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METHODOLOGY FOR FINALIZING UNIVERSITY DOCTORAL STUDIES WITHIN THE UNIVERSITY OF MEDICINE AND PHARMACY „VICTOR BABEȘ” FROM TIMIȘOARA

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Art. 1. CHAPTER I. GENERAL PROVISIONS

This Methodology is the framework for organizing and carrying out the process of completing doctoral studies within the Organizing Institution for Doctoral Studies - "Victor Babeș" University of Medicine and Pharmacy in Timișoara (hereinafter referred to as IOSUD-UMFVBT).

Art. 2.

This Methodology is based on the provisions of the following documents: Law on National Education (LEN) no. 1/2011 with subsequent amendments and completions; The code of doctoral studies, approved by H.G. no. 681/2011, with subsequent amendments and completions; Regulation on the organization and functioning of the National Council for Attestation of University Degrees, Diplomas and Certificates (CNATDCU), approved by MENCȘ Order no. 3482 / 24.03.2016; The methodology for evaluating doctoral theses approved by the Order of the Ministry of Education and Research no. 5229 of 17 August 2020; The regulation of organization and functioning of the doctoral university studies within UMFVBT of which it is an integral part.

CAPITOLUL II. DURATA STUDIILOR UNIVERSITARE DE DOCTORAT

Art. 3.

The duration of the doctoral university studies is 4 years, within the medical and pharmaceutical higher education, according to art. 174 para. (3) of Law no. 1/2011.

Art. 4.

For justified reasons justified in writing, it may be decided to extend the duration of doctoral studies, at the proposal of the doctoral supervisor, by 1-2 years, with the approval of the University Senate.

Art. 5.

Doctoral studies may be interrupted for good reasons, justified by documents, also provided by the labor legislation for teaching staff (illness, raising and child care, etc.). The duration of these studies is extended by the cumulative periods of approved interruptions.

Art. 6.

The extension provided in Art. 4, respectively the interruption and extension of the doctoral studies provided in Art. 5 are established by additional documents to the doctoral studies contract.

Art. 7.

(1) In case the doctoral student fails to complete the thesis within the term established according to the doctoral studies contract and any additional documents, he / she has a grace period of maximum 2 years to complete and defend the public. thesis, exceeding this term automatically leads to expulsion.

(2) During the grace period provided in par. (1) the doctoral student cannot benefit from the doctoral scholarship granted through doctoral grants.

Art. 8.

After defending the doctoral thesis, IOSUD issues a certificate attesting the period in which the doctoral student has completed his doctoral studies, regardless of whether they have been promoted or not.

CHAPTER III. THE STAGES OF THE PUBLIC SUPPORT OF THE DOCTORAL THESIS

The doctoral thesis is an original scientific paper elaborated by the doctoral student within the doctoral university studies, a legal condition for obtaining the doctoral degree.

Art. 9.

The doctoral thesis will be written in Romanian or in a language of international circulation, at the choice between: English, French, German.

Art. 10.

- (1) The summary of the doctoral thesis must be written in Romanian and English.
- (2) The summaries of the doctoral theses to be defended publicly, as well as the date, time and location related to the public defenses, shall be displayed on the institution's website at least 20 calendar days prior to their defense.

Art. 11.

The doctoral studies are completed by the defense of the doctoral thesis in a public meeting before the commission for public defense of the doctoral thesis, hereinafter referred to as the doctoral commission.

Art. 12.

- (1) The public support can take place only after completing the following stages:
 - a) The doctoral student will submit to the Secretariat of the Doctoral School an application with number from the UMFVBT Registry (Annex 1) accompanied by the doctoral thesis in electronic format in order to perform the analysis of similarities with the help of a program recognized by CNATDCU. The doctoral school may also request the use of a nationally developed program for the detection of similarities. The verification period may not exceed 30 days from the date of submission of the doctoral thesis to the IOSUD-UMFVBT secretariat;
 - b) The doctoral student will send the doctoral thesis in electronic format - the word version without the chapter Bibliography and Annexes to the address evb@umft.ro or will submit it to cam. 316 of the UMFVBT and will receive in electronic and printed format the Similarities Report (synthesis of the thesis evaluation with the anti-plagiarism program www.sistemantiplagiat.ro, program included on the list of those recognized by CNATDCU) which it will send to the doctoral supervisor (s). The similarity report (s) are included in the doctoral file. In the presence of unauthorized loans above the values of the indicators considered by the system as "plagiarism", the doctoral student together with the doctoral supervisor will correct the thesis which will be resubmitted for re-evaluation in order to prepare the complete Similarity Report. The doctoral supervisor (s) confirm by signature the receipt of the (complete) Similarities Report and the Minutes of the control of the originality of the doctoral thesis;
 - c) The request regarding the proposal of the composition of the doctoral commission, formulated by the doctoral supervisor (s) (Annex 5 or Annex 6 in the case of co-supervised theses) is submitted to the Doctoral School Secretariat for approval by CSUD and CSD;
 - d) The doctoral student submits to the Doctoral School Secretariat a request registered at the UMFVBT Registry (Annex 2) regarding the start of the procedures for evaluating the doctoral thesis by the guidance commission. The doctoral thesis is presented to the guiding committee of the Doctoral School. After this pre-presentation, which can be made public, the doctoral supervisor (s) and the steering committee decide on the official submission of the thesis and the organization of the public defense. The acceptance report of the doctoral supervisor (s) regarding the public defense of the doctoral thesis (Annex 10) and the agreement of the members of the

guidance committee (Annex 3) are included in the doctoral file. The duration of the thesis evaluation process by the guiding committee is 30 days and can be extended by a maximum of 30 days in duly justified situations;

- e) The doctoral thesis is officially submitted to the Doctoral School Secretariat, in printed and electronic format, together with the summary of the thesis in Romanian and English, the doctoral student's CV. The printed doctoral thesis will be written in B5 format, also called academic or scientific format (B5 Jis - 18.2 / 25.7 cm for cover and B5 ISO - 17.6 / 25 cm for content). The secretariat of the Doctoral School certifies the fulfillment by the doctoral student of all the obligations within the doctoral study program and the observance of the procedures.
 - f) The request for setting the date of public defense of the doctoral thesis, endorsed by the doctoral supervisor (s) and the chairman of the support committee, shall be submitted to the Doctoral School Secretariat at least 20 calendar days before the proposed date for public defense (Annex 4);
 - g) The Doctoral School draws up and displays the announcement for the public defense of the doctoral thesis at least 20 calendar days before the proposed date for the defense. It will necessarily include the date, location and time of the dissertation, the doctoral supervisor (s), as well as the place where the full text of the thesis can be consulted in printed format.
 - h) The announcement of the public defense, the summary of the thesis in electronic format, the CV of the doctoral student, the CVs of the members of the doctoral commission or links to them are displayed on the website www.umft.ro. The doctoral commission must comply with the provisions of art. 67 of the Code of Doctoral Studies approved by H.G. no. 681/2011, with subsequent amendments and completions. The members of the commission complete the quality acceptance report referred to in the commission for public defense of the doctoral thesis (Annex 11).
- (2) In exceptional situations (state of alert, state of emergency, state of necessity or other special situations), in order to ensure the proper functioning of the Doctoral School of UMFVBT, the defense of doctoral theses may be carried out online based on a Procedure on-line defense of doctoral theses, developed by CSUD, approved by the Board of Directors and endorsed by the UMFVBT Senate.
- (3) The doctoral student together with the doctoral supervisor (s) may opt for the online defense of doctoral theses and outside the above-mentioned situations, with the agreement of the members of the doctoral committee, with the opinion of the Board of Directors and compliance with current legislation on of the thesis.

Art. 14.

The doctoral thesis is an original work, being mandatory to mention the source for any material taken. Following the identification of violations of good conduct in research and development, including plagiarism of results or publications of other authors, preparation of results or replacement of results with fictitious data, in the evaluation of the thesis by the doctoral supervisor or the guidance committee, the doctoral student does not will receive the agreement to publicly support the thesis.

CHAPTER IV. DOCTORAL FILE

Art. 15.

1. The doctoral file shall be in printed and electronic format (PDF) and shall contain the following documents:
- a) scanned copy of the identity document of the doctoral student;
 - b) scanned copy of the doctoral student's birth certificate;
 - c) scanned copy of the marriage certificate, if applicable;
 - d) CV of the doctoral student;
 - e) the decision of admission to the doctoral studies program;

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- f) the contract for doctoral studies and additional documents, as the case may be; the doctoral studies contract contains provisions regarding the publication of the doctoral thesis according to the law, accompanied by the name and surname of the doctoral student and of the doctoral supervisor; personal data, except for the name, will not be publicly visible;
- g) the request signed by the doctoral student, registered at the UMFVBT Registry, regarding the start of the thesis evaluation procedures by the guidance commission, in order to be presented (Annex 2);
- h) scanned copy after the declaration signed by the doctoral student and the doctoral supervisor regarding the assumption of responsibility regarding the assurance of the originality of the content of the doctoral thesis, as well as the observance of the quality and professional ethics standards, according to art. 143 para. (4) and art. 170 of the National Education Law no. 1/2011, with subsequent amendments and completions, and of art. 65 para. (5) - (7) of the Code of doctoral studies, approved by Government Decision no. 681/2011, with subsequent amendments and completions;
- i) at least one similarity report that will include the resolution of the doctoral supervisor and supervisors and, as the case may be, of other persons who analyzed the report;
- j) the acceptance report of the doctoral supervisor (s) regarding the public defense of the doctoral thesis (Annex 10);
- k) the agreement of the guiding commission in order to submit the doctoral thesis to the Doctoral School Secretariat (Annex 3);
- l) the request for setting the date of public defense of the doctoral thesis, endorsed by the doctoral supervisor (s) and the chairman of the doctoral committee, submitted to the Doctoral School Secretariat at least 20 calendar days before the proposed date (Annex 4);
- m) the request regarding the proposal of the composition of the doctoral commission, formulated by the doctoral supervisor and supervisors and approved by CSUD and CSD (Annex 5 or 6);
- n) CVs of the members of the doctoral commission;
- o) the decision to appoint the doctoral commission;
- p) report prepared by the Doctoral School, preliminary to the public defense of the thesis, and documents attesting the course of the study program;
- q) the announcement for the public support, drawn up by the Doctoral School at least 20 calendar days before the proposed date for the support;
- r) the certificate regarding the submission of a printed copy of the doctoral thesis at the library;
- s) the reports of the official references, the members of the doctoral commission, signed by them, in the form of scanned copies or electronically signed documents;
- t) the report of the public defense of the doctoral thesis and the annex with questions and answers, includes:
- the proposed qualifier
 - indication of the specialized commission of CNATDCU to which the field of doctoral studies in which the doctoral program was graduated Medicine / Dentistry / Pharmacy is assigned
 - the date of the public defense of the doctoral thesis
- The report shall contain the proposal for the award of the doctoral degree, being signed by all members of the doctoral committee, in the form of a scanned copy or an electronically signed document (Annex 7 or 7A in the case of co-supervised doctorates);
- u) summary of the doctoral thesis in Romanian and English (Annex 8);
- v) the doctoral thesis and its annexes, in electronic format (pdf format, excluding scan);

- w) the list of publications resulting from the scientific research in the doctoral study program, published or accepted for publication, if applicable, and scanned copies of the respective publications;
- x) the declaration of the doctoral student regarding his / her options regarding the publication of the doctoral thesis on the national platform, in accordance with the provisions of the Government Decision no. 681/2011 on the approval of the Code of doctoral studies, with subsequent amendments and completions (Annex 9);
- y) the request of the “Victor Babeș” University of Medicine and Pharmacy from Timișoara to enter the evaluation procedure at CNATDCU level of the doctoral thesis, registered at the Ministry of Education.
- (2) The doctoral file shall be archived by IOSUD-UMFVBT on a permanent basis, in accordance with the legislation in force.

Art. 16.

The doctoral thesis and its annexes, in electronic format, are signed with qualified / advanced electronic signature by the persons designated by IOSUD-UMFVBT and are uploaded on the platform in PDF format in which the main text is represented as such, and not by images. Audio, video or graphic illustrations may be an exception to this rule.

Art. 17.

- (1) In order to carry out the process of evaluating doctoral files, IOSUD-UMFVBT has the obligation to compile the doctoral file in printed and electronic format.
- (2) IOSUD-UMFVBT verifies the doctoral file.
- (3) The documents in electronic format (PDF), signed with qualified / advanced electronic signature by the persons designated by IOSUD-UMFVBT, from the doctoral file, are uploaded to the platform by IOSUD-UMFVBT and form the electronic doctoral file.
- (4) The doctoral file is uploaded to the platform within a maximum of 30 days from the date of the public defense of the doctoral thesis.
- (5) UMFVBT is responsible for the correctness of the uploaded data. Through the qualified / advanced electronic signature IOSUD-UMFVBT assumes the responsibility for the conformity with the original of the documents included in the electronic file of the doctoral student student, including the conformity of the documents in electronic format with those in printed format.
- (6) When uploading the electronic file of the doctoral student, IOSUD-UMFVBT constitutes the profile of the doctoral student, indicating also the doctoral field targeted for obtaining the doctoral title.

CHAPTER V. DOCTORAL COMMISSION

Art. 18.

1. The doctoral committee shall be proposed by the supervisor and approved by the CSUD Director and the CSD Director (Annex 5).
- (2) The doctoral commission is composed of at least 5 members: the president, as a representative of IOSUD-UMFVBT, the doctoral supervisor and at least 3 official references, from the country or from abroad, specialists in the field in which the doctoral thesis was elaborated. and of which at least 2 operate outside IOSUD-UMFVBT. The members of the doctoral commission have the title of doctor and have at least the didactic function of associate professor or second degree scientific researcher or have the quality of doctoral supervisor, in the country or abroad.
- (3) In the case of the doctorate in co-tutoring, the commission for the public defense of the doctoral thesis is composed of 6 members: the president, as a representative of IOSUD-UMFVBT, the doctoral supervisor, the co-doctoral supervisor and at least 3 official references, from the country

or from abroad, specialists in the field in which the doctoral thesis was elaborated and of which at least 2 carry out their activity outside IOSUD-UMFVBT, a member being obligatory holder at the institution with which the co-supervision was carried out (Annex 6).

(4) If one of the official references in the doctoral committee becomes unavailable, it may be changed at the proposal of the doctoral supervisor and with the approval of the CSUD Director of IOSUD-UMFVBT.

(5) The defense of the doctoral thesis may take place only after its evaluation by all the members of the doctoral commission and in the presence of at least 4 of them, with the obligatory participation of the chairman of the commission and of the doctoral supervisor (s).

(6) The public support obligatorily includes a question session from the members of the doctoral commission and of the public, according to art. 168, para. (3) of Law no. 1/2011.

(7) It is forbidden for the doctoral student to offer gifts or other such undue benefits to the members of the doctoral commission or to request that the doctoral student contribute to the settlement of expenses related to the travel of members of the doctoral commission or the organization of public defense of the doctoral thesis.

Art. 19.

1. The person involved in the evaluation procedure shall be in a situation of conflict of interest, in the event of the existence of a personal interest, in cases where:

- a) is a spouse, brother-in-law or relative up to the second degree, including the person whose file is being evaluated, including the doctoral supervisor, as the case may be;
- b) has benefited in the last 3 years prior to the evaluation or is currently benefiting from benefits of any kind from the evaluated person, including the doctoral supervisor, as the case may be.

(2) These situations do not include occasional collaborations with IOSUD-UMFVBT, such as participation in doctoral or habilitation commissions, other than those under the direct analysis of CNATDCU.

Art. 20.

(1) Based on the public defense of the doctoral thesis and the reports of the official references, the doctoral commission evaluates and deliberates on the grade to be assigned to the doctoral thesis. The grades that can be assigned are: "Excellent", "Very Good", "Good", "Satisfactory" and "Unsatisfactory".

(2) In order to obtain the title of doctor in the field of Medicine within IOSUD-UMFVBT, it is recommended to grant the following qualifications:

- "Good": for the publication as the first author, sole author or corresponding author of 3 scientific articles, containing results from the content of the thesis, of which:
 - a) an article is published in an ISI-rated journal with an $FI \geq 0.5$;
 - b) two articles to be published in journals indexed in the PubMed database.
- the qualification "Very good": for the publication as first author, sole author or corresponding author of 4 scientific articles, containing results from the content of the thesis, of which:
 - a) two articles to be published in ISI listed journals, one with $FI \geq 0.5$;
 - b) two articles to be published in PubMed indexed journals.
- the grade "Excellent": for the publication as the first author, sole author or corresponding author of 5 scientific articles, containing results from the content of the thesis, of which:
 - a) three articles to be published in ISI-rated journals, one with $FI \geq 0.5$;
 - b) two articles to be published in PubMed indexed journals.

- (3) In order to obtain the title of doctor in the field of Dentistry within IOSUD-UMFVBT, it is recommended to grant the following qualifications:
- "Good": for the publication as first author, sole author or corresponding author of 2 scientific articles, containing results from the content of the thesis, of which:
 - a) an article is published in an ISI-listed journal;
 - b) an article is published in a journal indexed in the PubMed database.
 - the qualification "Very good": for the publication as first author, sole author or corresponding author of 3 scientific articles, containing results from the content of the thesis, of which:
 - a) two articles to be published in ISI-listed journals;
 - b) an article is published in a journal indexed in the PubMed database.
 - the grade "Excellent": for the publication as the first author, sole author or corresponding author of 5 scientific articles, containing results from the content of the thesis, of which:
 - a) three articles to be published in ISI-listed journals;
 - b) two articles to be published in journals indexed in the PubMed database.
- (4) In order to obtain the title of doctor in the field of Pharmacy within IOSUD-UMFVBT, it is recommended to grant the following qualifications:
- "Good" grade: for the publication as first author, corresponding author or co-author of 3 scientific articles, containing results from the content of the thesis, of which:
 - a) an article is published in an ISI-rated journal with a FI \geq 0.5;
 - b) two articles to be published in BDI or PubMed indexed journals.
 - the qualification "Very good": for the publication as first author, corresponding author or co-author of 4 scientific articles, containing results from the content of the thesis, of which:
 - a) two articles to be published in ISI-rated journals, one with FI \geq 0.5;
 - b) two articles to be published in BDI or PubMed indexed journals.
 - the grade "Excellent": for the publication as first author, corresponding author or co-author of 5 scientific articles, containing results from the content of the thesis, of which:
 - a) three articles to be published in ISI-rated journals, one with FI \geq 0.5;
 - b) two articles to be published in BDI or PubMed indexed journals.

The Thesis Evaluation Committee may decide on the ratings based on the quality of the published articles and may take into account, if necessary, ISI articles instead of BDI-type ones.

(5) If a member of the doctoral committee identifies in the evaluation of the thesis, both before and in the public thesis, serious deviations from good conduct in scientific research and university activity, including plagiarism of the results or publications of other authors, making the results or replacing the results with fictitious data, the member of the doctoral committee is obliged to take the following measures:

- a) to notify the Ethics Commission of the Scientific Research of UMF "Victor Babeș" Timișoara for the analysis and solution of the case, including by expelling the doctoral student, according to art. 306-310 and 318-322 of Law no. 1/2011 and the provisions of Law no. 206/2004 on good conduct in scientific research, technological development and innovation, with subsequent amendments and completions;
- b) to notify all the members of the doctoral commission on the deviations and to propose the awarding of the grade "Unsatisfactory".

(6) If the doctoral student has fulfilled all the requirements provided in the scientific research program and the assessments on the doctoral thesis allow the award of the grade "Excellent", "Very good", "Good" or "Satisfactory", the doctoral commission proposes the award of the title of doctor. The proposal is submitted to CNATDCU, for evaluation and validation. CNATDCU,

following the evaluation of the doctoral file, proposes to the Minister of Education and Research the granting or non-granting of the doctoral title.

(7) In the case of assigning the grade “Unsatisfactory”, the doctoral commission specifies the content elements to be redone or completed in the doctoral thesis and requests a new public defense of the thesis. The second public defense of the thesis takes place in front of the same doctoral committee as in the case of the first defense. If the “public satisfaction” grade is obtained for the second public support, the doctoral degree is not granted, and the doctoral student is expelled.

(8) In case the CNATDCU validly invalidates the doctoral thesis, IOSUD-UMFVBT receives from the Ministry of Education (ME) a written motivation for invalidation, drafted based on the CNATDCU observations. The doctoral dissertation may be retransmitted to CNATDCU within one year from the date of the first invalidation. If the doctoral thesis is invalidated a second time, the doctoral degree will not be granted and the doctoral student will be expelled.

(9) If the members of CNATDCU within a doctoral thesis evaluation commission find non-compliance with the standards of professional ethics, including the existence of plagiarism, within the thesis and / or the activities that led to its realization, they invalidate the thesis. doctorate, communicates these findings to the other members of the evaluation committee and notifies the General Council of CNATDCU.

(10) The quality of doctoral student ceases when the doctoral degree is granted or when the expulsion order is issued.

CHAPTER VI. EVALUATION OF THE DOCTORAL FILE by CNATDCU

Art. 21.

(1) CNATDCU, following the evaluation of the doctoral file, proposes to the Minister of Education and Research the granting or non-granting of the doctoral title.

(2) The process of evaluating the doctoral file by CNATDCU is supported by an information system, hereinafter referred to as the national platform, provided by the Ministry of Education (ME).

(3) The platform is administered by the MoE through the Executive Unit for the Financing of Higher Education, Research, Development and Innovation (UEFISCDI) and ensures the exchange of information in electronic format within the evaluation process of the doctoral file.

(4) The collection and processing of data related to the granting of the doctoral degree, through the platform, are done for the purpose of:

- a) the organization and development of the evaluation process by CNATDCU of the doctoral file;
- b) processing for statistical purposes, scientific research or other purposes, at the request of the MoE, in accordance with the legal provisions;
- c) for the constitution of the library of doctoral theses.

Art. 22.

(1) The platform notifies the Technical Secretariat of CNATDCU about the completion of the upload of the file by UMFVBT. The CNATDCU Technical Secretariat administratively verifies the composition of the electronic doctoral file, within a maximum of 15 days from the notification and has the obligation to report to IOSUD-UMFVBT any registration errors or lack of documents. IOSUD-UMFVBT completes the electronic doctoral file within a maximum of 5 days from the notification.

(2) After the administrative validation of the electronic doctoral file by the Technical Secretariat of CNATDCU, the platform notifies the chairman of the specialized commission of CNATDCU which has assigned the doctoral field concerned for obtaining the doctoral degree.

(3) Within 5 days from the notification, the chairman of the specialized commission of CNATDCU nominates as evaluators 3 members of the specialized commission, depending on the doctoral field concerned.

(4) In well-justified cases, the chairman of the specialized commission of CNATDCU may nominate as evaluators and external experts. External experts must be PhDs in the country or abroad and not be in situations of conflict of interest.

(5) If the chairman of the specialized commission finds the interdisciplinary / multidisciplinary character of the research topic approached in a doctoral thesis, a member of another specialized commission, hereinafter referred to as the commission, may be nominated as evaluator for the constitution of the evaluation commission. secondary; the chairman of the specialized commission, after consultation with the chairman of the secondary commission, nominates the evaluator on the platform.

(6) The members nominated for the evaluation of the electronic doctoral file constitute the evaluation commission.

(7) Within a maximum of 10 days from the nomination, each nominated member must express, directly on the platform, the agreement for the evaluation of the doctoral file and the declaration that he / she is not in any of the situations of conflict of interest.

(8) After the establishment of the evaluation commission, the platform notifies the chairman of the specialized commission of CNATDCU and the members of the evaluation commission regarding the start of the evaluation process. CNATDCU does not resume the analysis of the files regarding the doctoral theses that have been analyzed and invalidated only once by CNATDCU and that are not sent within one year from the invalidation, as well as of the files regarding the doctoral theses that have been analyzed and invalidated twice by CNATDCU, according to the provisions of art. 168 para. (8) of Law no. 1/2011, with subsequent amendments and completions.

Art. 23.

The evaluation commission analyzes the electronic doctoral file from the following perspectives:

- a) scientific relevance;
- b) the potential impact of the results and the extent to which the thesis makes substantial contributions to knowledge;
- c) the originality and the innovative or creative character and the extent to which the doctoral student demonstrates independent critical thinking skills;
- d) the extent to which the doctoral student has adequately used the research methods and methodologies;
- e) the extent to which the way of presenting the information in the thesis is adequate;
- f) the extent to which the doctoral student demonstrates an understanding of and familiarity with the relevant literature in the field;
- g) the extent to which the results presented in the thesis have been published or accepted for publication, following evaluation by external evaluators (by peer review), or the basis of patent applications or applications or the extent to which the results presented in the thesis have the potential to be published in this way or to be applied;
- h) observance of the norms of good conduct in the research-development activity;
- i) compliance with professional ethics standards, including the existence of plagiarism, in the thesis and / or activities.

Art. 24.

1. Within a maximum of 15 days of the establishment of the evaluation committee, each member of the committee shall draw up, directly on the platform, an individual evaluation report referring to the validation / invalidation of the doctoral thesis and the grade proposed by the doctoral committee; motivation, as appropriate; If the members of the evaluation committee find non-compliance with the

standards of professional ethics, including the existence of plagiarism, in the thesis and / or the activities that led to its completion, the individual report also refers to this finding.

(2) The platform notifies the chairman of the specialized commission of CNATDCU of the completion of the individual reports by the members of the evaluation commission.

(3) The chairman of the specialized commission of CNATDCU draws up the synthetic evaluation report, directly on the platform, within 5 days from the notification, based on the individual evaluation reports of the 3 members of the evaluation commission; the synthetic report refers, as appropriate, to:

- a) validation of the doctoral thesis and of the grade proposed by the doctoral commission;
- b) invalidation of the doctoral thesis, accompanied by arguments;
- c) non-compliance with the standards of professional ethics, including the existence of plagiarism, within the thesis and / or the activities that led to its realization.

Art. 25.

(1) Based on the CNATDCU decision regarding the granting of the doctoral degree, the Minister of Education and Research grants the doctoral degree by order.

(2) The technical secretariat of CNATDCU sends to IOSUD-UMFVBT the order regarding the granting of the doctoral title, within 15 days from the issuance.

(3) The technical secretariat completes on the platform the number and date of the order of the minister to grant the doctoral degree.

(4) After completing the order of minister in the platform and based on the publication options completed by UMFVBT in the platform, the thesis and the annexes become public on the national platform in accordance with the provisions of art. 168 para. (9) of the National Education Law no. 1/2011, with subsequent amendments and completions, and of art. 66 of the Government Decision no. 681/2011 on the approval of the Code of doctoral studies, with subsequent amendments and completions.

Art. 26.

(1) If the CNATDCU decision is to invalidate the doctoral thesis, the platform notifies the Technical Secretariat of CNATDCU and IOSUD-UMFVBT this decision accompanied by the synthetic evaluation report, according to art. 168 para. (8) of the National Education Law no. 1/2011, with subsequent amendments and completions.

(2) In case CNATDCU issues an invalidation decision after the evaluation of a thesis retransmitted to CNATDCU according to the provisions of art. 168 para. (8) of Law no. 1/2011, with subsequent amendments and completions, the Technical Secretariat of CNATDCU proposes to the Minister of Education and Research not to grant the title of doctor. In this case, the Minister of Education and Research issues an order not to grant the title.

Art. 27.

(1) IOSUD-UMFVBT communicates the decision of CNATDCU to the doctoral student within maximum 15 days from the notification.

(2) The decisions of CNATDCU can be challenged within 15 days from its receipt by the doctoral student.

Art. 28.

1. The appeal shall be registered with the MoE, accompanied by the communication address from the UMFVBT regarding the CNATDCU decision, and shall be uploaded to the platform by the Technical Secretariat of the CNATDCU within a maximum of 5 days from the registration.

2. The platform shall notify IOSUD-UMFVBT, the General Council and the chair of the panel to which the committee is attached regarding the upload of the appeal to the platform.

3. Within a maximum of 3 days of receipt of the notification, the chairperson of the panel shall nominate 3 members of the panel to consider the appeal.

(4) In duly justified cases, the panel chair may nominate external experts for the analysis of the appeal. External experts must be PhDs in the country or abroad.

Art. 29.

1. The decision of the CNATDCU on the settlement of the appeal shall be signed by the President of the General Council, including by electronic means, and uploaded to the platform.

(2) The Platform shall notify the CNATDCU Technical Secretariat of the CNATDCU decision.

(3) The technical secretariat of CNATDCU communicates to the doctoral student and IOSUD-UMFVBT the decision of CNATDCU, within 15 days from the notification.

CHAPTER VII. ISSUE OF THE DIPLOMA AND GRANTING THE DOCTORAL DEGREE

Art. 30.

(1) The diploma conferred after the promotion of a doctoral study program is called the doctoral diploma. The diploma certifying the obtaining and holding of the doctoral degree expressly mentions the disciplinary or interdisciplinary field of the doctorate for the scientific doctorate.

(2) Following the completion of the university doctoral studies of science, the diploma and the title of doctor of sciences are conferred by IOSUD-UMFVBT, corresponding to the acronym Dr.

(3) The doctoral student's grade will be entered on the doctoral diploma, respectively "Excellent", "Very good", "Good" or "Satisfactory". Also, a mention in Latin will be written on the doctor's diploma, as follows: a) for the qualifier "Excellent", the mention "Summa cum laude"; b) for the qualifier "Very good" there is the mention "Magna cum laude"; c) for the qualifier "Good" there is the mention "Cum laude".

Art. 31.

The doctoral diploma is written in Romanian and English and is issued by UMF "Victor Babeș" Timișoara on the order of the relevant minister.

CHAPTER VIII. FINAL PROVISIONS

Art. 32.

The UMFVBT Senate approved this Methodology in the meeting of 18.12.2020, being amended and supplemented by H.S. no. 147/8890 / 28.04.2021, respectively by H.S. no. 259/11900 / 30.06.2021, the date on which it enters into force.

Director CSUD,

Prof. univ. dr. Cristina Adriana DEHELEAN

Rector,

Prof.univ.dr. Octavian Marius CREȚU



*Semnătura olografă este aplicată pe varianta originală a documentului care se păstrează în arhiva Senatului universitar.
Prezentul act are aceeași forță juridică ca și documentul original*

Anexa 1

No. Registration UMFVBT

To,

CSUD – UMF „Victor Babeș” of Timișoara

Undersigned _____ doctoral student enrolled on
_____, having a PhD supervisor: Prof. univ. dr./Conf. univ. dr.
_____, doctoral thesis title:

I hereby request you to approve the submission of my doctoral thesis in electronic format in order to perform the analysis of similarities through the anti-plagiarism system of the university, a program recognized by CNATDCU.

I agree with the publication on the www.rei.gov.ro platform of the similarity coefficients resulting from the scan with the anti-plagiarism program www.sistemantiplagiat.ro.

Date,

Signature,

Doctoral thesis approval,

Prof. Univ. Dr./Conf. Univ. Dr. _____

Co-supervised doctoral supervisor's approval (if applicable),

Prof. Univ. Dr./Conf. Univ. Dr. _____

Consiliul pentru Studii Universitare de Doctorat

P-ța Eftimie Murgu nr. 2, Timișoara,
cod 300041, România

Tel: (40)256204250, int 1422

Email: doctorat@umft.ro

www.umft.ro



No. Registration UMFVBT

To

CSUD – UMF „Victor Babeș” of Timișoara

Student _____

Doctoral student enrolled on _____

PhD supervisor Prof. univ. Dr. _____

The title of the doctoral thesis

I hereby invite you to approve the start of the evaluation procedures by the Steering Committee, in order to submit the thesis.

Date,

Signature,

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Email: doctorat@umft.ro

www.umft.ro



Agreement

The Steering Committee met today _____
on the occasion of the defense of the doctoral thesis with the title

Following the analysis of the result of the similarity detection system, of the debates regarding the content, structure and scientific value of the doctoral thesis, the originality of the own conclusions, the relevance of the bibliographic sources, the publication of the research results:

☐ **Agrees with the submission of the doctoral thesis to the secretariat of the Doctoral School in order to organize the public support**

☐ **Does not agree with the submission of the doctoral thesis to the secretariat of the Doctoral School in order to organize the public support**

PhD student: _____

Domain _____

PHD SUPERVISOR:

Prof. Univ. Dr. _____

(Name and surname)

(Signature)

DOCTORAL DIRECTOR IN GUIDE (if applicable):

Prof. Univ. Dr. _____

(Name and surname)

(Signature)

GUIDANCE COMMISSION:

1. **Prof./Conf./ȘL Dr.** _____

(Signature)

2. **Prof./Conf./ȘL Dr.** _____

(Signature)

3. **Prof./Conf./ȘL Dr.** _____

(Signature)

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No. Registration UMFVBT

To

CSUD – UMF „Victor Babeș” of Timișoara

Student _____ PhD student of the year
_____, form _____, having a PhD on Prof. Univ. Dr.
_____ with the title of the thesis:

I hereby approve the public defense of my doctoral thesis on-line / on-site on
_____.

Date,

(Name and surname)

(Signature)

Favorable opinion,
PhD supervisor,

Favorable opinion,
Chairman of the Support Committee,

(Name and surname)

(Name and surname)

(Signature)

(Signature)

Co-supervised PhD supervisor (if applicable),

(Name and surname)

(Signature)



Aproved, Director CSUD,
Prof. Univ. Dr. Cristina Adriana DEHELEAN

To,
CSUD – UMF „Victor Babeș” of Timișoara

The undersigned, Prof. / Conf. Univ. Dr. _____, as a doctoral supervisor,
propose the following commission for the public defense of the doctoral thesis entitled:

____author_____
, in order to be awarded the scientific title of doctor in the field _____

Chairman:

Prof.dr. _____ (reprezentative IOSUD)

PhD supervisor:

Prof.dr. _____

Members:

1. _____ - UMF _____
2. _____ - UMF _____
3. _____ - UMF “ _____

PhD supervisor:

Prof./Conf. Univ. Dr. _____

(Signature)

Aproved, Director CSD,
Prof. Univ. Dr. _____

Consiliul pentru Studii Universitare de Doctorat

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cod 300041, România

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Email: doctorat@umft.ro

www.umft.ro



Aproved, Director CSUD,
Prof. Univ. Dr. Cristina Adriana DEHELEAN

To,
CSUD – UMF „Victor Babeș” of Timișoara

The undersigned, Prof. Univ. Dr. _____, as a doctoral supervisor
and co-supervised doctoral supervisor Prof. Univ. Dr. _____, we propose
the following commission for the public defense of the doctoral thesis entitled

_____ author _____, in order to grant
the scientific title of doctor in the field _____

Chairman:

Prof. Univ. Dr. _____ (reprezentative IOSUD-UMFVBT)

PhD supervisor:

Prof. Univ. Dr. _____

PhD Co-Supervisor:

Prof. Univ. Dr. _____

Members:

1. _____ - UMF _____
2. _____ - UMF _____
3. _____ - UMF _____
4. _____ - UMF _____

PhD Supervisor,

PhD Co-Supervisor,

Prof. Univ. Dr. _____ Prof. Univ. Dr. _____

(Signature)

(Signature)

Aproved,
Director CSD,

Prof. Univ. Dr. _____

Consiliul pentru Studii Universitare de Doctorat

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MINUTES OF THE PUBLIC MEETING IN SUPPORT OF THE DOCTORAL THESIS

Today _____ at the "Victor Babeș" University of Medicine and Pharmacy in Timișoara, took place the public meeting for the defense of the doctoral thesis entitled: " _____ " elaborated by the doctoral student _____.

Public support took place online. The commission for the evaluation of the doctoral thesis was approved by the Decision of the Rector, Prof. univ. dr. Octavian Marius CREȚU no. ____ of _____ being complied with all the conditions provided by the official regulations in force.

Based on the findings of the evaluation and during the public defense of the doctoral thesis, the Commission deliberately awarded the doctoral thesis the grade (1) _____.

Based on the assessment of the doctoral thesis and the grades received by the doctoral student at the exams and reports in the training program and taking into account the degree of fulfillment of the requirements of the preconditions, the Commission deliberated and communicated to the audience the decision of (2) _____ in Medicine / Dentistry / Pharmacy.

Commission for the evaluation and public defense of the doctoral thesis

Title, Name and Surname	The quality	Signature
	Chairman	
	PhD Advisor	
	Referent	
	Referent	
	Referent	

(1) "Excellent", "Very good", "Good", ("Satisfactory", "Unsatisfactory" in which case the elements to be redone or completed in the thesis are presented in writing). The grade "Excellent" Very Good ", " Good "is awarded according to the related article in the Doctoral School Regulations. (2) to confer; not to give (in which case the motivation is presented, in writing).

Consiliul pentru Studii Universitare de Doctorat

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**THE UNIVERSITY OF MEDICINE AND PHARMACY
"Victor Babeș" from Timișoara**

ANEXIS

to the report concluded on the occasion of the online public defense of the doctoral thesis
entitled: „_____”

developed by doctoral student _____
in order to obtain the scientific title of doctor in the field
Medicine / Dentistry / Pharmacy.

The following questions were asked at the question session by the members of the
doctoral committee and the public:

Questions from members of the doctoral committee and the public
(to be completed by the Chairman of the Committee)

1. Question by:

The answer:

3. Question by:

The answer:

Chairman of the committee	Signature

Anexa 7A

REPORT OF THE PUBLIC MEETING IN SUPPORT OF THE DOCTORAL THESIS

Consiliul pentru Studii Universitare de Doctorat

P-ța Eftimie Murgu nr. 2, Timișoara,
cod 300041, România

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Email: doctorat@umft.ro

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Today _____ at the "Victor Babeș" University of Medicine and Pharmacy in Timișoara, took place the public meeting for the defense of the doctoral thesis entitled: " _____ " elaborated by the doctoral student _____.

Public support took place online. The commission for the evaluation of the doctoral thesis was approved by the Decision of the Rector, Prof. univ. dr. Octavian Marius CREȚU no. _____ of _____ being complied with all the conditions provided by the official regulations in force.

Based on the findings of the evaluation and during the public defense of the doctoral thesis, the Commission deliberately awarded the doctoral thesis the grade (1) _____.

Based on the assessment of the doctoral thesis and the grades received by the doctoral student at the exams and reports in the training program and taking into account the degree of fulfillment of the requirements of the preconditions, the Commission deliberated and communicated to the audience the decision of (2) _____ in Medicine / Dentistry / Pharmacy.

Commission for the evaluation and public defense of the doctoral thesis

Title, Name and Surname	The quality	SIGNATURE
	Chairman	
	PHd Advisor	
	PHd co-Advisor	
	Referent	
	Referent	
	Referent	
	Referent	

(1) "Excellent", "Very good", "Good", ("Satisfactory", "Unsatisfactory" in which case the elements to be redone or completed in the thesis are presented in writing). The grade "Excellent" Very Good ", " Good "is awarded according to the related article in the Doctoral School Regulations.

(2) to confer; not to give (in which case the motivation is presented, in writing).

**THE UNIVERSITY OF MEDICINE AND PHARMACY
"Victor Babeș" from Timișoara**

ANEXIS

Consiliul pentru Studii Universitare de Doctorat

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to the report concluded on the occasion of the online public defense of the doctoral thesis
entitled: „_____”

developed by the doctoral student _____

in order to obtain the scientific title of doctor in the field
Medicine / Dentistry / Pharmacy.

The following questions were asked at the question session by the members of the
doctoral committee and the public:

Questions from members of the doctoral committee and the public
(to be completed by the Chairman of the Committee)

1. Question

Answer

2. Question

Answer

Chairman of the committee	Signature



UNIVERSITATEA
DE MEDICINĂ ȘI FARMACIE
VICTOR BABEȘ | TIMIȘOARA

Anexa 8

**THE UNIVERSITY OF MEDICINE AND PHARMACY
„VICTOR BABEȘ” FROM TIMIȘOARA
UNIVERSITY OF.....
Department**

NUMELE, PRENUMELE DOCTORANDULUI



TITLUL TEZEI DE DOCTORAT

REZUMAT

Conducător științific

GRAD DIDACTIC, NUME, PRENUME

Conducător științific în cotutelă (dacă este cazul)

GRAD DIDACTIC, NUME, PRENUME

Timișoara

Consiliul pentru Studii Universitare de Doctorat

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cod 300041, România

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UNIVERSITATEA
DE MEDICINĂ ȘI FARMACIE
VICTOR BABEȘ | TIMIȘOARA

A N U L

**”VICTOR BABEȘ” UNIVERSITY OF
MEDICINE AND PHARMACY TIMIȘOARA
FACULTY OF.....
Department.....**

FAMILY NAME, FIRST NAME(S) of PhD STUDENT



TITLE OF PhD THESIS

ABSTRACT

Scientific Coordinator

ACADEMIC DEGREE, FAMILY NAME, FIRST NAME(S)

Scientific Coordinator in Co-tutorship

ACADEMIC DEGREE, FAMILY NAME, FIRST NAME(S)

Consiliul pentru Studii Universitare de Doctorat

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Timișoara
YEAR

Anexa 9

Declarație

The undersigned _____ as a doctoral student, doctoral supervisor
_____, Domain
_____, author of the doctoral thesis entitled

_____,

☐ *I opt for the separate publication of the doctoral thesis or of some chapters from it.*

I do not opt for the separate publication of the doctoral thesis or of some chapters from it.

If the doctoral student does not opt for the separate publication of the thesis or some chapters of it, the digital form of the thesis is made public and can be freely accessed on the national platform after the issuance of the doctoral degree; the thesis will be assigned a copyright protection license (according to GD 681/2011 with subsequent amendments and completions).

PhD student,

(Signature)

Date _____

Anexis 10

Consiliul pentru Studii Universitare de Doctorat

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cod 300041, România

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Acceptance report of the doctoral supervisor (s) regarding the public defense of the doctoral thesis

The undersigned (s), Prof. Univ. Dr. _____, as a PhD supervisor
and Prof. Univ. Dr. _____, as co-supervised PhD
supervisor (if applicable)
of the doctoral student

author of the doctoral thesis with the
title _____

_____ I present
the following assessments, observations and conclusions regarding the content, scientific value and
importance of the original contributions from the doctoral
thesis: _____

In view of the conclusions and findings presented, I am in favor of submitting the doctoral thesis to the
secretariat of the Doctoral School in order to organize the public support.

PhD Advisor

Prof. Univ. Dr. _____

(Signature)

PhD Co-Advisor
(if needed)

Prof. Univ. Dr. _____

(Signature)

Consiliul pentru Studii Universitare de Doctorat

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**Referral member acceptance report
in the commission for public defense of the doctoral thesis**

The undersigned, Prof. Univ. Dr. _____, holder of

_____ I agree
to be a reference member in the committee for the defense of my doctoral thesis and I mention that I
meet the legal criteria to occupy this position.

I undertake not to participate more than twice a year in the commission for public defense of the doctoral
thesis coordinated by the same doctoral supervisor.

Thesis elaborated by _____

The _____ title _____ of _____ the _____ doctoral
thesis _____

Prof. Univ. Dr. _____

(Signature)