



RULES FOR THE ACADEMIC RECOGNITION OF THE ERASMUS+ STUDIES IN THE „VICTOR BABEȘ” UNIVERSITY OF MEDICINE AND PHARMACY, TIMIȘOARA

	Function, Surname and first name	Date	Signature
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The "Victor Babes" University of Medicine and Pharmacy, Timișoara (UMFVBT) guarantees the academic recognition of studies and traineeships carried out by its students during their Erasmus+ mobility, as long as they have observed their contractual obligations.

In order to ensure the full academic recognition of study and placement mobility activities, participants have to observe the following calendar:

1. Signing bilateral agreements only with partner universities which use the transferable credit system (ECTS), thus facilitating the full recognition of the studies carried out by the students of UMFVBT in host institutions and of inbound students. This requires a good knowledge of the study plans, of the teaching/examining methods, of the grading systems used by the partner universities, which can be carried out by editing and exchanging brochures, by searching websites, by mutual visits, etc. The bilateral Agreements are signed by the ERASMUS+ Institutional Coordinators of the partner institutions and for a BA to become eligible for the next academic year it has to be signed no later than 31 March. In special circumstances, on the partners' request or in the case of mobilities such as „staff training,, or placement mobility, bilateral agreements can be signed at a later date (the start date of the training/teaching/placement mobility).

The length of study and placement mobility activities for the Erasmus+ students is between 3 and 24 months (for study mobility) and 2 and 12 months (for placement mobility). Periods of study longer than 3 months can be followed by a traineeship mobility (combined mobility). ERASMUS+ mobility activities can be carried out only within and by observing the conditions established in the Erasmus charter for Higher Education (our university does not accept mobility of the "free mover" type).

2. Centralizing Bilateral Agreements by the Erasmus+ Direction. Responsible: ERASMUS+ officer, permanent task.

3. Learning Agreement for Studies with each student **before the start of the mobility**, with possible changes in cases of force majeure or in cases required by the curriculum of the partner university. The LA will be signed by:

- for the home university – by the Erasmus+ institutional coordinator
- for the host university, by the ECTS coordinator of the faculty/ Erasmus+ institutional coordinator.

The Learning Agreement stipulates the rights and obligations of the student from an academic point of view. The list of subjects that are to be studied at the partner university amounts to a certain



number of credits; this number has to be at least equal to the number of credits the student would have obtained at the home university during the mobility period (according to the university internal regulations) namely **60 ECTS credits for an academic year, 30 ECTS credits for a semester.**

UMFVBT shall provide the partner university, on request, a transcripts of records reflecting the student's former results, and on the student's return to recognize all the credits that can be validated and are reflected in the Transcripts of Records issued by the host university. The subjects that cannot be validated will be recognized and written in the Diploma Supplement.

The host university, which accepts to temporarily host the student, undertakes to provide the subjects specified in the Learning Agreement, to register the student for the respective academic activities, and to provide a Transcript of Records and a Certificate of Attendance which both reflect the results obtained by the student.

4. Learning Agreement for Traineeship (TA) is signed with each student individually, **before the start of the mobility**, with possible changes due to cases of force majeure (see the selection procedure for Erasmus+ students).

The TA establishes the details of the training period, the competences, skills and abilities that can be acquired. UMFVBT will ensure the academic recognition of the placement carried out by the student at the host institution by granting a number of ECTS credits corresponding to the student's obligatory practice, and by registering the placement period in the Diploma Supplement.

Responsible persons: the Deans of the faculties and the ERASMUS+ Institutional Coordinator.

Deadline: 30 May (for the placements scheduled for the winter semester) and 30 November (for the placements scheduled for the summer semester).

At the end of each mobility period spent abroad, the host institution shall provide the student and the home institution with a **Certificate of attendance** which specifies the exact period of study/placement, as well as a **Transcript of Records** containing the results obtained by the student who sat for exams (for study mobility) or a **Transcript of Work** with the skills and results obtained by the student during placement mobility periods. Responsible persons: the student who benefited from the mobility; deadline – 15 days after the return from the mobility.

5. The recognition and/or validation of the study/placement period carried out partner institution. The validation committee analyzes the transcripts of records/transcripts of work



containing the results obtained by the students in the subjects for which they participated in exams during their mobility period. Responsible persons: the validating committees of each faculty (according to the internal regulations of the university).

The validating committees **are responsible for** the FULL academic recognition of the studies carried out by the ERASMUS+ students who successfully carried out the contractual obligations.

Drawing up the list of ERASMUS+ students who have attended subjects that cannot be validated, in order to be written in the Diploma Supplement. Responsible persons: Erasmus officer, head secretary of the faculty.

In the case of subjects which the students attended but for which the host university does not organize exams during the mobility period of the student, the latter have the right to sit for exams in their home university, **in the legally set exam sessions**, provided they:

- a. submit a written request to the dean of the faculty asking for the permission to sit for the respective exam(s)
- b. submit official documents issued by the host university which confirm that the student did not have the possibility to take the respective exams during the mobility period
- c. submit official documents attesting that the student carried out the practical works/hospital internship corresponding to the respective subject(s).

According to the Rights of the Erasmus Student and to the Erasmus Charter for Higher Education, students are entitled to the automatic and full recognition by the home university of the activities successfully concluded during the Erasmus mobility period, according to their learning/traineeship agreement.

6. Filling in the Diploma supplement of the Erasmus+ students who have successfully completed their contractual obligations. Responsible persons: faculty secretaries, the office for study documents; deadline: 1 year from graduation (at the same time with the graduation diploma)

Vice-Rector Internaional Relations,

Prof. univ. dr. Claudia Borza