



# REGULATION ON ORGANISING AND RUNNING THE ADMISSION COMPETITION TO THE MASTER'S DEGREE CYCLE WITHIN THE "VICTOR BABEȘ" UNIVERSITY OF MEDICINE AND PHARMACY OF TIMIȘOARA

## SEPTEMBER 2023

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Approved by the Academic Senate Standing Committee in charge of University Charter and Regulations	Professor MD Mirela-Danina Muntean, PhD	22 February 2023	
Effective starting:	22 February 2023 (Ed. I)		
Withdrawal date:			

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## CHAPTER I. GENERAL PROVISIONS ON THE ORGANISATION AND CONDUCT OF THE ADMISSION EXAMINATION

**I.1.** The rules for the organisation and conduct of the admission competition, September 2023 session, are based on:

- The National Education Law no. 1/2011 with subsequent amendments and additions,
- Law no. 288/2004 on the organisation of university studies with subsequent amendments and additions,
- The Government Ordination no. 404/2006 on the organization and conduct of university master studies,
- Education Ministry Order no. 3102/2022 on the organisation of admission to undergraduate, master and doctoral degree courses;
- The Ministry of National Education Order no. 4294/29.06.2017 on the approval of the enrolment procedure for Romanians from everywhere in state and private accredited pre-university and higher education in Romania, on places of study with tuition fees in RON, starting with the school/academic year 2017-2018.

f) Decisions of the Senate of the "Victor Babeș" University of Medicine and Pharmacy of Timișoara

**I.2.** For admission to master's degree courses, an admission competition is organized for each programme **on the 26 of September 2023.**

**I.3. (1)** In order to establish, in accordance with the law, equal opportunities measures for people with disabilities, candidates who fall into this category must submit a written request, together with supporting medical documents, to the Central Admissions Coordination Office before the period set for the registration of candidates.

**(2)** The "Victor Babeș" University of Medicine and Pharmacy of Timișoara provides additional support adapted to the needs of candidates with locomotor disabilities and supports their access to the institution.

**I.4.** The "Victor Babeș" University of Medicine and Pharmacy of Timișoara will inform candidates of the conditions and documents required for application by posting them at the institution's premises and by publishing them on its website, [www.umft.ro](http://www.umft.ro).

**I.5.** For the Master's degree cycle, admission is organised for accredited study programmes, in accordance with the legal provisions in force, as follows:

No.	Field of Study	Study programme	Duration of studies	Number of transferable credits	Tuition fee
1	Medicine	Management of health and social services	1 year	60	2500 Ron/year
		Modern applications of laboratory medicine in personalising healthcare	2 years	120	2500 Ron/ year
		Clinical and community nutrition	2 years	120	2500 Ron/ year
		Prevention and recovery in cardiopulmonary diseases	2 years	120	2500 Ron/ year
		Health education management	2 years	120	2500 Ron/ year
		Legal liability of healthcare professionals	2 years	120	2500 Ron/ year
		Recovery of neurological conditions	2 years	120	2500 Ron/ year
2	Pharmacy	Dermato-cosmetic product formulation and evaluation	1 year	60	2500 Ron/ year
		Cosmetology and dermopharmaceutics	2 years	120	2500 Ron/ year

**I.6.** The enrolment figure, approved by the Senate of "Victor Babeș" UMPH of Timișoara for all master's degree programmes, will be posted on the university's website and will include both budgeted and fee-paying places.

**I.7.** In accordance with the Order/Address of the Ministry of Education, regarding the approval of the tuition fees allocated to the "Victor Babeș" UMPH of Timișoara for master's degree studies, academic year 2023-2024, the places/study grants financed from the state budget will be allocated, separately, to the following destinations:

- Statistically distributed seats;
- Places allocated to Romania's priority development areas;

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- Graduates of Roma ethnicity with a **bachelor's degree**

**I.8.** The tuition fees for the Master's degree programmes, first year, the academic year 2023-2024, can be found under item **I.6.**

All communication between the University and the candidates registered for the admission competition will be in writing, in PDF or in electronic format.

**I.9.** Admission to Master's degree courses is held in Romanian. For university studies organised in a foreign language, admission is held in the language of instruction of the university study programme.

**I.10. (1)** Only graduates with a bachelor's degree or equivalent may take part in the entrance exam:

- Graduates of undergraduate university studies, organized according to Law no. 288/2004 on the organization of university studies, with subsequent amendments and additions,

- graduates with a bachelor's degree or equivalent of long-term university studies, organized according to the Law no. 84/1995, republished with subsequent amendments and additions, graduates of studies carried out abroad and recognized by the specialized directorate of the Ministry of Education, as at least bachelor's university studies.

(2) Candidates for the professional master's degree programme must be graduates with a bachelor's degree in fields related to the programme they are following and to be defined by the admission conditions.

**I.11.** A person can receive funding from the budget for **only one** Masters's programme. (art. 142, para. 6 of Law 1/2011)

**I.12.** Graduates of 5 or 6-year bachelor's degree programmes who have studied on a place financed from the state budget can be admitted to the master's degree programme only on a place with a fee in RON, according to the legislation in force.

**I.13. (1)** Citizens of the countries of the European Union, the European Economic Area and the Swiss Confederation may participate in the entrance exam under the same conditions provided by law for Romanian citizens, including tuition fees,

(2) Citizens of the European Union, the European Economic Area and the Swiss Confederation who hold a bachelor's degree obtained in a country other than Romania, must present the Certificate of Recognition of Studies, issued by the specialized directorate of the Ministry of Education, when registering for the admission exam, the registration file being approved in advance by the Vicerectorate of International Relations of the university.

(3) For admission to all Master's degree programmes taught in Romanian, citizens of the European Union and third countries must provide proof of knowledge of Romanian.

**I.15.** The admission of Romanians from everywhere to places with payment of the fee in RON is carried out on the basis of the special methodology drawn up by the Ministry of Education, as well as the provisions of these regulations.

## CHAPTER II. ORGANISATION AND CONDUCT OF ADMISSION TO MASTER'S DEGREE PROGRAMMES FOR THE ROMANIAN, EU/EEA/CH NATIONALS

### II.1. Admission Committees

**II.1.1.** The Central Admissions Coordination Board supervises the work of the admissions process and intervenes in exceptional situations where necessary.

**II.1.2.** The admission Committee for each Master's degree programme consists of the chairperson of the committee, 2 (two) members and the secretary of the committee. The secretary of the committee collects the catalogues for the admission examination from the secretariat of the master's degree programmes and, at the end of the examination, sends the lists of provisional results signed by the programme coordinator in electronic and letter format to the same secretariat.

**II.1.3. (1)** The composition of these committees is constituted by the decision of the Rector, on the proposal of the coordinators of the master's degree programmes, approved by the Administrative Council and the Senate of the University, at least 15 days before the competition.

(2) Changes in the composition of the admission committees, for duly justified reasons, must be approved by the Rector of the University, with the opinion of the President of the Central Admissions Coordination

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Board.

## II.2. Calendar of the admission competition

**II.2.1.** Admission to the Master's degree programme is organised in the September 2023 session according to the following timetable:

➤ from **18 September 2023 to 22 September 2023** - registration of candidates by filling in the online application form and submission of the application file by the candidates to the secretariat, respectively verification of the content of the file and validation of the registration by the University staff; registrations end at **14.00 hrs on 22 September 2023**;

➤ **26 September 2023** - admission examination;

➤ **26 September 2023** - publication of the provisional results of the admission competition, on the University notice board and on the University's own website, [www.umft.ro](http://www.umft.ro);

➤ **27 September 2023** - submission and resolution of appeals

➤ **27 September 2023** - publication of the final results of the admission competition after appeals, on the University notice board and on the University's own website, [www.umft.ro](http://www.umft.ro);

➤ **28-29 September 2023** - confirmation of the place obtained by submitting the receipt proving the payment of the confirmation fee and the study contracts to the secretariat, submission of the original diplomas/certificates to the secretariat by the candidates admitted on the budgeted places and citizens of the European Union, the European Economic Area and the Swiss Confederation;

➤ **29 September 2023** - posting of results after confirmations.

## II.3. Candidates' application procedure for the admission competition

**II.3.1.** From 18 September to 22 September 2023, candidates will fill in the online application form at [admission-masterat.umft.ro](http://admission-masterat.umft.ro), but without exceeding the deadline set for registration, expressing their consent to the processing of personal data for this purpose. Registration of candidates for the admission competition, i.e. the submission of the application form with the required documents at the registration desk,

**II.3.2.** By filling in the online application form, candidates consent to the processing of personal data for this purpose. The data collected in the application form for admission, for each candidate, are those set out in Annex 1 of MECTS Order No 3313/2012.

**II.3.3** Verification of the content of the application form and validation of the application by the University staff will take place from 18 September to 22 September 2023, between 09:00 hrs and 14:00 hrs, at the Master's Degree Secretariat (P-ța Eftimie Murgu nr. 2), Tel: 0256 295157, e-mail: [masterat@umft.ro](mailto:masterat@umft.ro).

When registering, candidates may opt for one or a maximum of two Master's degree programmes.

**II.3.4.** After filling in the application form, respectively after the registration to the competition has been made and validated, candidates will receive an e-mail confirming the application and detailing the next steps, according to this Regulation.

**II.3.5.** Reports on the status of the number of candidates registered and validated will be generated daily and will be available to all interested parties on the university website.

**II.3.6.** In order to make efficient use of the Roma places, candidates of Roma ethnicity will present themselves to the Chief Secretary of the University with an application stating their choice of enrolment. The Chief Secretary of the University will date and certify on the application the possibility of enrolment of Roma candidates on the separate places and will keep a copy of the application for the record.

**II.3.7.** In order to ensure compliance with the specific legal requirements for foreign candidates or those who have obtained their bachelor's degree outside Romania, the Vice-rectorate of International Relations of the University will approve, in advance, with the mention "The documents allow registration", the files of the following categories of candidates:

- citizens of the European Union, the European Economic Area (Norway, Iceland, Liechtenstein) and the Swiss Confederation;
- Romanian citizens who have obtained their bachelor's degree abroad;
- foreign citizens who fall under the provisions of G.O. no. 194/2002, with a residence permit in Romania;

- citizens applying for places for Romanians from everywhere.

## II.4. Registration documents required for the admission competition for the Romanian, UE/SEE/CH nationals.

### II.4. 1. The candidate's application file will contain the following documents:

**a. Application form** for the admission competition, completed online on the admission platform, signed by the candidate. By filling in the online application form, candidates consent to the processing of personal data for this purpose. The data collected in the application form for admission, for each candidate, are those set out in Annex 1 of MECTS Order No 3313/2012.

**b. Baccalaureate diploma** in copy and original, for certification of conformity with the original;

**c. Transcript**, with the grades obtained during high school - drawn up in accordance with the legislation in force, in copy and original, for certification of conformity with the original;

**d. Bachelor's degree** or equivalent in copy and original, to certify conformity with the original. Citizens who have diplomas obtained in another country must also submit apostilled/legalized copies of the diploma and the translation into Romanian, in accordance with CNRED requirements;

**e. The supplement to the diploma** in copy and original, for certification of conformity with the original;

**f. The certificate of recognition of the bachelor's degree** issued by the specialized directorate of the Romanian Ministry of Education, in the case of citizens of the European Union Member States, of the European Economic Area countries and of the Swiss Confederation, respectively for Romanian citizens with a bachelor's degree or equivalent obtained in another country.

**g. Certificate from the faculty graduated** - for graduates of 5 or 6-year undergraduate degree programmes, showing the financing scheme for each year of study.

**h. Graduation certificate** - for graduates of the class of 2023.

**i. Affidavit** of the applicant that he/she has not received or is not currently receiving funding from the budget for another Master's degree programme, i.e. that he/she has not received funding from the state budget, in full/partial, for 5 or 6-year Bachelor's degree programmes, completed/not completed with a Bachelor's degree examination, under the penalty provided for in the Criminal Code for the use of falsehood and false statements;

**j. Master's degree and diploma supplement/certificate of graduation** (graduates class 2023) in original and copy - for those who have graduated from another master's degree programme;

**k. Certificate from the graduated faculty** - master's degree programme showing the funding scheme for each year of the master's degree programme;

**l. Identity card** in copy and original, for certification of conformity with the original;

**m. Birth certificate** in copy and original, to certify conformity with the original. Foreign candidates must also submit a certified translation of the birth certificate in Romanian;

**n. Marriage certificate** in copy and original, to certify conformity with the original; if applicable. Foreign candidates must also submit a certified translation of the marriage certificate, in Romanian;

**o. Medical certificate** with the mention "clinically healthy", issued by the family doctor, certifying that the person to be enrolled in the studies does not suffer from contagious diseases or other conditions;

**p. The standard application form** for participation in the admission competition for the places allocated to Roma candidates, addressed to the Rector's Office of "Victor Babeș" UMPH in Timișoara, as well as a recommendation issued by a legally constituted Roma organisation, stating that the candidate belongs to the Roma ethnic group;

**q. Receipt of payment** of the application fee for the admission competition;

**r. Proof of documents for those who request fee exemption tax:** copies of death certificates of parents (in the case of orphans of both parents); certificates from the children's home (in the case of those in this situation); certificates proving the status of teaching staff or auxiliary teaching staff, in activity / retired, of legal supporters; certificates proving the status of staff employed at "Victor Babeș" UMPH in Timișoara of legal supporters, etc.;

**s. Certificate of language proficiency** for Romanian, issued by authorized institutions of the Romanian Ministry of Education, in the case of candidates who participate in the admission to study programmes taught in Romanian and who do not present documents of studies, required for enrolment, issued by educational institutions in Romania or abroad, taught in Romanian, for at least 4 consecutive years;

**ș. Envelope file.**



**II.4.2.** The original of the required documents must be returned to the candidate after certification by the university staff.

**II.4.3.** (1) For the recognition of studies, candidates who **have not completed** their undergraduate studies in Romania may submit the file for obtaining the Certificate of Equivalence of the undergraduate degree, either at the Ministry of Education's Registrar's Office or at the university's headquarters, in person or by post to the following address: International Relations Service, University of Medicine and Pharmacy "Victor Babeș" in Timișoara, Piața Eftimie Murgu nr. 2, 300041 Timișoara, Romania. Tel: +40 256 434418, Fax: +40 256 220482. E-mail: relint@umft.ro.

(2) The file for obtaining the Certificate of Equivalence of the Bachelor's Degree, through the University, must be submitted in person or by post, **by 04 August 2023** (files received after this date will not be processed) and will include the following documents:

**a. Application for equivalence of the bachelor's degree/equivalent** by the C.N.R.E.D., 2 copies (to be downloaded from <https://www.cnred.edu.ro/ro/studii-universitare>), if applicable;

**b. Bachelor's degree or equivalent** - 2 notarized copies and 2 certified translations into Romanian of the Bachelor's degree or equivalent;

**c. Supplement to the bachelor's degree** - 2 notarized copies and 2 certified translations into Romanian;

**d. Baccalaureate diploma or equivalent** - 2 notarized copies and 2 certified translations into Romanian;

**e. High school transcript** of records related to the baccalaureate diploma - 2 notarial copies and 2 certified translations into Romanian;

**h. Identity card or passport** - 2 copies.

**II.4.4.** The application calendar may be subject to change due to further provisions of the Ministry of Education.

## II.5. Admission procedure

**II.5.1.** The subjects of the competitive examinations are determined on the basis of the topics posted on the notice board of the secretariat of the Master's degree programmes and on the university's website.

**II.5.2.** The examination and marking criteria are established by these regulations, taking into account the specificities of the field. Scoring scales are posted during the admission competition.

**II.5.3.** The admission competition will be held on **26 September 2023**, for each Master's programme, as follows:

### A. MEDICINE FIELD

#### A. 1. Management of health and social services

The entrance examination comprises a written test from the competition bibliography.

The overall admission average will be calculated as the arithmetic mean of the average of the undergraduate examination, the average for the years of study and the mark obtained in the written test.

Bibliography: Vlădescu C. (coordonator), *Sănătate publică și management sanitar*, Editura Cartea Universitară, București, 2004, *Legea nr. 95/2006 privind reforma în domeniul sănătății*, publicată în Monitorul Oficial la României nr. 372/28.04.2006, cu modificările și completările ulterioare. / Vlădescu C. (coordonator), *Public Health and Health Management*, Cartea Universitară Publishing House, Bucharest, 2004, *Law no. 95/2006 on Health Reform*, published in the Romanian Official Gazette no. 372/28.04.2006, with subsequent amendments and additions.

#### A. 2. Prevention and recovery in cardiopulmonary diseases

Concursul de admitere cuprinde o probă scrisă.

Media generală de admitere va fi calculată ca și medie aritmetică între media examenului de licență, media pe anii de studiu, nota obținută la proba scrisă și nota în funcție de proveniența absolventului (absolvent UMF „Victor Babeș” Timișoara – 10 puncte, absolvent al unei facultăți cu profil medical sau de recuperare de la altă universitate – 9 puncte, absolvent al altei facultăți – 8 puncte).

În situația unor medii egale pe ultimul loc finanțat de la bugetul de stat, departajarea se va face în funcție de următoarele note:

The entrance exam includes a written test.

The overall admission average will be calculated as the arithmetic means of the average of the undergraduate exam, the average for the years of study, the mark obtained in the written test and the mark according to the origin of the graduate (graduate of The "Victor Babeș" UMPH in Timișoara - 10 points, graduate of a medical or rehabilitation faculty from another university - 9 points, graduate of another faculty - 8 points).

In the case of equal averages on the last place financed from the state budget, the following marks will be used to determine the tie-breaker:

- Written test mark
- Licence examination mark

**Bibliography:** Gaiță D., Avram C., *Recuperarea cardiovasculară – între concepte și practică*, Editura Brumar, Timișoara, 2007, capitolele I, II, III și IV (pag. 9-96); Tudorache V., Oancea C., Bertici N., Fira-Mlădinescu O., *Evaluarea bolilor respiratorii din perspectiva recuperării medicale*, Editura Eurobit, Timișoara, 2011, partea generală, pag. 5-44 și partea specială de abilitare respiratorie, pag. 103-150. / Gaiță D., Avram C., *Cardiovascular recovery - between concepts and practice*, Brumar Publishing House, Timișoara, 2007, chapters I, II, III and IV (pages 9-96); Tudorache V., Oancea C., Bertici N., Fira-Mlădinescu O., *Evaluation of respiratory diseases from the perspective of medical recovery*, Eurobit Publishing House, Timișoara, 2011, general part, page. 5-44 and the special part of respiratory habilitation, p. 103-150.

### A. 3. Clinical and community nutrition

The entrance exam consists of a written test - a 20-question multiple-choice test.

The arithmetic mean between the average of the years of study, the grade from the licensing exam and the grade that signifies the origin of the graduate (10 - for candidates who graduated from VBUMPhT, Nutrition and Dietetics study program; 10 - for candidates who graduated from VBUMPhT, other study programs; 9 - for candidates graduated from other universities, Nutrition and Dietetics study program; 8 - for candidates graduated from other universities and other study programs), will be added to the calculation of the admission average.

The overall admission average will be calculated as the arithmetic average of the written test mark and the average of the three marks obtained according to the candidate's official documents.

**Bibliography:** A. Sima, A. Vlad, R. Timar, M. Roșu, B. Timar, *Nutriție umană fiziologică. Macronutrienții*, Lito UMFVBT, 2013; A. Sima, A. Vlad, R. Timar, M. Roșu, B. Timar, *Noțiuni de nutriție umană fiziologică*, Editura Solness Timișoara, 2014, pag. 9-85, 241-246, 269-275. / A. Sima, A. Vlad, R. Timar, M. Roșu, B. Timar, *Physiological human nutrition. Macronutrients*, Lito UMFVBT, 2013; A. Sima, A. Vlad, R. Timar, M. Roșu, B. Timar, *Notions of physiological human nutrition*, Solness Publishing House Timișoara, 2014, pp. 9-85, 241-246, 269-275.

### A. 4. Modern applications of laboratory medicine in personalising healthcare

The entrance exam consists of a written test and a practical knowledge verification test (basic skills for working in the clinical laboratory).

The overall admission average will be calculated as the arithmetic average of the written and practical tests.

**Bibliography:** Anghel Andrei, *Lucrări practice de chimie și biochimie medicală*, Editura Victor Babeș, Timișoara, 2019, ISBN: 978-606-786-138-9. (disponibilă la biblioteca și librăria UMFVBT) / Anghel Andrei, *Practical works on medical chemistry and biochemistry*, Victor Babes Publishing House, Timișoara, 2019, ISBN: 978-606-786-138-9. (available at UMFVBT library and bookshop)

### A. 5. Educational health management

The entrance exam consists of a written test – a 10-question multiple choice test.

The overall admission average will be calculated as the arithmetic average of the score obtained in the written test, the average of the licensing exam and the average of the years of study.

**Bibliography:** Ramona Amina Popovici, *Elemente de management și aspecte legislative medico-farmaceutice*, Editura Mirton, Timișoara, 2016; Ramona Amina Popovici, Mihaela Codrina Levai, Angela Codruța Podariu, Laura Rusu, Alin Faur, *Particularități ale comunicării în medicină*, Editura Mirton, Timișoara, 2016; *Legea nr. 95/2006 privind reforma în domeniul sănătății*, publicată în Monitprul Oficial la României nr. 372/28.04.2006, cu modificările și completările ulterioare. Bibliografia se poate consulta la Biblioteca UMFVBT. / Ramona Amina Popovici, *Management elements and medical-pharmaceutical legal aspects*, Mirton Publishing House, Timișoara,





2016; Ramona Amina Popovici, Mihaela Codrina Levai, Angela Codruța Podariu, Laura Rusu, Alin Faur, *Particular features of medical communication*, Mirton Publishing House, Timisoara, 2016; *Law no. 95/2006 on health care reform*, published in Romania's Official Gazette no. 372/28.04.2006, with subsequent amendments and additions. The bibliography can be consulted at the UMFVBT Library.

#### A. 6. Legal liability of health professionals

The entrance exam consists of a written test – a 10-question multiple choice test.

The overall admission average will be calculated as the arithmetic average of the score obtained in the written test, the average of the licensing exam and the average of the years of study.

Bibliography: Ramona Amina Popovici, *Elemente de management și aspecte legislative medico-farmaceutice*, Editura Mirton, Timișoara, 2016; *Cursul disciplinei Aspecte juridice ale profesiei. Legislație socială și sanitară, Legea nr. 95/2006 privind reforma în domeniul sănătății*, publicată în Monitorul Oficial la României nr. 372/28.04.2006, cu modificările și completările ulterioare. Bibliografia se poate consulta la Biblioteca VBUMPhT. / Ramona Amina Popovici, *Management elements and medical-pharmaceutical legal aspects*, Mirton Publishing House, Timisoara, 2016; Course of the discipline *Legal aspects of the profession. Social and health legislation, Law no. 95/2006 on health reform*, published in the Official Gazette of Romania no. 372/28.04.2006, with subsequent amendments and additions. The bibliography can be consulted at the VBUMPhT Library.

#### A. 7. Recovery from neurological conditions

The admission competition will include: a motivational interview on the basis of the choice of this Master's programme and the average of the Bachelor's exam. The interview will examine: the motivation for choosing this Master's programme, based on subsequent concerns in the field. The overall admission average will be calculated as the arithmetic means between the average of the degree examination and the mark obtained in the interview with each candidate.

### B. PHARMACY FIELD

#### B. 1. Dermato-cosmetic product formulation and evaluation

The entrance exam will consist of a theoretical test on the subject of Dermatopharmacy and Cosmetology and an interview.

a. The theoretical examination will weigh 60% of the examination (60 points out of 100), and will consist of 30 questions with randomized answers from the examination bibliography.

b. The interview will weigh 40% (40 out of 100 points) and will test the motivation choice of this Master's degree programme.

Bibliography:

DERMATOCOSMETOLOGIE CU PROFIL FARMACEUTIC, autor Anca Dragomirescu, editura Brumar, 2019.

TESTE GRILĂ DE COSMETOLOGIE – UN GHID DE EVALUARE A CUNOȘTINȚELOR, autor Anca Dragomirescu, editura Victor Babeș Timișoara, 2021 / *Dermatocosmetology with pharmaceutical profile*, author Anca Dragomirescu, published by Brumar, 2019.

*Cosmetology grid tests - a guide to assessing knowledge*, author Anca Dragomirescu, Victor Babes Publishing House, Timisoara, 2021.

#### B. 2. Cosmetology and dermatopharmacy

The admission competition will consist of two tests:

a. A theoretical test from the course subjects of the specialist disciplines (pharmacology, pharmaceutical technology and toxicology).

The theoretical test will consist of 25 multiple-choice questions from the examination bibliography and will weigh 50% of the average of the entrance examination (marks out of 100).

b. The interview will be worth 50% of the average of the entrance exam (amount of points out of 100) and will test experience in the field, previous short training in the field and aspects related to the motivation for choosing the Master study.

Bibliography

1. Dehelean CA, Gheorgheosu D, Ionescu D. *Notiuni de toxicologie generala*. Cap 3. Noțiuni de toxicocinetică (pag. 59-64, 65-67, 74-75), Editura Victor Babes Timisoara, 2013.

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2. Cristea AN. *Tratat de Farmacologie*, Editia I (Cap IX.1. Medicamente antiinflamatoare nesteroidiene (AINS) si antireumatice specifice - pag. 617-635, Cap. IX.2. Medicația antialergică – pag. 639-645; Cap XII.1. Corticosteroizi pag.723-749), Ed. Medicală, 2005

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3. Popovici I, Lupuleasa D. *Pharmaceutical Technology*, Vol I, 4th Edition (Chap. XI. *Liquid pharmaceutical forms for cutaneous applications* - pages 433-441), Polirom Publishing House, 2017.

The bibliography can be found at the office of Toxicology and Drug Industry, Faculty of Pharmacy, Department II.

**II.5.2.** Candidates' access to the competition hall is based on their identity card/passport (documents must be valid).

**II.5.3.** From the time set for the start of the competition, communicated in due course to the candidates, candidates are not allowed to enter the competition rooms.

**II.5.4.** After entering the hall, candidates must hand in materials that they cannot keep during the competition: books, notebooks, publications of any kind, blank or written paper, mobile phones, electronic watches, computers, laptops, tablets, any other type of communication equipment, cameras, bags. They will retrieve them after the test.

**II.5.5.** Any misconduct (communication between candidates, copying, keeping in possession during the competition of any transmission device, cheating on identity, behaviour that disturbs other candidates) will be penalised by elimination from the competition. If a candidate notices irregularities of any kind, he/she has the right to inform the hall supervisor/competition committee immediately. No appeals concerning irregularities during the examination will be accepted after the end of the competition.

## II.6. Admission results

**II.6.1.** The results of the admission competition will be made known to the candidates by being posted at the University's premises and on its website, [www.umft.ro](http://www.umft.ro) and will be signed by the Rector of the University and the coordinator of the study programme.

**II.6.2.** The ranking of the candidates is done in descending order of the marks (averages) obtained in the entrance exam and within the limit of the approved places for each study programme.

**II.6.3.** The minimum overall average for admission to a Master's degree programme may not be less than 6 (six).

**II.6.4.** The provisional results of the admission examination will be published on **26 September 2023** on the University notice board and on the University's website, [www.umft.ro](http://www.umft.ro) or admission platform.

**II.6.5.** In the case of equal marks for the last place, the following criteria will be used to decide the tie-breakers:

1. The mark obtained in the written test
2. The mark of the undergraduate examination
3. Average of years of undergraduate studies

**II.6.6.** The lists contain the following categories of information:

- Candidates admitted on places with budget funding, within the number of places allocated, if applicable;
- Candidates admitted on fee-paying places, up to the number of places allocated, if applicable;
- Unsuccessful candidates, if applicable.

## II.7. Submission and settlement of appeals

**II.7.1** Any appeals against the results of the admission competition must be submitted, after the results have been posted, to the University Registrar's Office, room 1, or electronically to the e-mail address [masterat@umft.ro](mailto:masterat@umft.ro), on **27 September 2023, between 09.00 hrs and 12.00 hrs a.m.** Only appeals concerning own work will be accepted.

**II.7.2** The resolution of appeals is the exclusive responsibility of the **Central Admissions Board**, which will



examine and resolve appeals only in the presence of the contestants on 27 September 2023.

**II.7.3** If there is a difference in marks, the candidate will be awarded the mark resulting from the check of the work for the contested test.

**II.7.4** The committee's decision is final and will be communicated by posting it at the University's premises and on the website. For study programmes where changes in classification have taken place, lists of admitted and rejected candidates, by study programme, will be drawn up and displayed, containing the final and indisputable results.

**II.7.5.** After the deadline for resolving and replying (by posting) to the appeals, the result of the admission competition is final and cannot be changed.

## **II.8. Confirmation of the place obtained and publication of the results**

**II.8.1.** On the **28 and 29 September 2023, between 09:00 and 14:00 hrs**, the candidates declared admitted to the budgeted/fee-paying places must confirm their place by submitting the following documents to the secretariat:

- the receipt of payment of the confirmation fee;
- the signed study contract in duplicate;
- the original of the diploma/certificate of completion of undergraduate studies, under penalty of forfeiture of the place obtained through the competition, in the event of failure to comply with this obligation, for candidates admitted to the budget and citizens of the European Union, the European Economic Area and the Swiss Confederation.

**II.8.2. The confirmation (registration) fee, in value of 400 RON**, is non-refundable and is payable at the University Cashier's Office or by bank transfer to the University account opened at the Timișoara Treasury: RO29TREZ62120F330800XXXX tax code: 4269215, with the following mention: "**confirmation fee - name, surname, year of study, study programme**".

**II.8.3.** A maximum of two study programmes may be confirmed.

**II.8.4.** If a candidate withdraws his/her student status by not paying the confirmation fee, the remaining places will be filled by other candidates with an average above 6 (six), on the basis of an individual application submitted to the secretariat. If more applications are submitted than the number of places remaining vacant, they will be filled in the order of the average obtained in the admission competition.

**II. 8.5.** The files of unsuccessful candidates or those who give up their place after admission will be returned within 48 hours of submission of the application. No fee will be charged.

**II.8.6.** On the **29 September 2023** the results will be published after confirmation.

## **II.9. Admission of special categories of candidates**

**II.9.1.** Roma candidates benefit from a number of guaranteed budgeted places, in accordance with the law, the Order of the Ministry of Education on the distribution of tuition fees for master's degree studies for admission to studies in the academic year 2023-2024 and the present Regulation. The option of enrolment of Roma candidates on the separate places excludes their possibility to apply for the other places offered, financed by the state budget/fee.

## **II.10. Provisions regarding the application fee for the admission competition**

**II.10.1. The fee charged to candidates for the admission to the entrance exam is 200 RON** and is payable at the University cashier's office or by bank transfer to the University account opened at the Timișoara Treasury: RO29TREZ62120F330800XXXXXXXXX fiscal code: 4269215, with the following mention: "**registration fee - name, surname, study programme**".

**II.10.2.** The following categories of candidates are exempt from paying the registration fees:

- a. candidates up to the age of 26 who have lost both parents;
- b. candidates up to the age of 26, orphans of both or one of their parents having worked in the education system;
- c. candidates up to the age of 26 from children's homes or foster care;
- d. children of teaching and auxiliary teaching staff in active employment or retired from the education system, up to the age of 26;
- e. children of staff employed in the "Victor Babes" University of Timisoara, up to the age of 26;
- f. other special situations, with the approval of the faculty admission committee.



**II.10.3.** Exemption from payment of the application fee is only granted on the basis of documents (proof) submitted by candidates showing that they belong to one of the categories listed above.

**II.10.4.** Exemption from the payment of the application fees is approved by the Dean of the faculty of the study programme, only for a single application to any of the study programmes for which an admission competition is organised at The "Victor Babes" UMPH in Timisoara.

## **II.11. Payment of the registration fee**

**II.11.1.** The candidates declared admitted to the Master's degree programmes, September 2023 session, will pay the tuition fee in the amount stipulated in the Fees Regulations, in full, **in the first month of the academic year**, on the online admission platform (by card) or by bank transfer to the University account opened at the Timișoara Treasury: RO21TREZ62120F330500XXXX tax code: 4269215, with the following mention: "*tuition fee - name, surname, year of study, study programme*",

**II.11.2.** The candidates admitted following the distribution of the remaining places must pay the tuition fee within 48 hours from the date of notification of the distribution of the place, under penalty of losing the place thus obtained. Payment will be made on the online admission platform (by credit card) or by bank transfer to the University's account opened at the Timișoara Treasury: RO21TREZ62120F330500XXXX fiscal code: 4269215, with the following mention: "*tuition fee - name, surname, year of study, study programme*".

**II.11.3.** The proof of payment of the tuition fee (copy of the receipt/payment order) must be sent to the secretariat by e-mail to [masterat@umft.ro](mailto:masterat@umft.ro) by the deadline for payment of the tuition fee at the latest. Failure to pay the tuition fee by the deadline will result in the loss of the place obtained through the competition and the redistribution of the places thus vacated.

**II.11.4.** The successful candidates who fail to pay the tuition fee by the deadline will automatically be deemed to have forfeited their place in the competition.

## **II.12. Registration procedure**

**II.12.1.** The enrolment of the students declared admitted after the admission competition is made by decision of the Rector of "Victor Babes" UMPH in Timisoara,

**II.12.2.** After the approval of the registration, students are registered in the Matriculation Register under a unique number, valid for the entire period of schooling in the specialization/specializations/program/programs to which they have been admitted.

**II.12.3.** The enrolment of fee-paying students will be done only after the candidates have submitted to the faculty secretariat the proof of payment of the tuition fee, i.e. the copy of the receipt/payment order and have signed the study contracts. In order to register, candidates admitted to places financed from the state budget must submit the original diploma/certificate of recognition of the bachelor's degree to the secretariat. Failure to submit the original of the diploma/certificate or the certificate of recognition of the diploma, due to the sole fault of the candidate declared admitted, within the deadline set by this Regulation, results in the loss of the place financed from the state budget.

**II.12.4.** A candidate may be admitted and enrolled as a student in no more than two study programmes simultaneously, regardless of the educational institutions offering them.

**II.12.5.** After enrolment, the secretariat of the Master's degree programme will generate and display the final lists of candidates declared admitted and enrolled.

## **II. 13. Linguistic proficiency**

**II.13.1.** When applying for admission to university studies taught in Romanian, foreign citizens are required to present a language proficiency certificate for Romanian or a certificate of completion of the preparatory year, issued by institutions authorized by the Ministry of Education, as appropriate.

**II.13.2.** In the case of applicants to study programmes taught in Romanian who do not present the necessary documents of study, issued by educational institutions in Romania or abroad, teaching in Romanian, the certification of linguistic competence is made by presenting a certificate of linguistic competence for Romanian, issued by institutions authorized by the Ministry of Education. By exception, for Romanian graduates who have completed their undergraduate studies in an international language or in a national minority language, the certification of oral communication skills in Romanian is done with the baccalaureate diploma.

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**II.13.3.** When applying to study programmes taught in Romanian, candidates who present Romanian educational documents (diplomas and certificates) or educational documents certifying at least 4 consecutive years of study in a pre-university school or at least 3 consecutive years of study in an accredited higher education institution of the Romanian national system are exempted from the obligation to present a certificate of linguistic competence for Romanian or a certificate of graduation from the preparatory year.

## **II. 14. The Hague Apostille**

**II.14.1.** The Apostille is a certificate issued by the competent authorities of a signatory State to the Hague Convention for official documents drawn up in that country which are to be presented in the territory of another signatory State to the Convention.

**II.14.2.** The Apostille is issued by the **competent authority** designated by the Government of a country which is a signatory to the Convention.

**II.14.3.** Documents issued by countries which are not signatories to the Hague Convention must bear a superscription/legalization (documents which are not superscribed/legalized will be rejected):

- a) the stamp of the Ministry of Foreign Affairs of the country in which the document was issued;
- b) the stamp of the Romanian embassy/consulate in the country concerned (if Romania does not have an embassy in the country where the diploma was issued, candidates must apply to the embassy/consular service of the nearest country).

[http://www.mai.gov.ro/Info\\_Apostila/State%20semnatare.html](http://www.mai.gov.ro/Info_Apostila/State%20semnatare.html)

<https://www.hcch.net/en/instruments/conventions/status-table/?cid=41>

## **CHAPTER III. SPECIAL PROVISIONS FOR THE ADMISSION TO STUDIES OF ROMANIANS FROM EVERYWHERE CANDIDATES ON PLACES WITH FEE IN RON**

**III.1.** The admission to master's degree studies of Romanians from everywhere candidates is carried out in accordance with Ministry of National Education Order no. 4294/29.06.2017 on the approval of the procedure for the enrolment of Romanians from everywhere **on the study places with tuition fees in RON** and the present Methodology, under the same conditions as Romanian citizens.

**III.1.1.** The enrolment of Romanians from everywhere **on the study places with tuition fee in RON** is carried out in the master's degree programmes within the limit of the enrolment figure approved by the University Senate.

### **III.2. The calendar of the admission examination for the Romanians from everywhere candidates**

The admission to the Master's degree programme will be organised in the September 2023 session according to the following calendar:

➤ from **18 September to 22 September 2023** - registration of candidates by filling in the online application form and submission of the application file by the candidates to the secretariat, respectively verification of the content of the file and validation of the registration by the University staff; registration process ends on **22 September 2023** at **14.00 hrs**;

➤ **26 September 2023** - admission examination;

➤ **26 September 2023** - publication of the provisional results of the admission competition, on the University notice board and on the University's website, [www.umft.ro](http://www.umft.ro);

➤ **27 September 2023** - submission and resolution of appeals

➤ **27 September 2023** - publication of the final results of the admission competition after appeals, on the University notice board and on the University's website, [www.umft.ro](http://www.umft.ro);

➤ **28-29 September 2023** - confirmation of the place obtained by submitting the receipt proving payment of the confirmation fee and the study contracts to the secretariat,

➤ **29 September 2023** - posting of results after confirmations.

### **III.3. The documents required for registration to the admission examination**

**III.3. 1.** The candidate's application file will contain the following documents:

a. **The application form** for the admission competition, signed by the candidate; by filling in the online application form, candidates consent to the processing of personal data for this purpose. The data collected in the



admission application form, for each candidate, are those provided for in Annex No. 1 of MECTS Order No. 3313/2012.

**b. Baccalaureate diploma or equivalent** - certified copy in the official language of the country where the diploma was issued and certified translation into Romanian;

**c. Transcript of grades** obtained during high school - certified copy in the official language of the country where the diploma was issued and certified translation into Romanian;

**d. Bachelor's degree or equivalent** - legalized/super-legalized copy (depending on the issuing country) in the official language of the country where the degree was issued and certified translation into Romanian;

**e. Supplement to the Bachelor's Degree** - certified copy in the official language of the country where the diploma was issued and certified translation into Romanian;

**f. A certificate issued by the educational institution**, instead of the bachelor's degree, if it has not been issued, in the case of candidates who passed the bachelor's exam in the session corresponding to the year 2023 - legalized / super-legalized copy (depending on the issuing country) in the official language of the country where the diploma was issued and certified translation into Romanian;

**g. Passport**, valid at least 6 months from the beginning of the academic year - certified copy;

**h. Permanent residence papers/Identity Card** - certified copy and certified translation into Romanian;

**i. Birth certificate** - certified copy and certified translation into Romanian;

**j. Marriage certificate**, if applicable - certified copy and certified translation into Romanian;

**k. Notarized statement** that the candidate does not have residence/stable domicile in Romania;

**l. Affidavit, based on freely expressed will**, of assumption of Romanian cultural identity, according to the legislation in force, as per Annex no. 1 (except for candidates from the Republic of Moldova and those with Romanian citizenship and residence abroad);

**m. Certificate of linguistic proficiency** for Romanian language, minimum B1 level, issued by authorized institutions of the Ministry of Education of Romania / Certificate of graduation of the preparatory year of Romanian language / academic certificates issued by educational institutions in Romania or abroad, with teaching in Romanian, at least 4 consecutive years.

**n. Medical certificate.**

**o. Envelope file.**

**III.3. 2.** To ensure compliance with the specific legal conditions laid down for Romanian from everywhere candidates, the Vice-rectorate of International Relations of the University will endorse, in advance, their files with the mention "The documents allow registration".

### III.4. The admission procedure

**III.4. 1.** The subjects of the competitive examinations are determined on the basis of the topics posted on the notice board of the secretariat of the Master's degree programmes and on the University's website.

**III.4. 2.** The examination and marking criteria are established by this methodology, taking into account the specific field. Scoring scales are posted during the admission competition.

**III.4. 3.** The admission competition will be held for the following Master's degree programmes which have provided places in RON for Romanians from everywhere candidates, according to the tuition fees approved by the University Senate, as follows:

#### PHARMACY FIELD

##### 1. Dermato-cosmetic product formulation and evaluation - 5 places

The entrance examination will include a theoretical test from the course subject of Dermatopharmacy and Cosmetology and an interview.

a. The theoretical examination will weigh of 60% of the examination (60 points out of 100), and will consist of 30 questions with answers at choice from the examination bibliography.

b. The interview will weigh 40% (40 out of 100 points) and will test motivation choice of this Master's degree programme.

Bibliography

DERMATOCOSMETOLOGIE CU PROFIL FARMACEUTIC, autor Anca Dragomirescu, editura Brumar, 2019.  
TESTE GRILĂ DE COSMETOLOGIE – UN GHID DE EVALUARE A CUNOȘTINȚELOR, autor Anca Dragomirescu, editura Victor Babeș Timișoara, 2021 / *Dermatocosmetology with pharmaceutical profile*, author

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Anca Dragomirescu, published by Brumar, 2019; *Cosmetology multiple-choice tests - a guide to assessing knowledge*, author Anca Dragomirescu, Victor Babes Publishing House, Timisoara, 2021.

## 2. Cosmetology and dermatopharmacy - 5 places

The entrance examination will consist of two tests:

a. Theoretical test from the course subjects of the specialist disciplines (pharmacology, pharmaceutical technology and toxicology).

The theory test will consist of 25 multiple-choice questions from the examination bibliography and will weigh 50% of the average of the entrance examination (marks out of 100).

b. The interview will be worth 50% of the average of the entrance exam (amount of points out of 100) and will test experience in the field, previous short training in the field and aspects related to the motivation for choosing the Master study.

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Bibliografia se găsește la sediul disciplinei de Toxicologie și Industria Medicamentului, Facultatea de Farmacie, Departamentul II. / 1. Dehelean CA, Gheorgheosu D, Ionescu D. *Notions of general toxicology*. Chap 3. *Toxicokinetics notions* (pages 59-64, 65-67, 74-75), Victor Babes Timisoara Publishing House, 2013.

2. Cristea AN. *Pharmacology treatise*, (Chap IX.1. *Nonsteroidal anti-inflammatory drugs (NSAID) and specific anti-rheumatic drugs -Antiallergic medication* - pag. 617-635, Chap. IX.2. *Antiallergic medication* - pag. 639-645; Chap XII.1. *Corticosteroids* p.723-749), Medical Publishing, 2005

3. Popovici I, Lupuleasa D. *Pharmaceutical Technology*, Vol I, 4th Edition (Chap. XI. *Liquid pharmaceutical forms for cutaneous applications* - pages 433-441), Polirom Publishing House, 2017.

The bibliography can be found at the office of Toxicology and Drug Industry, Faculty of Pharmacy, Department II.

## III.5. The results of the admission competition

**III.5. 1.** The results of the admission competition will be made known to candidates by posting them at the University's premises and on its website, [www.umft.ro](http://www.umft.ro).

**III.5. 2.** Candidates will be ranked in descending order of the marks (averages) obtained in the admission examination and within the limit of the places approved for each study programme.

**III.5. 3.** The minimum overall average for admission to a Master's degree programme may not be less than 6 (six).

**III.5. 4.** The provisional results of the admission competition will be published on **26 September 2023**, on the University notice board and on the University's own website, [www.umft.ro](http://www.umft.ro) or admission platform.

**III.5. 5.** In the case of equal averages on the last place, the following criteria will be used to decide the tie-breakers:

1. The mark obtained in the written test
2. The grade of the undergraduate exam
3. Average of years of undergraduate studies

**III.5. 6.** The lists contain the following categories of information:

- Candidates admitted on fee-paying places in RON, up to the number of places allocated,
- Unsuccessful candidates, if applicable.

## III.6 Submission and settlement of appeals

**III.6. 1.** Any appeals regarding the results of the admission competition must be submitted, after the results have been posted, to the University's Registrar's Office, room 1, or electronically to the e-mail address [masterat@umft.ro](mailto:masterat@umft.ro), on **27 September 2023, between 09.00 and 12.00 hrs a.m.** Only appeals concerning own work will be accepted.

**III.6. 2.** The decision on appeals is the sole responsibility of the **Appeals Committee. The Central Admission**



**Board** will examine and decide on the appeals only in the presence of the contestants on 27 September 2023.

**III.6.3.** If there is a difference in marks, the candidate will be awarded the mark resulting from the check of the work for the disputed test.

**III.6.4.** The committee's decision is final and will be communicated by posting it on the University's premises and on the website.

**III.6.5.** After the deadline for resolving and replying (by posting) to appeals, the result of the admission competition is final and cannot be changed.

### **III.7. Confirmation of place and publication of the results**

**III.7.1.** On **28 and 29 September 2023**, between **09:00 and 14:00 hrs**, candidates declared admitted to the places with a fee in RON must confirm their place by submitting to the secretariat the receipt certifying payment of the confirmation fee and the signed study contracts in duplicate.

**III.7.2. The confirmation fee (registration), in value of 400 RON**, is non-refundable and is payable at the University Cashier's Office or by bank transfer to the University account opened at the Timișoara Treasury: RO29TREZ62120F330800XXXX fiscal code: 4269215, with the following mention: "**confirmation fee - name, surname, year of study, study programme**".

**III.7.3.** If a candidate withdraws his/her student status by not paying the confirmation fee, the remaining places will be filled by other candidates with an average above 6 (six), on the basis of an individual application submitted to the secretariat. If more applications are submitted than the number of places remaining vacant, they will be filled in the order of the average obtained in the admission competition.

**III.7.4.** The files of unsuccessful candidates or those who give up their place after admission will be returned within 48 hours of submission of the application. No fee will be charged.

**III.7.5.** On 29 September 2023 the results will be published after confirmation.

### **III.8. Registration**

**III.8.1.** The enrolment of Romanians from everywhere **on fee-paying study places in RON** is based on the approval of the Ministry of Education.

**III.8.2.** The Vice-rectorate of International Relations, after checking and approving the candidates' files, will send the Ministry of Education the list of the candidates admitted to the master's degree programmes, according to the requested forms.

## **CHAPTER IV. FINAL PROVISIONS**

**IV.1.** This regulation is the only official document concerning the organization and conduct of the admission examination at the "Victor Babeș "University of Medicine and Pharmacy of Timișoara, at the Master's degree cycle and is complemented by the provisions of the normative acts that have subsequently appeared, as well as by the Methodologies for the admission of foreign candidates, approved by the University Senate.

**IV.2.** References published in various publications or otherwise communicated cannot replace the official ones and, consequently, do not commit UMF "Victor Babeș" of Timișoara in any way.

**IV.3.** The adoption of the present Methodology repeals previous decisions and regulations. Any modification can only be made with the approval of the University Senate or by the publication of mandatory normative acts.

**IV.4.** The Board of Directors of the University has the right and the obligation to make this Methodology compatible with the Orders of the Ministry of Education issued up to the date of the admission competition.

**IV.5.** This Regulation was approved at the meeting of the University Senate on 22 February 2023, in accordance with the provisions of the National Education Law no. 1/2011, as amended and supplemented.

**Rector,  
Professor dr. Octavian Marius Crețu, PhD**

*The holograph signature is affixed to the document's original version, which is kept in the archives of the University Senate. This act has the same legal force as the original document.*

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STATEMENT

on belonging to the Romanian cultural identity

I, the undersigned....., citizen of....., identified by my identity card/passport ..... series ..... no..... issued by....., domiciled in ....., declare by my freely expressed will and on my own responsibility that I assume the Romanian cultural identity.

In this capacity, I understand to benefit from the rights established by Law no. 299/2007 on the support granted to Romanians from everywhere, republished with subsequent amendments and additions, and to exercise them in good faith, for the affirmation of my Romanian cultural identity.

I hereby declare that the above information is correct and that I am aware of the provisions of the Romanian Criminal Code on false statements and of the applicable penalties.

Date..... Signature.....

The Ministry for the Romanians from Everywhere / The Embassy of Romania at ..... /  
The General Consulate of Romania at ..... certifies that this declaration was given by Mr/Ms..... on his/her own responsibility, and that the conditions - laid down in Art. 6 para. (1) lit. a) of Law no. 299/2007 on the support to Romanians from Everywhere, republished, with subsequent amendments and additions – are met.

Date..... Signature.....