



REGULATION
ON THE ORGANIZATION AND CONDUCT OF THE BACHELOR 'S
DEGREE EXAMINATION FOR THE GRADUATES OF THE
ACADEMIC YEAR 2021-2022
WITHIN
"VICTOR BABES" UNIVERSITY OF MEDICINE AND PHARMACY
FROM TIMISOARA

	Position, last name and first name	Date	Signature
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1-ST CHAPTER. GENERAL PROVISIONS

Art. 1.

The study completion exams at the "Victor Babeș" University of Medicine and Pharmacy in Timisoara (UMFVBT) will be organized and conducted in accordance with the National Education Law no. 1/2011, as subsequently amended and supplemented, the Order of the Ministry of Education no. 3106/2022 regarding the approval of the framework methodology for organizing and conducting the bachelor's degree/ diploma examination, the Order of the Ministry of Education and Research no. 4.156 of 27 April 2020 on the regime of academic acts and documents in the higher education system and its own methodology approved by the University Senate by this Regulation.

Art. 2.

(1) University study programs, organized according to the Education Law no. 84/1995, republished, as subsequently amended and supplemented, shall be completed with:

- a) Bachelor's degree/diploma examination, for long-term university studies;
- b) with a graduation exam, for short-term university studies.

(2) For graduates of studies organized under Law no. 288/2004 on the organization of university studies, as subsequently amended and supplemented, the bachelor's degree studies are completed with a bachelor's degree examination.

Art. 3.

(1) Within "Victor Babeș" University of Medicine and Pharmacy of Timisoara, its own graduates of the study programs accredited or authorized to operate provisionally, from the current graduation year and the previous graduation years, which passed all the evaluation exams during the bachelor's study programs, may take the Bachelor's degree examination.

(2) The graduates of the accredited study programs or of the study programs authorized to operate provisionally within the "Victor Babeș" University of Medicine and Pharmacy in Timisoara are registered at the faculties dean's office and take the bachelor's degree examination at the "Victor Babeș" University of Medicine and Pharmacy in Timișoara.

(3) For a university study program, the study completion exam is organized and carried out under the same conditions for all graduates.

Art. 4.

The candidates for the bachelor's degree examination shall submit upon registration a certificate of linguistic competence in a broad international language, issued by the specialized department of "Victor Babeș" University of Medicine and Pharmacy in Timișoara or by another specialized institution, national or international, recognized by the specialized department of the University.

Art. 5.

The University will inform the candidates about the periods of study completion examinations, the conditions and periods of enrolment, the topics, the bibliography, etc., by means of the faculty secretary office, by posting the announcement at the institution's headquarters and/or on the website.

Art. 6.

(1) The central office for the coordination of the bachelor's degree examination and the Central Bachelor Degree Committee shall be established, on the proposal of the Rector, at University level, shall be approved by the Board of Directors and the University Senate and shall be established by decision of the Rector. The names of their members are published on the University's website, www.umft.ro.

(2) The examination committees for the completion of studies are established according to faculties and study programs, at the proposal of the faculty councils, are approved by the Board of Directors and the University Senate and are established by the decision of the Rector. The names of their members of the commissions are published on the University's website, www.umft.ro.



- (3) The members of the Bachelor's degree examinations committee and the examination appeals board and the number of their members shall not be changed during the study completion examinations.
- (4) Each committee or board shall be composed of its chairman, its members and its secretary.
- (5) The chairman of the study completion examination committee must have the didactic degree of university professor or university lecturer.
- (6) The members of the study completion examination committee must have the PhD scientific title and the didactic degree of university lecturer/ university senior lecturer, associate professor or university professor.
- (7) The secretary of the study completion examination committee must have at least the didactic degree of university assistant and has only document management duties.
- (8) According to the law, the members of the study completion examination committee, the secretary of the study completion examination committee and the members of the study completion examination committee cannot be, with the examined persons or between them, in a relationship of marriage, cannot be in-laws and relatives up to the third degree, inclusively.
- (9) Faculties with a large number of students will set up several committees for the evaluation of bachelor's degree theses.
- (10) The number of committees shall be determined according to the number of bachelor's degree theses, in order to carry out the examination effectively.
- (11) Their members and number of committees shall be approved by the Faculty Council at least one month before the date of the bachelor's degree examination.
- (12) Each committee shall be organized on related subjects, including at least one specialist teacher from each subject.
- (13) The name of the members of the committees and the distribution of the students by committees and examination rooms shall be published by posting the announcement at the faculty dean's office, at least 2 days before the date of the examination.
- (14) The management of the University, the dean's office and the examination committees bear full responsibility for organizing and conducting the study completion examinations.

Art. 7.

- (1) The coordinators of the bachelor's degree theses are jointly responsible with their authors for ensuring the originality of their content.
- (2) The sale of scientific works for facilitating the falsification by the purchaser of the authorship of a bachelor's degree thesis shall be prohibited.
- (3) The educational, administrative and technical measures taken to guarantee the originality of the bachelor's degree theses are specified in the Antiplagiarism Work Procedure regarding the verification of the bachelor's degree theses within "Victor Babeș" University of Medicine and Pharmacy in Timișoara (UMFVBT), and the related sanctions are established in the Code of Academic Professional Ethics and Deontology, an integral part of the University Charter of "Victor Babeș" University of Medicine and Pharmacy in Timișoara, according to the provisions of the Education Law no. 1/2011.
- (4) The Rector may cancel, with the approval of the University Senate, a bachelor's degree examination, a certificate or a diploma of studies, if it is proved that it was obtained by fraudulent means or in breach of the provisions of the Code of Academic Ethics and Deontology.
- (5) In the Bachelor degree study programs with 300 transferable credits, respectively 360 transferable credits, all the bachelor's degree theses are verified with the help of the University's anti-plagiarism software.
- (6) In the Bachelor degree study programs with 180-240 transferable credits, a percentage of 10% of the bachelor's degree theses is verified, randomly, with the help of the University's anti-plagiarism software.
- (7) The working procedure, standard documents as well as the periods during which the bachelor's degree theses can be verified from the point of view of the originality of the content with the help of the university's anti-plagiarism software are established in the anti-plagiarism working procedure for the verification of the bachelor's degree theses within "Victor Babeș" University of Medicine and Pharmacy in Timișoara and will be brought to the attention of the students, in due time, by the faculty dean's office, by posting on the faculty notice board and on the university website.



(8) The documents obtained upon the verification of the originality of the content with the help of the university's antiplagiarism software, signed and registered, will be submitted by the students at the faculty dean's office before the defense of the bachelor's degree thesis, until 01 June 2022 at the latest.

Art. 8.

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

- a) 1-st examination: assessment of fundamental and specialized knowledge;
- b) 2-nd examination: presentation and defense of the bachelor's degree thesis.

(2) The component examinations referred to in paragraph (1) for the Bachelor degree examination shall be held in the presence of the Bachelor degree examination committee and the examined candidate, at the same place and at the same time.

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

(4) The topic and bibliography shall be published at the headquarters of the institution and/or on the website of the University.

(5) For the graduates of the Faculty of Medicine, the Bachelor's degree examination consists of:

a) 1-st component examination – national component, in the form of a written paper, from the topics and bibliography announced by the organizing committee, which will be made up of specialists appointed by the accredited medical and pharmacy universities.

b) 2-nd component examination – presentation and public defense of the bachelor's degree thesis.

(6) For the graduates of the Faculty of Dental Medicine and the Faculty of Pharmacy:

a) 1st component examination – national component, in the form of a written paper, from the topics and bibliography announced by the organizing committee, which will be made up of specialists appointed by the accredited medical and pharmacy universities.

– specific component, in the form of a practical test.

b) 2-nd component examination – presentation and public defense of the bachelor's degree thesis.

Art. 9.

(1) The passing average grade of the study completion examination must be at least 6.00. The passing grade on each examination must be at least 5.00, regardless of the number of examinations.

(2) The grades granted by the members of the examination committee shall be integer numbers from 1 to 10.

(3) The average grade of an examination/examinations, calculated as an arithmetic mean of the grades awarded exclusively by the members of the examination committee, shall be calculated up to two decimal places, without rounding.

(4) The average grade of the bachelor's degree examination shall be calculated to two decimal places, without rounding, exclusively on the basis of the average grade of the component examinations.

(5) If at a component examination a candidate does not obtain at least a grade of 5.00, at the next attempt to pass the bachelor's degree examination, the examination shall be resumed in full.

(6) The access to the thesis defense examination is conditioned by the passing of the written examination and the practical examination, as the case may be.

(7) The deliberation of the committees on the determination of the results of the study completion examinations shall not be public. Decision making in the committee shall be based on the arithmetic mean of the grades obtained by the candidate from the members of the committee.

Art. 10.

(1) The retake of the Bachelor degree examination is subject to enrolment and the payment of the fee established by the regulations of the University.

(2) The general rules of discipline for taking part in examinations, specified in the University Charter and in its own regulations, are also valid for the bachelor's degree examination and are supplemented by the provisions of this Regulation.

Art. 11.

(1) For graduates of the graduation year 2021-2022, the Bachelor degree examination is held at the University headquarters, according to the structure of the academic year, approved by the University Senate, in the following sessions, organized under the same conditions, as follows:



a) 1-st session:

- in July 2022, for all study programs within the Faculties of Medicine and Dental Medicine
- in September 2022, for the study programs Pharmacy, Pharmacy (in French) and Pharmacy Assistance (at Lugoj) from the Faculty of Pharmacy.

b) 2-nd session, with the maintenance of the Bachelor's degree Committees, established for the first session of the Bachelor degree examination:

- in September 2022, for all study programs within the Faculties of Medicine, and Dental Medicine
- in February 2023, for the study programs Pharmacy, Pharmacy (in French) and Pharmacy Assistance (at Lugoj) from the Faculty of Pharmacy.

c) 3-rd session, with the maintenance of the Bachelor's degree Committees, established for the first session of the Bachelor degree examination:

- in February 2023, for all study programs within the Faculties of Medicine, and Dental Medicine.

(2) For bachelor's degree programs of General Nursing (Lugoj), Pharmacy Assistance (Lugoj) and General Nursing (Deva), respectively, the organization and the taking of the bachelor's degree examination will be performed in Lugoj and Deva, respectively, under the coordination of the central Bachelor's degree committee.

(3) Past graduation years graduates may enrol in the Bachelor's degree examination in sessions scheduled for the current graduation year.

(4) The presentation of candidates in sessions subsequent to those organized for the graduation year to which they belong, can be made if the candidates bear the related expenses, in the amount established by the University Senate, by the Regulation on the amount of tuition fees and other taxes.

Art. 12.

(1) The calendar for the bachelor's degree examination shall be as follows:

a) – in July 2022 for all study programs within the Faculties of Medicine and Dental Medicine

- 12 July 2022, 10:00 AM – written examination (for all study programs within the Faculties of Medicine and Dental Medicine);
- 13-14 July 2022 – practical examination (for the Dental medicine and Dental technique study programs);
- 15-16 July 2022 – defense of the Bachelor's degree theses (for all the study programs within the Faculties of Medicine and Dental Medicine).

b) – in September 2022 for the study programs Pharmacy, Pharmacy (in French) and Pharmacy assistance (at Lugoj) from the Faculty of Pharmacy (1-st session) and for all study programs from the Faculties of Medicine and Dental Medicine (2-nd session):

- 06 September 2022, 10:00 AM – written examination;
- 07-08.09.2022 – practical examination;
- 09 September 2022 – defense of the Bachelor's degree theses.

c) in February 2023, according to the schedule approved by the Board of Directors and the University Senate – all study programs: for the study programs Pharmacy, Pharmacy (in French) and Pharmacy assistance (at Lugoj) from the Faculty of Pharmacy (2nd session) and for all study programs from the Faculties of Medicine and Dental Medicine (3rd session).

(2) The enrolment of the candidates for the bachelor's degree examination is made individually, at the faculty dean's offices, by submitting the bachelor's degree theses accompanied by the abstract and report of the thesis, the certificates of linguistic competence and the affidavit regarding the originality of the content of the paper, signed by the graduate and the scientific coordinator, according to the schedule and structure of the academic year, approved by the University Senate, as follows:

- until 01 June 2022, for the July and September sessions of the Bachelor's degree examination;
- until 16 December 2022, for the February session of the bachelor's degree examination.

(3) The members of the Bachelor's degree committees, together with the examination rooms coordinators and supervisors, participate in the technical training, organized by the central Bachelor's degree committee, on June 27, 2022, at 01: PM, either in the Aula Magna of the university or online (link sent by e-mail), depending on the epidemiological situation. The Chairman of the Central Bachelor's degree committee will make specific clarifications regarding the schedule, location, examination tests, the method of filling in and correcting the grid, the responsibilities of the central committee, faculties committees, examination rooms coordinators and supervisors.



The Chairman of the Central Bachelor's degree committee shall also specify the assignment of the supervisors and the coordinators of the examination rooms to the specific rooms and any other relevant information.

2-ND CHAPTER WRITTEN EXAMINATION

Art. 13.

(1) The written examination shall consist of a multiple-choice examination, with:

- 120 questions, in the study programs Medicine, Medicine (in English), Medicine (in French), Dental Medicine, Dental Medicine (in English), Pharmacy, Pharmacy (in French);
- 100 questions, for the study programs General Nursing, General Nursing (at Lugoj), General Nursing (Deva), Balneophysiokinetotherapy and recovery, Nutrition and Dietetics, Dental Technique;
- 60 questions for the Pharmacy Assistance (Lugoj) study program.

(2) The topics and bibliography are established by the Committees of the faculties and are published by posting at the headquarters of the institution and/or on the website of the University, within the term established by the faculty management and with the approval of the Teaching Vice-Rectorate.

(3) The first 30 questions out of 120, respectively the first 25 questions out of 100 and the first 15 questions out of 60, depending on the study program, will be of the simple choice type; Questions 31-120, 26-100 and 16-60, respectively, will be of the multiple choice type.

(4) The maximum score obtained for simple choice questions is 4 points and can be obtained by exclusively marking the correct answer. If more than one answer is marked or no answer, the score for the question will be 0 points.

(5) The maximum score obtained for multiple-choice questions is 5 points and is given in accordance (for each agreement one point) with the number of marked and incorrect unmarked correct answers. In case of marking a single answer, no answer or all 5 answers, the score for the question will be 0 points.

(6) The maximum score that can be obtained is 570. The grade of the bachelor's degree examination will be obtained by interpolation, depending on the score obtained in the grid test, where 0 points in the test will correspond to grade 1 and 570 points in the test will correspond to grade 10. The equivalence grid will be provided by the Central Bachelor Degree Committee.

Art. 14.

(1) The subjects of the written examination are prepared by the Specialists committee for this test.

(2) The written examination committee is made up of teachers, specialists in the fields of examination topics.

(3) At least three working days before the written examination, the chairmen of the bachelor's degree examination committees, for each study program, verify the existence and correctness of the correction algorithm, the correction grid, the score-grade equivalence, the text and the format of the examination booklet to be multiplied.

Art. 15.

Students from study programs organized in a foreign language take the written examination in Romanian.

Art. 16.

(1) The lists for the assignment of students in the examination rooms are displayed at the dean's office of the faculty 2 days before the date of the written examination and are handed over to the chairmen of the bachelor's degree committees.

(2) Students must be present in the room where they were assigned 30 minutes before the scheduled beginning time of the examination.

(3) Students must have a valid ID document, the student ID and a blue or black ballpen.

(4) It is not allowed to enter the examination room with mobile phones or other devices for listening, recording, transmitting, as well as with any other written or electronic information sources. Failure to comply with these requirements will result in exclusion from the examination.

(5) Students may request one time a new not-filled in multiple choice test paper in case of incorrect filling in of the test paper. In this case, it is necessary to fill in all the correct data and answers, until the examination time expires.



Art. 17.

- (1) The written examination is supervised by the supervisory committees established for the examination rooms and approved by the deans of the faculties.
- (2) Each supervisory committee will include at least 3 teachers: examination room coordinator and supervisors.
- (3) The examination room supervisors and coordinator will take charge of their examination rooms one hour before the beginning of the examination, at 09:00 AM.

Art. 18.

- (1) On the morning of the day set for the bachelor's degree examination, at the time scheduled by the chairman of the Central Bachelor's degree committee, a committee consisting of the chairman, members of the specialized committee, the staff of the University Printing House, and other members of the central committee strictly appointed in advance will meet at the headquarters of the Printing House in order to: randomly extract the subjects, check the correctness of the extracted tests, multiply the examination notebooks, being responsible for keeping the tests secret, until the moment of their distribution in the examination rooms.
- (2) The subjects for the written examination are brought to the examination rooms by teachers appointed by the dean / Bachelor degree committees, who will solve any problem that would occur during the written examination.
- (3) The members of the supervisory committees will instruct the graduates on how to fill in the exam booklet, the examination multiple choice test, the allotted time, as well as other useful information.
- (4) The duration of the written examination of the bachelor's degree examination is 3 hours for the multiple choice tests with 100-120 questions, respectively 2 hours for the multiple choice tests with 60 questions and is counted from the handing over of the last examination booklet. No candidate may leave the room for 30 minutes after the start of the written test. Subsequently, the graduate may leave the room only after he/she hands in the written test and signs it in the delivery note.
- (5) At the end of the time allotted for the test, the students submit the written test and sign for it. The last 3 graduates remain in the exam room to sign and close the envelopes.
- (6) At the end of the bachelor's degree examination, the members of the faculty committees will distribute in the rooms the correction templates, in equal numbers with the number of the correction committees in each room. The templates will be taken under signature by the room coordinator.
- (7) Next, in the examination rooms, the tests are corrected by scanning or manually (in case of technical problems), in the presence of two supervisors, the candidate and two witnesses, who will sign the paper, after which the conversion of the score in grades is carried out. The recorection can only be made after filing an appeal.
- (8) After completing the grading activity, the room coordinators will hand over to the chairman and members of the bachelor's degree examination committee, on each study program, the examination notebooks, drafts and the multiple choice tests, with the final grade written in numbers and letters.

Art. 19.

Within 30 minutes of the end of the written examination in all rooms, the bachelor's degree committees display the tests with the correct answers, for the self-assessment of the students.

Art. 20.

The results of the written examination, for each study program, are announced within 48 hours from the date of the examination, by the Bachelor's degree committees by posting them on the notice board of the organizing faculty and / or on the University website.

Art. 21.

- (1) The grade obtained can be challenged within 24 hours of the moment when the results are being displayed.
- (2) Any appeal is addressed, in writing, to the Central Bachelor's degree committee and is submitted to the University Registry Office.
- (3) The responses of the Central Bachelor's degree committee to the appeals shall be issued within 24 hours from the end of the appeal period.

3-RD CHAPTER PRACTICAL EXAMINATION

Art. 22.



(1) The practical examination of the bachelor's degree examination, in the study programs where it is specified, consists in the evaluation of the application of the knowledge and practical skills, specifically for the concerned faculties.

(2) The practical examination of the bachelor's degree examination for the Faculty of Dentistry is a case presentation type based on the case documentation.

(3) The practical examination of the bachelor's degree examination for the Faculty of Pharmacy is of a practical type (making a master preparation and identification, control of chemicals, according to the monographs in the Pharmacopoeia, analysis of a medical prescription).

Art. 23.

(1) The committees of the practical examination are made up of specialists established by the Decision of the Faculty Council.

(2) Each committee is composed of a chairman and a minimum of 3 members.

(3) The chairman of the committee and the members of the committee are responsible for equipping the room with the necessary inventory items and materials.

Art. 24.

(1) The council of each faculty establishes its own way of distributing students in formations and, where appropriate, in practical examination committees.

(2) The Central Bachelor's degree committee of the faculty is responsible for the proper student assignment.

Art. 25.

Students must be present at the headquarters where the practical examination is carried out at the scheduled time and will be examined on the basis of the valid identity document.

Art. 26.

(1) The practical examination is conducted in Romanian.

(2) Graduates must have on their white gown and specific instruments (as the case may be).

Art. 27.

(1) The way in which the practical examination is conducted is specific to each faculty and each study program.

(2) Committees need to assess all the candidates who have been assigned to them in a unitary manner.

Art. 28.

(1) Student assessment is the appreciation of the practical examination by a grade.

(2) To pass the practical examination the graduate must obtain a grade of at least 5,00 (five).

(3) The grade obtained at the practical examination can not be challenged.

Art. 29.

The results of the written examination, for each study program, are announced within 48 hours from the date of the examination, by the Bachelor's degree committees by posting them on the notice board of the organizing faculty and / or on the University website.

4-TH CHAPTER PRESENTATION AND PUBLIC DEFENSE OF THE BACHELOR'S DEGREE THESIS

Art. 30.

(1) The major criterion in choosing the domain / theme of the Bachelor's degree thesis must be the advantage of the research that will be carried out in the training process of the future specialist. The analysed topic must be correlated with the study program / specialization of the graduate, especially with that segment of activity in which it has both solid knowledge and a particular interest.



(2) The faculty professors, starting with the degree of university assistant to the degree of university professor or / and teaching staff or researchers from other universities or institutions that have agreements in this respect with "Victor Babeș" University of Medicine and Pharmacy of Timisoara may be scientific coordinators of the bachelor's degree theses. The assistant professors can only coordinate bachelor's degree theses together with a tenure professor.

(3) The professors have the obligation to agree to coordinate bachelor's degree theses. A scientific coordinator may coordinate up to a maximum of 8 bachelor's degree theses per year. There must be a free communication between the student and the scientific coordinator, appropriate to the academic environment, based on mutual respect and appreciation.

Art. 31.

(1) Bachelor's degree theses are prepared and presented in accordance with the methodology for the preparation and defense of the bachelor's degree thesis within "Victor Babeș" University of Medicine and Pharmacy of Timișoara, approved by the Senate Decision no. 175/17456 / 25 November 2020.

(2) The topics of the bachelor's degree theses are established in accordance with the research priorities of the disciplines, in agreement with the scientific coordinators.

(3) The students have the obligation to communicate to the Faculty Dean's office the title of the bachelor's degree thesis and the agreement of the Scientific Coordinator, no later than 1 June of the penultimate year of study, 5-th year for Medicine and Dental Medicine Study Programs, respectively 4-th year for Pharmacy.

(4) The change of the topic and / or the scientific coordinator by the student can only be made after notifying the initial scientific coordinator and only with the approval of the Faculty Dean's office. Changing the title and scientific coordinator is no longer possible starting with the 2nd semester of the last year of study.

Art. 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 is submitted at the dean's office of the Faculty within the time limits laid down in this Regulation, both in written and editable format.

(3) The bachelor's degree thesis may only be presented if it is accompanied by the summary and the thesis report signed by the scientific coordinator.

Art. 33.

(1) The defense of the bachelor's degree thesis is made by public oral presentation, for up to 10 minutes, based on a graduate material, which must include the most important aspects of the thesis.

(2) The presence of the scientific coordinator of the bachelor's degree thesis is recommended when the thesis is presented.

Art. 34.

(1) The evaluation of the bachelor's degree thesis shall be carried out by a committee consisting of a chairman, 3-4 members and a secretary. The Secretary has no right of awarding grades.

(2) The members of the committee with the right of awarding grades, can be only teaching staff, tenure professors of the University.

(3) Each member of the grading committee shall award a grade from 1 to 10 (whole numbers).

(4) The final grade at the bachelor's degree thesis defense is the arithmetic mean of the individual grades of the members of the Evaluation Committee with the right of awarding grades.

(5) The results obtained at the defense of the Bachelor's degree cannot be challenged.

(6) Each faculty may impose specific criteria relating to the evaluation of the study completion thesis.

(7) The results of the presentation and public defense of the bachelor's degree thesis, for each study program, shall be communicated within 48 hours from the date of the presentation, by the bachelor's degree committees by posting them on the notice board of the organizing faculty and/or on the website of the University.

5-TH CHAPTER BACHELOR'S DEGREE EXAMINATION RESULTS

Art. 35.



(1) The candidates register for the bachelor's exam shall be drawn up on study programs, for each component examination, shall be filled in by the secretary of the faculty with the family name and given name of the graduates enrolled in the exam and shall be sent to the committees for the bachelor's degree examination at least one day before the start date of the examination.

(2) The grades awarded by the Committee shall be recorded in the candidates register by the Secretary of the Committee. The candidates registers, signed by all the members of the examination committee, shall be handed over to the secretary of the faculty no later than the day following the examination.

(3) The summarizing tables of the results of the bachelor's degree examination, drawn up at the level of the dean's offices shall be submitted to the General Secretary Office of the University and to the Study Documents Secretary Office, in order to complete and issue the study documents and must contain the following: name of the faculty, the graduated study program, the duration of the studies, the form of education, the bachelor's degree component examination, as well as the grades obtained, the signatures of the dean of the faculty and of the head secretary of the faculty, the faculty stamp.

(4) The obtained results are transcribed in the Academic record and on the diploma awarded to the graduate.

Art. 36.

(1) The result of each component examination is centralized and communicated by the committees of the bachelor's degree examination, on each study program, by posting it on the notice board of the organizing faculty and/or on the website of the University, within 48 hours from the examination. The results displayed, for each examination test, shall be signed by the Chairman and Secretary of the Bachelor's degree Committee.

(2) Any appeals regarding the results of the written test shall be submitted, within 24 hours from the communication/display of the results, to the University Registry, in order to be communicated to the dean's offices of the faculty where the Bachelor's degree examination was carried out and shall be settled by the central committee within 24 hours from the date of expiry term for the submission of the appeals.

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

(4) The results obtained in the oral and practical examinations cannot not be appealed.

6-TH CHAPTER FINAL PROVISIONS

Art. 37.

(1) For archiving purposes, the documents (1) regarding the bachelor's degree examinations, by academic years and study programs, are collected in folders, as follows:

a) to the Faculty Dean's offices.

- attendance table sheets, examination candidates registers, the results of each examination, the centralizing table sheets of the results of the bachelor's degree examination, the correction algorithm, the correction template, the score – grade equivalence, a model of the examination book, the decisions of the Faculty Council and the University Senate regarding the members of the bachelor's degree committees the Regulation for the organization of the bachelor's degree examination;

- the bachelor's degree theses, their summaries and reports, as well as the tests of the graduates from the written examination;

b) at the General Secretary Office of the University: Regulations for the organization of the bachelor's degree examination, the decisions of the University Senate regarding the composition of the bachelor's degree committees, the correction algorithm, the correction grid, the score – grade equivalence, a template of the examination notebook, the summarizing tables of the results of the bachelor's degree examination, by study programs.

(2) According to the Archive Nomenclature of "Victor Babeș" University of Medicine and Pharmacy from Timișoara, approved by the Rector's Decision no. 20/03.02.2016, the term for storing the bachelor's degree examination files in the archive is 10 years, and the term for storing the bachelor's degree theses and the tests from the written examination is 3 years.



Art. 38.

The diplomas for the graduates who have passed the bachelor's degree examination in the graduated study program are issued by the "Victor Babeș" University of Medicine and Pharmacy from Timișoara within 12 months from the date of passing the examination.

Art. 39.

(1) After passing the study completion examination, the graduates receive a study completion certificate, within 30 days from the date of graduation of the bachelor's degree examination, with a validity term of maximum 12 months from the passing of the examination.

(2) The study completion certificate grants the holder the same legal rights as the study document and must contain the position, the family name, the first name and the signature of the persons from the institution, in office at the date of completion (rector, head secretary of the university, dean, head secretary of the faculty), the seal of the university, as well as the following information:

- a) the identification data of the graduate;
- b) the field of university studies;
- c) study program;
- d) study period;
- e) the average grade of the study years;
- f) average grade of the final examination;
- g) the status of temporary accreditation/authorization, the form of education, the teaching language, the geographical location, the number of credits and the legal act that establishes them (Government Decision, Order of the Ministry, as the case may be);

h) the number of the Minister's Order/Letter of Acceptance/Tuition Approval/Certificate of Study Recognition - for foreign students.

(3) Graduates are usually provided with a single study completion certificate. In the event of loss or destruction, a new certificate with a new registration number shall be issued on request, the validity of which shall not exceed 12 months after passing the study completion examination.

Art. 40.

(1) Graduates who do not take/pass the bachelor's degree examination receive, upon request, a graduation certificate without study completion examination attesting the graduation of a study program.

(2) The graduation certificate without study completion examination shall contain the following mandatory minimum elements:

- a) the identification data of the graduate;
- b) the field of university studies;
- c) study program / specialization
- d) study period;
- e) the average grade of the study years;
- f) the status of temporary accreditation/authorization of operation, the form of education, the teaching language, the geographical location, the number of credits and the legal act that establishes them (Government decision, Order of the Ministry, as the case may be);

g) the number of the ministerial order/acceptance letter for studies/schooling approval/certificate of recognition of studies - for foreign students;

h) the position, last name, first name and signature of the persons in the institution, in office at the date of completion (rector, head secretary of the university, dean, head secretary of the faculty) and the seal of the university.

Art. 41.

For graduates of private higher education who fall under the provisions of Law no. 60/2000 on the right of graduates of private higher education to take the study completion examination at accredited state higher education institutions, as well as for graduates coming from study programs that have gone into liquidation/liquidated, "Victor Babeș" University of Medicine and Pharmacy from Timișoara does not organize a bachelor's degree examination.



Art. 42. In exceptional situations (state of alert, state of emergency, or other special situations), the bachelor degree examination can be conducted *online* on the basis of its own procedure, with the approval of the Board of Directors and the University Senate.

Art. 43. This Regulation was approved at the Senate meeting by the Senate Decision no. 53/4470/February 23, 2022 and applies to the graduate students of the 2021-2022 academic year, as well as to graduates who did not take or have not passed the study completion examination until its entry into force.

**Rector,
University Professor PhD Octavian Marius Crețu,**

**Teaching Vice-Rector,
University Professor PhD Daniel-
Florin Lighezan**

C. j. PhD Codrina Mihaela Levai

The handwritten signature is applied on the original version of the document which is kept in the archive of the University Senate. This document shall have the same legal force as the original document.