behalf of the Committee, the results of verifying shareholder eligibility at the opening of the First Extraordinary General Meeting of Shareholders in 2026 (8:30 a.m.) were as follows:

– Total shareholders on the record date of 09 November 2026: ..... shareholders.

– Total voting shares: 5,000,000 shares.

– Total shareholders attending the Meeting: ..... shareholders, representing ..... shares, equivalent to .....% of all voting shares.

Of which:

+ Shareholders attending in person: ..... shareholders, representing ..... shares, equivalent to .....% of all voting shares.

+ Authorized shareholder representatives: ..... persons, representing ..... shares, equivalent to .....% of all voting shares.

Pursuant to Article 145 of the Law on Enterprises and the Charter of Higher Education and Vocational Book Joint Stock Company, the First Extraordinary General Meeting of Shareholders in 2026 held on 07 December 2026 was lawful, valid and duly qualified to proceed.

At the time of voting on the reports and proposals, the total number of shareholders and their authorized representatives attending was ..... shareholders, representing ..... shares, equivalent to .....% of all voting shares of the Company.

III. PROCEEDINGS OF THE MEETING

1. Opening of the Meeting

1.1. Ms. , the master of ceremonies, announced the purpose of the Meeting and introduced the delegates attending the First Extraordinary General Meeting of Shareholders in 2026. She presented the proposed personnel for approval by the General Meeting of Shareholders:

– The Presidium.

– The Secretariat.

– The Vote Counting Committee.

The Meeting approved the proposed personnel of the Presidium, Secretariat and Vote Counting Committee by a show of voting cards, with 100% of voting shares present and voting in favor.

1.2. Mr. Dang Tran Bao Tin, Chairman of the Board of Directors, presented the Meeting agenda and requested shareholders' approval.

The Meeting approved the agenda by a show of voting cards, with 100% of voting shares present and voting in favor.

1.3. Mr. Dang Tran Bao Tin, Chairman of the Board of Directors, presented the Meeting Rules and requested shareholders' approval.

The Meeting approved the Meeting Rules by a show of voting cards, with 100% of voting shares present and voting in favor.

2. Agenda items

i. Mr./Ms. …… – Member of the Board of Directors, presented the Proposal for approval of …… to acquire HEV shares without conducting a public tender offer;

ii. Mr./Ms. …… – Member of the Board of Directors, presented the Proposal on the dismissal and additional election of members of the Board of Directors for Term VI (2026–2030);

iii. Mr. Tran Dinh Hoang – Company Director, presented the Proposal to add business lines to Higher Education and Vocational Book Joint Stock Company;

iv. Mr./Ms. – Head of the Vote Counting Committee, read out the Election Regulations and sought the General Meeting's approval.

3. Shareholders' discussions and questions to the Board of Directors

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4. Statements by attending delegates

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5. Voting on matters submitted to the Meeting

Mr. Dang Tran Bao Tin requested the Meeting to vote on the matters submitted for approval.

The Meeting voted by a show of voting cards. The voting results were as follows:

No	Matter put to vote	Discussion summary	Attending shareholders	Voting shares present	Shares in favor	In favor %	Shares against	Against %	No opinion shares	No opinion %
1	Approval of Linco International Trading Company Limited to acquire HEV shares without a public tender offer	No other comments								
2	Dismissal and additional election of Board members for Term VI (2026–2030)	No other comments								
3	Addition of business lines to the Company	No other comments								

6. Additional election of members of the Board of Directors for Term VI (2026–2030)

Mr./Ms. – Head of the Vote Counting Committee, presented the Regulations on the Election of Board members for Term VI (2026–2030) and requested approval.

The Meeting approved the Election Regulations by a show of voting cards, with ..... shares in favor, representing 100% of voting shares present and voting at the Meeting.

Results of the election of members of the Board of Directors

– Ballots issued: ..... ballots.

– Ballots collected: ..... ballots, of which:

– Valid ballots: ..... ballots.

– Invalid ballots: ..... ballots.

The results of the election of members of the Board of Directors are as follows:

Full name	Total votes received	Percentage of voting shares present and voting at the Meeting

Based on the Election Regulations and the above vote-counting results, the following persons were elected as members of the Board of Directors for Term VI (2026–2030) of Higher Education and Vocational Book Joint Stock Company:

Full name

SUMMARY OF MATTERS APPROVED BY THE MEETING

Based on the above voting results, the Meeting Rules, the Company's Charter and applicable law, the First Extraordinary General Meeting of Shareholders in 2026 of Higher Education and Vocational Book Joint Stock Company approved the following:

No.	Approved matter	Shares in favor	Percentage of voting shares present and voting (%)
1	Proposal for approval of …… to acquire HEV shares without conducting a public tender offer		
2	Proposal on dismissal and additional election of members of the Board of Directors for Term VI (2026–2030)		
3	Proposal to add business lines to Higher Education and Vocational Book Joint Stock Company		

LIST OF ELECTED MEMBERS OF THE BOARD OF DIRECTORS FOR TERM VI (2026–2030)

No.	Full name	Percentage of voting shares present and voting at the Meeting
1		
2		

APPROVAL OF THE MEETING MINUTES AND RESOLUTION

These Minutes were recorded fully and faithfully by the Meeting Secretariat, read back to the entire General Meeting of Shareholders, and approved by 100% of voting shares present and voting at the Meeting.

The Meeting approved the contents of the Meeting Resolution by 100% of voting shares present and voting at the Meeting.

CLOSING OF THE MEETING

The Meeting concluded at 11:00 a.m. on the same day.

Signatures of the Meeting Chairperson and Head of the Secretariat

MEETING CHAIRPERSON	HEAD OF SECRETARIAT
Chairman of the Board of Directors	**Head of the Secretariat**
DANG TRAN BAO TIN	

HIGHER EDUCATION AND VOCATIONAL BOOK JOINT STOCK COMPANY No.: ……/NQ-GMS	**SOCIALIST REPUBLIC OF VIET NAM** **Independence – Freedom – Happiness**

Hanoi, …… …… 2026

DRAFT RESOLUTION
OF THE FIRST EXTRAORDINARY GENERAL MEETING OF SHAREHOLDERS IN 2026 HIGHER EDUCATION AND VOCATIONAL BOOK JOINT STOCK COMPANY

THE GENERAL MEETING OF SHAREHOLDERS HIGHER EDUCATION AND VOCATIONAL BOOK JOINT STOCK COMPANY

– Pursuant to the Law on Enterprises No. 59/2020/QH14 dated 17 June 2020 of the National Assembly of the Socialist Republic of Viet Nam and its implementing documents;

– Pursuant to the Law on Securities No. 54/2019/QH14 dated 26 November 2019, Law No. 56/2024/QH15 dated 29 November 2024 of the National Assembly of the Socialist Republic of Viet Nam and their implementing documents;

– Pursuant to the Charter of Higher Education and Vocational Book Joint Stock Company;

– Pursuant to the Minutes of the First Extraordinary General Meeting of Shareholders in 2026, No. ……/BBH/ĐHĐCĐ, of Higher Education and Vocational Book Joint Stock Company dated 07 December 2026;

HEREBY RESOLVES:

Article 1. The First Extraordinary General Meeting of Shareholders in 2026 of Higher Education and Vocational Book Joint Stock Company approves the following matters:

1. Proposal for approval of Linco International Trading Company Limited to acquire HEV shares without conducting a public tender offer;

2. Proposal to add business lines to Higher Education and Vocational Book Joint Stock Company;

Article 2. The First Extraordinary General Meeting of Shareholders in 2026 approves the dismissal of the following two (02) members of the Board of Directors:

No.	Full name
1	
2	

The First Extraordinary General Meeting of Shareholders in 2026 approves the additional election of two (02) members of the Board of Directors for Term VI (2026–2030), with the following results:

No.	Full name	Result
1		Elected
2		Elected

Article 3. Implementation provisions

1. This Resolution takes effect on 07 December 2026.

2. The Board of Directors, Supervisory Board, Board of Management of Higher Education and Vocational Book Joint Stock Company and relevant individuals shall be responsible for implementing the foregoing matters in accordance with applicable law and the Company's Charter.

Recipients:
– State Securities Commission of Viet Nam and Hanoi Stock Exchange (for reporting);
– Vietnam Education Publishing House (for reporting);
– Board of Directors, Supervisory Board and Board of Management (for implementation);
– Company shareholders;
– Archives: Administration/Records and Secretary to the Board of Directors.

ON BEHALF OF THE GMS
CHAIRPERSON

DANG TRAN BAO TIN