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REGULATION ON THE ACADEMIC MOBILITY OF STUDENTS, FOR THE BACHELOR'S AND MASTER'S DEGREE CYCLE, WITHIN THE "VICTOR BABEȘ" UNIVERSITY OF MEDICINE AND PHARMACY OF TIMIȘOARA

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CHAPTER I. GENERAL PROVISIONS

Art. 1

This Regulation establishes the conditions under which the student's academic mobility may be carried out, and the general criteria for the recognition and equivalence of studies completed in other higher education institutions abroad, for the bachelor's and/or master's degree study cycle, and is based on the following legislation:

- Law no. 1/2011 on national education, with subsequent amendments and completions;
- Order of the Minister of Education no. 5140/2019 for the approval of the Methodology regarding the academic mobility of students, with subsequent amendments and completions;
- Order of the Minister of National Education no. 5146/2019 for the approval of the general application of the European Credit Transfer and Accumulation System;
- Order of the Minister of Education, Research, Youth and Sport no. 3223/2012 for the approval of the Methodology for recognising periods of study conducted abroad;
- Order of the Minister of National Education no. 3236/2017 for the approval of the Methodology for admission to studies and schooling of foreign citizens on places without payment of tuition fees and with a scholarship, and on places without payment of tuition fees but without a scholarship, in accredited state higher education institutions;
- Order of the Minister of National Education no. 3473/2017 for the approval of the Methodology for admission to studies and schooling of foreign citizens starting with the school/academic year 2017-2018, with subsequent amendments and completions;
- Order of the Minister of National Education and Scientific Research no. 6121/2016 for the approval of the Methodology for the recognition of bachelor's, master's or postgraduate study documents issued by accredited higher education institutions abroad;
- Order of the Minister of National Education no. 3630/2018 for the approval of the Methodology for the recognition and equivalence of pre-university level study documents obtained abroad;
- Order of the Minister of National Education and Scientific Research no. 3102/21.02.2022 for the approval of the Framework Methodology regarding the organisation of admission in bachelor's, master's and doctoral university study cycles;
- Order of the Minister of National Education no. 3838/11.07.2014 for the amendment and completion of some normative acts in the national education system;
- Romanian Agency for Quality Assurance in Higher Education (ARACIS) standards applicable to each study program;

Art. 2

(1) Academic mobility represents the right of students to have their transferable credits acquired recognised, in accordance with the law, in other higher education institutions accredited/provisionally authorised in the country or abroad or other study programs within the same higher education institution.

(2) Mobility can be internal or international, and permanent or temporary, for all forms of education.

(3) Academic mobility is achieved in compliance with the legal provisions regarding the schooling capacity and the financing of higher education, and this Regulation.

Art. 3

(1) Academic mobility can be performed as a result of the student's initiative with the simultaneous fulfilment of the following conditions:

- existence of interinstitutional agreements;
- only with the acceptance of the origin, and receiving accredited/provisionally authorised higher education institutions, as the case may be;

(2) Interinstitutional agreements establish the conditions for mobility between accredited/provisionally authorised higher education institutions: type of mobility, duration of mobility, number of mobilities, field, study program, financing of temporary mobility, language of study, accommodation conditions, etc.

(3) The interinstitutional acceptance consists in filling in and signing the standard mobility application, provided in the annex to Order of the Minister of National Education no. 5140/2019 regarding the academic mobility of students, as follows:

- the student submits the mobility application to the higher education institution that he/she wants to attend, in order to be accepted;
- after obtaining the mobility acceptance, the student requests mobility from the higher education institution where he/she is enrolled;
- the higher education institution that accepts the mobility is the one to sign first the student's mobility application, followed by the signature of the institution from which the student leaves;
- the conditions under which the mobility takes place are also mentioned in the application.

Art. 4

In the case of final academic mobility, the diploma is issued to the graduate by the higher education institution that organises the graduation examination.

CHAPTER II. TEMPORARY ACADEMIC MOBILITY

II.A TEMPORARY INTERNAL ACADEMIC MOBILITY

Art. 5

The student may benefit from temporary internal mobility between two accredited/provisionally authorised higher education institutions, as the case may be.

Art. 6

The "Victor Babeș" University of Medicine and Pharmacy of Timișoara is not a partner and does not run any temporary student mobility program with other higher education institutions in the country.

Art. 7

(1) Temporary internal academic mobility through internal mobility programs is carried out in accordance with the interinstitutional agreements regarding those programs, and requires the filling in and signing of the standard mobility application.

(2) Temporary internal academic mobility on budgeted and non-budgeted places may be done after the first year of studies is completed with all examinations passed.

(3) The study period may not exceed the end date of the academic year for which it was intended. Students enrolled in their final year may not benefit from study mobility.

(4) Applications for temporary internal mobility are submitted to Secretary's Office of the faculty, in original, at least 10 days before the start of the semester in which the mobility takes place, and must contain all the necessary approvals.

(5) Before the mobility starts, the student has the obligation to fill in a study contract with the subjects he/she will attend, according to the curriculum of the study program where he/she carries out the mobility,



a contract that will be endorsed both by the institution of origin, as well as the receiving institution. The receiving institution has the obligation, at the end of the mobility, to issue the student's *Academic Record*.

(6) Sitting for the graduation examination at the end of the mobility is conditioned by the fulfilment of the professional obligations at the university where the temporary internal mobility was carried out.

Art. 8

(1) Temporary international mobility on one's own means temporary mobility carried out **outside the interinstitutional agreements** for academic mobility, at the request of the student who has identified a possible host university.

(2) Temporary academic mobility on one's own is carried out in compliance with the provisions of Art. 3 (3);

Art. 9

(3) The compatibility of the curriculum for the recognition of transferable study credits will be established prior to the mobility period, by each faculty's committee in charge with the equivalence of credits.

(4) The recognition of transferable study credits will be established after the completion of the mobility, by each faculty's committee in charge with the equivalence of credits, in accordance with the interinstitutional agreement and the regulations of the higher education institutions involved, as may be the case, and will be recorded in an Equivalency/recognition report.

II.B TEMPORARY INTERNATIONAL ACADEMIC MOBILITY

Art. 10

Temporary international mobility through international programs is carried out in accordance with the regulations regarding those programs. These mobilities take place based on the legislation of the European Committee (Regulation No. 1288/2013 of the European Parliament and of the Council of 11 December 2013 establishing the "Erasmus+" action, the Union's Programme for Education, Training, Youth and Sport, and repealing decisions Nos. 1719/2006/EC, no. 1720/2006/EC and no. 1298/2008/EC), and the bilateral agreements concluded between the UMFVBT and partner universities.

Art. 11

Temporary international mobility on one's own means temporary mobility carried out outside the framework established by an international program, and is carried out with the consent of the accredited/provisionally authorised higher education institution of origin, and receiving accredited/provisionally authorised higher education institution.

Art. 12

(1) The recognition of study periods implies the total and automatic recognition of the study or placement period, the total number of transferable credits accumulated by the student during the period by the management of the faculties where the student is enrolled.

(2) The recognition of the study periods implies the recognition of grades/credits certified in the transcripts as being obtained by the student at the visited institution.

Art. 13

The equivalence of Erasmus study or placement periods, grades obtained in the disciplines completed during the period will be done by clear, transparent and competence-focused conversion rules, and not on the names of the disciplines, based on a correspondence between the grading systems of the two countries participating in the mobility.

Art. 14

The procedure for recognising the study periods of Erasmus+ students is stipulated in the **Methodologies on the conduct and recognition of study and placement periods within Erasmus+ mobilities for outgoing and incoming students.**

CHAPTER III. FINAL ACADEMIC MOBILITY (TRANSFER)

III.A FINAL INTERNAL ACADEMIC MOBILITY

Art. 15

The final internal academic mobility is made **at the student's request (Annex no. 1)**, both for budgeted and non-budgeted students, and is achieved in compliance with the legal provisions on schooling capacity and financing of higher education, by agreement of accredited/provisionally authorised higher education institutions, in accordance with the provisions of the regulations on the professional activity of students.

Art. 16

(1) For bachelor's and master's degree studies, final academic mobility may be achieved only at the beginning of the semester, after the first year/second semester and until the end of the penultimate year of study, between study programs with the same total number of compulsory transferable study credits, from the same scientific branch.

(2) Permanent internal academic mobility can also take place within the same higher education institution.

Art. 17

Final internal academic mobility is based on the principle "subsidies follow the student".

Art. 18

(1) The provisions on final internal academic mobility will also apply to students from EU Member States, the EEA and the Swiss Confederation, in compliance with the provisions of this Regulation.

(2) The provisions of bilateral agreements and relevant international agreements in force on the date of the mobility will apply to third countries.

Art. 19

(1) Only students who have completed all their credits successfully may transfer within UMFVBT from other educational institutions/between UMFVBT faculties or between study programs with the same total number of compulsory transferable study credits. Students with outstanding credits are not accepted for final internal mobility.

(2) Students may obtain mobility within UMFVBT only if they have been declared admitted at the admission competition organised at their faculties of origin, compliant to the following cumulative conditions:

a) the student must have taken at least the same examinations as those required for admission to the UMFVBT study programme for which mobility is requested (e.g. the Biology and Chemistry knowledge check for admission to the undergraduate degree programmes Medicine and Dentistry);

b) The average obtained in the entrance examination must be at least equal to the lowest admission average grade from the study program where the mobility is carried out, from the year of the admission competition.

(3) As an exception to the provisions of paragraph. 3(a), applications for mobility to study programmes taught in a foreign language may be approved in accordance with the provisions of this Regulation.



Art. 20 (1) If the number of mobility applications exceeds the number of available places, the Equivalence Committee organised at the level of each faculty shall analyse and evaluate the mobility files, applying the following criteria, in the following order:

- a) Weighted average of the previous year of study, calculated according to UMFVBT regulations;
- b) The arithmetic average of the weighted averages of the last previous years of study, calculated according to UMFVBT regulations;
- c) Admission average;
- d) The average of the baccalaureate examination.

(2) When determining the ranking/results of the final mobility applications submitted, priority will be given to mobility applications between the same study programmes/specialisations.

Art. 21

Students from accredited private faculties may be transferred only on non-budgeted places, without the possibility to reclassify on budgeted places until the end of the study program.

Art. 22

Students, citizens of third states, scholars of the Romanian state or students financed as a result of intergovernmental agreements may transfer in compliance with the regulations in force.

Art. 23

Final academic mobility of students at UMFVBT who have previously left UMFVBT by final academic mobility (transfer) to other higher education institutions is not accepted.

Art. 24

The approval of the final academic mobility from UMFVBT is conditioned by the payment of all debts to the UMFVBT.

Art. 25

(1) The applications for final internal mobility are submitted to the higher education institution where the student wishes to move, namely to the Secretary's office of the faculty to which the student wishes to transfer.

(2) The registered applications will be submitted to the Dean's offices of the faculties before the start of the academic year, in the first 15 calendar days of September.

(3) The chief secretary of the faculty where the student wishes to move receives the files and submits them to the equivalence committee.

(4) The term for solving/evaluating the files for the final mobility of students by the Study Equivalence Committee, organised in each faculty, is of maximum 7 days from the end of the registration period, but not later than the beginning of the academic year.

(5) The results of the evaluation of the files for the final mobility of students are displayed on the notice board of the faculties within two working days from the settlement of the files, in compliance with the personal data protection provisions in force, or are communicated to the applicant students in electronic format, and may be challenged within 24 hours of displaying/communication.

(6) Any appeals shall be resolved within 24 hours from the end of the deadline for appeals by the Appeals Committee organised at the level of each faculty, made up of 3 specialist educational staff, other than the ones who initially evaluated the file.

(7) The approval of the final academic mobility files may be done within the available places, observing the schooling capacity for the study program for which the final mobility is requested.

(8) The rejected files are returned to the applicants, and can be retrieved by them from the secretary's offices of the faculties.

(9) For the validation of the mobility, the approvals of the Rector and of the Dean from the university/faculty of origin of the student are mandatory.

(10) The mobility is effective after the submission by the applicant student of all the documents necessary for enrolment at the deadline requested by UMFVBT.

Art. 26

(1) The file for **final internal mobility** will include the following documents, in original, translated into Romanian and notarised (where applicable):

- Application – standard form, registered at the UMFVBT Registry (Annex no. 1)
- Academic record;
- Syllabus (content of the disciplines studied);
- Curriculum (duration of disciplines studied, number of course hours/practical courses, internships);
- Certificate on passing the admission competition, specifying the competition tests and the admission average, issued by the faculty of origin of the student;
- Letter of acceptance to studies/Certificate of equivalence of the high school diploma for foreign students;
- Certificate of linguistic competence, not older than 5 years, for foreign students;
- Medical certificate;
- Proof of payment of the equivalence fee;
- File folder (envelope type).

Art. 27

(1) **All** documents by which the recognition of studies is requested will be submitted only once. Subsequent file completions after the end of the period established for the recognition of the studies are not accepted.

(2) The application for final mobility (transfer) will be endorsed by the Dean and approved by the Rector of the University.

The application for final mobility (transfer) between the UMFVBT faculties or between the study programs of the same faculty will be approved by the Deans and approved by the Rector of the University and the Board of Directors, within the limits of available places, observing the schooling capacity and the following criteria:

- the admission competition must have been held under the same conditions (competition test and grading),
- the student's admission average grade must be at least equal to the lowest admission average grade of the year in which he/she applied, for the study program where the mobility is carried out.

Art. 28

For the recognition of studies, the following conditions must be met cumulatively:

a) the content of the studied subjects (attested by the syllabus) and the duration of the studied subjects (attested by the curriculum) must correspond to the UMFVBT equivalent curriculum and syllabus in proportion of at least 70%, observing the minimum number of hours of theoretical activity;

b) the number of transferable credits related to some disciplines that constitute differences, due to not studying some subjects from the curriculum of the UMFVBT study programs and which will be validated by difference examinations, may not exceed 15 outstanding credits accumulated in the last two years of studies at the most, within the cycle;

c) the calculation of the credit units from letter b does not include the optional core discipline;

d) only the subjects for which the applicant passed the examinations in the educational institution where he/she completed his/her studies are considered;

e) practical courses and clinical internships performed, but which were not followed by passing the related examination, are not recognised;

f) studies who are older than 5 years from the date they were passed are not equated.

Art. 29

- (1) Only studies completed in higher education institutions in the same scientific field may be recognised.
- (2) The equivalence of some bachelor's degree studies carried out within faculties of biology, chemistry, veterinary medicine, nursing, medical colleges or master's degree studies is not accepted.
- (3) Students who are enrolled through final mobility have the obligation to sit for and pass the difference examinations in the first and/or the following years from the enrolment at UMFVBT, within the cycle.
- (4) The recognition of the studies performed in another higher education institution or in another study program within the UMFVBT will be performed only by the Study Equivalence Committee in each faculty, at the beginning of the academic year.

III.B FINAL INTERNATIONAL ACADEMIC MOBILITY

Art. 30

The recognition of transferable credits in the case of international academic mobilities may be achieved by the higher education institutions for the person who proves the completion of the mobility with documents issued by the higher education institution he/she attended.

Art. 31

Within the UMFVBT, students who have studied at a university abroad can apply for the recognition of periods of study completed abroad.

Art. 32

The evaluation procedure of the file submitted by students requesting the recognition of studies performed abroad is provided by this Regulation, in accordance with the Order of the Minister of Education, Research and Youth no. 3223/2012 on the Methodology for recognising periods of study conducted abroad, Order of the Minister of National Education no. 5140/2019 for the approval of the Methodology regarding the academic mobility of students, Order of the Minister of National Education no. 3473/17.03.2017 regarding the Methodology for admission to studies and schooling of foreign citizens starting with the school/academic year 2017-2018, with subsequent amendments and completions.

Art. 33

Periods of study performed based on agreements concluded between accredited higher education institutions in Romania and accredited higher education institutions abroad or international programs are recognised by the University in accordance with the provisions of those agreements or mobility programs.

Art. 34

- (1) Recognition of periods of study completed abroad in the framework of unregulated mobility will be carried out by the Equivalence Committees in each faculty, in accordance with this Regulation.
- (2) Periods of study completed abroad may only be recognised for **students who completed all credits successfully**. Applications from students with outstanding credits are not accepted.
- (3) Recognition of periods of study completed abroad may be made after the first year and until the end of the first cycle of studies, and students may be enrolled, as appropriate, in the years of study corresponding to the first cycle, namely years of study II-III, for the specialisations Medicine and Dental Medicine, and year of study II for the specialisation Pharmacy, respectively.

Art. 35



(1) The “Victor Babeș” University of Medicine and Pharmacy of Timișoara reserves the right to refuse the recognition of studies performed in other institutions with which there are no agreements for the recognition of studies or which do not apply the ECTS system.

(2) In these cases, the decision is taken by the Committee for the recognition of studies in the faculty, and is approved by the Dean of the faculty.

(3) The appeals shall be dealt with in accordance with this Regulation.

Art. 36

(1) The file for recognition of studies performed abroad contains the following documents:

1. application – standard form stating the year of study for which the equivalence is requested, as well as the contact details of the candidate (e-mail, telephone, country of origin, country from which the transfer is requested, permanent address), registered at the UMFVBT Registry. The standard form is also available on the University’s website – www.umft.ro (Annex no. 2);

2. notarised copy and translation of the high school diploma or its equivalent, authenticated by the competent authorities of the issuing country;

3. notarised copy of the bachelor’s degree obtained in Romania or, as the case may be, the certificate issued by the specialised department within the Ministry of Education, recognising the diploma of access to studies obtained abroad/letter of acceptance to studies;

4. academic record for the years of study containing the grades obtained for the completed years of study – notarised copy and translation in Romanian/English/French, depending on the study program the candidate wishes to enrol in;

5. curriculum containing the subjects, number of credits/number of points, number of course hours for each subject, issued by the higher education institution of origin of the applicant – notarised copy and translation in Romanian/English/French, depending on the study program the candidate wishes to enrol in;

6. syllabus (content of the disciplines studied in the higher education institution of origin of the applicant) – notarised copy and translation in Romanian/English/French, depending on the study program the candidate wishes to enrol in;

7. official certificate showing the grading system applied in the institution of origin, as well as its equivalence in the ECTS system, and notarised translation, in Romanian/English/French, depending on the study program the candidate wishes to enrol in;

8. certificate of graduation of the preparatory Romanian language year or certificate of linguistic competence for the language of the study program, an internationally recognised certificate, minimum level B2 – copy;

9. notarised copy and translation in Romanian/English/French of the birth certificate;

10. copy of the document certifying the permanent residence abroad;

11. copy of the passport;

12. notarised copy of the marriage certificate, in case the name written on the study documents is not identical with the one in the ID document, and, as the case may be, the notarised translation in Romanian/English/French;

13. affidavit specifying that previous studies have not been interrupted as a result of expulsion due to a breach of the code of ethics and professional conduct of the university of origin;

14. medical certificate (in an international language) stating that the person to be registered for studies is not suffering from contagious diseases or other conditions incompatible with the future profession, and has been vaccinated against hepatitis B;

15. file folder (envelope type);

16. file equivalence fee of 105 EUR (non-refundable), paid by bank transfer to the account below:

BENEFICIARY: UNIVERSITATEA DE MEDICINA ȘI FARMACIE „VICTOR BABEȘ” DIN TIMIȘOARA

Bank name: BANCA TRANSILVANIA, AGENȚIA BEGA TIMIȘOARA

Address: Str. Palanca nr. 2, Timișoara, Romania



- **IBAN: RO53BTRL03604202A6896600**
- **SWIFT: BTRLRO22TMA**

17. statement on the processing of personal data.

(2) The evaluation by the specialist/equivalence committee of the files of EU and third-country candidates requesting final academic mobility is approved, based on the translations into the language of the study program they opt for of the documents (curriculum) certifying the academic record for the years of completed studies, and of the syllabus, with the obligation that, upon enrolment, the admitted candidate submits the abovementioned documents in notarised copy and translation into Romanian, according to Order 3223/2012.

Art. 37

The documents necessary for registration and the registration period will be published at least 30 days before the start of the procedure for submitting the files on the website www.umft.ro, International section.

Art. 38

(1) The file for the recognition of the period of study performed abroad is submitted or sent by post by the applicant to the Vice-Rector's Office for International Relations of the University within the period **established by the Vice-Rector's Office for International Relations, approved by the Board of Directors, at:**

Prorectorat Relații Internaționale

Universitatea de Medicină și Farmacie „Victor Babeș” din Timișoara, România

Piața Eftimie Murgu nr. 2,

Timișoara, cod 300041

Contact: Tel.: +40 256 434418, +40 256 204250

E-mail: international@umft.ro

(2) The Secretary of the Vice-Rectors' Office for International Relations verifies whether the file contains all the documents provided in the previous article, and submits it, through the University Registry, to the Dean of the faculty for which the recognition of studies is requested, in order to convene the specialised/equivalence committee.

(3) Incomplete or faxed files are not accepted.

(4) If the file submitted is incomplete, the Secretary of the Vice-Rector's Office for International Relations will inform the applicant urgently, by electronic means, and specify which document/documents has/have not been submitted.

(5) The Study Equivalence Committee in each faculty will analyse the files submitted within the period established by the University, within 10 working days from the end of the file submission period with the Dean's Offices of the faculties, according to the own admission methodology, the result being recorded in a report.

(6) The Dean's Offices will communicate to the candidates and to the Vice-Rector's Office for International Relations by e-mail the resolutions of the Equivalence Committee for the evaluated students. Candidates who agree with the decision of the Equivalence Committee will send the file by post/courier/e-mail within 15 days from the date of communication of the decision.

Art. 39

(1) The deadline for the resolution of the recognition file by the Faculty Equivalence Committee may be extended in cases where it is necessary to verify the authenticity of school documents and the status of the issuing university, the applicant being informed in writing of the reasons for non-resolution within the legal term provided by the legislation in force.

(2) Appeals against recognition decisions may be sent to the Dean's Offices of the faculties by e-mail within a maximum of 3 working days from the date of receipt of the decision of the Equivalence Committee.

(3) The Chief Secretary convenes, within 2 working days, the Appeals Committee, composed of 3 specialty teaching staff, other than the teaching staff who initially evaluated the file, having qualifications and professional competences in the fundamental field of science related to the specialisation that is the object of the recognition.

(4) The appeal will be resolved within 3 working days from the date of convening the Appeals Committee.

Art. 40

The evaluation of the school documents and of the study documents subject to recognition by the specialised/equivalence committees in the faculty is made by going through the following steps:

1. verification of the status of the study program and of the higher education institution which issued the school documents and study documents subject to recognition, as well as of the level of the study program followed within that higher education institution. If the issuing higher education institution is not recognised/accredited in the state of origin, the study documents submitted by the applicant are not recognised;

2. transmission of the school documents submitted in the file to the National Centre for Recognition and Equivalence of Diplomas (CNRED), in electronic format, for verification, in case there are doubts about the authenticity and legality of their issuance;

3. analysis of the following elements:

a) number of transferable and accumulable study credits – ECTS or the points obtained in the studies performed in the higher education institution of origin of the applicant;

b) the results obtained during the previous schooling, highlighted by different evaluation/grading systems. For this purpose, the average grades obtained with the help of the conversion scale, provided in Annex no. 3 that is an integral part of this methodology, will be performed;

c) the curriculum completed within the higher education institution of origin of the applicant.

Art. 41

For the recognition of studies performed abroad, it is necessary to meet cumulatively the conditions provided by this Regulation for the recognition of the studies performed in another university in the country:

a) the content of the studied subjects (attested by the syllabus) and the duration of the studied subjects (attested by the curriculum) must correspond to the UMFVBT equivalent curriculum and syllabus in proportion of at least 70%, observing the minimum number of hours of theoretical activity;

b) the number of transferable credits related to some disciplines that constitute differences, due to not studying some subjects from the curriculum of the UMFVBT study programs and which will be validated by difference examinations, may not exceed 15 outstanding credits accumulated in the last two years of studies at the most, within the cycle;

c) the calculation of the credit units from letter b) does not include the optional core discipline;

d) only the subjects for which the applicant passed the examinations in the educational institution where he/she completed his/her studies are considered;

e) practical courses and clinical internships performed, but which were not followed by passing the related examination, are not recognised;

f) studies who are older than 5 years from the date they were passed are not equated.

Art. 42

(1) Following the evaluation mentioned in the previous article, the members of the specialised/equivalence committees in each faculty, as the case may be, deliver one of the following solutions:

a) automatic recognition, if there are no substantial differences in the above elements, and the minimum number of study credits required for enrolment in the current academic year, as provided for in the University regulations, may be equated for the applicant.

b) performing compensatory measures, namely sitting for difference examinations, in case substantial differences are found, which must be performed in order to register the applicant in the corresponding year of study, within the limit established by this Regulation for internal mobility. The number of transferable credits related to some disciplines that constitute differences, due to not studying some subjects from the curriculum of the UMFVBT study programs and which will be validated by difference examinations, may not exceed 15 outstanding credits accumulated in the last two years of studies at the most, within the cycle;

c) the rejection of the application for recognition of the studies performed abroad for not fulfilling the conditions provided by the regulations of the University.

(2) The decision of the Equivalence Committee is communicated to the applicant by e-mail by the Chief Secretary of the Faculty within two working days from the resolution of the file.

(3) From the date of communication of the decision to sit for difference examinations, the applicant must state, in writing, within two working days, his/her agreement with regard to sitting for difference examinations.

(4) Both the examinations from the higher education institution of origin and recognised, and the examinations for compensatory measures will be recorded in a report.

(5) The decision/resolution of the Equivalence Committee, accompanied by the applicant's file, will be submitted to the Vice-Rector's Office for International Relations, through the University Registry, in order to complete the file.

(6) The applicant's file will be completed with the documents provided in Annex no. 4, as the case may be:

- Report of the Equivalence Committee showing the year of study in which the candidates may be registered, and any difference examinations to be taken, established by each faculty, by comparing the curricula and syllabi, with the educational institution's obligation to verify the authenticity of the documents submitted, by direct correspondence with the educational institutions issuing the study documents, after the resolution of the file;

- Certificate of equivalence of the high school diploma issued by the specialised directorate within the Ministry of Education/Letter of acceptance to studies, document issued by the specialised directorate within the Ministry of Education after the recognition by the University of the periods of study abroad;

- Certificates or attestations of linguistic competence, according to the Methodology on the admission and registration for bachelor's degree studies of foreign citizens from third countries and EU, EEA and CH citizens;

- Documents required for registration to the admission competition, in accordance with the Methodology on the admission and registration for bachelor's degree studies of foreign citizens from third countries and EU, EEA and CH citizens.

Art. 43

(1) Registration to studies of the students for whom the recognition of the studies performed abroad has been approved is made under the conditions provided by this Regulation for the registration of foreign citizens in the first year of study.

(2) The Vice-Rector's Office for International Relations of the University will give an opinion in principle for the provisional registration of students, and will issue the Decision (Order) for admission to studies, approved by the Rector of the University.

(3) For the processing of the file at the Vice-Rector's Office for International Relations, a fee provided in the Regulation on fees, which is non-refundable, will be paid by bank transfer.

(4) For registration, students will come in person at the Secretary's offices of the faculties within the term established for registering students, during working hours, with the Decision (Order) for admission to studies, accompanied by copies of the following documents:



- letter of acceptance to studies (for students from third countries, registered on their own)/ certificate of equivalence of the high school diploma (for EU, EEA and CH students);
- certificate of linguistic competence for the Romanian language (for those who study in Romanian), or foreign language test certificate (for those who study in English or French);
- proof of payment of the tuition fee (in full), endorsed by the Financial-Accounting Department of the University.

(5) The complete files of the students for which the recognition of the studies performed abroad has been approved will be submitted by the Vice-Rector's Office for International Relations to the Secretary's offices of the faculties, in order to prepare the enrolment decisions.

(6) The decision (Order) for admission to studies is valid until the date of preparation of the enrolment decisions and the final enrolment of the foreign students, until the date established in the admission regulation at the latest.

(7) The enrolment of students for whom the recognition of the periods of studies completed abroad has been approved within the bachelor's degree university study cycle is made:

- on a non-budgeted place paid in foreign currency, without the right of reclassification, for EU, EEA, CH citizens, citizens of third countries, and Romanians everywhere,
- on a non-budgeted place paid in lei, without the right of reclassification, for Romanian citizens.

(8) After the end of the period for submitting the files, the Secretary's Office of the Vice-Rector's Office for International Relations will submit to the Information and Documentation Resource Centre (CRID)/chief secretary of the University a centralised list of the files submitted and sent for evaluation to the equivalence committees of the faculties/doctoral schools, which will also include the resolution of the committees.

Art. 44

All documents issued in the process of recognising studies performed abroad are archived in the applicant's file.

Art. 45

Sitting for difference examinations as compensatory measures is carried out in accordance with the University regulations regarding the examination, outstanding examination, re-examination period, and subject to payment of the corresponding fee established by the University Senate.

Art. 46

Following the recognition of the period of study performed abroad, section 5 "Additional information" of the bachelor's degree diploma supplement will include the following: years of study equated, the higher education institution of origin, mention on sitting for difference examinations or selection examinations, as the case may be, as well as the document issued by the Ministry of Education for the approval of the continuation of studies.

CHAPTER IV. ANNEXES

Annex no. 1 – Standard application– Final internal mobility

Annex no. 2 – Standard application for the recognition of periods of study performed abroad

Annex no. 3 – Conversion scale

Annex no. 4 – Student's personal file – documents

CHAPTER V. FINAL AND TRANSITIONAL PROVISIONS

Art. 47

Any regulations to the contrary will be repealed on the date of approval of this Regulation.



The Senate of the “Victor Babeș” University of Medicine and Pharmacy of Timișoara approved the amendment and completion of this Regulation in the meeting dated 14.12.2022, amended and completed in the meeting dated 29.06.2023, date on which it enters into force.

RECTOR,
Prof. Octavian Marius Crețu, MD, PhD.

The handwritten signature is applied on the original version of the document that is kept in the archives of the University Senate. This document has the same legal force as the original document.



Annex no. 1

Registration no. _____

UNIVERSITY _____
(of origin)
No. _____ / _____

UNIVERSITY _____
(receiving)
No. _____ / _____

AGREE
RECTOR,

(of origin) L.S.

AGREE
RECTOR,

(receiving) L.S.

To the

UNIVERSITY _____

I, the undersigned _____, a student at the University _____
_____, Faculty of _____, Study program
_____ year _____, academic year _____, full-time study, non-budgeted /
budgeted, kindly request you approve my **MOBILITY AS STUDENT** to the University _____
_____, in the year _____, academic year _____, at the Faculty of
_____, Study program: _____, full-time study, non-budgeted /
budgeted.

I hereby request mobility for the following reasons:

_____.

Please find attached the following documents:

1. _____
2. _____
3. _____

Date _____

Applicant's signature _____

FAVOURABLE OPINION
DEAN OF THE FACULTY

(of origin)

FAVOURABLE OPINION
DEAN OF THE FACULTY

(receiving)

Study programme _____
year _____, *academic year* _____,
with / without fee



The application is prepared in 2 copies (one copy for each university/faculty)

ACADEMIC RECORD
(summary)

By academic year, regarding the student _____

Year _____	academic year _____	GPA * _____
Year _____	academic year _____	GPA * _____
Year _____	academic year _____	GPA * _____
Year _____	academic year _____	GPA * _____
Year _____	academic year _____	GPA * _____
Year _____	academic year _____	GPA * _____
Year _____	academic year _____	GPA * _____
Year _____	academic year _____	GPA * _____

The duration of studies is _____ years,

The abovementioned person has studied at our faculty on _____ places.

The admission examination was taken at the Faculty of _____,

_____ session, with the following competition tests _____

and the student received the average grade _____.

We hereby confirm the accuracy of the data.

CHIEF SECRETARY OF THE FACULTY,

SECRETARY OF THE FACULTY,

DEAN,

Signature,

L.S.



Note: The application is prepared in 2 copies (one copy for each faculty)

Annex no. 2

Registration no. _____

To the

“VICTOR BABEȘ” UNIVERSITY OF MEDICINE AND PHARMACY OF TIMIȘOARA

I, the undersigned _____, born on _____,
_____, Country _____, City/town _____, with
a permanent residence in _____, identified
with ID Card/Passport no. _____, series _____, a
_____ citizen, Ethnicity _____,
Telephone (+country code) _____,
E-mail _____, a student at the University
_____ Faculty
_____, Study program _____ year of
study _____, academic year _____, full-time study, non-budgeted/budgeted, kindly
request you to recognise my studies performed abroad in order to enrol in year _____,
academic year _____, at Faculty of _____, Study
program: _____.

I hereby request the recognition of studies performed abroad for the following reasons:

Please find attached the following documents:

Date _____

Applicant's signature _____

Note: The application is prepared in 2 copies

Annex no. 3

CONVERSION SCALE

Romania	1 – 4	5	6	7	8	9	10
ECTS scale	FX, F Fail	E Sufficient	D Satisfactory	C Good	C Good	B Very Good	A Excellent
Austria	5	-	4	-	3	2	1
Albania	1-4	5	6	7	8	9	10
Bulgaria	2 Слаб	3 Среден	-	-	4 Добър	5 Много добър	6 Отличен
Belgium	7, 8, 9	10	11	12	13, 14	15, 16, 17	18, 19, 20
P.R. China	0-59.99	60-69.99	70-74.99	75-79.99	80-84.99	85-89.99	90-100
Denmark	0, 3, 5	6	7	8	9	10	11, 13
Swiss Confederation	< 3,5	3,5 – 3,99	4,0 – 4,49	4,5 – 4,99	5,0 – 5,49	5,5	5,51 – 6,0
Finland		1	1½	-	2	2½	3
France	Insuffisant (< 10)	Passable (10 – 10,49)	Passable (10,5 – 10,99)	Assez bien (11,0 – 11,49)	Assez bien (11,5 – 12,49)	Bien (12,5–14,49)	Très bien (14,5–20,0)
Germany	> 4,01	4,00 3,51	3,5 3,01	3,00 2,51	2,50 2,01	2,00 1,51	1,50 1,00
Greece	2, 3, 4	5	6	-	7	8, 9	10
Jordan	0-49.99	50-50.99	51-59.99	60-69.99	70-79.99	80-89.99	90-100
Ireland	< 25% Fail	25% 39% Pass	40% 44% 3 rd pass	45% 54% -	55% - 69% 2 nd / II	70% - 84% 2 nd / I	85%-100% I
Iceland	Fail	5	-	6	7	8	9, 10
Italy	≤ 17	18, 19	20 – 22	23-24	25-26	27, 28	29,30, 30
UK	0 – 39% (Fail)	40 – 49% (3 rd)	50 – 54% (2ii)	55 – 59% (2ii)	60 – 64% (2i)	65 – 69% (Upper 2i)	70 – 100% (First)
Norway	6-4,1	4-3,5	3,5-3	2,9-2,4	2,3-2	1,9-1,2	1,1-1,0
Netherlands	1 4	5	6	-	7	8	9, 10
Poland	< 3,00	3,00	3,01 3,49	-	3,50 3,99	4,00 4,49	4,50 5,00
Portugal	1 – 9	10	11, 12	13	14, 15	16, 17	18, 19, 20
Slovakia	5	-	4	-	3	2	1
Slovenia	1-5,9	6	6,1-6,9	7-7,5	7,6-7,9	8-9,9	10
Spain	< 5 Suspenso	5,0 – 5,49 Aprobado	5,5 – 6,49 Aprobado	6,5 – 7,49 Notable	7,5 – 8,49 Notable	8,5 – 9,49 Sobresaliente Excellent	9,5 - 10 Matricula de Honor
United States of America	F-F/0-59	D/60-65	-/66-72	C/73-79	B/80-86	A-/87-93	A/94-100
Hungary	1,00 -1,99 elégtelen	-	2,00 – 2,50 elégséges	-	2,51 – 3,50 közepes	3,51 – 4,50 jó	4,51 – 5,00 jeles, kiváló
Turkey	1 - 4 Noksan/ Pek Noksan	4,5 – 4,99	5,00 – 6,49 Orta	6,5 – 6,99 Orta	7,00 - 7,99 Lyi	8,00 – 8,99 Lyi	9,0 – 10,0 Pek iyi



1. The personal file of the student, a Romanian citizen, in the case of final internal mobility and/or the recognition of studies completed in other higher education institutions abroad, includes:

- a) High school diploma, plus a copy, in the original (for students on state budgeted places);
- b) School transcript with grades obtained during high school, plus a copy;
- c) Certificate of recognition of studies issued by the specialised department within the Romanian Ministry of Education, in the case of Romanian citizens with a high school diploma or equivalent obtained in another country;
- d) Certificate showing the form of funding (budgeted/non-budgeted), for each year of study, issued by the higher education institutions, in the case of candidates who were/are enrolled in bachelor's degree studies, completed or not completed with a bachelor's degree examination;
- e) ID card and copy;
- f) Birth certificate, plus a copy.
- g) Marriage certificate, if applicable, plus a copy. The original will be returned to the holder after the two documents are compared and the secretary certifies the copy to be a certified true copy.
- h) Medical certificate stating "clinically healthy", attesting to the fact that the student is not suffering from contagious diseases, other conditions incompatible with the future profession, issued by the family physician;
- i) 4 ID card type photos;
- j) Universities' approval (standard application – Annex no. 1, endorsed and approved);
- k) Academic record at the time of the transfer;
- l) Syllabus (content of the subjects studied);
- m) Curriculum (duration of subjects studied, number of course hours/practical courses, internships);
- n) Official certificate showing the grading system applied in the institution where the student studied, as well as its equivalence in the ECTS system;
- o) Certificate regarding the promotion of the admission competition, specifying the competition tests and the admission average, issued by the faculty from which the student comes;
- p) Proof of payment of the fees related to the equivalence of studies/mobility;
- q) Decision of the equivalence committee, where applicable.
- r) Study contract in the original, in 2 copies, filled in and signed.
- s) Proof of tuition fee payment, if applicable;

II. The personal file of the student, a EU citizen, in the case of final internal mobility and/or the recognition of studies completed in other higher education institutions abroad, includes:

- a) Statement regarding data protection – Annex 1;
- b) High school diploma/equivalent – in the original, in 2 notarised copies, with a higher authentication (*in Romanian, “supralegalizare”*) in the original language in which it was issued, and 2 certified translations in Romanian;
- c) Transcript from the high school examination/equivalent – in the original, in 2 notarised copies, with a higher authentication (*in Romanian, “supralegalizare”*) in the original language in which it was issued, and 2 certified translations in Romanian;
- d) School transcripts related to high school years - in a notarised copy, copy with a higher authentication (*in Romanian, “supralegalizare”*) (of each school transcript), and a certified translation into Romanian (of each school transcript);
- e) Birth certificate/equivalent – in a notarised copy, and certified translation into Romanian;
- f) ID card/passport – copy;
- g) Marriage certificate (if applicable) – in a notarised copy, and certified translation into Romanian;
- h) Medical certificate in English/French/Romanian;
- i) 4 passport-type photos;
- j) Proof of tuition fee payment;
- k) Notarised statement from Romanian citizens stating that they wish to pursue studies under a financial regime with the payment of the fee in euros, and that they are aware that their financial status remains unchanged for the entire duration of the schooling, a status that may only be changed after passing a new admission examination, to be sat for under the conditions provided for candidates participating in the admission examination for budgeted places or non-budgeted places in lei, following which they would start studies in the first year, and only for study programs in the Romanian language.
- l) Universities' agreement (standard application – Annex no. 1, endorsed and approved);
- m) Academic record at the time of the transfer;
- n) Syllabus (content of the subjects studied);
- o) Curriculum (duration of subjects studied, number of course hours/practical courses, internships);
- p) Official certificate showing the grading system applied in the institution where the student studied, as well as its equivalence in the ECTS system;
- q) Certificate regarding the promotion of the admission competition, specifying the competition tests and the admission average, issued by the faculty from which the student comes;
- r) Proof of payment of the fees related to the equivalence of studies/mobility;
- s) Certificate of equivalence of the high school diploma (for students from the EU, EEA, and Switzerland);
- t) Language proficiency certificate, not older than 5 years, for foreign students;
- u) Decision of the equivalence committee, where applicable.
- v) Study contract, in the original, filled in and signed.

III. The personal file of the student, a non-EU citizen, in the case of final internal mobility and/or the recognition of studies completed in other higher education institutions abroad, includes:

- a) Statement regarding data protection;



- b) Letter of acceptance to studies;
- c) High school diploma/equivalent diploma – notarised copy or copy with a higher authentication (in Romanian, “*supralegalizare*”) (Hague Apostille, Ministry of Foreign Affairs, Embassy of Romania) in the official/original language in which it was issued, and certified translation (as the case may be) in Romanian /English/French;
- d) Transcript from the high school examination/equivalent – notarised copy or copy with a higher authentication (in Romanian, “*supralegalizare*”) (Hague Apostille, Ministry of Foreign Affairs, Embassy of Romania) in the official/original language in which it was issued, and certified translation (as the case may be) in Romanian /English/French;
- e) School transcripts related to high school years – notarised copy or copy with a higher authentication (in Romanian, “*supralegalizare*”) (Hague Apostille, Ministry of Foreign Affairs, Embassy of Romania) in the official/original language in which it was issued, and certified translation (as the case may be) in Romanian /English/French;
- f) Birth certificate/equivalent – notarised copy in the official/original language in which it was issued, and certified translation (as the case may be) in Romanian /English/French;
- g) Marriage certificate (if applicable) – notarised copy in the official/original language in which it was issued, and certified translation (as the case may be) in Romanian /English/French;
- h) Passport (valid for at least 6 months from the start of the academic year) – notarised copy;
- i) ID card/document certifying permanent residence abroad – notarised copy and certified translation in Romanian/English/French in the case of documents issued in a language other than one of these three;
- j) Medical certificate according to the template approved by the University – Annex 3, in Romanian, English, or French;
- k) Notarial statement from Romanian citizens with a domicile in third countries stating that they wish to pursue studies “on their own” in terms of financing;
- l) Universities’ agreement (standard application – Annex no. 1, endorsed and approved);
- m) Academic record at the time of the transfer;
- n) Syllabus (content of the subjects studied);
- o) Curriculum (duration of subjects studied, number of course hours/practical courses, internships);
- p) Official certificate showing the grading system applied in the institution where the student studied, as well as its equivalence in the ECTS system;
- q) Certificate regarding the promotion of the admission competition, specifying the competition tests and the admission average, issued by the faculty from which the student comes;
- r) Proof of payment of the fees related to the equivalence of studies/mobility;
- s) Language proficiency certificate, not older than 5 years;
- t) Decision of the equivalence committee, where applicable.
- u) Study contract, in the original, filled in and signed.