



Translation from Romanian

**REGULATION GOVERNING THE ORGANIZATION AND SITTING FOR
THE BACHELOR'S DEGREE EXAMINATION AFFERENT TO THE
CLASS OF 2020/2021
"VICTOR BABEȘ" UNIVERSITY OF MEDICINE AND PHARMACY OF
TIMISOARA**

	Dated	Signature
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CHAPTER 1. GENERAL PROVISIONS

Article 1.

"Victor Babeș" University of Medicine and Pharmacy of Timișoara shall organize and carry out the studies completion exams in strict compliance with the provisions set forth by the National Education Law no. 1/2011, as subsequently amended, the Order no. 6125/2016 of the Minister of National Education and Scientific Research on the approval of the framework methodology for organizing and carrying out the bachelor's degree exams / dissertations, as subsequently amended, the Order no. 4.156 as of April 27, 2020 of the Ministry of Education, Research and Sport on the legal status of study documents and university papers in the higher education system and pursuant to its own methodology approved by the University Senate under this Regulation.

Article 2.

(1) The university study programs, organized under the Education Law no. 84/1995, republished, as subsequently amended, shall be deemed completed by sitting for:

- a) a bachelor's degree / diploma exam, for long-term study programs;
- b) a graduation exam, for short-term study programs.

(2) The graduates who completed their degree programs organized under the Law no. 288/2004 on organizing the university degree studies, as subsequently amended, shall register and sit for the bachelor's degree exam.

Article 3

(1) At "Victor Babeș" University of Medicine and Pharmacy of Timișoara, the university's own graduates of the degree programs accredited and/or subject to provisional operation authorizations, coming from the current class as well as from the previous classes and who successfully passed all evaluation tests during bachelor's degree programs, are eligible to sit for the bachelor's degree exam.

(2) The graduates of the degree programs accredited and/or subject to provisional operation authorizations within the "Victor Babeș" University of Medicine and Pharmacy of Timișoara



may register to the Faculties Dean's Offices and sit for the bachelor's degree exams at "Victor Babeș" Medicine and Pharmacy of Timișoara.

(3) The studies completion exam shall be organized and carried out under the same conditions for all students graduating from all degree programs.

Article 4.

Upon registration to sit for the bachelor's degree exam, the candidates shall submit an international linguistic competence certificate, issued by the specialty discipline of "Victor Babeș" University of Medicine and Pharmacy of Timișoara or by any other specialized national or international institution, duly recognized by the specialty discipline of the University.

Article 5

The university shall inform the candidates about the dates when the studies completion exams may be taken, the conditions and the registration dates, the exam themes and bibliography, etc., via the secretariats of the faculties, by posting relevant notes at the institution's headquarters and / or on the university web page.

Article 6.

(1) The central office in charge of coordinating the bachelor's degree exam and the central bachelor's examination committee shall meet, upon the Rector's proposal, at the University level, being duly approved by the Board of Directors and the University Senate and being validly set up under the Rector's decision. The structure of these academic committees shall be published on the University's website.

(2) The studies completion examination committees shall be set up at the level of every faculty and study program, upon the proposal of the faculties' councils; the committees shall be approved by the Board of Directors and the University Senate and they shall be validly set up under the Rector's decision. The composition of the committees shall be published on the University's website, www.umft.ro.

(3) The structures of both the bachelor's degree examination committees and the committee in charge of settling the exam appeals as well as the number of their members shall not be changed during the studies completion exams.



- (4) The structure of every committee shall consist of one chairman, the committee members and the committee secretary.
- (5) The chairman of the studies completion examination committee shall mandatorily be a full university professor or an associate professor.
- (6) The members of the studies completion examination committee shall hold the scientific title of Ph.D. and the academic rank of lecturer / senior lecturer, associate professor or full university professor.
- (7) The secretary of the studies completion examination committee must have at least the academic rank of university assistant and his/her duties shall exclusively consist of dealing with document administration procedures.
- (8) According to the applicable law, the members and the secretary of the studies completion examination committee and the members of the exam appeal settlement committees may not be spouses, relatives and family members up to a third degree inclusive, of the candidates or among themselves.
- (9) The faculties with a large number of students shall set up several committees in charge of assessing the bachelor's degree theses.
- (10) The number of such committees shall be determined according to the number of the bachelor's degree papers in order to properly organize the examination session.
- (11) The structure and the number of the committees shall be approved by the Faculty Council, at least one month before the date of the bachelor's degree exam.
- (12) Every committee shall be organized in direct relation to the related disciplines and shall include at least one specialized professor from each and every discipline.
- (13) The structure of the committees and the distribution of students per the examination committees and the exam rooms shall be published by posting relevant notes at the faculty dean's office, at least 2 days before the date of the exam.
- (14) The management of the University, the dean's offices and the examination committees shall bear the entire responsibility in terms of the organization and planning of the studies completion examinations.



Article 7

(1) The coordinators of the bachelor's degree papers are jointly and severally liable with the papers' authors in relation to the originality of the papers' contents.

(2) Selling the scientific work in order to facilitate the falsification of the capacity of author of a bachelor's degree thesis, by the buyer, is strictly forbidden.

(3) The educational, administrative and technical measures taken to guarantee the originality of the bachelor's degree theses are provided for by the Anti-Plagiarism Procedure for the verification of the bachelor's degree theses within the UMFVBT, and the related sanctions are determined and defined by the Code of Professional Ethics and Deontology, which is an integral part of the University Charter of „Victor Babeș” University of Medicine and Pharmacy of Timișoara, according to the provisions of Education Law no. 1/2011.

(4) The Rector may cancel, based on the approval of the University Senate, a bachelor's degree exam, a certificate or a diploma of studies, when it is proven that such certificate and/or diploma was obtained by fraudulent means or by breaching the provisions of the Code of Ethics and Deontology.

(5) For the undergraduate study programs credited with 300 transferable credits, respectively 360 transferable credits, all bachelor's degree papers are verified by means of the University anti-plagiarism software.

(6) For the undergraduate study programs credited with 180-240 transferable credits, a percentage of 10% of the bachelor's degree papers is verified, by random surveys, by means of the University anti-plagiarism software.

(7) The working procedure, the standard documents as well as the periods during which the bachelor's degree papers may be verified from the perspective of the originality of their content using the university's anti-plagiarism software are determined and defined by the Anti-plagiarism working procedure on checking the bachelor's degree papers, applicable within the UMFVBT. The working procedure, the standard documents as well as the periods during which the bachelor's degree papers may be verified, shall be notified to the students, in due time, by the faculties dean's offices which shall post the relevant notices to faculty bulletin boards and on the university's website.



(8) The documents obtained after verifying the originality of the content using the university's anti-plagiarism software, duly signed and registered, shall be submitted by students to the dean's office of the faculty prior to the date scheduled to sit for the exam, but not later than June 1, 2021.

Article 8

(1) The bachelor's degree examination shall consist of two test modules, as follows:

- a) module 1: assessment of fundamental and specialty knowledge;
- b) module 2: presentation and defence of the bachelor's degree thesis.

(2) The tests outlined by par. (1) for the bachelor's degree exam shall be taken in the presence of the examination committee and the exam candidate, in the same place and at the same time.

(3) The presentation and defence of the bachelor's degree thesis are public events.

(4) The themes and the bibliography shall be published on the University's website, www.umft.ro.

(5) For the graduates from the Faculty of Medicine, the bachelor's degree exam shall consist of:

- a) test 1 - the national component, as a written test to be designed based on the themes and the bibliography communicated by the organizing committee which shall consist of specialists appointed by the managing committees of the accredited universities of medicine and pharmacy.
- b) test 2 - presentation and public defence of the bachelor's degree thesis.

(6) For the graduates from the Faculty of Dentistry and the Faculty of Pharmacy:

a) test 1 - the national component, as a written test to be designed based on the themes and the bibliography communicated by the organizing committee which shall consist of specialists appointed by the managing committees of the accredited universities of medicine and pharmacy;

- the specific component, as a practical test.



b) test 2 - presentation and public defence of the bachelor's degree thesis.

Article 9.

(1). The passing grade of the studies completion exam shall be at least 6,00. The passing average grade for each test shall be at least 5,00 (five), irrespective of the number of tests.

(2) The grades given by the members of the examination committee are integers from 1 to 10.

(3) The average grade of a test / all tests, calculated as the arithmetic average of the grades awarded exclusively by the members of the examination committee, shall be calculated as a number with two decimals, truncated.

(4) The average grade of the bachelor's degree exam shall be calculated as a number consisting of two decimals, truncated, exclusively based on the average grades of the tests.

(5) Where a candidate fails to obtain at least the grade 5,00 at a test, the examination shall be resumed in full next time he/she sits for the bachelor's degree exam.

(6) The defence of the bachelor's degree thesis shall always be conditioned by the successful pass of the written test and the practical test, as the case may be.

(7) The deliberation of the exam committees in terms of determining the results of the final examinations is not public. The committee's decision-making process shall always be based on the arithmetic mean of the grades awarded by the committee members to the candidate.

Article 10

(1) A student may retake the bachelor's degree exam only if he/she registers again and pays the fee determined under the University regulations.

(2) The general disciplinary rules regulating the students' participation in the exams, provided for by the University Charter and the University's own regulations, are also valid for the bachelor's degree examinations and are complemented by the provisions of this Regulation.

Article 11

(1) For the graduates of class 2020-2021, the bachelor's degree exam shall be held at the University's headquarters, according to the structure of the academic year, duly approved by



the University Senate, based on two exam sessions, organized under the same conditions, as follows:

a) session I: - June-July 2021, for all study programs within the Faculties of Medicine and Dentistry

- in September 2021, for the study programs within the Faculties of Pharmacy, Pharmacy (instruction in French) and Pharmacy Assistance (in Lugoj) within the Faculty of Pharmacy.

b) the second session: January 2022, for all study programs, the bachelor's degree exam committees set up for the first session of the bachelor's degree exam shall be maintained.

(2) For the undergraduate programs of General Registered Nurses (Lugoj), respectively Pharmacy Assistants (Lugoj), the organization and sitting from the bachelor's degree exam shall take place in Lugoj, under the coordination of the central bachelor's examination committee.

(3) The graduates of the previous classes may register for taking the bachelor's degree exam during the sessions scheduled for the current class.

(4) Certain candidates may register for the exam sessions which are subsequent to those organized for the class they belong to, and such registration shall be conditioned by the payment of the related expenses, in the amounts determined by the University Senate, under the Regulation on the amount of tuition fees and other fees.

Article 12

(1) The schedule of the bachelor's degree exams is as follows:

a) July 2021 - all study programs within the Faculties of Medicine and Dentistry:

- July 6, 2021, 10:00 a.m.- written test (for all study programs within the Faculties of Medicine and Dentistry);

- July 7-8, 2021 - practical test (for the study programs within the Faculties of Dentistry and Dental Technique);



• July 9-10, 2021 - defence of the bachelor's degree theses (for all study programs within the Faculties of Medicine and Dentistry).

b) in September 2021 - the study programs within the Faculties of Pharmacy, Pharmacy (instruction in French) and Pharmacy Assistance (in Lugoj) within the Faculty of Pharmacy:

- September 7, 2021, 10:00 a.m.- written test;
- September 8-9, 2021 - practical test;
- September 10, 2021 - defence of the bachelor's degree theses.

c) in January 2022 - all study programs:

- January 12, 2022, 10:00 a.m.- written test;
- January 13, 2022 - practical test;
- January 14, 2022 - defence of the bachelor's degree thesis.

(2) The registration of the candidates for the bachelor's degree exam shall be made individually, at the faculties dean's offices, by submitting the bachelor's degree theses, the international linguistic competence certificates and the statutory declarations regarding the originality of their papers, validly signed by graduates and the scientific coordinators, according to the calendar and the structure of the academic year, duly approved by the University Senate, but no later than June 1, 2021, for the first session, respectively, until December 17, 2021, for the second session of the bachelor's degree exam.

(3) The members of the bachelor's degree exam committees, together with the exam room supervisors and the senior supervisors, shall participate in the technical instruction, organized by the central bachelor's examination committee, on June 28, 2021, 01:00 p.m., either in the Aula Magna of the university or online (link sent by e-mail), depending on the epidemiological circumstances. The chairman of the central bachelor's examination committee shall indicate the relevant details regarding the timing, location, examination tests, how to fill in and correct the grid tests, the responsibilities of the central committee, the faculty committees, the exam room supervisors and the senior supervisors. Clarifications shall also be given regarding the distribution of senior supervisors and exam room supervisors, as well as any other useful information.



CHAPTER 2. WRITTEN TEST

Article 13.

(1) The written test shall consist of a multiple-choice test, comprising:

- 120 questions - for the study programs afferent to the Faculties of Medicine, Medicine (instruction in English), Medicine (instruction in French), Dentistry, Dentistry (instruction in English), Pharmacy, Pharmacy (instruction in French);

- 100 questions, for the study programs afferent to the Faculties of Registered General Nurses, Registered General Nurses (in Lugoj), Registered General Nurses (Deva), Balneo-physio-kineto-therapy, Radiology and Imaging, Nutrition and Dietetics, Dental Technique;

- 60 questions for the Faculty of Pharmacy Assistance (Lugoj).

(2) The themes and the bibliography shall be determined by the Faculty Councils and shall be published on the University's website, within the term set by the faculty management.

(3) The first 30 questions out of the 120 questions, respectively the first 25 questions out of the 100 questions and the first 15 questions out of the 60 questions, depending on the degree program, shall be single-choice questions while the questions 31-120, 26-100, respectively 16-60, shall be multiple-choice questions.

(4) The maximum score awarded for single-choice questions shall be 4 points and may be obtained by exclusively marking the correct answer. Where more than one answer is marked or no answer is given, the score for the question shall be 0 .

(5) The maximum score awarded for multiple choice questions shall be 5 points, (for each correct answer, one point shall be given) and it shall be given in accordance with the number of the correctly and incorrectly marked answers. Where a single answer is marked, no answer is marked or all 5 answers are marked, the score afferent to the question shall be 0.

(6) The maximum score that may be obtained is 570. The grade of the bachelor's degree exam shall be obtained by interpolation, depending on the score obtained at the multiple-choice test, where 0 points in the test shall correspond to grade 1 and 570 points in the test shall correspond to grade 10 The equivalence grid shall be provided by the central bachelor's examination committee.



Article 14

- (1) The subjects of the written test shall be prepared by the Expert Commission set up for this test.
- (2) The written test committee shall gather up professors with high expertise and proficiency in the fields of the examination topics.
- (3) Within at least three working days before the written test, the chairmen of the bachelor's degree exam committees, for each and every study program, shall check the existence and the accuracy of the grading algorithm, the grading grid, the point-grade equivalence, the text and the format of the examination book to be multiplied.

Article 15

Students enrolled in the degree programs with instruction in a foreign language shall take the written test in Romanian.

Article 16

- (1) The lists related to the distribution of students to the exam rooms shall be displayed at the faculty dean's office, 2 days before the date of the written test. and shall be handed over to the chairmen of the bachelor's degree exam committees.
- (2) Students must be present in the exam rooms to which they were assigned 30 minutes before the time scheduled for the commencement of the exam.
- (3) Students shall always have a valid identity card, a student card and blue or black pen on them.
- (4) Entering the exam room with mobile phones or other devices for listening, recording, transmission, as well as with any other sources of written or electronic information is strictly forbidden. Failure to comply with these requirements shall result in exclusion from the exam.
- (5) Students may request a new blank exam book, only once, in case of incorrect filling in of the paper. In this case it is necessary to fill in all the data and the correct answers, until the expiry of the exam time.

Article 17



- (1) The written test shall be supervised by the supervisory committees, assigned based on the exam rooms and duly approved by the deans of the faculties.
- (2) Each supervisory committee shall be composed of at least 3 professors: a senior supervisor and the exam room supervisors.
- (3) The exam room supervisors and the senior supervisors shall be assigned to their examination rooms one hour before the beginning of the test, at 09:00 a.m..

Article 18

- (1) On the morning of the day scheduled for the bachelor's degree exam, at the time set by the chairman of the central bachelor's examination committee, an exam committee whose members shall be: one chairman, members of the specialized committees, the staff of the University Publishing House, as well as other members of the central committee who were previously assigned, shall meet at the headquarters of the Printing House in order : to randomly draw the tests, to check the correctness of the tests, to multiply the exam books, being responsible for keeping the secrecy of all tests up to the distribution thereof in the exam rooms.
- (2) The subjects for the written test shall be brought to the examination rooms by the teaching staff expressly nominated by the dean / the bachelor's degree committees, who shall also settle any issues occurred during the written test.
- (3) The members of the supervisory commissions shall instruct the graduates on how to fill in the examination books, the examination grids, about the time assigned for filling out the tests, also giving any other useful information.
- (4) The term assigned for the written test under the bachelor's degree exam shall cover 3 hours for the grids consisting of 100-120 questions, respectively 2 hours for the grids consisting of 60 questions. The time shall start elapsing as of the moment last exam book has been handed over. No candidate may leave the room for 30 minutes after the start of the written test. A candidate may subsequently leave the exam room only if he/she handed over the paper and signed in the delivery checklist.
- (5) Upon the expiry of the time assigned for the test, the students shall hand in the paper and shall sign the delivery checklist. The last 3 candidates shall remain in the exam room to witness the process of signing and sealing the exam envelopes.



(1) At the end of the bachelor's exam, the members of the faculty committees shall distribute, in the exam rooms, the grading grids whose number shall be equal to the number of the grading committees operating in every exam room. The grids shall be taken under signature by the exam room senior supervisor.

(2) Then, without leaving the exam rooms, the test shall be corrected by scanning or manually (in case of technical problems), in the presence of two supervisors, the candidate and two witnesses, who shall affix their signatures onto the test. Then, the grading committee shall proceed to converting the scores into grades. The tests may be corrected again provided that exam appeals are filed.

(3) After calculating the grades, the senior supervisors shall hand over to the president and the members of the bachelor's degree exam committee, afferent to each study program, the exam books, the drafts and the grids having the final grade entered both as a digital number and written in the letters.

Article 19

Within 30 minutes after the end of the written test, the bachelor's degree exam committee shall proceed to posting the correct grids in every exam room allowing thus the students to proceed to their self-assessment.

Article 20

The results of the written test, for each study program, are communicated within no more than 48 hours as of the date of the thesis defense, by the bachelor's degree exam committee, by posting them on the faculty bulletin boards and on the University website.

Article 21

(1) A student may challenge the grade within 24 hours as of the moment the results are displayed.

(2) The challenges shall be addressed, in writing, to the central bachelor's examination committee, shall be submitted to the University Registry.



(3) The central bachelor's examination committee shall answer the appeals within 24 hours as of the end of the deadline assigned for the submission of appeals.

CHAPTER 3. PRACTICAL TEST

Article 22

(1) The practical test of the bachelor's exam, for the study programs where it is provided, consists in the evaluation of the manner in which the candidate puts into practice the knowledge and the practical skills acquired and which are specific for those particular faculties.

(2) The practical test of the bachelor's exam for the Faculty of Dentistry consists in a case presentation based on the case documentation.

(3) The practical test of the bachelor's degree exam for the Faculty of Pharmacy consists in the assessment of the practical skills (ability to generate a magistral preparation, identification and control of the chemical substances that have been used, according to the monographs available in the Pharmacopoeia, analysis of a medical prescription).

Article 23

(1) The practical test committees gather up specialists appointed under the Decision of the Faculty Council.

(2) Every committee consists in one chairman and at least 3 members .

(3) The chairman and the members of the committee are responsible for the proper arrangement of the room equipped with inventory objects and the necessary resources.

Article 24

(1) The council of each faculty determines its own way of distributing the students in formations and, where applicable, to the of practical examination committees.

(2) The faculty's central bachelor's examination committee is responsible for the proper distribution of the students.

Article 25



Students shall be present at the location where the practical test is to be completed, at the scheduled time and they shall enter the exam room only after presenting a valid identity card.

Article 26

- (1) The practical test shall be conducted in Romanian.
- (2) Students shall wear white robes and shall have specific tools (as appropriate) on them.

Article 27

- (1) The way the practical exam is carried out specific to each and every faculty as well as to each and every study program.
- (2) The committees shall unitarily evaluate all candidates who have been assigned to them.

Article 28

- (1) The assessment of students consists in the evaluation of the practical test by awarding a specific grade.
- (2) To pass the practical test, the student must obtain at least a grade 5.00 (five).
- (3) The grade obtained at the practical test may not be challenged.

Article 29

The results of the practical test, for each and every study program, shall be communicated within no more than 48 hours as of the date of the test completion, by the bachelor's degree committee who shall post the result on the bulletin board of the organizing faculty and on the University's website.

CHAPTER 4. PRESENTATION AND PUBLIC DEFENCE OF THE BACHELOR'S DEGREE PAPER

Article 30

- (1) The major criterion in choosing the field / theme of the bachelor's degree thesis must be represented by the advantage that the research that is to be carried out in the training process of the future specialist may offer. The analyzed topic must be correlated with the graduate's



studies / specialization program, and particularly with that segment of activity where he / she has both solid general knowledge and a special interest.

(2) Faculty teaching staff, starting from the academic degree of university assistant to the academic degree of university professor and / or professors or researchers from other universities or institutions with whom UMFVBT has entered into relevant agreements to that effect, may act scientific coordinators of the bachelor's degree theses. The university assistants employed under fixed-term employment agreements may coordinate the bachelor's degree theses only together with a tenured professor.

(3) The professors and basically, the teaching staff, are bound to agree to coordinate the bachelor's degree theses. A scientific coordinator may coordinate up to no more than 8 bachelor's degree papers per year. Free communication, appropriate to the academic environment and based on mutual respect and appreciation, shall govern the student - scientific coordinator relationship.

Article 31

(1) The bachelor's degree theses shall be prepared and defended in accordance with the Methodology governing the preparation and defence of bachelor's degree theses within UMFVBT, duly approved under the Senate Decision no. 175/17456 / November 25, 2020.

(2) Faculty teaching staff, starting from the scientific rank of university assistant up to the rank of university professor and / or full professors or researchers from other universities or institutions with whom UMFVBT has entered into relevant agreements to that effect, may act scientific coordinators of the bachelor's degree theses. The university assistants employed under fixed-term employment agreements may coordinate the bachelor's degree theses only together with a tenured professor.

(3) The themes of the bachelor's degree theses shall be determined depending on the research priorities of the academic discipline, in agreement with the scientific coordinators.

(3) Students shall formally inform the Faculty's Dean about the title of the bachelor's degree thesis and the agreement stated by the scientific coordinator, no later than the first day of June of the penultimate year of study, i.e. the 5th year of study for the following study programs: Medicine and Dental Medicine, and the 4th year of study for Pharmacy.



(4) A student may change the bachelor's degree theme and/or his/her scientific coordinator only once, provided that he/she has duly informed his/her initial scientific coordinator who agreed, as well as the Faculty's Dean. However, no changes to either the bachelor's degree title or the scientific coordinator shall be possible starting with the second semester of the last year of studies.

Article 32

(1) The completion of the bachelor's degree thesis is conditioned by obtaining the approval of the scientific coordinator.

(2) The bachelor's degree thesis shall be submitted to the dean's office of the faculty until June 1, 2021 at the latest, both in editable format and as hardcopy.

(3) The thesis may be defended only if it has the thesis report, duly signed by the scientific coordinator, attached.

Article 33

(1) The defence of the bachelor's degree thesis shall be made by public oral presentation, for no longer than 10 minutes, based on a summary drafted by the student; the summary should cover the most important aspects of the thesis.

(2) It is recommended that the scientific coordinator be present when defending the bachelor's degree thesis.

Article 34.

(1) The bachelor's degree theses shall be assessed by an examination committee consisting of one chairman, 3-4 members and one secretary. The secretary shall not be entitled to grade the thesis. (2) Only the tenured professors, members of the committee, shall be duly entitled to grade the theses.

(3) Each member of the committee, entitled to grade the thesis, shall give a grade from 1 to 10 (integer numbers).

(4) The final grade obtained following the defence of the bachelor's degree thesis shall represent the arithmetic mean of the individual grades given by the members of the examination committee duly entitled to assess the theses.



- (5) The results obtained following the defence of the bachelor's degree thesis may not be challenged.
- (6) Each and every faculty may impose specific criteria related to the assessment of the bachelor's degree thesis.
- (7) For each and every study program, the results afferent to the presentation and defence of the bachelor's degree thesis, shall be communicated within a no more than 48 hours as of the date of the defence, by the examination committees, by posting them on both the bulletin board of the organizing faculty and the University website.

CHAPTER 5. RESULTS OF THE BACHELOR'S DEGREE EXAMINATION

Article 35

- (1) The exam rolls for the bachelor's degree exam shall be drawn up for each and every degree programs, for each exam test; the rolls shall be filled in by the faculty secretary with the full name of the candidate enrolled in the exam and shall be sent to the bachelor's degree committees at least one day before the date scheduled for the exam.
- (2) The grades awarded by the committee shall be entered into the exam rolls by the committee secretary. The exam rolls, duly signed by all members of the bachelor's exam committees, shall be handed over to the faculty secretary, at the latest on the day following the date scheduled for the exam.
- (3) The centralized tables containing the results of the bachelor's degree exam, prepared at the level of the dean's offices, shall be submitted to the General Secretariat of the University and to the Secretariat of Study Documents, in order to fill in and release the study documents and they also shall contain the following details: business name of the faculty, the degree program that has been completed, the length of instruction, the form of instruction, the test of the bachelor's degree exam, as well as the grades awarded, the signatures of both the dean of the faculty and the faculty chief secretary and the faculty seal.
- (4) The results so obtained shall be entered into the Student Register and onto the degree's diploma awarded to the candidate.



Article 36

(1) The result of each test shall be centralized and communicated by the bachelor's degree committees, on each study program, by posting it/them to the bulletin board of the organizing faculty and on the University's website, within 48 hours as of the date of taking the test. The results displayed, for each test, shall be signed by the chairman and secretary of the bachelor's degree committee.

(2) Any appeals regarding the results of a test shall be submitted, within no more than 24 hours as of the communication / display of the results, to the University Registry, to be notified to the dean of the faculty where the bachelor's degree exam took place and shall be settled by the central committee, within no more than 24 hours as of the deadline for the submission of appeals.

(3) The appeals shall be settled exclusively at the level of the "Victor Babeș" University of Medicine and Pharmacy of Timișoara, and the decisions of the committee, following the analysis and settlement of the appeals, shall be final.

(4) The results obtained in the oral and practical tests may and shall NOT be appealed.

CHAPTER 6. FINAL PROVISIONS

Article 37

(1) In order to be archived, the documents referring to the bachelor's degree exams, grouped per academic years and study programs, shall be arranged in files, as follows:

a) at the Dean's Offices of the faculties:

- attendance rolls, exam rolls, results of each test, summaries of the undergraduate exam results, grading algorithm, grading grid, score-grade equivalence, a standard form of the exam book, the decisions of the Faculty Council and the University Senate on the composition of the bachelor's degree committees, the Regulation governing the organization of the bachelor's degree exam;
- the bachelor's theses and their afferent reports, as well as the test papers submitted by the students during the written tests;



b) at the General Secretariat of the University: Regulation governing the organization of the bachelor's degree exam, the decisions of the University Senate regarding the composition of the bachelor's degree committees, grading algorithm, grading grid, score-grade equivalence, a standard form of the exam book, the centralized summary of the bachelor's degree exam results.

(2) According to the filing nomenclature of „Victor Babeș” University of Medicine and Pharmacy of Timișoara, duly approved under the Rector's Decision no. 20 / February 3, 2016, the bachelor's degree files shall be kept in the archive for no more than 10 years and the bachelor's degree theses and the test papers, respectively, shall be archived for no more than 3 years.

Article 38.

The bachelor's degree diplomas to be awarded the students who have successfully passed the bachelor's degree exam afferent to their study programs, shall be issued by "Victor Babeș" University of Medicine and Pharmacy of Timișoara within no more than 12 months as of the graduation date.

Article 39

(1) After having passed the final exam, the graduates shall be issued a certificate of completion of studies, within 30 days from the date of passing the bachelor's degree exam; the validity of the certificate shall cover no more than 12 months as of the graduation date.

(2) The certificate of completion of studies shall award to the holder thereof the same legal rights as the study certificate. The certificate shall indicate the title, the full name and the signature of the acting officials at the time the certificate was filled in (rector, university secretary, dean, faculty secretary), the seal of the university, as well as the following information:

- a) identification details of the graduate;
- b) field of university studies;
- c) study program;
- d) length of instruction;
- e) average grade of the years of study;



- f) average grade of the studies final examination;
- g) accreditation / provisional authorization status of the degree program, form of instruction, language of instruction, geographical location, number of credits and the regulatory document that determines such credits (Government Decision, Order of the Minister, as the case may be);
- h) number of the ministerial order / letter of acceptance / approval of student enrolment in higher education / certificate of recognition of studies - for foreign students.

(3) Graduates are usually issued a single certificate of completion of studies. In case of loss or destruction of such certificate, upon request, a new certificate shall be issued, with a new registration number, whose validity term falls within the maximum period of 12 months as of the graduation date.

Article 40

(1) The graduates who fail to take / pass the bachelor's degree exam shall receive, upon request, a studies completion certificate with the following mention: no graduation exam taken, which shall certify that the student has completed a study program.

(2) The studies completion certificate with the following mention: no graduation exam taken shall include the following minimal mandatory elements:

- a) identification details of the graduate;
- b) field of university studies;
- c) study / specialization program;
- d) length of instruction;
- e) average grade of the years of study;
- f) accreditation / provisional authorization status of the degree program, form of instruction, language of instruction, geographical location, number of credits and the regulatory document that determines such credits (Government Decision, Order of the Minister, as the case may be);



g) number of the ministerial order / letter of acceptance / approval of student enrolment in higher education / certificate of recognition of studies - for foreign students.

h) title, full name and the signature of the acting officials at the time the certificate was filled in (rector, university secretary, dean, faculty secretary), the seal of the university.

Article 41

For graduates from private higher education institutions who fall with the provisions set forth by the Law no. 60/2000 on the right of private higher education graduates to take the bachelor's degree exams at accredited governmental higher education institutions, as well as for graduates coming from study programs subject to winding up / dissolution procedures, "Victor Babeș" University of Medicine and Pharmacy of Timișoara shall not organize a bachelor's degree examination.

Art. 42. Under exceptional circumstances (state of alert, state of emergency, state of necessity or other special events), the students may sit for and effectively take the bachelor's degree exam online, based on the university's own procedure, duly approved by the Board of Directors and the University Senate.

Art. 43. This Regulation was approved in the Senate meeting under the Senate's Resolution no. 28/4291 / February 24, 2021 and it is applicable to the class of 2020-2021, as well as to graduates who failed to take or pass the bachelor's degree exam until the date this regulation became effective.

*Rector,
Prof. Dr. Octavian Marius CRETU, Ph.D.*

*Didactic Vice-Rector,
Prof. Dr. Daniel Florin LIGHEZAN, Ph.D.*

*University Chief Registrar,
Dr. Daniela – Aurora TANASE*

*Legal Advisor
Dr. Codrina Mihaela LEVAI*

The undersigned Popescu-Rotaru Loredana-Maria, certified translator by The Ministry of Justice, with license no. 8401 / 2003, do certify the accuracy of this translation, from ROMANIAN into ENGLISH.

