



REGULATION ON THE ACADEMIC MOBILITY OF STUDENTS, FOR BACHELOR AND MASTER CYCLES, AT THE UNIVERSITY OF MEDICINE AND PHARMACY „VICTOR BABEȘ” IN TIMISOARA

	Function, Name and Surname	Date	Signature
Elaborate:	Prorector didactic, Prof. Daniel-Florin Lighezan, PhD Prorector International Relations, Prof. Claudia Borza	13.07.2022	
Completed/modified	Prorector didactic, Prof. Daniel-Florin Lighezan, PhD Deans, Prof. Bogdan Timar, Prof. Meda-Lavinia Negruțiu, Prof. Dr. Codruța Marinela Șoica University Chief Secretary, Jr. Miriam Cătană	31.10.2022	
Completed/modified	Prorector International Relations, Prof. Claudia Borza	16.06.2023	
Completed/modified	Rector, Prof. Octavian Marius Cretu, Prorector didactic, Prof. Daniel-Florin Lighezan, PhD	16.10.2023	
Legal Office	Cj. Dr. Codrina Mihaela Levai	21.11.2022 26.06.2023 24.10.2023	
Referred to the Senate Standing Committee for the revision of the regulations and the University Charter	Prof. univ. dr. Muntean Mirela-Danina	18.07.2022 21.11.2022 26.06.2023 24.10.2023	
Date of entry into force:	27.07.2022 (Ed. I), 14.12.2022 (Rev. 1), 29.06.2023 (Rev. 2), 26.10.2023 (Rev.3)		
Withdrawal date:			

CUPRINS



CHAPTER I.	GENERAL PROVISIONS.....	2
CHAPTER II.	TEMPORARY ACADEMIC MOBILITY	4
CHAPTER III.	DEFINITIVE ACADEMIC MOBILITY (TRANSFER)	5
CHAPTER IV.	ANNEXES.....	14
CHAPTER V.	FINAL AND TRANSITIONAL PROVISIONS	14

CAPITOLUL I. GENERAL PROVISIONS

Art. 1

This Regulation establishes the conditions under which the academic mobility of the student can be carried out, namely the general criteria for recognition and equivalence of the studies carried out in other higher education institutions abroad, for the Bachelor and/or Master degree cycle, and is based on the following normative acts:

- Law No 1/2011 on National Education, as amended;
- OME no. 5140/2019 approving the Methodology for the academic mobility of students, with subsequent amendments and additions;
- OMEN No 5146/2019 approving the generalized application of the European Credit Transfer System;
- OMECTS no. 3223/2012 approving the Methodology for the recognition of periods of study abroad;
- OMEN no. 3236/2017 on the approval of the Methodology for the admission of foreign citizens to study and study in places without tuition fees and with scholarship and in places without tuition fees but without scholarship in accredited state higher education institutions;
- OMEN no. 3473/2017 on the approval of the Methodology for the admission to studies and schooling of foreign citizens starting with the school/academic year 2017-2018, with subsequent amendments and additions;
- OMENCȘ no. 6121/2016 on the approval of the Methodology for the recognition of bachelor, master or postgraduate study documents issued by accredited higher education institutions abroad;
- OMEN no. 3630/2018 on the approval of the Methodology for recognition and equivalence of pre-university educational documents obtained abroad;
- OMENCȘ no. 3102/21.02.2022 for the approval of the Framework Methodology on the organization of admission to undergraduate, master and doctoral degree courses;
- OMEN no. 3838 of 11.07.2014 amending and supplementing some normative acts of the national education system;
- ARACIS standards applicable to each study programme;

Art. 2

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

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

(3) Academic mobility shall be carried out in compliance with the legal provisions on tuition capacity and funding of higher education and with these Regulations.

Art. 3

(1) Academic mobility can be carried out at the student's request if the following conditions are met simultaneously:

- the existence of interinstitutional agreements;
- only with the agreement of the sending and receiving accredited/provisionally authorised higher education institutions, as appropriate;

(2) Academic mobility is carried out in compliance with the legal provisions on tuition capacity, within the limit of the number of places available for mobility, for each study programme, by year of study, which represents the difference between the approved tuition capacity and the number of students in that year.

(3) The inter-institutional acceptance consists in completing and signing the mobility application form, as provided in the annex of the M.E.N. Order no. 5140/2019, on the academic mobility of students as follows:

- the student submits the mobility application to the higher education institution where he/she wishes to be mobile in order to obtain acceptance;
- after obtaining the mobility acceptance, the student requests mobility from the higher education institution where he/she is registered;



- the higher education institution accepting the mobility first signs the student's mobility request, then the institution from which the student is leaving signs;
- the conditions under which mobility takes place are also listed in the application.

Art. 4

In the case of definitive academic mobility, the diploma is issued to the graduate by the higher education institution organising the final examination.

CAPITOLUL 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 appropriate.

Art. 6

The University of Medicine and Pharmacy "Victor Babeș" of Timișoara is a partner in university alliances and carries out cooperation agreements in order to develop and help each other in carrying out teaching activities.

Art. 7

(1) Temporary internal academic mobility through internal mobility programmes is carried out in accordance with the inter-institutional agreements concerning those programmes, and requires the completion and signature of the mobility application form.

(2) Temporary internal academic mobility, on budgeted or fee-paying places, can take place after the completion of the first year of study, with the end of the examination session.

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

(4) Applications for temporary internal mobility must be submitted to the faculty secretariat, in original, at least 10 days before the start of the semester in which the mobility takes place and must contain all the necessary notices.

(5) Before the start of the mobility, the student is required to complete a study contract with the subjects he/she will follow, according to the curriculum of the study programme in which he/she is mobile, which will be endorsed by both the sending and receiving institutions. The host institution is obliged to issue the student's transcript of *records* at the end of the mobility.

(6) Attendance at the final examination at the end of the mobility is conditional on the fulfilment of professional obligations at the university where the temporary internal mobility took place.

Art. 8

(1) Temporary academic mobility on one's own account is temporary mobility undertaken **outside inter-institutional academic mobility agreements**, at the request of the student who has identified a potential host university.

(2) Temporary academic mobility on own account shall be carried out in accordance with the provisions of Article 3(3). (3);

Art. 9

(1) The compatibility of the curriculum for the recognition of transferable study credits shall be established prior to the mobility period by the credit equivalence committee of each faculty.

(2) The recognition of transferable study credits is carried out after the completion of the mobility, by the credit equivalence committee of each faculty, in accordance with the inter-institutional agreement and the



regulations of the higher education institutions involved, as appropriate, and is recorded in a Record of Equivalence/Recognition.

(3) Requests for temporary mobility (for one semester or one academic year) are subject to the approval of the University's Administrative Board.

II.B TEMPORARY INTERNATIONAL ACADEMIC MOBILITY

Art. 10

Temporary international mobility through international programmes is carried out in accordance with the regulations governing those programmes. These mobilities are carried out on the basis of European Commission legislation (Regulation No 1288/2013 of the European Parliament and of the Council of 11 December 2013 establishing the Erasmus+ action, the Union Programme for Education, Training, Youth and Sport and repealing Decisions No 1719/2006/EC, No 1720/2006/EC and No 1298/2008/EC), respectively bilateral agreements concluded between UMFVBT and partner universities.

Art. 11

Temporary international mobility on one's own account is temporary mobility undertaken outside the framework of an international programme and is carried out with the acceptance of the sending or receiving provisionally accredited/authorised higher education institution, respectively, under the conditions laid down in these Regulations.

Art. 12

(1) Recognition of periods of study means that the total number of transferable credits accumulated by the student during the period of study or placement is automatically and fully recognised by the management of the faculties in which the student is enrolled.

(2) Recognition of periods of study implies recognition of the grades/qualifications/credits certified in the transcripts as having been obtained by the student at the visited institution.

Art. 13

Equivalence of Erasmus study or placement periods, grades/grades obtained in the subjects covered during the placement will be done through clear, transparent conversion rules focused on competences and not on subject names, based on a correspondence between the grading systems of the two mobility countries.

Art. 14

The procedure for the recognition of study periods of Erasmus+ students is stipulated in the **Methodologies for the implementation and recognition of study and placement periods in Erasmus+ mobility for outgoing and incoming students.**

CAPITOLUL III. DEFINITIVE ACADEMIC MOBILITY (TRANSFER)

III.A DEFINITIVE INTERNAL ACADEMIC MOBILITY

Art. 15

(1) Definitive internal academic mobility is made at the **student's request (Annex no. 1)**, both for state-funded and fee-paying students, and is carried out in compliance with the legal provisions on tuition capacity and higher education funding, with the agreement of the accredited/provisionally authorised higher education institutions, in accordance with the provisions of the regulations on students' professional activity.

Art. 16

(1) For bachelor and master studies, definitive academic mobility can only take place at the beginning of a semester, after the first year/after the second semester and until the end of the penultimate year of study, between study programmes with the same total number of compulsory transferable study credits in the same field of science.

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

Art. 17

Definitive internal academic mobility is done on a "grants follow the student" basis.

Art. 18

(1) The provisions on permanent internal academic mobility also apply to students from EU Member States, the EEA and the Swiss Confederation, subject to the provisions of this Regulation.

(2) For third countries, the provisions of bilateral agreements and international agreements on the subject in force at the time of mobility shall apply.

Art. 19

(1) Only full time students may transfer to UMFVBT from other educational institutions / between UMFVBT study programmes. Students with outstanding credits are not accepted for permanent internal mobility.

(2) Students can obtain mobility within UMFVBT only if they have been declared admitted to the entrance examination organized at the faculties they come from.

(3) Students can obtain mobility within UMFVBT, in a specialization different from the one in which they have passed the entrance examination, only if they have been declared admitted in the entrance examination organized at the faculties they come from, with the respect of the following cumulative conditions:

a) the student must have taken at least the same competitive examinations as those regulated for admission to the UMFVBT study programme for which mobility is sought (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 exam must be at least equal to the lowest average of the admission average of the study programme in which the mobility is carried out, in the year of the entrance exam.

(4) By way of exception to 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) In determining the ranking/results of the final mobility applications submitted, priority will be given in the following order:

1. mobility applications from study programmes/specialisations organised within the University of Medicine and Pharmacy „Victor Babes" in Timisoara;

2. mobility requests from study programmes/specialisations organised by universities belonging to the G6 University Alliance - UMF and universities with which UMFVBT has concluded inter-institutional/alliance agreements;

3. mobility requests from study programmes/specialisations organised by other universities.

(2) If the number of applications for mobility exceeds the number of places available, the Equivalence Committee organised at the level of each faculty shall examine and evaluate the mobility files, applying the following criteria for the selection, in the following order:

- a) Weighted average of the previous year of study, calculated according to UMFVBT regulations;
- b) Arithmetic mean of the weighted averages of the last previous years of study, calculated according to UMFVBT regulations;
- c) Admission average;
- d) Baccalaureate exam average.

Art. 21

Students from accredited private faculties can only transfer on a fee basis, without the possibility to reclassify to budgeted places, until the completion of the study programme.

Art. 22

Students who are third-country nationals, scholarship holders of the Romanian State or funded as a result of intergovernmental agreements, may transfer in compliance with the regulations in force.

Art. 23

Students who have previously left UMFVBT through definitive academic mobility (transfer) to other higher education institutions are not accepted for definitive academic mobility within UMFVBT.

Art. 24

Approval of definitive academic mobility from UMFVBT is conditional on the payment of all debts to UMFVBT.

Art. 25

(1) Applications for definitive internal mobility must be submitted to the higher education institution where mobility is sought, i.e. to the secretariat of the faculty to which the student wishes to transfer, within the first 15 calendar days of September.

(2) The deans of the faculties post on the university's website, 3 days before the deadline for submitting applications, the number of places available for mobility for each study programme, by year of study, while respecting the enrolment capacity.

(3) The head secretary of the faculty to which the student wishes mobility receives the files and presents them to the equivalence committee.

(4) The deadline for the decision/evaluation of the files for students' definitive mobility by the Study Equivalence Commission, organised at the level of each faculty, is a maximum of 7 calendar days after the end of the enrolment period, but no later than the start of the academic year.

(5) The results of the evaluation of the files for definitive student mobility are posted on the notice board of the faculties within two working days of the decision of the files, in compliance with the provisions on the protection of personal data in force, or are communicated to the student applicants, in electronic format, and can be contested within 24 hours of posting/communication.

(6) Any appeals will be resolved within 24 hours of the end of the deadline for appeals by the Appeals Committee organised at each faculty, made up of 3 specialist teachers other than the teachers who initially assessed the file.

(7) The approval of permanent academic mobility files can only be done within the limit of available places, respecting the capacity of tuition for the study programme for which permanent mobility is requested.

(8) Rejected applications are returned to the applicants and can be collected by them from the faculty secretariats.

(9) The agreement/approval of the Rector and the Dean of the university/faculty from which the student comes is mandatory for the validation of the mobility.

(10) The mobility is effective after the submission by the applicant student of all the necessary documents for registration at the deadline requested by UMF „Victor Babeș” in Timișoara.

Art. 26

The file for **definitive internal mobility** will contain the following documents, in original, translated into Romanian and legalized (where applicable):

- Application - standard form, registered at the UMFVBT Registry (Annex no. 1)
- School situation;
- Analytical syllabus (content of subjects studied);
- Curriculum (duration of subjects studied, number of hours of lectures/practicals, internships);
- Certificate of passing the entrance exam, in case of mobility between different specializations, with the indication of the exam tests and the admission average, issued by the faculty from which the student comes;
- Letter of acceptance to study/Acertificate of equivalence of baccalaureate diploma for foreign students;
- Language proficiency certificate, not older than 5 years, for foreign students;
- Medical certificate;
- Proof of payment of the equivalence fee;
- Envelope dosing.

Art. 27

(1) All documents requesting recognition of studies shall be submitted only once. Subsequent additions to the application forms will not be accepted after the end of the period set for the recognition of studies.

(2) The request for definitive mobility (transfer) is endorsed by the Dean and approved by the Rector of the University.

Art. 28

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

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

a) the sum of transferable credits related to subjects that constitute a difference, due to the lack of study of some subjects in the curriculum of the UMFVBT study programmes and that will be validated by difference exams, cannot exceed 15 outstanding credits accumulated in the last two years of study at most, within the cycle;

b) optional discipline is not included in the calculation of credit units under a);

c) only those subjects in which the applicant has passed the examinations in the educational institution where he/she studied are taken into account;

d) practical work and clinical placements carried out but not followed by passing the corresponding examination are not recognised;

e) studies with more than 5 years' seniority from the date of their promotion are not equated.

Art. 29

(1) Only studies in higher education institutions in degree programmes in the same field of science can be recognised.

(2) The equivalence of undergraduate studies in the faculties of biology, chemistry, veterinary medicine, nursing, medical colleges or master studies is not accepted.

(3) Students who are enrolled through permanent mobility are required to take and pass the difference exams in the first and/or subsequent years of enrolment in UMFVBT, within the cycle.

(4) Recognition of studies completed in another higher education institution or in another study program within UMFVBT will be made only by the Commission for the equivalence of studies at the level of each faculty, at the beginning of the academic year.

III.B DEFINITIVE INTERNATIONAL ACADEMIC MOBILITY

Art. 30

Recognition of transferable credits in the case of international academic mobility can be made by higher education institutions for the person who proves the completion of the mobility period with documents issued by the higher education institution he/she attended.

Art. 31

At UMFVBT, students who have studied at a foreign university can apply for recognition of periods of study abroad.

Art. 32

The procedure for evaluating the file submitted by students applying for recognition of studies carried out abroad is provided for in these regulations, in accordance with the M.E.C.S. Order no. 3223/2012 on the Methodology for the recognition of periods of study abroad, MEN Order no. 5140/2019 for the approval of the Methodology for the academic mobility of students, MEN Order no. 3473/17.03.2017 on the Methodology for the admission to studies and schooling of foreign citizens, starting with the school/academic year 2017-2018, with subsequent amendments and additions.

Art. 33

Periods of study carried out on the basis of agreements concluded between accredited higher education institutions in Romania and accredited higher education institutions abroad or international programmes are recognised by the University in accordance with the provisions of the respective agreements or mobility programmes.

Art. 34

(1) Recognition of periods of study abroad in the framework of non-regulated mobility is carried out by the Equivalence Committees of each faculty, in accordance with these regulations.

(2) Periods of study abroad can **only** be recognised **for full-time students**. Applications from students with outstanding credits are not accepted.

(3) Recognition of periods of study abroad may be granted 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 related to the first cycle, i.e. years of study II-III in the specialisations Medicine and Dental Medicine, and year of study II in the specialisation Pharmacy.

Art. 35

(1) The University of Medicine and Pharmacy "Victor Babes" of Timisoara reserves the right to refuse recognition of studies carried out 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 Faculty Recognition Committee and approved by the Dean of the Faculty.

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

Art. 36



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

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

2. a copy and certified translation of the baccalaureate diploma or its equivalent, authenticated by the relevant authorities in the issuing country;

3. a certified copy of the bachelor's degree obtained in Romania or, where applicable, the certificate issued by the specialized department of the Ministry of Education recognizing the diploma obtained abroad / letter of acceptance to study;

4. transcript of records for the years of study containing the grades obtained for the years of study completed - copy and certified translation into Romanian/English/French, depending on the study programme to which the applicant wishes to apply;

5. the study plan containing the subjects, number of credits/number of points, number of hours of course for each subject, issued by the higher education institution from which the applicant comes - copy and certified translation into Romanian/English/French, depending on the study programme to which the applicant wishes to apply;

6. the analytical syllabus (content of the subjects studied in the higher education institution from which the applicant comes) - copy and certified translation into Romanian/English/French, depending on the study programme to which the applicant wishes to apply;

7. official certificate showing the grading system applied in the institution where they studied and its equivalence in the ECTS system and certified translation, in Romanian/English/French, depending on the study programme to which the candidate wishes to apply;

8. Certificate of completion of the preparatory year of Romanian language or certificate of linguistic competence for the language of the study programme, internationally recognised certificate, minimum level B2 - copy;

9. copy and certified translation into Romanian/English/French of the birth certificate;

10. copy of the document proving permanent residence abroad;

11. copy of passport;

12. a certified copy of the marriage certificate, if the name on the educational documents does not coincide with the name on the identity card, and, where appropriate, a certified translation into Romanian/English/French;

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

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

15. envelope folder;

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

BENEFICIARY: UNIVERSITY OF MEDICINE AND PHARMACY "VICTOR BABEȘ" OF TIMISOARA

Bank name: BANCA TRANSILVANIA, AGENȚIA BEGA TIMIȘOARA

Address: 2 Palanca Street, Timisoara, Romania

▪ **IBAN: RO53BTRL03604202A6896600**

▪ **SWIFT: BTRLRO22TMA**

17. statement on the processing of personal data

(2) It is approved the evaluation by the specialist/equivalence committees of the files of EU and third-country candidates applying for permanent academic mobility, based on the translations into the language of the study programme they opt for, the documents (curriculum) attesting the academic situation for the years



of study completed, respectively the analytical programme, with the obligation that, upon enrolment, the admitted candidate submits the documents mentioned above in copy and certified translation into Romanian, according to Ord. 3223/2012.

Art. 37

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

Art. 38

(1) The file for recognition of the period of study abroad shall be submitted or mailed by the applicant to the Prorectorate of International Relations of the university, within the period established by the Prorectorate of International Relations, approved by the Board of Directors, at the address:

Prorectorat International Relations

University of Medicine and Pharmacy "Victor Babes" of Timisoara, Romania

2 Eftimie Murgu Square,

Timisoara, code 300041

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

E-mail: international@umft.ro

(2) The Secretary of the Prorectorate of International Relations shall verify that the file contains all the documents referred to in the previous article and shall send it, through the University Registrar, to the Dean of the faculty for which recognition of studies is requested, in order to convene the specialist/equivalence committee.

(3) Incomplete or faxed applications will not be accepted.

(4) If the file submitted is incomplete, the secretary of the Prorectorate of International Relations shall, as a matter of urgency, notify the applicant electronically of the document(s) not submitted.

(5) The Commission for the equivalence of studies at the level of each faculty will examine the files submitted within the period established by the university, within 10 working days from the date of delivery of the files to the deans of the faculties, in accordance with its own admission methodology, the result being recorded in a report.

(6) The Deans communicate to the candidates and to the Prorectorate of International Relations, by e-mail, the resolutions of the Equivalence Commission for the evaluated students. Candidates who agree with the decision of the Equivalence Commission will send the file by post/mail/email within 15 days from the date of communication of the decision.

Art. 39

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

(2) Appeals against recognition decisions may be submitted to the deans of the faculties by e-mail within a maximum of 3 working days from the date of receipt of the decision of the Equivalence Commission.

(3) The Chief Secretary shall convene, within 2 working days, an Appeals Committee composed of 3 specialist teachers, other than the teachers who initially assessed the file, with professional qualifications and skills in the fundamental field of science to which the specialisation to be recognised relates.

(4) The appeal shall be decided within 3 working days from the date of convening the Appeals Board.

Art. 40

The evaluation by the specialist/equivalence committees at faculty level of school documents and academic records for recognition is carried out through the following steps:

1. verification of the status of the study programme and of the higher education institution which issued the academic documents and academic records subject to recognition, as well as of the level of the study

programme followed within that higher education institution. If the issuing higher education institution is not recognised/accredited in the home State, the study documents submitted by the applicant shall not be recognised;

2. sending to the CNRED, in electronic format, for verification, the school documents submitted in the file, if there are doubts as to their authenticity and legality;

3. analysing the following elements:

a) the number of transferable and accumulative study credits (ECTS) or points obtained during studies at the higher education institution from which the applicant comes;

b) results obtained during previous schooling, as evidenced by various assessment/grading systems. For this purpose, the average marks obtained will be converted using the conversion grid provided in Annex 3, which forms an integral part of these Regulations;

c) the curriculum completed at the higher education institution from which the applicant comes.

Art. 41

For the recognition of studies carried out abroad, the cumulative fulfilment of the conditions laid down in this Regulation for the recognition of studies carried out in another university in the country is required:

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

b) the sum of transferable credits related to subjects that constitute a difference, due to the lack of study of some subjects in the curriculum of the UMFVBT study programmes and that will be validated by difference exams, cannot exceed 15 remaining credits accumulated in the last two years of study at most, within the cycle;

c) the calculation of credit units in point b) does not include optional discipline.

d) only those subjects in which the applicant has passed the examinations in the educational institution where he/she studied are taken into account.

e) practical work and clinical placements carried out but not followed by passing the corresponding examination are not recognised.

f) studies with more than 5 years' seniority from the date of their promotion are not equated.

Art. 42

(1) Following the evaluation referred to in the previous article, the members of the specialist/equivalent committees at the level of each faculty, as appropriate, shall pronounce one of the following solutions:

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

b) the taking of compensatory measures, i.e. difference examinations, if substantial differences are found, which must be taken in order to enrol the applicant in the corresponding year of study, within the limit set by this Regulation for internal mobility. The sum of transferable credits related to subjects that constitute differences, due to the lack of study of some subjects in the curriculum of the UMFVBT study programmes and that will be validated by difference exams, cannot exceed 15 remaining credits accumulated in no more than the last two years of study, within the cycle;

c) rejection of the application for recognition of studies abroad for failure to meet the conditions laid down in the University regulations.

(2) The decision of the Equivalence Committee shall be communicated to the applicant by e-mail by the Head of Faculty Secretary within two working days of the decision of the file.

(3) From the date of communication of the decision to take the difference examinations, the applicant must declare in writing, within two working days, his agreement to take the difference examinations.

(4) Both examinations taken at the home higher education institution and recognised and examinations taken as compensatory measures shall be recorded in a record.

(5) The decision/resolution of the equivalence commission, accompanied by the applicant's file, shall be forwarded to the Prorectorate of International Relations, through the University's Registrar's Office, in order to complete the file.

(6) The applicant's file shall be completed with the documents set out in Annex 4, as appropriate.

- The minutes of the equivalence commission showing the year of study in which the candidates can be enrolled and any difference examinations to be taken, established by each faculty, by comparing the curricula and the analytical programmes, with the obligation for the educational institution to verify the authenticity of the documents submitted, by direct correspondence with the educational institutions issuing the study documents, after the file has been settled;

- Certificate of equivalence of the baccalaureate diploma issued by the specialised directorate of the MOE / Letter of acceptance to study, document issued by the specialised directorate of the MOE after recognition by the University of the periods of study abroad;

- Certificates or attestations of language proficiency, according to the Methodology for admission and enrolment to undergraduate university studies of foreign citizens from third countries and citizens from EU, EEA and CH countries;

- The documents required when applying for admission to the entrance examination, according to the Regulation on admission and enrolment to undergraduate studies of foreign citizens from third countries and citizens from EU, EEA and CH countries.

Art. 43

(1) The enrolment of students for whom the recognition of their studies abroad has been approved shall be carried out under the conditions laid down in these regulations for the enrolment of foreign citizens in the first year of studies.

(2) The Prorectorate of International Relations of the University will give an opinion in principle for the provisional enrolment of students and will issue the Decision (Order) of admission to study, approved by the Rector of the University.

(3) For processing the file at the Prorectorate of International Relations, a fee provided for in the Fees Regulation is payable by bank transfer and is non-refundable.

(4) For enrolment, students must present themselves, in person, at the faculty secretariats, within the deadline set for student enrolment, during working hours with the Decision (Order) of admission to studies, accompanied by copies of the following documents:

- letter of acceptance to study (for third-country students enrolled on their own account)/baccalaureate diploma equivalence certificate (for EU, EEA and CH students);
- the language proficiency certificate for Romanian (for those studying in Romanian) or the certificate of passing the foreign language test (for those studying in English or French);
- proof of payment of the tuition fee (in full), endorsed by the University's Financial-Accounting Service.

(5) The complete files of the students for whom the recognition of studies abroad has been approved are submitted by the Prorectorate of International Relations to the secretariats of the faculties in order to draw up the enrolment decisions.

(6) The admission decision (Order) is valid until the date of the enrolment decision and the final enrolment of foreign students, at the latest on the date set in the admission regulations.

(7) The enrolment of students for whom the recognition of periods of study abroad in the undergraduate cycle has been approved is done:

- on the spot with a fee in foreign currency, without the right of reclassification, for EU, EEA, CH, third country nationals and Romanians abroad,

- on the spot with fee in lei, without right of reclassification, for Romanian citizens.

(8) At the end of the submission period, the Secretariat of the Prorectorate of International Relations will submit to the CRID/the University Chief Secretary a centralised statement of the dossiers submitted and



forwarded for evaluation to the equivalence committees of the faculties/doctoral schools, including the committees' resolution.

Art. 44

All documents issued as part of the process of recognition of studies abroad are filed in the applicant's file.

Art. 45

The taking of differential examinations as compensatory measures is carried out in accordance with the university regulations concerning the period for taking examinations, i.e. overdue examinations, re-examinations and payment of the corresponding fee set by the University Senate.

Art. 46

The supplement to the bachelor's degree is completed, following the recognition of the period of study abroad, in section 5 "Additional information", with the following: the equivalent years of study, the higher education institution of origin, the mention of having passed the difference exams or selection exams, if applicable, and the document issued by the Ministry of Education for the approval of the continuation of studies.

CAPITOLUL IV. ANNEXES

Annex 1 - Standard application - Internal definitive mobility

Annex 2 - Standard application for recognition of periods of study abroad

Annex 3 - Conversion grid

Annex no. 4 - Student personal file - documents

CAPITOLUL V. FINAL AND TRANSITIONAL PROVISIONS

Art. 47

Requests for academic mobility submitted outside the period covered by these regulations for the submission of mobility dossiers may be approved by the university's Administrative Board up to the deadline set for the enrolment of students, within the limit of available places, without exceeding the enrolment capacity for the study programme for which mobility is requested.

Art. 48

On the date of approval of this Regulation, any regulations to the contrary are repealed.

The Senate of the University of Medicine and Pharmacy „Victor Babeș” of Timișoara approved the modification and completion of the present Regulation in the meeting of 14.12.2022, modified and completed in the meetings of 29.06.2023, respectively 26.10.2023, date on which it enters into force.

RECTOR,
Prof. Dr. Octavian Marius Cretu

The holograph signature is affixed to the original version of the document which is kept in the archives of the University Senate. This act shall have the same legal force as the original document.



Registration No _____

UNIVERSITY _____

(where it comes from)

No. _____ / _____

AGREED
RECTOR,

L.S.

(where it comes from)

UNIVERSITY _____

(where it comes from)

Nr. _____ / _____

AGREED
RECTOR,

L.S.

(where it comes from)

To

UNIVERSITY _____

The undersigned (a) _____, student at the University _____
_____ Faculty _____, Study Programme _____
_____ year _____, academic year _____, day courses, fee/no fee, I hereby request you
to approve my **MOBILITY AS A STUDENT** within the University _____
_____, in the year _____, academic year _____ to the Faculty _____,
Study Programme: _____, day courses, tuition fee/no tuition fee.

I request mobility for the following reasons:

_____.

Attach the following documents:

1. _____
2. _____
3. _____

Date _____

Applicant's signature _____

FAVOURABLE OPINION
DEAN OF FACULTY

(where it comes from)

FAVOURABLE OPINION
DEAN OF FACULTY

(where it comes from)

Study programme _____,
year _____, year univ. _____,
with fee/without fee

The application must be completed in 2 copies (one copy for each university/faculty)



SCHOOL SITUATION
(summary)

By academic year, on student (a) _____

Year _____	university year _____	grades average * _____
Year _____	university year _____	grades average * _____
Year _____	university year _____	grades average * _____
Year _____	university year _____	grades average * _____
Year _____	university year _____	grades average * _____
Year _____	university year _____	grades average * _____
Year _____	university year _____	grades average * _____
Year _____	university year _____	grades average * _____

The duration of studies is _____ years,

The above-named studied at our faculty on places _____.

The entrance exam was held at the Faculty of _____ session.
_____, with the following examination papers: _____, where
she obtained an average of _____.

We confirm the accuracy of the data.

HEAD FACULTY SECRETARY,

FACULTY SECRETARY,

DEAN,

Signature,

L.S.

Note: *The application must be completed in duplicate (one copy for each faculty)*



Registration No _____

To

UNIVERSITY OF MEDICINE AND PHARMACY „VICTOR BABEȘ" OF TIMISOARA

The undersigned (a) _____, born
_____, Country _____, City _____, with
permanent residence in _____, identified
by ID/Passport No. _____, series _____, Nationality
_____, Ethnicity _____, Telephone
(with country code) _____, E-mail
address _____, student at the University
_____ Faculty
_____, Programme of study _____ year of
study _____, academic year _____, day courses, tuition/no tuition, I hereby request you
to recognise my studies abroad for the purpose of enrolment in the year _____,
academic year _____, at the Faculty _____,
Programme of study:_____.

I request recognition of my studies abroad for the following reasons:

Attach the following documents:

Date _____

Applicant's signature _____

Note: The application must be completed in duplicate

CONVERSION GRID

România	1 – 4	5	6	7	8	9	10
Scala ECTS	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
Belgia	7, 8, 9	10	11	12	13, 14	15, 16, 17	18, 19, 20
R.P.Chineză	0-59.99	60-69.99	70-74.99	75-79.99	80-84.99	85-89.99	90-100
Danemarca	0, 3, 5	6	7	8	9	10	11, 13
Confederația Elvețiană	< 3,5	3,5 – 3,99	4,0 – 4,49	4,5 – 4,99	5,0 – 5,49	5,5	5,51 – 6,0
Finlanda		1	1½	-	2	2½	3
Franța	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)
R.F.Germania	> 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
R. Elena	2, 3, 4	5	6	-	7	8, 9	10
Iordania	0-49.99	50-50.99	51-59.99	60-69.99	70-79.99	80-89.99	90-100
Irlanda	< 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
Islanda	Fail	5	-	6	7	8	9, 10
Italia	≤ 17	18, 19	20 – 22	23-24	25-26	27, 28	29,30, 30
Marca Britanică	0 – 39% (Fail)	40 – 49% (3 rd)	50 – 54% (2ii)	55 – 59% (2ii)	60 – 64% (2i)	65 – 69% (Upper 2i)	70 – 100% (First)
Norvegia	6-4.1	4-3.5	3.5-3	2.9-2.4	2.3-2	1.9-1.2	1.1-1.0
Olanda	1 4	5	6	-	7	8	9, 10
Polonia	< 3,00	3,00	3,01 3,49	-	3,50 3,99	4,00 4,49	4,50 5,00
Portugalia	1 – 9	10	11, 12	13	14, 15	16, 17	18, 19, 20
Slovacia	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
Spania	< 5 Suspendido	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
Statele Unite ale Americii	F-F/0-59	D/60-65	-/66-72	C/73-79	B/80-86	A-/87-93	A/94-100
Ungaria	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
Turcia	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, Romanian citizen, in case of internal mobility and/or recognition of studies carried out in other higher education institutions abroad, includes:

- a) Baccalaureate diploma, plus a copy; in original (for students in state-funded places);
- b) Transcript with grades earned during high school, plus a copy;
- c) A certificate of recognition of studies issued by the specialized department of the Romanian Ministry of Education, in the case of Romanian citizens with a baccalaureate or equivalent diploma obtained in another country;
- d) Certificate showing the form of funding (budget/fee), for each year of study, issued by higher education institutions, in the case of candidates who have been/are enrolled in undergraduate studies, completed or not completed with a bachelor's degree;
- e) Identity 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 have been checked against each other and certified by the Registrar.
- h) Medical certificate stating "clinically healthy", certifying that you do not suffer from contagious diseases, other conditions incompatible with the future profession, issued by your family doctor;
- i) 4 passport photographs ;
- j) Universities' agreement (standard application - Annex 1, endorsed and approved);
- k) School situation at the time of transfer;
- l) Analytical syllabus (content of subjects studied);
- m) Curriculum (duration of subjects studied, number of hours of lectures/practicals, internships);
- n) Official transcript showing the grading system applied in the institution where you studied and its equivalence in the ECTS system;
- o) Certificate of passing the entrance exam, specifying the exams and the admission average, issued by the student's faculty, if applicable;
- p) Proof of payment of the fees related to the equivalence of studies/mobility;
- q) Decision of the equivalence committee, where applicable.
- r) The original of the study contract in two copies, completed and signed.
- s) Proof of payment of tuition fees, if applicable;



II. The EU student's personal file, in the case of internal definitive mobility and/or recognition of studies carried out in other higher education institutions abroad, includes:

- a) Declaration on the protection of personal data - Annex 1;
- b) Baccalaureate/equivalent diploma - in original, in 2 legalized copies, super-legalized in the original language in which it was issued, in 2 authorized translations into Romanian;
- c) Baccalaureate / equivalent transcript - in original, in 2 legalized copies, super-legalized in the original language in which it was issued, in 2 authorized translations into Romanian;
- d) School transcripts - in certified, super-legalized copy (of each transcript) and in certified translation into Romanian (of each transcript);
- e) Birth certificate/equivalent - certified copy and certified translation into Romanian;
- f) Identity card/passport - copy;
- g) Marriage certificate (if applicable) - certified copy and certified translation into Romanian;
- h) Medical certificate in English/French/Romanian;
- i) 4 passport photos;
- j) Proof of payment of tuition fees;
- k) Notarized declaration from Romanian citizens stating that they wish to study under the financial regime with payment of the fee in Euro and that they are aware that their financial status remains unchanged for the entire duration of their studies and can only be changed after passing a new entrance exam, held under the conditions provided for candidates who participate in the entrance exam for budgeted or fee-paying places in lei, after which they will start their studies in the first year and only in Romanian language study programmes.
- l) Universities' agreement (standard application - Annex 1, endorsed and approved);
- m) School situation at the time of transfer;
- n) Analytical syllabus (content of subjects studied);
- o) Curriculum (duration of subjects studied, number of hours of lectures/practicals, internships);
- p) Official transcript showing the grading system applied in the institution where you studied and its equivalence in the ECTS system;
- q) The certificate of passing the entrance exam, specifying the exams and the admission average, issued by the student's faculty, if applicable;
- r) Proof of payment of the fees related to the equivalence of studies/mobility;
- s) Certificate of equivalence of the baccalaureate diploma (for students from 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) The study contract, in original, completed and signed.

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

- a) Personal data protection statement;
- b) Letter of Acceptance to Studies;
- c) Baccalaureate diploma/equivalent diploma - certified or super-certified copy (Hague Apostille, Ministry of Foreign Affairs, Romanian Embassy) in the official/original language in which it was issued and certified translation (if applicable) into Romanian/English/French;
- d) Baccalaureate/Equivalent transcript - certified or super-certified copy (Hague Apostille, Ministry of Foreign Affairs, Romanian Embassy) in the official/original language in which it was issued and certified translation (if applicable) in Romanian/English/French;
- e) Transcript of records for high school years - certified or super-certified copy (Hague Apostille, Ministry of Foreign Affairs, Romanian Embassy) in the official/original language in which it was issued and certified translation (if applicable) into Romanian/English/French;



- f) Birth certificate/equivalent - certified copy in the official/original language in which it was issued and certified translation (if applicable) into Romanian/English/French;
- g) Marriage certificate (if applicable) - certified copy in the official/original language in which it was issued and certified translation (if applicable) into Romanian/English/French;
- h) Passport (valid for at least 6 months from the start of the academic year) - certified copy;
- i) Identity card/document proving permanent residence abroad - certified copy and certified translation into Romanian/English/French in case of documents issued in a language other than one of these three;
- j) Medical certificate according to the model approved by the university - Annex 3, in Romanian, English or French;
- k) Notarized declaration from Romanian citizens residing in third countries stating that they wish to study financially "on their own currency";
- l) Universities' agreement (standard application - Annex 1, endorsed and approved);
- m) School situation at the time of transfer;
- n) Analytical syllabus (content of subjects studied);
- o) Curriculum (duration of subjects studied, number of hours of lectures/practicals, internships);
- p) Official transcript showing the grading system applied in the institution where you studied and its equivalence in the ECTS system;
- q) The certificate of passing the entrance exam, specifying the exams and the admission average, issued by the student's faculty, if applicable;
- r) Proof of payment of the fees related to the equivalence of studies/mobility;
- s) Certificate of language proficiency, not older than 5 years;
- t) Decision of the equivalence committee, where applicable.
- u) The original of the study contract, completed and signed.