



- Excerpt from *Regulation on the organisation and conduct of the admission competition offered jointly at undergraduate studies at the University of Medicine and Pharmacy "Victor Babeș" Timisoara*

CHAPTER V. METHODOLOGY FOR TYPE III ADMISSION AND ENROLMENT OF THIRD-COUNTRY NATIONALS (WHO ARE NOT CITIZENS OF THE EUROPEAN UNION, THE COUNTRIES OF THE EUROPEAN ECONOMIC AREA AND THE SWISS CONFEDERATION) IN ROMANIAN/ENGLISH/FRENCH LANGUAGE STUDY PROGRAMMES

V. 1. General provisions

V.1.1. In accordance with the Order of the Minister of Education no. 3693/2024 for the approval of the Framework Methodology for the organisation of admission to higher education in the short undergraduate, master and doctoral cycles, on the basis of university autonomy and with the assumption of public responsibility, the University of Medicine and Pharmacy „Victor Babeș" of Timișoara, is organising an admission competition for third-country nationals (non-EU) to study programmes in Romanian/English/French, under the conditions set out below.

V.1.2. This methodology is addressed to foreign citizens, i.e. candidates who are citizens of a third country (not citizens of the European Union, the European Economic Area and the Swiss Confederation) who wish to study in Romanian/English/French language study programmes in places where the fee is paid in foreign currency.

V.1.3. The present methodology is the only official material concerning the organization and conduct of the admission examination for foreign candidates to the University of Medicine and Pharmacy „Victor Babeș" in Timisoara, for the undergraduate/graduate studies offered in a joint degree course, and it is complemented by the provisions of the normative acts that appeared subsequently.

V.1.4. References appearing in various publications or otherwise communicated cannot replace the official ones and, consequently, do not commit UMF „Victor Babeș" in Timișoara.

V.1.5. The University does not have any kind of cooperation or representation agreement with agencies that mediate the enrolment of candidates. Candidates who apply for admission and submit their applications through agents do not benefit from any advantage in terms of admission over candidates who apply on their own.

V.1.6. The Board of Directors has the right to make this methodology compatible with mandatory regulations.

V.1.7. This methodology may be subject to subsequent changes depending on the regulations of the Ministry of Education and candidates are obliged to inform themselves periodically of any changes that may occur and to proceed accordingly.

V.1.8. All communication between the university and candidates registered for the admission competition is in writing, in written or electronic format. The status of the application file, i.e. the status of the candidate will be found in the candidate account on the admission platform.

V.1.9. Candidates are eligible to take part in the entrance examination for Romanian/English/French language study programmes:

- a.** who are nationals of a third country of the European Union, as evidenced by a passport valid for at least 6 (six) months from the start of the academic year.
- b.** who are graduates with a baccalaureate diploma or its equivalent, regardless of the year of graduation, according to the minimum requirements for access to higher education in Romania, respectively the list of high school diplomas recognized by the Ministry of Education mentioned on the university's website, under useful documents. For graduates of the current school year, only official transcripts can be accepted in lieu of a diploma (until the diploma is issued) and containing the final results to be recorded in the future diploma.

V.1.10. The above-mentioned candidates can opt for study programs taught in Romanian, English or **French**.

V.1.11. The enrolment figure, i.e. the number of places/faculties/programs of study, will be determined by the



university management in accordance with the regulations of the Ministry of Education and will be published at a later date on the university website.

V.1.12. The university management determines and approves the tuition fees and the study programs available for each admission session, in accordance with the legal regulations in force.

V. 2. Timetable for the admission competition

V.2.1. The admission to undergraduate studies of third-country nationals to degree programs taught in Romanian/English/French is organised in the July/September session, according to the calendar approved by the University's Board of Directors, at the proposal of the Vice-Rector for International Relations.

V.2.2. For study programmes where the number of candidates in the admission examination held in the first session of the current year does not cover/does not fill the number of places established for the programme in question, a second admission session will be held for the remaining places (vacancies), according to the timetable and the number of places approved by the university management for the second session, under the same conditions and with the same admission committee as in the first session, on the proposal of the Vice-Rectorate of International Relations.

V.2.3. Places remaining unfilled after the completion of the two admission sessions are managed with the approval of the university management.

V. 3. Application procedure for the admission competition

V.3.1. During the period set out in the Admissions Calendar, candidates will complete the online application form and upload the application documents (application file) on the university's website, International Admissions Section, current year, assuming responsibility for the authenticity and correspondence between the digital/scanned documents and the originals, as well as the veracity of the personal data entered, without exceeding the deadline set for registration.

V.3.2. When registering for the admission competition, candidates' options are limited to a maximum of 2 study programs with the indication of the option, or options in order of preference (as appropriate), from those available according to this methodology. Candidates' option(s) and the final admission average obtained determine their ranking.

V.3.3. In the online application form, the candidate is obliged to specify exactly the two study programs and the languages of instruction for which he/she has chosen.

V.3.4. The registration of candidates for the entrance exam by filling in the online application form and uploading the application documents (dossier) online is completed on the date set according to the Admissions Exam Calendar. Online application forms not completed and incomplete/not completed by the deadline set in the Admission Calendar will not be validated.

V.3.5. The university staff verifies the documents uploaded online and validates the registration of candidates with complete applications by the date set, according to the Admission Competition Calendar.

V.3.6. Only complete, validated files will be considered, any other file status will not be valid for the entrance exam.

V.3.7. By completing the online application form, candidates consent to the processing of personal data for this purpose.

V.3.8. Candidates applying for more than one degree programme offered by UMF "Victor Babeș" in Timisoara will upload online the application documents (dossier) only once. As a result, candidates with dual citizenship (EU and NON-EU) must opt for one of these categories: EU or NON-EU.

V.3.9. After filling in the application form, respectively after the registration for the competition has been completed and validated, candidates will receive a confirmation e-mail with details of the next steps according to this methodology.

V.3.10. After the closing date for registration for the admission competition, candidates may not change their choices, their order and other information on the application form.



V.3.11. Contact details: Vice-Rectorate International Relations: e-mail: international@umft.ro

V.3.12. Candidates assume full responsibility for the accuracy of the information and authenticity of the documents submitted, even if the documents have been uploaded via an agent/agency.

V.3.13. Candidates are responsible for the email address information provided to the university when applying on the online admissions platform.

V.3.14. Candidates are required to ensure that their e-mail addresses comply with the requirements of the European Union so that the university does not encounter errors in electronic communication (e-mail addresses must be internationally accepted, e.g. yahoo, Gmail, Hotmail, etc.). The university does not accept responsibility for non-receipt of electronic messages.

V.3.15. Candidates who have completed the preparatory year are subject to all the provisions of this methodology, regarding deadlines, admission competition, number of places available for each study programme, fees, documents required for registration for the admission competition.

V.3.16. Applications for admission to the admission competition submitted to the university by means or through channels other than those provided for in this methodology will not be validated, in accordance with the established timetable.

V. 4. Documents required for the admission competition

V.4.1. The application file and its upload by candidates to the online platform, with the assumption of responsibility by them for the authenticity and correspondence between the digital/scanned documents and the originals, will contain the following scanned documents, double-sided, as appropriate:

a. Personal Data Protection Declaration - as per the form in the useful documents, posted on the university website;

b. Application for the issuance of the Letter of Acceptance to Studies - according to the form in the useful documents, posted on the university website;

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. The graduation certificate (only for graduates who have not obtained the final diploma) of the baccalaureate/equivalent exam which contains and explicitly reflects the passing of the baccalaureate/equivalent exam and the final results obtained by the candidate in this exam) - legalized or super-legalized 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;

f. 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;

g. Birth certificate/equivalent - certified copy in the official/original language in which it was issued and certified translation (if applicable) into Romanian/English/French;

h. 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;

i. Passport (valid for at least 6 months from the start of the academic year) - copy;

j. 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;

k. Medical certificate according to the model approved by the university or containing all the information according to the model approved by the university, see the form in the useful documents, posted on the university website, in Romanian, English or French;



l. Notarized statement/official document certifying that all documents uploaded by the applicant correspond to one and the same person, in case of discrepancies, differences in documents regarding the full name of the applicant (only if applicable, i.e. if the full name is not written identically in all documents submitted);

m. Proof of language proficiency - copy (according to chap. Language proficiency - Language test of this methodology);

n. Proof of payment of the language proficiency (language) test fee, if applicable, according to the Fees Regulations;

o. Notarial declaration from Romanian citizens residing in third countries who wish to enroll in a study programme with payment of the fee in foreign currency, stating that they will study in a financial regime "on their own currency account";

p. Proof of payment of the file processing fee (non-refundable if the file has been processed, i.e. if the documents uploaded online have been verified), as per the Fees Regulation.

V.4.2. For information on the obligation to apostille or super-legalize documents issued by countries falling under this scope, please contact the Ministry of Foreign Affairs or the Ministry of Education in Romania (National Centre for the Recognition and Equivalence of Diplomas - CNRED).

V.4.3. If the university has any doubts regarding the study documents submitted by the candidates, the university will request the official point of view of the Ministry of Education-DGRIAE. As a result, the Ministry of Education may request additional documents in addition to those mentioned above.

V.4.4. In the case of study documents issued by educational establishments operating on the UK system, predictive results are not accepted. The University will only accept academic documents containing final grades obtained in the baccalaureate/equivalent examination. The GCE (General Certificate of Education) is compulsory;

V.4.5. In the case of study documents issued in Iran, the Pre-University Diploma is compulsory for the graduating classes prior to 2019.

V.4.6. In the case of educational documents issued in Israel, the graduation certificate is not accepted; it is mandatory to submit the baccalaureate diploma/final equivalent-Bagrut;

V.4.7. Candidates who have subjects on their transcript with a name other than biology/chemistry but corresponding to biology/chemistry are required to submit a certificate issued by the high school/official document certifying that the subject/subject is equivalent to biology/chemistry.

V.4.8. According to the current provisions of the Ministry of Education and the Romanian Government, documents issued in original by the Romanian authorities, in Romanian, can be sent in copies. This provision does not apply to translations into Romanian from another language.

V. 5. Language proficiency - language test

V.5.1. For admission to the entrance exam, proven language proficiency is a mandatory requirement.

V.5.2. For the English/French language programmes, candidates **must** take the ONLINE language test before the date of the entrance exam, which will be organised by the Modern Languages Department of the University of Timisoara „Victor Babeș”, during the period specified in the Admissions Calendar, which will be marked "passed" or "failed". The results of the language test will be registered in the admissions platform by the representatives of the Modern Languages Discipline of UMF 'Victor Babeș' on the day of the language tests, according to the Admissions Calendar.

V.5.3. The list of candidates who must take the language test organized by UMF „Victor Babeș" in Timisoara, will be posted on the university's website, on the date set according to the admission test calendar.

V.5.4. Links and access details for the ONLINE language tests will be posted on our university website before the test date.

V.5.5. Candidates who do not participate in and pass the language test organised by the university will be excluded from the entrance exam, as meeting the language proficiency requirements is a mandatory requirement for participation in the entrance exam.

V.5.6. By way of exception to the provisions of point. V.5.2, the categories of candidates who do not have to take the language test (provided they produce official supporting documents) are:

- applicants who come from countries where the official language is the same as the language of the study programme for which they are applying (English or French) and who can prove, with school documents,



that they have studied in that language (have graduated from secondary school / high school / college / undergraduate studies in the language of the study programme for which they are applying).

- candidates who have studied at and graduated from a secondary school with the same language of instruction as that of the study programme for which they are applying, irrespective of the candidate's nationality or country of origin, and who can prove, with school documents, that they have studied in that language;
- candidates who hold an International Baccalaureate Diploma (IBDP / International Baccalaureate Diploma Programme, EB / European Baccalaureate Diploma, IGCE - International General Certificate of Education, GCE / General Certificate of Education - Advanced Level) in the language of the study programme for which they have opted;
- candidates who hold an International Certificate of Language Competence at a minimum level B2, as per the table below:

Language of study	Language proficiency certificates accepted (minimum B2)
English	Cambridge ESOL certificates: - FCE / First Certificate in English - CAE / Cambridge Advanced in English - CPE / Cambridge Proficiency in English Certificates issued by Michigan University: - ECCE / Examination for the Certificate of Competency in English - ECPE / Examination for the Certificate of Proficiency in English IELTS certificate: - minimum 6 / "competent user" - Pearson LCCI Certificate in ESOL International TOEFL certificate: - TOEFL iBT - TOEIC Trinity College London certificates: - ISE II - minimum pass in all skills
French	DELFI DALFI TCF

V.5.7. Only international language proficiency certificates, according to the table above, of candidates applying to a study programme in the language for which the certificate was issued will be taken into consideration by the admissions committee.

V.5.8. Candidates registered for the entrance exam **for Romanian language study programmes** are required to submit one of the following documents:

- Language proficiency certificate for Romanian language, minimum level B1, issued by authorized institutions of the Romanian Ministry of Education;
- Certificate of completion of the preparatory year of Romanian language;
- educational certificates issued by educational institutions in Romania or abroad, taught in Romanian, for at least 4 consecutive years.

V.5.9. The following are exempt from the obligation to present one of the documents referred to in point (a) V.5.8., candidates who:

a) present Romanian educational documents (diplomas and certificates) or academic records, school transcripts certifying at least 4 consecutive years of studies completed in Romanian in an accredited school, teaching in Romanian;



b) present certificates or attestations of language proficiency of a minimum level B1, according to the Common European Framework of Reference for Languages, issued by accredited higher education institutions in Romania that organize a preparatory year of Romanian language for foreign citizens, by Romanian language, literature, culture and civilization lectureships in universities abroad/Institute of Romanian Language or by the Romanian Cultural Institute.

V.5.10. UMF „Victor Babeș” in Timișoara does not organize language tests for Romanian.

V. 6. Conduct of the admission competition

V.6.1. For undergraduate programmes, admission of candidates from third countries (non-EU/EEA/CH countries) will take the form of an admission competition.

V.6.2. Candidates are admitted on the basis of a competitive examination and are ranked in order of the choices made and the baccalaureate/equivalent average. The final admission average consists of the mark obtained in the baccalaureate/equivalent examination or the average of the years of study in the case of countries which do not have a baccalaureate/equivalent examination, plus the marks awarded by default.

V.6.3. The score awarded by default is equivalent to 3.00, according to the grading system in Romanian education.

V.6.4. The minimum final admission average for undergraduate studies cannot be less than 5.00 (five), according to the Romanian education grading system.

V.6.5. The final admission average is expressed to a maximum of four decimal places without rounding.

V.6.6. For candidates with educational documents issued in countries where the baccalaureate/equivalent exam average is not awarded, the overall average of the high school years will be taken instead of the baccalaureate average.

V.6.7. The calculation of the baccalaureate average will be done by equating the grade obtained in the country of origin according to the Romanian education grading system.

V.6.8. The maximum mark obtained in the baccalaureate/equivalent examination in the home country is the equivalent of 7 plus 3 points by default.

V. 7. Admission test results and ranking of candidates

V.7.1. The Admission Committee will calculate the admission average and validate the results thus obtained by each candidate.

V.7.2. The results of the admission competition will be published on the date set according to the Admission Competition Calendar, on the university's website, International Admissions section, depending on when the ranking of candidates is completed, with the online application form number/code, which will replace the candidate's identification data (first and last name).

V.7.3. The lists will be posted on the university website according to the following criteria:

a) The order of the options expressed in the candidate's online application form, respecting the general criterion of the option beats average;

b) The descending order of the final admission averages obtained by the candidates according to the university requirements (baccalaureate average/equivalent average, application of the criteria for differentiation in the case of candidates with equal final admission averages, after appeals, after confirmations).

V.7.4. The final admission average consists of the grade obtained in the baccalaureate/equivalent exam or the average of the years of study in the case of countries that do not have a baccalaureate/equivalent exam, plus 3 points by default.

V.7.5. The final admission average is a minimum of 5.00 (five), according to the Romanian education grading system.

V.7.6. An applicant may be admitted to a maximum of one undergraduate degree programme.

V.7.7. Candidates will be ranked according to the order of the choices made on the application form, based on the general principle "choice beats average" and in descending order of average, within the limit of the available places approved for each study programme.

For example:

- Candidate A has Medicine (in French) as her first option and Pharmacy (in French) as her second option,



and obtained an average of 10. He is assigned to his first option.

· Candidate B has Pharmacy (in French) as his first option and Medicine (in French) as his second option, and obtained an average of 9; 14 places were filled in his first option by 14 candidates with admission averages higher than his average. He will be the 15th candidate allocated to his first option, meaning that in the allocation for the Pharmacy (French language) option, candidate B has priority over candidate A, who has a higher average than candidate B.

· Candidate C has Pharmacy (in French) as his first option and Medicine (in French) as his second option, and has obtained an average of 8; if all the places in his first option have been taken by candidates with higher averages than his, he will be allocated to his second option, if there are any places available.

V.7.8. If, after the ranking of the candidates, there are several candidates with equal average in the last place, their ranking will be based on the following criteria:

- a. Arithmetic average of the grades obtained in biology during the high school years;
- b. Arithmetic mean of the grades obtained in chemistry during the high school years;

V.7.9. Depending on the stage of the admission competition, the results will be as follows:

- Provisional results, generated on the day of the entrance exam;
- Results after any appeals have been resolved, for study programmes where changes in average and classification have taken place,
- Results after each place confirmation stage,
- Results after the end of the application period established and approved with the agreement of the university management, the list of candidates admitted and provisionally enrolled in year 1;

V.7.10. The lists will be displayed with the number/code of the online application form of the validated applications, which will replace the candidate's identification data (first and last name).

V.7.11. It is not allowed to exceed the tuition/programme of study figure approved by the University Senate and legislation.

V. 8. Transmission and settlement of appeals

V.8.1. Any appeals must be sent by e-mail to admission@umft.ro, within the period set out in the admission competition timetable.

V.8.2. Only appeals concerning your own admission average obtained in the admission competition will be admitted.

V.8.3. The resolution of appeals is the exclusive responsibility of the Appeals Committee, which will examine and resolve the appeals on the date set in the admission competition timetable. The committee's decision is final and will be published on the university's website on the date set out in the admissions competition timetable.

V.8.4. If differences in marks are found, the candidate will be awarded the average resulting from the recalculation of the average, according to the requirements set out in this methodology.

V.8.5. No appeals based on ignorance of the admission rules will be admitted.

V.8.6. After any appeals have been resolved, lists of admitted and rejected candidates will be drawn up and displayed for the study programmes where changes in classification and average have taken place, including the final, definitive and indisputable admission averages.

V.8.7. After the deadline for resolving and replying (by posting) to appeals, the final admission average is final and cannot be changed.

V. 9. Place confirmation

Stage I

V.9.1. During the period established in the Calendar of the admission contest, **the candidates declared admitted** following the admission contest organized by UMF „Victor Babeș” in Timișoara, current year sessions, **are obliged to** confirm their place in the online platform, by paying the confirmation/option fee, non-refundable fee, respectively uploading the proof of payment on the admission platform, under penalty of losing the place obtained



through the contest, in case of non-fulfillment of this obligation.

V.9.2. During the period set out in the Admissions Calendar, unsuccessful candidates who have been registered and validated in the admissions competition and have obtained a final admission average above 5.00, may confirm their place by paying the confirmation fee per option or by uploading the proof of payment on the online admission platform, in case of vacancy; in this case, the payment of the confirmation fee does not represent a guarantee for the admission of the rejected candidates, as it depends on the number of available places approved by the university/programs of study and on the management of places as decided by the university management.

V.9.3. Candidates can confirm for a maximum of two study programs, the same ones they opted for in their online application form.

V.9.4. Proof of payment of the confirmation fee, which is not uploaded online to the admissions platform according to the established timetable, is not considered as confirmation of place.

V.9.5. The confirmation fee is non-refundable even if no vacancy occurs.

V.9.6. After stage I confirmation, an applicant's status can be:

- Admit confirmed;
- Rejected confirmed (pending);
- Rejected unconfirmed- candidate admitted/not confirmed in stage I.

Stage II

V.9.7. If, after the first confirmation stage, there are still free places (vacancies) within the period established in the admission calendar, **candidates who did not confirm in the first confirmation stage (unconfirmed rejections)**, will have the possibility to confirm a vacancy within 48 hours (Romanian time) from the moment of announcing the vacancy on the email address and/or in the candidate's account on the admission platform, respecting the order of the options, respectively the final admission averages.

V.9.8. Candidates who have formally withdrawn (in writing, by e-mail) from the admission competition/ have given up their application/place will be permanently excluded from the list and will not be considered for any further stage of the competition.

V.9.9. Candidates who have not obtained a final admission average of at least 5 (five) are not entitled to confirm a place.

V.9.10. The filling of vacant/vacant places by unsuccessful candidates will be done in the order of their choices and final admission averages, with priority being given to unsuccessful candidates who have confirmed their place in stage I.

V. 10. Provisions on registration, confirmation, tuition and enrolment fees

V.10.1. Types of taxes:

- o File processing fee (non-refundable if the file has been processed, i.e. the documents uploaded online have been verified);
- o English/French language test fee - where applicable;
- o Confirmation fee for place/option/study programme: 300 euro, non-refundable;
- o Tuition fee (studies)/year of study/programme of study must be uploaded on the admission platform by the application deadline;
- o Registration fee: 100 lei, to be paid in cash at the university cashier's office upon final registration.

V.10.2. The amount of the fees can be found in the Regulation on the amount of tuition and other fees at UMFVBT.

V.10.3. All proofs of payment of fees in euro that have not been paid on the admission platform shall be uploaded by the candidate to the platform by the deadlines set out in the calendar.

V.10.4. Beneficiary bank data:

Beneficiary: University of Medicine and Pharmacy "Victor Babes" of Timisoara.

Beneficiary address: Timișoara, Piața Eftimie Murgu Nr. 2, Code 300041.

TEACHING PRORECTORATE

2 Eftimie Murgu Square, code 300041, Timisoara, Romania
Tel: +40256220479; Fax: +40256490626
Email: prorektoratdidactic@umft.ro

www.umft.ro



Beneficiary bank: BANCA TRANSILVANIA.

Beneficiary bank address: Timișoara, Str. Palanca nr. 2, Piața Unirii, Timișoara, Romania.

IBAN: RO53BTRL03604202A6896600 (Euro account)

SWIFT: BTRLRO22

V.10.5. Proof of payment must contain the full name of the candidate (first and last name) and the type of payment made - file processing, place confirmation, tuition fee.

V.10.6. In case the fees are paid by other persons and not by the candidate, there is a possibility that the receiving bank may request additional information and personal data (via the university's Financial-Accounting Service, e.g. identity card/passport etc.) of the persons who made the payment/transfer and their consent to process their personal data for verification by the bank.

V.10.7. It is the candidate's responsibility to ensure that proof of payment contains all the required information so that it can be properly processed by the university's Financial Accounting Service.

V.10.8. Information on tuition fees can be obtained exclusively from the University's Finance and Accounting Service, contab@umft.ro.

V.10.9. Tuition fees do not change during an academic year.

V.10.10. The amount of the tuition fee does not change until the end of the university study programme if there are no situations that exceed the duration of tuition provided by law.

V.10.11. The tuition fee must be paid before enrolment.

V.10.12. Successful candidates who do not pay the tuition fee and do not upload proof of payment to the admission platform by the deadline for registration are automatically considered to have withdrawn from the competition.

V.10.13. Proof of tuition payment (copy of receipt/payment order) will be uploaded to the online admission platform.

V.10.14. The nominal report/programme of study/candidate category regarding the payment of tuition fees and containing the situation of admitted and provisionally enrolled candidates in year 1 will be generated from the platform with the advice of the Financial Accounting Department and sent to the deaneries and the Vice-Rectorate of International Relations prior to the date set in the calendar for posting the results of provisionally enrolled candidates in year 1.

V. 11. Application procedure for candidates admitted to undergraduate studies with a view to enrolment

V.11.1. The enrolment of third-country nationals who have been declared admitted to study in Romanian, English or French on their own account is subject to the fulfilment of all the following provisions:

- a.** obtaining the Letter of Acceptance to study issued by the Ministry of Education;
- b.** meeting the language proficiency requirements;
- c.** confirmation of place within the deadlines set in accordance with the admission competition timetable and the conditions laid down in this methodology;
- d.** payment of all fees provided for in this methodology and in the Regulation on the amount of tuition and other fees at UMFVBT;
- e.** obtaining a study visa (D-SD) from the Romanian Embassy/Consulate in the country of origin - where applicable;
- f.** submission of the application file containing the original academic documents and the forms in the annexes, as well as the documents in physical/electronic format in original certified copies, together with the original certified translations of the documents submitted in the application file uploaded to the online platform. Original certified translations in Romanian are mandatory for the baccalaureate/equivalent diploma, the baccalaureate/equivalent transcript and the birth certificate;

V.11.2. The University manages the submission of the files to the Ministry of Education - DGRIAE in order to obtain the Letter of Acceptance to study.

V.11.3. If a candidate submits his/her application to more than one university in Romania, this may lead to the late issuance of the Letter of Acceptance to study, and there is a risk that the candidate will not obtain the study visa in due time and will not meet the legal deadlines for enrolment at our university!

V.11.4. The Letter of Acceptance to study is a compulsory document for the enrolment of the candidates declared



admitted after passing the admission competition.

V.11.5. The documents submitted by candidates from third countries (non-EU countries, EEA, CH) admitted to the Romanian/English/French taught study programmes will be examined by the International Relations Prorectorate of the university, which will draw up the Decision of admission to study approved and signed by the rector of the university;

V.11.6. In order to apply, successful candidates must submit the following documents in a cardboard envelope to the secretariat of the Prorectorate of International Relations by the closing date for registration, in block letters:

- (1). Declaration on the protection of personal data - according to the form in the useful documents, posted on the university website;
- (2). Baccalaureate diploma/equivalent diploma - original, 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;
- (3). Baccalaureate/Equivalent Transcript - original, 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;
- (4). The graduation certificate (only for high school graduates who have not obtained the final diploma) of the baccalaureate/equivalent examination which contains and explicitly reflects the passing of the baccalaureate/equivalent examination and the final results obtained by the candidate in this examination) - in original, legalized or super-legalized copy (Hague Apostille/Ministry of Foreign Affairs, Embassy of Romania) in the official/original language in which it was issued and certified translation (if applicable) in Romanian/English/French;
- (5). Notarized statement - only for candidates who submit the document specified in subchapter V.11.6. point (4) - by which they undertake to submit to the university their baccalaureate/equivalent diploma in original, legalized/super-legalized copy and authorized translation into Romanian immediately after obtaining it from the issuing high school. The deadline depends on the issuing country
- (6) Transcript of records for high school years - certified or super-certified copy (Hague Apostille/Ministry of Foreign Affairs, Embassy of Romania) in the official/original language in which it was issued and certified translation (if applicable) in Romanian/English/French;
- (7). Birth certificate/equivalent - certified copy and certified translation into Romanian;
- (8). Passport (valid for at least 6 months from the start of the academic year) - copy;
- (9). Identity card/document proving permanent residence abroad - certified copy and certified translation into Romanian/English/French in the case of documents issued in a language other than one of these three;
- (10) Marriage certificate (if applicable) - certified copy and certified translation into Romanian;
- (11). Medical certificate according to the model approved by the university or containing all the information according to the model approved by the university and which can be found in useful documents posted on the university's website, in Romanian, English or French;
- (12). 4 passport photos;
- (13). Proof of payment of tuition fee - copy;
- (14) International Language Proficiency Certificate - copy (if applicable);
- (15). Notarized declaration from Romanian citizens residing in third countries who wish to enroll in a study programme with payment of the fee in foreign currency, stating that they choose to study in the financial regime "on their own currency account";
- (16). Notarized statement/official document proving that all documents uploaded by the applicant correspond to one and the same person, in case of discrepancies, differences in documents regarding the full name of the applicant - if applicable (only if the name or/and surname is not written identically in all documents submitted);
- (17). Copy of study visa/residence permit - if applicable.

V.11.7. In order to sign the university study contract and for enrolment purposes, foreign citizens admitted to the university must present the decision of admission to study (in copy) to the secretaries of the faculties, accompanied by copies of the following documents:



- Letter of Acceptance to study issued by the Ministry of Education;
- Proof/Certificate of language proficiency for Romanian/English/French, as appropriate;
- Official supporting documents showing exemption from taking the language test, where applicable;
- Passport;
- Proof of payment of tuition fees;
- Proof of payment of the registration fee.

V.11.8. The decision of admission to studies is valid until the date of the drawing up of the enrolment decisions and the definitive enrolment of the admitted foreign citizens, after the transmission of the complete files of the admitted foreign citizens by the Vice-Rectorate of International Relations to the secretariats of the faculties.

V.11.9. Successful candidates are required to submit their original academic documents when applying. The original study documents remain at the faculty for the entire duration of the schooling (according to the Romanian legislation in force).

V.11.10. For admitted candidates who do not register in the first year and do not pay the tuition fee by the deadline set in the admission calendar, they are considered, ex officio, to have withdrawn and to have definitively given up the place obtained through the admission competition and the status of admitted candidate, by not complying with the provisions, procedures and deadline for registration and are not students of the University of Medicine and Pharmacy "Victor Babeș" of Timisoara.