

REGULATIONS ON THE ORGANIZATION AND CONDUCT OF STUDENTS' PROFESSIONAL ACTIVITY IN THE FRAMEWORK OF BACHELOR'S DEGREE STUDIES/UNIVERSITY STUDIES OFFERED IN COMBINED BACHELOR'S AND MASTER'S DEGREE, "VICTOR BABEȘ" UNIVERSITY OF MEDICINE AND PHARMACY OF TIMISOARA

from academic year 2025-2026

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I. GENERAL PROVISIONS

Art. 1

(1) This Regulation defines the professional relations that govern the teaching activity established between the students of undergraduate degree programs and the "Victor Babes" University of Medicine and Pharmacy "Victor Babes" of Timisoara (hereinafter referred to as UMFVBT).

(2) The organization and conduct of the teaching and professional activity for the functioning of undergraduate degree programs at the "Victor Babes" University of Medicine and Pharmacy "Victor Babes" of Timisoara is based on the provisions of national legislation in force, related to higher education, as follows:

1. Higher Education Law no. 199/2023, with subsequent amendments and additions;
2. GD regarding the Nomenclature for fields and specialisations/university study programs and for the structure of higher education institutions for the academic year 2025-2026;
3. Order of the Minister of Education no. 3691/2024 regarding the approval of the Framework Methodology for the organisation and conduct of graduation, bachelor's/diploma and dissertation examinations;
4. Order of the Minister of Education no. 3693/2024 regarding the general framework for organising and conducting admission to higher education in short-term university study cycles, bachelor's, master's, and doctoral programs;
5. Order of the Minister of Education no. 4262/2024 for the approval of the Methodology regarding the academic mobility of students;
6. Order of the Minister of Education no. 4394/2024 regarding the approval of the Code on the rights and obligations of students;
7. Order of the Minister of Education no. 5,552 of 16 July 2024 for the approval of the Methodology regarding the schooling conditions of Romanians from all over the world and foreign citizens within accredited state, private and private confessional higher education institutions in Romania;
8. M.E.C. Order no. 4156/2020 for the approval of the Regulation on the regime of study documents in the higher education system;
9. Charter of the "Victor Babes" University of Medicine and Pharmacy "Victor Babes" of Timisoara, adopted by HS. no. 245/31770/22.11.2023 (with legality opinion granted by the Ministry of Education on 17.11.2023);
10. Other applicable legislation, internal regulations and decisions relevant to this activity.

Art. 2 This Regulation applies to bachelor's degree studies, respectively to bachelor's and master's degree studies offered jointly - for regulated professions, and is drawn up on the basis of the national legislation in force and is based on the following principles stipulated in art. 126, para. (1) of the Law on Higher Education No. 199/2023:

- a) the principle of non-discrimination;
- b) the principle of the right to free assistance and complementary services in state higher education;
- c) the principle of participation in decision-making;
- d) the principle of freedom of expression;
- e) the principle of transparency and access to information.

Art. 3

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(1) According to the decision of the University Senate, the **mission** of the “Victor Babeș” University of Medicine and Pharmacy of Timișoara is that of a higher education and advanced research institution. The Romanian Agency for Quality Assurance in Higher Education (ARACIS) awarded it the qualification “High degree of confidence” in 2022, following an institutional evaluation. Its structure includes university study programs that are accredited/authorised to function provisionally by ARACIS, and it has the right to organise an admission competition for study programs organised in the bachelor’s degree field of Health, within the 4 faculties: Medicine, Dental Medicine, Pharmacy and General Nursing.

(2) The university degree programs offered by the "Victor Babes" University of Medicine and Pharmacy "Victor Babes" of Timisoara within the undergraduate degree cycle/university studies offered in a combined Bachelor and Master degree cycle - in the case of regulated professions, are:

1. Sector-regulated study programs in the European Union:

- a) Medicine - 6 years of study / 360 credit units (bachelor and master studies);
- b) Medicine (in English) - 6 years of study/360 credit units (undergraduate and master's studies);
- c) Medicine (in French) - 6 years of study/360 credit units (Bachelor's and Master's degrees);
- d) Dentistry - 6 years of study/360 credit units (bachelor and master studies);
- e) Dentistry (in English) - 6 years of study/360 credit units (Bachelor's and Master's degree);
- f) Pharmacy - 5 years of study/300 credit units (bachelor and master studies);
- g) Pharmacy (in French) - 5 years of study/300 credit units (Bachelor's and Master's degrees);
- h) Pharmacy (in English) - 5 years of study/300 credit units (bachelor and master studies);
- h) General Medical Assistance - 4 years of study/240 credit units (bachelor studies);
- i) General Medical Assistance (in Lugoj) - 4 years of study/240 credit units (bachelor's degree);
- j) General Medical Assistance (Deva) - 4 years of study/240 credit units (bachelor degree).

2. Undergraduate degree programs under general regulation, with a duration of 3 years of study/180 credit units:

- a) Balneofiziokinetotherapy and rehabilitation;
- b) Nutrition and dietetics;
- c) Dental technique;
- d) Dental prophylaxis assistance;
- e) Pharmaceutical Assistance (in Lugoj), undergoing liquidation starting with the academic year **2023-2024, according to Decision of the Senate no. 208/16608/27.07.2022;**
- f) Pharmaceutical Assistance (in Deva);
- g) Medical cosmetics and cosmetic product technology.

(3) The professions in the medical field, namely those of doctor, dentist and pharmacist, are specifically regulated by rules, recommendations or best practices at the level of the European Union. For regulated professions, at the Faculties of Medicine, Dentistry and Pharmacy, the first cycle (bachelor studies) and the second cycle (master studies) are performed in a combined program of university studies with a duration of 5-6 years, and a bachelor and master degree are awarded.

Art. 4

(1) In UMFVBT the undergraduate programs are organized in three cycles:

- Cycle I - Undergraduate studies;
- Cycle II - Master's degree, lasting 1-2 years of study (between 60 and 120 transferable study credits);
- Cycle III - Doctoral studies, with a duration of 4 years of study (240 transferable study credits),

according to art. 75, para. 1, letter d) of the Law on Higher Education no. 199/2023.

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- (2) Undergraduate studies represent the first cycle of university preparation and are organized by study programmes.
- (3) Participants in these programs have the status of students for the entire period of their presence in the program, from enrolment to graduation or expulsion, minus periods of interruption of studies.
- (4) Undergraduate studies can be followed by high school graduates with a baccalaureate or equivalent diploma recognized in Romania.
- (5) The bachelor's degree program and field of study will be indicated on the bachelor's degree diploma.
- (6) The undergraduate programs are organized on a full-time basis, tuition is on budget-funded and fee-paying places.
- (7) The duration of undergraduate studies is:
- 3 years of study (minimum 180 transferable study credits);
 - 4 years of study (minimum 240 transferable study credits);
- (8) The duration of university studies offered combined Bachelor's and Master's degree - for regulated professions is:
- 5 years of study (minimum 300 transferable study credits);
 - 6 years of study (minimum 360 transferable study credits).
- (9) The first year admission competition is organized by admission types, faculties and study programs. The admissions competition is open for both budget-funded and tuition fee places.
- (10) Study groups are organized alphabetically and no distinction is made between the two categories of students: fee-paying and non-fee-paying.
- (11) Graduates of bachelor's degree programs have access to master's degree studies, doctoral studies and postgraduate training and continuing professional development programs.

CHAPTER II. ORGANIZATION AND CONDUCT OF TEACHING ACTIVITY

Art. 5

- (1) The academic year is organized according to the structure established annually by the University Senate, by cycles of university studies.
- (2) For undergraduate degree programs taught in English/French, tuition is organized entirely in a foreign language (English/French), except for clinical internships, which are conducted in Romanian.
- (3) The bachelor's/dissertation exam parts are conducted in the language of instruction of the study program.
- (4) The scheduling, organization and conduct of the teaching process derive from the university autonomy, respecting and in accordance with the provisions of the Law on Higher Education no. 199/2023, with subsequent amendments and additions.

Art. 6

- (1) The curriculum of the university study program comprises the set of subjects leading to a university qualification, aims at expected learning outcomes and is consistent with the level of qualification defined in the National Qualifications Framework, hereinafter NQF, and is approved by the University Senate.

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- (2) The curricula aim to organize and carry out high-performance competitive education and are structured in study cycles comprising core subjects, field subjects, specialist subjects, complementary subjects, compulsory subjects and optional and/or optional subjects.
- (3) Each faculty informs students, by publishing on the university's website, the curricula applicable for the academic year, respectively for each program of study.
- (4) The curricula will be in line with national and European standards and will ensure the acquisition of knowledge defining the field of study addressed in order to ensure a student-centered education.
- (5) The curricula include compulsory, optional and optional subjects:
- Compulsory subjects ensure that students acquire the basic knowledge essential to the field.
 - The optional subjects allow students to explore particular areas of specialization, in line with their intended specialization.
 - Optional subjects cover both specialist and complementary areas, broadening students' knowledge.
 - The number of optional and optional subjects is approved annually by the Faculty Council.
- (6) The curricula contain subjects in ethics and academic integrity, including research ethics.

Art. 7

- (1) UMFVBT applies the European Credit Transfer Credit System (ECTS - European Credit Transfer System) intra and inter-university (internal, external), to ensure mobility and flexibility of students' professional training.
- (2) The application of the European Credit Transfer System (European Credit Transfer System - ECTS) at the "Victor Babes" University of Medicine and Pharmacy "Victor Babes" of Timisoara (UMFVBT), for all undergraduate degree programs is carried out according to the **Regulation on the application of the European Credit Transfer System (ECTS)**, approved by the University Senate.
- (3) In order to ensure the implementation and monitoring of the ECTS application, the credit awarding system has a coordinator at university level (the Academic Prorector).

Art. 8

- (1) For each subject, a subject description is drawn up, which includes at least: learning outcomes, teaching and learning methods, assessment methodology, bibliography, and the number of hours and the number of allocated study credits.
- (2) Discipline sheets are elaborated by the discipline holders, signed by the head of the discipline, endorsed by the department director and approved by the faculty management, in relation to the specificity of the faculties and study programs. For study programs that are carried out in parallel and in languages other than Romanian, the subject syllabus will include the same curriculum, regardless of the language of instruction. The course teachers of each study program taught in English and French are obliged to harmonize the curricula so that students from the same program and from the same year of study can follow the same curriculum in the discipline in question, regardless of the language in which they study.
- (3) The course syllabuses will be posted on the notice board of the subjects of study and on the Moodle platform of the university.
- (4) At the end of each cycle, students in study programs with 300 and 360 ECTS must achieve the total number of credits foreseen in the curriculum of that cycle.

(5) In subjects where there are two or more teaching series within the same program of study, there will be one syllabus, the examination methodology will be identical, and the course holders will jointly design the questions for the written examination and the scales for the practical examination. Within the same discipline, the edited bibliographical material made available to students will be unique, irrespective of the number of teaching staff in that program of study.

Art. 9

Students are guaranteed the right to free choice, within the study program, of optional and elective courses, in accordance with the legal rules in force and with the curricula.

Art. 10

(1) Audio and/or video recordings of teaching activities are made only with the written consent of the person conducting the activity and without infringing intellectual property rights.

(2) Multiplication, in any form whatsoever, of records of teaching activity by students or other persons is permitted only with the written consent of the teaching staff concerned.

CHAPTER III. STUDENTS' RIGHTS AND OBLIGATIONS

Art. 11

(1) Students are partners of higher education institutions and members of the university community. Student activity within the university community is regulated by the principles laid down in Art. 126 para. (1) of Law no. 199/2023, as amended and supplemented.

(2) All students' rights, freedoms and obligations are contained in the University Code of Student Rights and Obligations, adopted by the University Senate, in accordance with the provisions of Law no. 199/2023, with subsequent amendments and additions, respectively with the provisions of Ord. M.E. no. 4394/2024.

Art. 12

(1) Students benefit from the following rights based on the principles laid down in the Law on Higher Education no. 199/2023, with subsequent amendments and additions:

a) the right to quality education;

b) the right to equitable access to learning opportunities offered by national and international mobility schemes and to take active measures against obstacles to the physical or virtual mobility of at-risk, disabled or non-traditional students. Higher education institutions shall make at least one public presentation to students during the academic year on the national and international mobility schemes available to them and offer free information and advice services to students interested in these schemes. The process of internationalization may also be supported by including online collaboration components in learning, teaching and research activities;

c) the right to permanent mobility from one higher education institution to another, in accordance with the legislation in force;

d) the right to the protection of personal data, in accordance with Regulation (EU) 2016/679 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC;

e) the right to free course materials, in the form of notes, presentations or other materials summarizing the content taught, in physical or electronic format, and access to all teaching materials available free of charge

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in the university libraries or on the faculty website. It is made available to students, in the language of the relevant subject, in the first two weeks of each semester;

f) the right of access to the main specialized books and scientific publications, to university libraries and central university libraries;

g) the right to be informed, within the first two weeks after the beginning of the semester, about the content of each subject's syllabus, which includes: the objectives/expected learning outcomes of the subject, the content of the educational process related to the subject and the topics addressed in each teaching activity, teaching-learning methods, minimum bibliography and optional bibliography, as well as the evaluation and examination modalities, the minimum pass requirements and the weight of the different types of evaluation and examination in the final result. Any subsequent changes to the arrangements for assessment and examination can only be made with the agreement of the students. The updated syllabus shall be made public to students via the e-Learning platform used and/or the website of the faculty/higher education institution;

h) the right to receive at the beginning of the first year of study a "Student's Guide", with information on: the rights and obligations of the student, the subjects in the curriculum, the services provided by the higher education institution, the evaluation procedures, the amount of fees, the material basis of the higher education institution and the faculty, information on legally established student associations, how to access scholarships and other means of funding, mobility, as well as other facilities and grants, etc;

i) the right to be assigned a year/series/group tutor, depending on the size of these study programs, from among the teaching staff of the faculty in which they are enrolled.

The Deans establish how to access the information on the list of tutors/tutors and their contact details and draw up rules on the tutoring system, the activity and responsibilities of tutors/teachers, approved by the University Senate;

j) the right to participate in the semesterly evaluation of courses, seminars, practical work, teachers' performance and other educational and/or organizational aspects related to the study program, according to the legal provisions. Student participation in these evaluation processes is anonymous. The statistical results of evaluations shall be public information and shall be posted on the website of each higher education institution together with the improvement measures adopted following the analysis of the results of the evaluation process and shall be used to improve the content of teaching activities, teaching, learning and assessment methods;

k) the right of access to the regulations, decisions, decisions, minutes and other documents of the institution where he/she studies, under the conditions of the legislation in force. On request, higher education institutions may also make certain documents available in open data format;

l) copyrights and intellectual property rights for the results obtained through research-development, artistic creation and innovation activities, according to the legislation in force, university institutional regulations and any contracts between the parties;

m) the right to receive free of charge academic, professional, psychological and social information and counseling services, related to the educational activity, provided by the higher education institution, according to the legislation in force and university institutional regulations;

n) the right to interrupt and resume studies in accordance with the legislation in force and university institutional regulations;

o) the right to study in their mother tongue or in a language of international circulation, if this possibility exists in the higher education institution, within the limit of the places allocated for this type of study program;

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- p) the right to receive, on request, personalized feedback from teachers following each assessment process in which they participate;
- q) the right to an objective and non-discriminatory assessment of the learning outcomes acquired after completing a subject, in accordance with the subject description, and the right to know the scale according to which they have been assessed. The process of assessment of students' knowledge is carried out in the presence of at least two teachers. The teachers provide students with all the necessary information so that they can validate their grade for each subject in which the assessment has been carried out, immediately after the assessment has been completed, within a maximum of 24 hours;
- r) the right to challenge the marks obtained in written examinations, according to the internal regulations of the higher education institution. The resolution of the appeal will be made by a committee which does not include the teachers who initially assessed the student, in the presence of the student contesting the appeal, if the student so requests;
- s) the right to have access to personal educational records;
- t) the right to be informed of the results of the final exams;
- u) the right to be consulted by teachers on the scheduling of examination dates;
- v) the right to benefit from a student-centered educational process with a view to personal development, integration into society and the development of employability, job retention and labor market mobility;
- w) the right to benefit from flexible learning paths, in accordance with legal regulations. In this respect, a minimum of two options for each optional/optional subject/set of subjects in the curriculum shall be ensured in the study program;
- x) the right to have access to specialized software for determining the degree of similarity, provided by the higher education institution, in the elaboration of academic papers, according to institutional regulations;
- y) the right to participate in extra-curricular, scientific, technical, cultural, artistic and sports activities, as well as those for students capable of performance, financed from the state budget or from the budgets of higher education institutions;
- z) the right to free wireless internet access for all members of the university community throughout the university. The technical characteristics of the Internet network must allow access to online teaching activities, audio-video conferences and any other activity specific to the educational process.

Art. 13 Students benefit from the following rights in relation to specialized practice:

- a) the right to internship in accordance with the objectives of the university study program, based on the provisions of an institutional regulation on the conduct of specialized practice;
- b) the right to benefit from the coverage of the costs necessary for the performance of the joint practice, for the period stipulated in the curricula, including meals, accommodation and transportation, in situations where the practice is carried out outside the respective university center, according to the provisions of Article 128 para. (25) of Law no. 199/2023, with subsequent amendments and additions, within the limit of the financial resources allocated for the practice;
- c) the right to receive, during the academic year in which the specialized internship will take place, a presentation of the higher education institution's internship partners in the student's field of study;
- d) the right to accommodation in the student dormitories of the higher education institution during the period of compulsory internship, if the internship is carried out in the same university center;
- e) the right to be assigned an internship tutor, whose duties will be detailed in the institutional regulations for the internship;
- f) the right to evaluate the quality of the internship and to report shortcomings with regard to the internship partner;

g) the right to the recognition of the practice carried out individually, after the evaluation of the degree of fulfillment of the practice objectives mentioned in the practice discipline and in accordance with the institutional regulation on the conduct of specialized practice.

Art. 14

(1) Students with physical disabilities have the right to have adapted access to all university premises, to the provision of a sign language interpreter, as well as to adequate conditions for the normal conduct of academic, social, cultural and administrative activities within higher education institutions.

(2) Students with disabilities also benefit from:

a) the right to adequate conditions for academic, social, cultural and administrative activities in higher education institutions;

b) the right to receive support in identifying and developing specialized practice;

c) the right to have access to adequate information and communication services;

d) the right to participate in student camps in accordance with the legal provisions.

(3) Disabled students and/or students with special educational needs are subject to the provisions of this Regulation concerning attendance at curricular activities, promotion to a higher year and conditions for interruption and resumption of studies.

Art. 15

(4) Students are represented in the consultative, decision-making and executive structures within the universities according to the provisions of Law no. 199/2023, with subsequent amendments and additions, and of the University Charter, including in the structures constituted as functional bodies of the governing bodies, established on the basis of university autonomy.

(5) Students participate in decision making at UMFVBT by virtue of the following rights:

a) the right to elect and to be elected in the management structures of the University, according to Law no. 199/2023, with subsequent amendments and additions;

b) the right to be represented in the University Senate and in the Faculty Council, in the Ethics Committee and in the Committee for Evaluation and Quality Assurance, in a minimum proportion of 25%, under the conditions of Law no. 199/2023, with subsequent amendments and additions, and of the University Charter;

c) the right to be represented in the UMFVBT structures that manage social services, including the committees responsible for distributing accommodation, awarding scholarships and allocating places in student camps;

d) the right to have representatives to participate in the procedures for determining the manner of appointment of the Rector through representatives, as well as in the process of appointing the Rector, regardless of the manner of appointment, in accordance with Article 133 paragraph (1) letter b) and para. (2) of Law no. 199/2023 of Law no. 1/2011, with subsequent amendments and additions;

e) the right to be informed and consulted by student representatives about the decisions voted in the governing structures of the institution to which they belong;

f) the right to be involved in the process of administering places in student dormitories, through the establishment of dormitory committees, consisting of the dormitory administrator and a number of student representatives, determined and elected in accordance with the provisions of the internal regulations of the higher education institution;

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g) the right to be given reasons for absences from academic activities, such as courses, seminars, laboratories or practical work, when attending meetings of decision-making bodies as student representatives.

Art. 16

(1) All study documents issued by the UMFVBT, as well as those attesting student status, such as certificates, passbooks or ID cards, are issued free of charge, in accordance with the legal provisions and the Regulation on the amount of tuition fees and other fees. In the case of the issue of duplicates of study documents, the university may charge fees established on the basis of university autonomy, in accordance with the Regulation on the amount of tuition fees and other fees.

(2) Students enrolled in full-time education in accredited higher education institutions benefit from transportation facilities in accordance with the legal provisions, until the age of 30.

(3) Students benefit from reduced rates of 75% for access to museums, concerts, theatre, opera, film, public sports facilities and other cultural and sports events organized by public institutions, within the limits of approved budgets.

Art. 17

Students may participate in volunteer actions, for which they may receive a number of transferable study credits as well as financial incentives, under the conditions established by the University Charter and specific regulations.

Art. 18

Students have the following rights:

a) free dental and psychological care in medical and dental surgeries in higher education institutions, polyclinics and hospitals, in accordance with the legislation in force;

b) accommodation, within the limits of the financial resources allocated and the space available, for the period stipulated in the curricula, unless they study in their place of residence, under the conditions laid down by law, in accordance with the Accommodation Regulations;

c) subsidies for accommodation for students who choose other forms of accommodation than the dormitories of higher education institutions, according to the rules adopted by order of the Minister of Education;

d) the right to free access to university premises to organize projects for students or to carry out internal activities outside class hours and other predetermined activities, in accordance with internal regulations;

e) the right to report abuses and irregularities and to request the verification and evaluation of such reports by specialized bodies provided for by the legislation in force, as well as the right to protection of those who report, according to Law no. 361/2022 on the protection of whistleblowers in the public interest, with subsequent amendments and additions;

f) to have all their written and signed requests registered or sent to the University's official e-mail addresses and to receive a written or electronic reply to such requests, under the conditions established by law and University regulations;

g) the right to an application deadline of at least 5 working days from the publication of the notice for competitions organized in the higher education institution, including those for scholarships, camps, accommodation and mobility;

h) students from disadvantaged groups as defined by the Law on Social Assistance no. 292/2011, with subsequent amendments and additions, benefit from exemption from tuition fees and completion of

studies, under the conditions of their financing by the state, through the budget of the Ministry of Education, according to the legal provisions;

i) the right to benefit from a safe and healthy learning environment, including by facilitating access to information on physical, mental and mental health, well-being and counseling services;

j) the right to have free access to the University's sports and swimming pools, to the extent that they exist, outside the timetable of the teaching activities scheduled in these areas, in accordance with the University's institutional regulations.

Art. 19

(1) Students have the right to know the mechanisms by which tuition fees and other fees charged by the university are established, in accordance with the University Charter and the Regulation on the amount of tuition fees and other fees.

(2) Students have the right to be informed about the number, type and amount of each fee charged by the University.

Art. 20

(1) Students may be eligible for scholarships in accordance with the Scholarships Regulations.

(2) Students can benefit from scholarships abroad for master's and doctoral studies through the Agency of Credits and Scholarships for Students, in accordance with H.G. no. 118/2023.

Art. 21

(1) Students have the right to benefit from places in student camps (thematic, creative, sports or recreational) organized by the Ministry of Education, higher education institutions and/or the national authority in charge of youth policies through its structures, during the summer and winter holidays, and financed from the state budget or from the budgets of higher education institutions.

(2) Students are entitled to re-enrolment and reintegration programs such as "Second Chance" or "First Student in Family", remedial teaching activities or financial support programs.

Art. 22

(1) Students have the following obligations:

a) to carry out all the tasks assigned to them, according to the syllabus, according to the subject sheets;

b) to respect the University Charter, regulations and decisions;

c) to participate in meetings of the UMFVBT's governing structures as elected student representatives;

d) to meet the quality standards set by the university;

e) to respect the copyrights of others and to acknowledge the authorship of the information presented in the work;

f) to comply with the provisions of the Code of Ethics and Professional Deontology and of the UMFVBT University Code of Student Rights and Obligations;

g) to produce and defend discipline-level assessment papers and original final papers;

h) to report to the competent authorities any irregularities in the educational process and in activities related to it;

i) to participate in academic activities without being under the influence of alcoholic beverages or other prohibited substances;

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- j)** to use language and behavior appropriate to the university environment;
- k)** to make appropriate use of all facilities and subsidies received, as intended;
- l)** to respect cleanliness, peace and order in the university premises;
- m)** to preserve the integrity and proper functioning of the material base placed at their disposal by the UMFVBT;
- n)** to pay for any damage to the material base made available to them by the UMFVBT;
- o)** to inform the competent authorities of the existence of any situation that could influence the smooth running of individual and general study activities;
- p)** to fulfill the financial commitments imposed by the UMFVBT, under the conditions set out in the study contract and university regulations.
- q)** to respect the obligations stipulated in the individual study and practical training contract concluded with UMFVBT;
- r)** to sign the study contract at the beginning of the study cycle and in the situations stipulated by UMFVBT regulations;
- s)** to be respectful and appropriately addressed, as well as to behave appropriately throughout the academic community towards: teaching staff, auxiliary teaching staff, non-teaching medical staff, patients, students;
- t)** to dress decently in the academic environment, including when sitting exams;
- u)** not to use electronic devices (of any kind) for the purpose of cheating during assessments;
- v)** to show respect for teaching, demonstrated by:
 - i. punctuality to the teaching activities scheduled in the timetable; after 15 minutes from the beginning of class, access to the classroom/practical work/sessions/seminars will no longer be allowed;
 - ii. not to use cell phones and multimedia devices during class hours / practical work / seminars / seminars, without the teacher's permission;
 - iii. decent interventions during class time, related to the information received/requested, without degenerating into contradictory discussions of a personal nature. Students who disrupt the class may be asked to leave the classroom and/or practical activities and penalized by absence.

(2) For the students of the Faculty of Dentistry, all study programs, materials, instrumentation and equipment necessary for practical and clinical demonstration teaching will be provided by UMFVBT.

(3) The costs of consumable materials and individual instrumentation necessary to perform the various maneuvers in order to meet the appropriate practical and clinical scales for the acquisition of the specific skills required by a dentist with the right to practice, respectively a dental technician and a dental prophylactic dental assistant, as well as the costs for personal protective equipment, are the exclusive responsibility of students, regardless of the form of schooling (budget or fee-based).

(4) The individual need of materials and tools proposed by each discipline is established annually, according to the specific practical scale contained in the Discipline Sheets, being publicly posted both on the UMFVBT website and at the headquarters of each discipline.

(5) All materials, equipment and individual instrumentation purchased by students will be approved by law and will come from authorized distributors in Romania. Individual materials and instrumentation are part of the student's personal kit, will be used during all years of study and remain the property of the student.

(6) All work performed on patients by students with these materials will be free of charge, with the exception of prosthodontic restorations (dental laboratory part), the full cost of which will be paid by the patient.

CHAPTER IV. ADMISSION TO UMFVBT BACHELOR DEGREE PROGRAMS. ENROLMENT AND REGISTRATION OF STUDENTS. ACQUISITION/TERMINATION OF STUDENT STATUS. STUDENT DOCUMENTS

IV.1 Admission

Art. 23

On the basis of university autonomy and public accountability, UMFVBT organizes an admission contest for each study program, in order to test knowledge and cognitive abilities.

Art. 24

For cycle I - bachelor's degree studies, respectively cycle I and II, offered combined in a bachelor's degree program in the Health bachelor's degree field, admission is organized to the specializations / study programs accredited or authorized to operate provisionally, in accordance with the legal provisions in force, with the **Admission Regulation**, and with the **tuition fees** and the **Admission Calendar**, documents approved annually by the University's Council of Administration, by types of admission.

Art. 25

The periods of the admission sessions, the forms and exams are determined by the **Admission Regulations** which are published annually, according to the legal provisions in force, by posting on the UMFVBT website.

Art. 26

(1) A person can receive funding from the state budget for only one program of undergraduate studies, for only one program of master's studies and for only one program of doctoral studies.

(2) A person who has benefited from free tuition in a program of university studies ~~financed~~ from the state budget has the right, under the conditions of the law, to follow another program of university studies within the same cycle of university studies:

a) fee-based, if the state higher education institution also organizes the program in this way;

b) free of charge, with financing from the state budget, under the conditions that the person pays the tuition fees that he/she has previously received with financing from the state budget, in full or in part, in cases where the study program to which he/she has been admitted is organized with full financing from the state budget.

(3) When registering, the person referred to in [para. \(2\)](#) shall submit a sworn declaration of previous university studies at the same level.

IV.2 Registration

Art. 27

For enrolment in the first year during the period set out according to the Admission Competition Calendar, candidates declared admitted to budgeted/fee-based places, who have confirmed their place, are required to submit the file in physical format to the faculty secretariat. Failure to fulfil this obligation leads to the loss of the place obtained through the competition.

Art. 28

(1) The enrolment of EU, EEA and CH citizen students, of foreign students (from third countries) and of the Romanians everywhere, admitted to study programs taught in English or French, respectively Romanian, is done within the deadline specified in the Admission Regulation, approved annually.

(2) In exceptional cases, with the approval of the Board of Directors of the "Victor Babes" University of Medicine and Pharmacy "Victor Babes" of Timisoara, the matriculation of admitted foreign (non-EU) citizens candidates, who have obtained the letter of acceptance to studies issued by the Ministry of Education, can be done until the end of the first semester of the current academic year, respectively until the beginning of the examination session for the first semester.

(3) The documents submitted by EU, EEA and CH citizen students, of foreign students (from third countries) and of the Romanians everywhere admitted to study programs taught in Romanian, English or French, will be analyzed by the Prorectorate for International Relations of the university, which will give an opinion in principle for provisional enrollment and will issue the Decision (Order) of admission to studies, approved by the Rector of UMFVBT.

(4) In order to issue the Enrolment Decision, the students mentioned in paragraph 1 shall submit, in person, to the secretaries of the faculties, within the deadline set for the enrollment of students, the Decision (Order) of admission to studies, accompanied by copies of the following documents:

- Letter of acceptance to study (for foreign students and Romanians everywhere)/Attestation of equivalence of baccalaureate diploma (for students from EU, EEA and CH);
- a certificate of language proficiency in Romanian (for those studying in Romanian) or a certificate of passing the foreign language test (for those studying in English or French);
- official supporting documents, in certified copy, showing exemption from the language test, where applicable;
- proof of payment of the registration fee;
- proof of payment of the tuition fee, where applicable;
- copy of passport/identity card,

(5) The decision (Order) of admission to studies is valid until the date of the decisions of registration and final enrollment of students, after the Prorectorate for International Relations has sent the complete files of students to the secretariats of the faculties according to the admission regulations approved annually.

(6) Students who are EU, EEA, CH, foreign (from third countries) citizens and Romanians everywhere admitted to undergraduate studies are obliged to submit the original baccalaureate diploma to the secretariat of the Prorectorate for International Relations, no later than the last day set for the academic year.

(7) High school graduates, EU, EEA, CH, foreign (third-country) nationals and Romanians everywhere, who have not yet obtained their baccalaureate diploma by the date of enrolment, must submit a notarized declaration that they undertake to submit their original study documents (plus copies and certified translations) by a deadline (the date depends on the country in which the study document was issued), which cannot be later than the starting date of the following academic year.

(8) The secretary's office of the Vice-Rector's Office for International Relations is responsible for tracking the observance of the deadline for submitting the original study documents (plus notarised copies and translations) for students mentioned in paragraph 1, which must send to the Dean's offices the original study documents within the deadline provided for in the notarial declaration submitted by the student upon registration. If the deadline cannot be met, the secretary's office of the Vice-Rector's Office for International Relations will send a written notification to the Dean's Offices, specifying the new proposed deadline for submitting the original documents. The secretary's office of the Vice-Rector's Office for International Relations is responsible for the record-keeping of *Provisional Certificates regarding studies undertaken abroad* for EU citizen students, as well as the procedures for obtaining the *(Final) Certificates of studies undertaken abroad*.

(9) Failure to present the original of the baccalaureate diploma within the deadlines/conditions stipulated above leads to expulsion.

Art. 29

(1) Failure to submit all the original and copies of all the application documents for admission, in accordance with the provisions of the Regulation on the organization and conduct of the admission contest, within the deadline set for the enrolment of students in the first year, leads to the loss of the place obtained through the competition.

(2) Failure to submit the baccalaureate diploma in original/license in copy, within the deadline set for the enrollment of students in the first year, leads to the loss of the place financed from the state budget.

Art. 30

(1) The enrolment of students in the second and subsequent years of study is carried out by completing and signing the Additional Act to the Undergraduate Studies Contract, according to the schedule established by the management of each faculty, within a maximum of 30 calendar days from the beginning of each academic year.

(2) At the beginning of each academic year, enrolment is based on the professional results of the previous academic year, with the obligation to obtain the minimum number of transferable credits (ECTS) required to pass one academic year.

Art. 31

In order to enroll in years II - VI, students must present themselves, in person/through student representatives, at the faculty secretariat, during the public opening hours: *Monday-Friday, between 12.00-15.00*, with the following documents:

- the addendum to the undergraduate studies contract, signed in duplicate;
- the medical certificate, issued by the family physician; for foreign students, the medical certificate is issued by the physician of the UMFVBT Medical Office;
- the internship contract and the evaluation of the student's practical activity. These forms, issued to the students by the secretary's offices of the faculties before the beginning of the internship are filled in by the students, and by the representatives of the healthcare units where the internships took place;
- the student gradebook/ID;
- the transport ID card;
- residence permit (for non-EU citizens)/registration certificate (for EU citizens);

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- copy of the passport, if it was renewed due to expiration or other situations.

Art. 32

(1) Students who fail to register for the academic year by the deadline set by the university administration, i.e. 30 calendar days from the beginning of the academic year, are considered, ex officio, to have renounced their student status by non-attendance and are expelled for non-registration.

(2) The decision of expulsion will be communicated to the expelled student, to the Prorectorate for International Relations (if applicable), to the Financial-Accounting Department, to the Social-Administrative Department and to the Entrepreneurship, Website Administration and e-learning platforms Service, within a maximum of 30 calendar days from the deadline set for the registration of students for each academic year.

Art. 33

Students who have been declared as repeats will be enrolled in the complementary year, within the deadline and according to the procedure in force.

IV.3 Registration

Art. 34

The enrollment of students declared admitted after the admission contest is made by decision of the Rector of the "Victor Babes" University of Medicine and Pharmacy of Timișoara, after payment of the tuition fee, in the case of students admitted on fee-paying places, and after signing the university study contract, according to the **Operational Procedure on the students' enrollment and completion of the register of students at the "Victor Babes" University of Medicine and Pharmacy of Timișoara.**

Art. 35

(1) Students who have received funding from the state budget, in full, for a bachelor's degree program, completed by a bachelor's degree/not completed exam, can be enrolled and matriculated in the first year, after passing the admission contest at the University of Medicine and Pharmacy "Victor Babes" in Timișoara, only on fee-paying places, without the right to reclassification on budgeted places.

(2) Candidates who have received **partial** funding from the state budget within a bachelor's degree program and have been declared admitted to the admission contest organized at UMFVBT, will be enrolled **on the places with fee, starting with the first year of studies.**

(3) The category of students referred to in para. (2) shall have the right to reclassification on the budgeted places, only after passing, in fee-paying regime, the number of years of studies corresponding to those previously followed, in non fee-paying regime, in compliance with the criteria and performance standards for the annual reclassification of students, established by the university management.

Art. 36

(1) After the registration is approved, the students are registered in the Matriculation Register, under a unique number, valid for the entire period of tuition, in the study program(s) to which they have been admitted.

(2) The distribution of students by series and groups will be done in alphabetical order.

Art. 37

The matriculation numbers are assigned following the last matriculation number given in the previous year, by faculties and study programs, as regulated by the Government Decision on the approval of the Nomenclature of fields and specializations / programs of university studies, the structure of higher education institutions, fields and programs of university studies accredited or authorized to operate provisionally.

Art. 38

For students declared admitted to newly established study programs, authorized to operate according to the legislation in force, respectively to study programs organized within a newly established faculty, the assignment of the enrolment numbers is done starting with the number 1.

Art. 39

Students who follow, concurrently or consecutively, two programs of study at the University receive different matriculation numbers, specific to each program of study.

Art. 40

Re-enrolment is done within the deadline set for student enrolment and is conditional on the signing of the study contract and payment of the tuition fee.

Art. 41

(1) The enrollment of EU, EEA, CH and foreign (from third countries) students will be carried out on the basis of their complete applications, submitted weekly by the secretariat of the Prorectorate for International Relations to the secretariats of the faculties, by the deadline set by the university management.

(2) In order to matriculate, EU, non-EU candidates and Romanians from abroad, admitted on places financed from the state budget, are obliged to submit, in original, until the date set by the admission regulation, the diploma/certificate of recognition of the diploma/certificate of baccalaureate/licence/dissertation to the secretariat of the faculty/ secretariat of the Prorectorate for International Relations.

When registering, foreign (non-EU) applicants must present the original study and identity documents from the application file, together with the letter of acceptance to study and the passport with valid visa for study purposes. In exceptional cases, established at national level or as a result of university decisions, matriculation may be carried out on the basis of authenticated documents submitted electronically, the originals being submitted under the conditions of the physical presence of the candidate on Romanian territory.

Tuition fee students who have reclassified to places financed from the state budget are obliged to submit the original baccalaureate diploma to the secretariat of the faculty/department, no later than the last day set for the enrollment in the academic year, but no later than 30 calendar days after the beginning of the academic year, under penalty of losing the place financed from the state budget, obtained by reclassification.

Art. 42

(1) Upon registration in the Student Register, the student's personal file includes:

- the application form for the admission competition;

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- original bacculaureate diploma (for students admitted to places financed from the state budget);
- bacculaureate diploma, in copy, certified as a true copy of the original, accompanied by a certificate from the faculty where the original diploma is located (for those who are studying at two faculties in parallel);
- a copy of the bachelor's degree, certified as a true copy of the original - for graduates who are pursuing a second degree;
- Copy of your identity card/passport, certified as a true copy;
- birth certificate, copy, certified(s) in the original;
- marriage certificate, in copy, certified(s) in the original, if applicable;
- health certificate or health attestation;
- the university studies contract;
- proof of payment of the tuition fee, set by the University Senate, for fee-paying students;
- your transcript of marks from previous years (if applicable);
- other documents required for the admission competition,

(2) In the case of permanent mobility and/or recognition of studies carried out in other higher education institutions abroad, the student's personal file includes the documents stipulated in the Regulation on the academic mobility of students, for the Bachelor and Master cycle, within the "Victor Babes" University of Medicine and Pharmacy of Timisoara.

(3) The personal file of EU, EEA and CH citizen students, of foreign students (from third countries) and of the Romanians everywhere students includes:

- the registration form for the first year of studies;
- Letter of acceptance to study (for students enrolled on their own currency)/Bacculaureate diploma equivalence certificate (for students from the EU, EEA and Switzerland)/Nominal order issued by the Ministry of Education/approval of tuition (for Romanian state scholarship students);
- Birth certificate - copy and notarized translation;
- original and copy of your diploma, translated and legalized (bacculaureate diploma or its equivalent);
- transcript of records - original and copy, translated and notarized, of the studies and syllabus, in the case of candidates applying for equivalence of studies;
- copy of your passport;
- copy of identity card or residence card (where applicable), residence permit;
- a medical certificate (in an international language);
- language proficiency certificates for Romanian or the certificate of completion of the preparatory year;
- proof of passing the foreign language test for those studying in English or French / certificate of foreign language proficiency, according to the Admission Regulations;
- the university studies contract;
- other documents required for the admission competition/dossier selection competition.

Art. 43

(1) During the period of schooling, the student's personal file will be completed with:

- the additional act to the study contract, completed and signed at the beginning of each academic year;
- copy of the marriage certificate or other documents changing the name (if applicable);

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- copy of identity card/passport;
- copy of residence permit;
- the new Letter of acceptance to study, where applicable;
- other documents generated ex officio or at the student's request.

(2) Any change in the academic course, which contradicts the entries in the initial acceptance letter, respectively exceeding the schooling period provided for the study program to which the student was admitted, will be regulated, at the request of UMFVBT, through the secretariat of the Vice-Rectorate for International Relations, by the issuance by the Ministry of Education and Research of a new acceptance letter.

IV.4 Acquisition and termination of student status

Art. 44

(1) A person acquires student status and membership of the UMFVBT community only through matriculation, following his/her admission.

(2) A person admitted to a program of university studies has the status of a student throughout the entire period of his/her presence in the program, from enrolment to graduation, by obtaining all the credits related to the program of studies followed or by expulsion, except during periods of interruption of studies.

(3) Student status is maintained even during internal and international mobility.

Art. 45

The status of a UMFVBT student is granted to a person who fulfills the following conditions: is admitted to studies, is permanently enrolled in studies, in accordance with the legal provisions and signs an Individual Study Contract with the University. In the case of students admitted on fee-paying places it is obligatory to pay the tuition fee.

Art. 46

Student status is obtained under the following conditions:

- a. by admission competition, in accordance with the UMFVBT admission regulations;
- b. by permanent academic mobility within the same university or from another higher education institution;
- c. through the equivalence of studies at other higher education institutions abroad;
- d. by re-enrolment, under the conditions of the present regulation (students who obtain approval for re-enrolment will keep their original registration number);

Art. 47

(4) Termination of student status occurs in the following situations:

- a) of law upon graduation from the bachelor's degree program;
- b) at the student's request, by withdrawal from studies;
- c) by expulsion.

(5) When the student ceases to be a student, he/she is obliged to submit to the secretariat of the faculty the student card, the travel card (if applicable), the liquidation form.

(6) Students whose student status is terminated will be able to collect their original documents from the file, after paying their debts to the University, by submitting the liquidation note to the faculty secretariat.

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IV.5 Contracting studies

Art. 48

Enrollment in studies is based on the completion and signing of a study contract or, where appropriate, an additional act to the study contract, completed and signed annually by students, within 30 calendar days from the beginning of the academic year, the deadline set for student enrollment in years II-IV, according to the schedule established by the management of each faculty.

Art. 49

(1) The study contract includes the rights and obligations of the student and the university in the educational process.

(2) The study contract regulates the student's financial obligations, approved by the University Senate and stipulated in the **Regulation of Tuition Fees and Other Fees**, as well as in other regulations and methodologies.

(3) The study contract shall be concluded for the normal duration of the study program, as stipulated in the normative acts in force.

(4) At the beginning of the academic year, within the term established by this Regulation, the study contract shall be supplemented by annual additional acts, concluded with the agreement of the parties. The addendum shall contain the following provisions: the academic record at the end of the previous academic year, the number of credits not passed, details of the tuition, the optional subjects chosen, one of which is compulsory, the amount of the tuition fee.

(5) The student who does not complete the study program within the normal duration, as a result of repetition, resumption of studies in case of interruption or re-enrolment after expulsion or withdrawal, will apply for a new contract, under the conditions established by the university at the time of its conclusion.

(6) The model of the study contract, respectively of the additional act to the study contract, is approved annually by the University Senate, prior to the beginning of the academic year, being checked for legality, respectively for preventive financial control, by the Legal Department of the University and the Financial Accounting Department.

Art. 50

(1) Enrolled students who do not fulfill their obligation to pay the tuition fees within the term stipulated by the fees regulations, approved by the University Senate, will be expelled, based on the statements sent by the University's Financial Accounting Department with the debtor students.

(2) Until the decision of expulsion is issued or until the financial situation is regularized, the Dean of the faculty sends to the disciplines a note informing them that the student is forbidden to participate in exams/collabs.

(3) The expulsion decision for non-payment of the tuition fee will be communicated to the expelled student, the Vice-Rector's Office for International Relations (if applicable), the Financial and Accounting Department, the Social and Administrative Department, the Legal Department and the Entrepreneurship, Website Administration and e-learning platforms Department, within a maximum of 30 calendar days from the date of issue.

Art. 51

- (1) In case of termination/termination of the study contract, the student is obliged to go through the procedure of liquidation of obligations towards the University.
- (2) The original documents in the student's personal file will be released only upon presentation of the payment form, with all the fields completed.

IV.6 Student documents

Art. 52

- (1) The student card is issued to each student by the faculty secretariat after registration.
- (2) The student card attests the holder's student status and is stamped at the beginning of each academic year.
- (3) The student card is the student's identity card for all services and activities at the University.
- (4) The examining teacher enters in the student's record book and signs all marks obtained in examinations or other forms of assessment of knowledge, including marks for examinations not passed.
- (5) In case of loss or damage of the student booklet, upon the student's request, the secretariat of the faculty will issue another student booklet, for a fee.

Art. 53

The transportation pass is issued by the secretaries of the faculties, in accordance with the law.

Art. 54

The library card is issued free of charge by UMFVBT library staff.

Art. 55

The Secretariat of the Prorectorate for International Relations issues to foreign citizen students the necessary documents to regulate their stay in Romania, based on the following documents attached to the application:

- certificate issued by the faculty secretariat regarding enrollment in the academic year;
- the agreement of the Ministry of Education to study in Romania.

Art. 56

- (1) Corrections, erasures and insertions of false data are not allowed in the content of student documents. Such acts may constitute forgery of public documents and are punishable by law.

CHAPTER V. STUDY CREDITS. FREQUENCY OF PROGRAMMED PROFESSIONAL ACTIVITIES. EVALUATION OF STUDENTS. PROMOTION OF STUDY YEARS

V.1. Study credits (ECTS)

Art. 57

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(1) At UMFVBT, the European Credit Transfer and Accumulation System (ECTS) is an instrument of the European Higher Education Area designed to ensure the transparency of courses and study programs and to improve the quality of higher education.

(2) ECTS is used for:

- keeping track of students' professional results;
- calculating individual student performance and grading;
- transfer of professional results obtained by students as a result of attending and passing exams in subjects included in the curriculum of other universities in the country and abroad or other faculties of UMFVBT.

(3) Under this system, student mobility and flexibility in their professional training are ensured.

(4) Transferable study credits represent the amount of work necessary to achieve a coherent set of learning outcomes related to the competences required by the corresponding occupations according to occupational standards and/or the European Classification of Occupations, hereinafter referred to as ESCO.

(5) Credits are defined as numerical values, allocated to all forms of teaching activity: courses, practical work, internships, seminars, etc., which assess the average amount of work done by the student to master a subject.

Art. 58

The implementation and monitoring of the ECTS system at UMFVBT is the responsibility of the Academic Prorectorate, which will nominate and be responsible for the coordinators at the level of each faculty (Medicine, Dentistry, Pharmacy and Nursing).

Art. 59

(1) The allocation of credits shall be made in accordance with the methodology of the European Credit Transfer System, according to which 60 credits are the numerical equivalent for the normal amount of work for an academic year and 30 credits usually correspond to one semester of higher education.

(2) The allocation of credits covers all subjects in the curriculum, including internships.

(3) The compulsory and optional subjects chosen are credited within the limit of the 60 credits corresponding to the academic year, usually equally distributed over the two semesters.

(4) Once chosen, the optional subject becomes compulsory.

(5) It is possible to obtain credits beyond the allotted number of credits by attending and promoting optional subjects included in the curriculum of each year/semester of university studies.

(6) The optional and optional subjects taken additionally during an academic year benefit from additional credits, which are recorded in the diploma supplement. These subjects are not taken into account when calculating the student's weighted average.

(7) If more than one optional subject is offered in the same semester or year of study, the number of credits may exceed the minimum threshold mentioned in paragraph (1).

(8) The bachelor's exam is credited separately with 10 credits, which will be added to the 180-240 ECTS credits (for bachelor's studies of 3-4 years duration)/300-360 ECTS credits (for bachelor's studies of 5-6 years duration) accumulated until the bachelor's degree.

Art. 60

(1) For each subject, the number of credits allocated is determined according to the amount of work required in that subject in relation to the total amount of work required to pass the entire year of study.

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(2) The amount of work covers the hours of lectures, seminars, laboratories, as well as the hours of individual study, writing papers, etc., necessary for the preparation and promotion of the subject.

(3) The credit allocation system is established by the University management, following the proposal made by the Faculty management, in accordance with the specific teaching activity.

(4) A credit is given for the amount of work a full-time student is expected to do to equal 25-30 hours (conf. Ord. M.E. No. 6768/2023, as amended and supplemented, Methodology for granting transferable credits in lifelong learning) hours of preparation for the acquisition of learning outcomes:

- academic preparation - consisting of teaching hours, which are allocated to: teaching - courses/lectures, practical application - seminars, laboratories, projects, research and work visits, assessment - dissertations, exams. It is recommended that the volume of applied hours should be at least equal to the volume of lecture hours;
- individual preparation/study - including: study of lecture notes, study of course materials, textbooks, books, study of minimum recommended bibliography, carrying out specific preparatory activities for project, laboratory, homework, reports, additional library documentation, internet documentation, preparation for presentations or tests, preparation for final examination, consultations. It is recommended that the number of hours of individual preparation should be equal to or greater than the number of teaching hours.

(5) An academic year, corresponding to a minimum of 60 ECTS credits, comprises a total of 1,500-1,800 teaching and individual study hours related to compulsory and optional teaching activities.

(6) The number of credits allocated to a subject does not reflect its importance, which is regulated by the classification of subjects into compulsory, optional and optional.

(7) Credits do not assess student competences and should not be confused with grades.

(8) Credits do not measure the working time of the teacher, only the student.

(9) Only credit units are used in the UMFVBT, without fractions. A subject may not be allocated less than one credit unit and is normally between 2 and 5 credits.

(10) Subject credits cannot be earned in stages.

(11) The compulsory subject "Physical Education" is allocated 1 credit, awarded in addition to the compulsory credits and cannot be transferred to reach the compulsory credits and is not considered when calculating the maximum number of 15 outstanding credits accumulated in the last two years of study at most. Passing the discipline Physical Education is mandatory, without exceeding the first cycle of studies, according to this Regulation. The discipline "Physical Education" is not considered when calculating the weighted average.

Art. 61

(1) Credits are awarded on passing the subject (passing a subject means obtaining the minimum grade of five or the pass mark). The award of credit shall certify that the workload defined by the number of credit units has been carried out for the assessment result.

(2) An examination passed in a previous academic year is recognized as passed, even if the number of credits allocated for the discipline in question is modified by the faculty secretaries. This provision shall also apply accordingly if, following a change in the syllabus, a subject with a one-year examination becomes a subject with two semester examinations or a subject with two semester examinations becomes a subject with a one-year examination.

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(4) During the duration of a study program, the credits obtained by a student remain valid, unless the student renounces the grade obtained, under his/her own responsibility, in order to change the grade in the re-examination session.

V.2. Specialized (summer) internship and professional internship

Art. 62

(1) Specialty internship carried out in a condensed format during the summer, in accordance with the academic year structure, but no later than 1 September for final-year students, is a mandatory discipline, credited separately in the curriculum and completed with a PASS/FAIL grade, which aims to consolidate theoretical knowledge, train and develop general and specialised professional and practical skills specific to the specialisation for which the student is training within the study program followed.

(2) The professional internship is introduced into the curricula, in the last semester of study programs with 180-240 ECTS, according to ARACIS standards, and represents the practical activity carried out in a condensed format, with a duration of at least 160 hours.

Art. 63

Within UMFVBT, the students' specialized practice is carried out according to the **Regulation on the organization and conduct of students' specialized practice** and professional internship and has the following objectives:

- consolidation of theoretical knowledge and training of the student's practical skills in order to apply them in accordance with the program of studies for which he/she is being trained;
- Adapting students' knowledge and practical skills to the labor market by carrying out a summer internship in specialized health/pharmaceutical units;
- exploring and capitalizing on employment opportunities for graduates, according to their training and skills;
- ensuring excellence in teaching and promoting values in the spirit of academic freedom, in the context of national and international culture and civilization.

V.3. Attendance at scheduled learning activities

Art. 64

Within UMFVBT, the form of organization of undergraduate degree programs is **full-time**, in accordance with the provisions of art. 32, para. 1, letter a) of Law no. 199/2023.

Art. 65

Regardless of the sources of funding for studies, students enrolled in full-time study programs are obliged to participate in all types of activities described in the subject descriptions, provided in their curricula. Attendance in lectures, practical work, seminars, projects and internships are criteria for participation in the final examination to evaluate the knowledge acquired during a semester.

Art. 66

(1) Records of absences are kept by the course holder for the entire duration of the program of study.

- (2) In exceptional situations caused by personal events (marriage, death in the family, birth of a child), students may be exempt, upon request, based on supporting documents, from attending classes for a maximum period of 5 working days or, in the case of pregnant/nursing students, for a period established by the Medical Commission, and may justify the corresponding absences, with their recovery, free of charge.
- (3) To justify absences, students will submit the application approved by the Dean to the course coordinator, accompanied by supporting documents.

V.4. Student assessment

Art. 67

- (1) The method of evaluation of students is proposed by the Heads of Discipline, approved by the Head of Department and approved by the Dean of Faculty.
- (2) Final and mid-term assessment must be objective, reproducible and characterize the student's professional performance.
- (3) Students' knowledge is assessed with marks from 1 to 10, the minimum pass mark being 5. Assessment consists of an examination of theoretical and, where appropriate, practical knowledge.
- (4) The examination and marking rules must be known and respected by the entire academic community. In case of non-compliance, confirmed by the CEAC, the examination may be canceled and the responsible persons will be sanctioned according to the UMFVBT Internal Regulations.
- (5) Completion of work in the subjects is achieved by examination or colloquium, as stipulated in the curriculum.
- (6) The examination may be in the form of a written test (grid test, essay or mixed subject), an oral test, a practical test or another means of testing knowledge, depending on the specific subject.
- (7) The colloquium is a form of verification of knowledge acquired by students and can be held in the week preceding the session, without disrupting the teaching activity or in the regular session.
- (8) To ensure the impartiality of the examination, regardless of the method of conducting the exam, namely the written test (multiple choice test, essay or mixed subject), oral test, practical test or another method of verifying knowledge, depending on the specifics of the discipline, students will extract the competition topics/variants.

Art. 68

- (1) The structure of the academic year foresees the following examination sessions: two ordinary sessions (winter and summer), two sessions of retakes (winter and summer), one re-examination/grade review session (summer, for final year students, and fall, except for final year students).
- (2) Exams can only be taken in exam sessions, an integral part of the structure of the academic year, approved by the Board of Directors and endorsed by the University Senate.
- (3) By exception to the provisions of para. (2), if there is evidence that the examination was conducted irregularly or that the student was assessed incorrectly, students who have a single examination that was not passed in the re-examination session may request, on the basis of an appeal submitted to the Faculty Secretariat within 24 hours of the communication of the results, to resit the examination before a committee appointed by the Dean, with the annulment of the examination previously taken.

Art. 69

- (1) For all subjects/disciplines of study there will be a single scale and bibliography, regardless of the number of teaching staff.
- (2) In the first two weeks after the beginning of the academic year, each subject must post the subject description, which includes the examination syllabus, the bibliography of reference and the assessment and marking procedures, the criteria on the basis of which students are admitted to the examination and the way in which the final mark is calculated, i.e. the weighting of each paper in the final result.
- (3) The examination procedure and the specific requirements are made known to the students by the course holder during the first class session.
- (4) The content of the course textbook/practical assignments/stages and the list of bibliographical materials will be made available to students by publication or posting on the moodle.umft.ro platform.
- (5) Course topics must be updated and in line with the current needs and rigors of medical and pharmaceutical education.

Art. 70

The content of the coursebook/practical work/sessions must be known and agreed by all teaching staff in the subject, with the Head(s) of Subject(s) responsible.

Art. 71

- (1) Whatever form of assessment is used, the examination of all students in a subject should be uniform, both in terms of difficulty and in terms of the way in which it is carried out and the number of subjects examined.
- (2) The exam topic will be set according to the coursework/ practical work/ stages and will be unique for the same subject/subject, with the course leaders, the head(s) of subject and the department head being responsible.

V.4.1 *Taking the exam*

Art. 72

Only students who have fully fulfilled their professional obligations during the year, the conditions of attendance to teaching activities, as well as their financial obligations to the University, have the right to sit the exam.

Art. 73

- (1) Students are required to attend at least 50% of the courses in order to take the theoretical exam in the ordinary session.
- (2) Course absences are only made up within the same week, with another series if possible.
- (3) Students who accumulate more than 50% absences from classes will be allowed to take the theoretical exam in the session of the remaining classes and the re-examination (under the conditions of non-attendance/non-attendance in the session of the remaining classes).
- (4) Sitting for a practical test (in the ordinary/retake/re-examination session) is conditional upon students participating in at least 80% of the internships/practical work or the recovery of absences, in accordance with the provisions of this Regulation.

- (5) Absences accumulated by students in internships/practical work in excess of the allowed amount (20%) may be made up, on a fee-paying basis, up to a limit of 30% of the total number of hours, in the periods established by each discipline, according to its specificity, preferably outside the semester.
- (6) Students who have been absent for well-documented medical reasons (hospitalizations, medical certificates countersigned by a medical specialist from the UMFVBT Evaluation Commission) may make up these absences without payment, depending on the subject program, provided that the number of absences does not exceed 50% of the total number of hours. Special situations are analyzed by the Dean of the faculty, on the basis of the request and the submitted documentation.
- (7) Students can make up absences without pay in the following situations:
- participation in national and international congresses, with evidence of active participation (papers presented orally/poster) with proof of the certificate of active participation/abstract published in the abstract book of the conference, as main author, based on a prior request addressed to the Dean of the faculty;
 - participation in workshops, exchange program, with proof of the student's presence at the respective event, based on a prior request addressed to the dean of the faculty;
 - days off approved by the university management for religious events;
 - exceptional situations caused by personal events (marriage, death in the family, birth of a child).

Art. 74

(1) The student has the right to take the examination in a particular subject only once in the ordinary session. The student will be allowed to sit for the examination no more than 3 times during an academic year in the following sessions:

1. Ordinary session (winter/summer) - for the semester in which the subject was taught;
2. Remedial session (winter/summer) - for the semester in which the subject was taught (in case of failure to pass or no-show in the regular session);
3. Re-examination session (summer, for final year students / fall, except for final year students) for exams not passed (written, practical or both) and for exams for grade reconsideration.

(2) The student can take a maximum of 3 re-exams/ academic year.

(3) The first two sittings of the exam are free of charge if they take place in the ordinary session or in the session of the remaining papers.

(4) In order to take the exams in the re-examination session, the student will pay a fee as stipulated in the **Regulation on the amount of tuition fees and other fees at UMFVBT**, approved by the University Senate.

(5) Re-examination means sitting for the third time for a maximum of three failed examinations, including by not attending the examination.

(6) Attendance to the exams of the re-examination session is based on the individual ticket issued by the secretariat of the faculty, at the student's request, on the basis of a request submitted to the secretariat of the faculty, at least 3 working days before the exam. By exception, in cases where the exam schedule does not allow for the deadline and special situations, the faculty secretariat will issue the individual ticket on the day of the exam.

(7) Re-examinations for grade reconsideration are done with the approval of the Dean of the faculty for a maximum of three examinations in the current academic year. The re-examinations for the reconsideration of the qualification will be held in the session foreseen in the structure of the academic year. In order to

be eligible for re-examination for the reconsideration of the co-qualification, the student must be a full student at the end of the session of the remaining marks.

V.4.2 Scheduling and taking the exam

Art. 75 The exams are only held according to prior planning.

Art. 76

Students will be informed of the form of the exam during their first course. The scheduling of the exams (in the ordinary session) is done by mutual agreement between the students and the teachers in charge of the course.

Art. 77

Exams are scheduled between 08.00 and 20.00. It is not allowed to exceed 20.00 for the completion of the examination, irrespective of how it is conducted.

Art. 78

The date, time and place of the examinations are communicated, in writing, to the Dean of the faculty, by the course holders and/or students, as appropriate.

The exam schedule is established by the course holders in agreement with the students and posted on the university website at least one week before the beginning of the session.

Art. 79

Each subject must offer at least two options per session for the choice of exam date in the resits and re-exams.

Art. 80

Examinations in different subjects may not be taken on the same day. This provision does not apply to examinations in the final and re-examination sessions.

Art. 81

In ordinary sessions, there must be an interval of at least two days between two successive examinations.

Art. 82

In exceptional cases, a student who, for objective reasons, is unable to take the exam according to the programmed exam series, may request in writing to the Dean of the faculty, the rescheduling of the exam with another series, provided that the teaching staff is the same. The reasons must be supported by documentary evidence. Failure of the student to attend the examination as scheduled, without supporting documents and without the approval of the Dean and the course holder will result in the loss of the possibility to sit the examination.

Art. 83

Students may schedule the exam on any day of the session, including Saturdays and Sundays, by mutual agreement with the teacher.

Art. 84

Students are required to report for the exam at the time and place announced and scheduled (possibly 10-15 minutes before).

Art. 85

Students are admitted to the exams on the basis of the student booklet officially attesting their student status and/or the individual catalog issued by the Dean's Office, in the case of outstanding credits, credits in advance or difference exams.

Art. 86

In the ordinary session, the student will have to show the student card (with a temporary attestation from the Dean's Office) and identity card (or passport).

Art. 87

The teachers attending the examination are required to identify the students and to verify that the identity in the student's booklet corresponds to the one in the catalog issued by the Dean's Office.

Art. 88

Students are assigned to the examination room according to the decision of the teachers supervising the examination.

Art. 89

During the exam, students will have all means of communication closed.

Art. 90

In specific subjects, a computer may be used, with the approval of the examining teacher, where this is part of the examination.

Art. 91

The substitution of a person in an examination is forbidden and is punishable by expulsion of both the student who has been substituted and the student who has substituted.

Art. 92

(1) Bags, outerwear, and cell phones are to be stored in places specified by the supervising teacher, not on or near students.

(2) Students will not carry cell phone(s) or other electronic devices capable of communication or data retrieval. Cell phone(s)/cell phones in bags/purses must be switched off when entering the examination room and remain switched off for the duration of the examination.

Art. 93

The discovery on a student's person, during the examination, of electronic devices capable of communication or consultation of data, is considered attempted fraud, even if the devices have not been used.

Art. 94

Students with hearing loss and who require the use of hearing aids must notify the course holder of this condition at least 72 hours before the examination. The course holder has the right to request medical documentation of the student's need for hearing aids.

Art. 95

Students may not leave the exam room earlier than 30 minutes after the start of the exam.

Art. 96

Students are required to carry a pen or pencil and all permitted materials necessary for the examination. Any requests or questions may only be asked aloud and only with the permission of the supervising teachers.

Art. 97

The grids are to be filled in only on the standard forms available at the UMFVBT lithography and which are distributed to the students by the teachers.

Art. 98

During the examination, communication between students is forbidden.

Art. 99

For any type of exam the last 3 students must remain in the room until all students have completed the exam.

Art. 100

(1) On leaving the examination room, students must hand in the written paper and any signed sheets they have with them and sign for the hand-in.

(2) During the exam, teachers do not carry out any activities other than supervising students.

Art. 101

The actual duration of the examination is displayed by teachers by writing it on the blackboard.

Art. 102

The final mark of the examination is recorded in the student's booklet with the course holder's signature.

Art. 103

(1) Attempted cheating (discovering, during the examination, phones/other electronic devices that are in a non-functioning/closed state or printed/written materials on or near the students, without consulting them) is penalized by elimination from the examination and failing the examination.

(2) Fraud (catching the student in the act while using/consulting the above mentioned written materials or electronic devices, including the identification on or near the student of functioning/unlocked telephones/electronic devices) is punishable by expulsion, without the right to re-enroll in UMFVBT.

(3) The Examination Board will refer, in writing, to the Ethics Commission of UMFVBT the examination fraud, for analysis and resolution. The Ethics Commission of UMFVBT shall determine the sanction, in accordance with the provisions of this Regulation, the Code of Ethics and Academic Deontology of UMFVBT and the University Regulations, which will be implemented by the Rector's decision.

V.4.3 Grading exams

Art. 104

The exam grade should represent the level of the student's theoretical and practical knowledge.

Art. 105

The final mark may be the result of a single final assessment or the arithmetic average of the exam mark and the mark of the practical examination or other forms of assessment.

Art. 106

A subject is passed if the final mark is at least 5.

Art. 107

(1) The examination passed or only the passed part (theoretical or practical) is recognized for the entire period of studies in the respective study program, unless the student waives the grade, on his/her own responsibility, in order to reconsider the grade in the re-examination session.

(2) At the end of the first cycle of studies, represented by the third year - for the Medicine and Dentistry study programs and by the second year - for the Pharmacy study program, the student must accumulate all 180 credits, respectively 120 credits.

Art. 108

(1) If the student is not satisfied with the grade obtained in the exam, he/she has the right to request a re-examination in order to reconsider the grade, on a fee-paying basis.

(2) Re-examination for reconsideration of the grade of the exam passed may be requested, in writing, for a maximum of three exams from the curriculum of the current year of study, only if the student is a full student at the end of the session of the remaining exams.

(3) The mark obtained in the re-examination for grade reconsideration is final and may result in an increase in the mark, a decrease in the mark or failure of the examination with loss of credits.

(4) If the student fails to appear for the examination, although there is a written request from the student for re-examination and reconsideration of the grade, the grade previously obtained is recognized.

(5) If the student takes only one part of the exam and withdraws in the other part, the exam is considered failed, with loss of credits.

Art. 109

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- (1) The exam results are communicated to the student on the spot or within 2 working days (except for the last day of the session when the results will be communicated on the same day) after the exam, and are obligatorily recorded in the exam catalog (ticket) / exam result and in the student's book.
- (2) Subject grades are not displayed unless they are anonymized.
- (3) The completed and signed catalog shall be handed in to the faculty secretariat, upon signature, by a member of the examination board/ a representative of the discipline, at the latest on the day after the end of the marking session (in the case of winter/summer sessions), respectively of the re-examination/grade reconsideration session (in the case of fall session).

Art. 110

- (1) The student has the right to see the work and receive an explanation of the grade within 24 hours of the results being announced. In this respect, the course holder is obliged to set a time limit within which students may consult their work.
- (2) Students who feel that they have been unfairly penalized after examining their own work may challenge the result.
- (3) A student can only challenge their own results.
- (4) Complaints by students about the conduct of the examinations, the marking procedure or the results of the examination must be submitted to the faculty secretariat within 24 hours of the notification of the results.
- (5) Students' complaints will be analyzed by a resolution committee appointed for this purpose by the Dean of the Faculty. The committee analyzes the situation presented by the student and draws up a report on compliance/non-compliance with institutional regulations and procedures.
- (6) If the Dean of the faculty, on the basis of the report drawn up by the appeals committee, finds that there is evidence that the examination was conducted irregularly or that the student was incorrectly assessed, he/she may, on the basis of the report drawn up by the appeals committee, annul the result of the examination and order a new examination by a committee established by the Dean, made up of 3 teaching staff, in compliance with the examination procedures laid down for the discipline in question. The re-examination, in these circumstances, does not lead to a reduction in the total number of possible presentations for passing an examination.
- (7) The answer to the appeal shall be communicated in writing to the student, the teacher involved and the head of department, within 48 hours of its submission.

V.5. Passing exams

Art. 111

- (1) Medical education is organized, according to the Bologna process, in two cycles: pre-clinical (years I-III, totaling 180 credits - for university studies offered in a 6-year combined program, years I-II, totaling 120 credits - for university studies offered in a 5-year combined program) and clinical (the following 3 years, totaling 180 credits), according to the provisions of the University Charter.
- (2) For study programs with 180-240 ECTS credits within the UMFVBT faculties, the curriculum involves a single study cycle.

Art. 112

(1) The promotion of a year of studies within a cycle requires obtaining a minimum of 45 credits out of the total of 60 credits allocated/year, with the specification that the number of credits remaining is a maximum of 15 credits accumulated in the last two years of studies, according to ARACIS standards.

(2) Passing a study cycle implies passing all the subjects and the total number of credits foreseen for each study program. At the Faculty of Medicine and Dentistry, students are required to accumulate the 180 credits/cycle at the end of a study cycle, i.e. years III and VI. At the Faculty of Pharmacy, students are required to accumulate 120 credits/cycle at the end of a study cycle, i.e. the second year, and 180 credits at the end of the fifth year, for the second cycle. (3) The minimum passing grade is 5 (five), both in the practical and theoretical examinations.

(4) A test passed, even in the absence of passing the exam, will be recognized throughout the years of study.

(5) Marks of less than 5 require you to repeat the examination at a future session.

Art. 113

(1) The overall average of the year of study is calculated for each year of study **as an arithmetic average, respectively as a weighted average**, taking into account all compulsory subjects (including the optional chosen as compulsory) taken by the student **and their number of credits**, after the end of the session of the remaining credits or the session of the re-exams.

(2) Compulsory subjects are those set out in the syllabus for the year of study.

(3) The weighted average for the year of study is used for:

- Annual reclassification of students;
- Classifying students for academic performance incentive grants;
- Classifying students for places in student camps;
- Selection of students for internal and international mobility.

(4) The provision of para. (3) shall apply to students enrolled as from the academic year 2016-2017.

Art. 114

An examination passed in a previous academic year is recognized as passed, even if the number of credits allocated to the subject changes.

Art. 115

In the years inside the cycles in study programs with 300 and 360 ECTS, the school situation can be:

1. Full pass - if you have obtained all 60 credits;
2. Promoted with remaining credits - if he/she has obtained a minimum of 45 credits out of the total of 60 credits allocated/year, with the specification that the number of remaining credits is a maximum of 15 credits accumulated in the last two years of study;
 - a) In both cases (points 1 and 2), the student may enroll in the following year of study.
 - b) Students who will be taking exams remaining from previous years (credits remaining) will be able to sit for the exam only on the basis of the individual exam catalog, issued by the faculty secretariat.
3. Repeat - if the student has not obtained a minimum of 45 credits/year or if the number of credits remaining in the last two years within the cycle exceeds 15 credits. In these situations, the student is entitled to enroll in a complementary year;
4. Expelled with the right to re-register in accordance with the provisions of Chapter VII of this Regulation.

CHAPTER VI. EXTENSION OF SCHOOLING (COMPLEMENTARY YEAR. MEDICAL EXTENSION). INTERRUPTION OF STUDIES. WITHDRAWAL FROM STUDIES. DROPPING OUT

Art. 116

Students are required to complete their studies within a time limit that is no more than twice the normal duration of tuition for the program in which they are enrolled, the term being calculated from the date of enrolment, considering periods of interruption (suspension of student status)/withdrawal, expulsion (termination of student status).

VI.1 Complementary year

Art. 117

(1) Students who have not obtained a minimum of **45 credits out of the total of 60 credits allotted/year** or if the number of credits remaining in the last two years of the cycle exceeds 15 credits, may continue their studies during a complementary year, based on the signing of a new study contract.

(2) The complementary year means a repetition year with the possibility of obtaining a maximum of 30 credits in advance.

(3) The complementary year extends the total duration of your studies.

Art. 118

During their studies, a student may be enrolled in a complementary year more than once in order to pass the same year of study, but not more than twice the normal length of tuition for the program in which they are enrolled.

Art. 119

(1) The application for enrollment in the complementary year should be submitted in writing to the faculty secretariat, after the end of the exam session or at the latest 10 working days before the beginning of the academic year, otherwise the student will be expelled for non-enrollment.

(2) In the complementary year, the student pays a tuition fee proportional to the number of credits outstanding, but not more than the equivalent of 60 transferable credits in relation to the tuition fee for the year of study in which he/she enrolls. By outstanding credits is meant all outstanding credits within the cycle, not passed at the date of enrolment in the complementary year, in accordance with the Regulation on the amount of tuition fees and other fees.

(3) For foreign students (third-country nationals) studying on their own currency, the tuition fee for the complementary year will be at the same level as the tuition fee for the year of study in which they enrolled, in the amount provided in the Regulation on the amount of tuition fees and other fees within UMFVBT, approved by the University Senate.

(4) Upon return from the complementary year, the student may reclassify to a budgeted place, under the criteria mentioned in Chapter IX of this Regulation.

(5) Students enrolled in a complementary year are not entitled to a scholarship.

(6) A student enrolled in a complementary year, who is dissatisfied with a mark obtained in an exam for the year he/she is repeating, has the right to repeat the study of the subject, respecting the structure of the academic year.

Art. 120

(1) Students who do not obtain the credits required for promotion to the following academic year and are enrolled in a complementary year, must satisfy the curriculum requirements of the class with which they resume their studies.

(2) In the complementary year, the student's teaching obligations are limited to non-promoted subjects and new subjects, in case of a change in the curriculum.

(3) In the case of students enrolled in a complementary year, the grades (including partial grades) will be kept in the record of the subjects and the credits obtained in the subjects promoted in the previous year, including credits obtained in advance, remain valid and will be transcribed by the secretaries of the faculties in the centralized grade book.

(4) Students enrolled in the complementary year must comply with the requirements of the curriculum of the class with which they will graduate. In the case of changes, the secretaries of the faculties will indicate in the applications for enrolment in the complementary year the subjects in which students must sit exams/differential exams by change of curriculum. Aligning the academic situation of students enrolled in the complementary year with the curriculum of the promotion, by adding or deleting subjects, may lead to a change in the overall average of that year. Differential examinations established by a change of syllabus are taken without financial obligation.

Art. 121

(1) Students enrolled in a complementary year may opt to partially follow the curriculum of the year of higher education, thus obtaining credits in advance.

(2) Students who, in the complementary year, apply for credit in advance will pay the full tuition fee.

(3) Obtaining credits in advance for a year of study is not followed by a reduction in tuition fees for that year.

(4) The option to follow, in part, the curriculum of the higher year is submitted to the Dean's Office of the faculty within the deadline for student enrollment.

(5) The application is endorsed by the course holder and the Head of Discipline and approved by the Dean of Faculty. The student is required to submit a copy of the application approved by the Dean in the discipline in which he/she is requesting credit in advance, indicating the group with which he/she will carry out the practical work/internships.

(6) The number of credits taken over from the higher year is limited to 30 units. The sum of outstanding and assumed credits from the upper year may not exceed 60 in an academic year.

(7) Credits will not be approved in advance for subjects with continuity if they have not been promoted in previous years.

(8) One week before the exam, during the exam session, students will request an individual catalog with which they will take the exam.

(9) Depending on the timetable of credits remaining, the student in the complementary year may carry out teaching activities and take exams in subjects in the immediately following year, with the approval of the course holder and provided that the student fulfills all teaching obligations (attendance, practical work, internships).

(10) The distribution in series or module will be done without overlapping the timetable of credits (subjects) remaining from the complementary year with the timetable of credits assumed from the higher plan. The examination of students enrolled in the complementary year and taking subjects in the upper year will be carried out in the same way as for other students, who will have the possibility to sit for an examination three times during an academic year.

(11) Any credits obtained in advance are not taken into account when calculating the credits required to pass the year of study. Credits taken in advance are taken into account only for the semester/year to which the subject taken in advance belongs.

Art. 122

If, upon returning from the complementary year, the repeated undergraduate program no longer exists, the student may opt for a program similar in content. If such a program does not exist, the University has no obligation towards students in this situation.

VI.2 Medical prolongation

Art. 123

(1) Students who have not passed the next academic year for medical reasons may be re-enrolled in the same academic year under the following conditions:

a) have been hospitalized for more than 60 calendar days; or

b) have had sick leave of more than 60 calendar days, including hospitalization for at least 20 consecutive days.

(2) In this regard, students will submit a request for a medical extension of schooling to the secretariat of the faculty, together with the supporting documents endorsed by the Medical Commission of the university, within a maximum of 10 days from the end of the period of medical exemption mentioned in the medical certificate.

(3) The documents will be reviewed and endorsed by the Medical Commission of the university, the Dean of the faculty and the Board of Directors.

Art. 124

When resuming their studies, students who have benefited from a medical extension of tuition will resume their place, whether on tuition fees or on a budgeted basis, at the time of the request for a medical extension.

Art. 125

(1) Budgeted students who have not obtained the required number of credits for medical reasons will follow the complementary year without financial obligations.

(2) The request to resume studies without financial obligations will be approved by the Dean of the faculty and approved by the Administrative Board.

Art. 126

(1) Medical prolongation of schooling can be granted only once during the entire schooling for 1 year.

(2) In exceptional circumstances, the Board of Directors of the University may approve additional medical prolongation of schooling.

Art. 127

- (1) In the year of the medical extension of schooling, students must meet the curriculum requirements of the class with which they are resuming their studies.
- (2) The student's teaching obligations are limited to unpromoted subjects and new subjects in the case of curriculum changes.
- (3) The marks of the exams passed in previous years are recognized by the faculty secretariats.
- (4) In the case of curriculum changes in newly introduced subjects, students will sit difference exams without financial obligations.

Art. 128

If the repeated undergraduate program no longer exists when the student resumes his/her studies, the student may opt for a program similar in content. If such a program does not exist, the University has no obligation towards students in this situation.

VI.3 Interruption of studies

Art. 129

- (1) Interruption of studies may be approved for a period of up to two academic years during the normal duration of the degree program.
- (2) Student status is suspended during the interruption of studies.
- (3) The request for interruption of studies must be submitted in writing to the faculty secretariat, no later than the beginning of the session for the second semester.
- (4) The request for interruption is approved by the Dean of the faculty and approved by the University's Administrative Council.
- (5) Romanian students from everywhere and foreign citizens may benefit from the interruption of their studies, starting with the second year of studies, for a period of no more than 2 years. The restoration of the initial status is possible only for interruptions of studies for medical reasons, including maternity. In other situations, the resumption of studies can be done for Romanians from all over the world only by paying the tuition fee in lei, in the amount established for Romanian citizens, and for foreign citizens, by paying the tuition fee in foreign currency, in accordance with the university regulations.

Art. 130

The period for which the student benefits from free tuition, in accordance with the legislation in force, is not affected by the period for which the interruption of studies has been approved.

Art. 131

- (1) Studenții în regim cu taxă au obligația de a achita, integral, taxele de școlarizare pentru anul universitar în curs, cu respectarea prevederilor Regulamentului privind cuantumul taxelor de școlarizare și alte taxe în cadrul UMFVBT.

Art. 132

- (1) Exams passed up to the date of interruption of schooling are recognized by the faculty secretariats.

(2) Students who have interrupted their studies are obliged, when they resume their studies, to fulfill any teaching obligations resulting from the modification, in the meantime, of the curricula, by studying the newly introduced subjects and taking the difference exams, without financial obligations.

(3) This fact must be communicated to the student at the time of the interruption of studies, indicating on the request for interruption that he/she is aware of this fact.

(4) If, upon return, the interrupted undergraduate program no longer exists, the student may opt for a program similar in content. If such a program does not exist, the University has no obligation towards students in this situation.

Art. 133

(7) At the end of the interruption of studies, the student must submit an application to resume his/her studies during the enrolment period, otherwise he/she will be expelled for non-enrolment.

(8) When resuming their studies, students resume their place on the budget or fee-paid place held at the time of the interruption.

VI.4 Withdrawal from studies

Art. 134

(2) The student has the right to request withdrawal from his/her studies, through an application submitted to the Dean's Office, which will be approved by the Dean, taken into account by the CCOC, and approved by the University's Administrative Council.

(3) The tuition fee student has the obligation to pay, in full, the tuition fee for the current academic year, in compliance with the provisions of the Regulation on the amount of tuition fees and other fees at UMFVBT.

(4) The original documents from the personal file will be released only after the submission of the complete liquidation note to the Dean's Office.

Art. 135

(1) In the event of withdrawal, regaining the student's status at UMFVBT is possible only by taking a new admission examination, except in the cases provided for in paragraph. 2.

(2) Re-enrollment without an entrance examination may be approved, upon written request of withdrawn students, within a maximum of 5 years after their withdrawal from UMFVBT, with the consent of the Dean of the faculty and the opinion of the Administrative Council, by decision of the Rector, under the conditions provided for in the present regulation on re-enrollment. Exempted from this provision are students who have withdrawn from the University in the first year of study.

(3) The application for regaining the student's student status is submitted to the secretariat of the faculty, during the enrollment period.

(4) Romanian students from everywhere and foreign citizens who withdraw from their studies may re-enroll, at the same level of studies, only on places with payment of the tuition fee in lei, in the amount established for Romanian citizens (in the case of Romanians abroad), respectively in foreign currency (in the case of foreigners), in accordance with the university's own regulations. Exceptions are medical cases, approved based on the university charter and these regulations.

VI.5 School drop-out

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Art. 136

At UMFVBT, dropout is defined as:

- failure to register within the deadline provided for in this Regulation.
- withdrawal from studies.

CHAPTER VII. EXPULSION

Art. 137

(1) In the following situations, students will be expelled with the right to re-enroll in UMFVBT:

- failure to register/sign the study contract or the additional documents to it, within the deadlines set by the University regulations;
- failure to pay the tuition fee within the deadlines set by the University regulations;
- failure to submit an application to resume your studies within the prescribed deadline when the interruption of studies expires;

(2) In the following situations, students will be expelled without the right to re-enroll in UMFVBT:

- exceeding twice the normal length of tuition in the program in which the student was enrolled;
- exam cheating (catching the student in the act of using/consulting the above-mentioned written materials or electronic devices, including the identification on or near the student of functioning/open phones/electronic devices);
- serious breaches of the rules of social coexistence inside or outside the university;
- Conducting actions of any kind (verbal or written) aimed at discrediting the university or any member of the academic community or seriously damaging its image and prestige;
- deviations from academic discipline and ethics and for non-compliance with university regulations, at the proposal of the Faculty Council and/or the Ethics Commission of UMFVBT, by decision of the Rector.

(3) After expulsion, the person concerned loses his/her student status and UMFVBT is no longer bound by any obligations towards him/her.

Art. 138

In the event of a new enrolment through a competitive entrance examination, the results obtained previously are not recognized and cannot be recognized and cannot be equated in UMFVBT.

CHAPTER VIII. RE-REGISTRATION

Art. 139

(1) Re-enrollment is done within the deadline set for student enrollment, based on application, with the consent of the Dean of the faculty and the opinion of the Administrative Council, by decision of the Rector, subject to the signing of the study contract and payment of tuition fees.

(2) Expelled students may be re-enrolled within a maximum of 5 years from the date of expulsion, within the same study program, with the exception of students who were expelled in the first year of study and those who were expelled without the right to re-enroll.

(3) UMFVBT students who have withdrawn may be re-enrolled within a maximum of 5 years after their withdrawal, within the same study program, except for students withdrawn in the first year of study.

(4) Students enrolled under Law no. 84/1995 and who have been expelled or withdrawn cannot be re-enrolled.

Art. 140

(1) Re-enrolment will be on a tuition fee basis for the duration of your studies, keeping your original enrolment number.

(2) Students will also have to pay a re-enrollment fee, as stipulated in the **Regulation on the amount of tuition fees and other fees at UMFVBT**, approved by the University Senate.

(3) Romanian students from everywhere and foreign citizens who are expelled may re-enroll, at the same level of studies, only on places with payment of tuition fees in lei, in the amount established for Romanian citizens (in the case of Romanians abroad), respectively in foreign currency (in the case of foreigners), in accordance with the university's own regulations. Exceptions are medical cases, approved based on the university charter and these regulations.

Art. 141

(1) Re-enrolment is done in the year of study corresponding to the number of equivalent/recognized transferable study credits obtained up to the moment of expulsion/withdrawal, by making the learning plans compatible.

(2) Re-enrolment is approved with the passing of any difference exams, where applicable.

(3) Permanent academic mobility is not allowed in the year of re-enrolment.

(4) Students can only be re-enrolled once during their studies.

Art. 142

(1) Students who have been expelled or have withdrawn from other faculties in the country acquire the student status after passing the admission contest at the "Victor Babes" University of Medicine and Pharmacy "Victor Babes" in Timisoara.

CHAPTER IX. CRITERIA AND PERFORMANCE STANDARDS FOR ANNUAL RECLASSIFICATION OF STUDENTS

Art. 143

The provisions of this Regulation shall apply:

- all faculties/study programs (excluding master's and doctoral programs) within UMFVBT;
- all students enrolled after an admission competition in all faculties/programs of study (excluding PhD) at UMFVBT.

Art. 144

(1) At the beginning of each academic year, students will be reclassified on budgeted study places, according to the weighted average of the previous academic year, in descending order, starting with the full-registered students.

(2) The system of annual reclassification of students in order to fill the places financed from the state budget for undergraduate studies, according to the weighted average, is applied in UMFVBT starting with the first year, academic year 2016-2017.

(3) The reclassification refers to the state-funded places of each year of study at UMFVBT, remaining available after keeping the budgeted places for the following categories of students:

- a. students who were eligible for social grants in the previous academic year;
- b. students who benefit from a medical extension of their tuition fees retain the status they had (budget/fee) in the year prior to the year before the interruption;
- c. students who resume their studies after the interruption;
- d. students who have been admitted on places budgeted from the state budget, allocated to Roma candidates, graduates of high schools from rural areas, and graduates with a high school diploma from the social protection system, graduates with a high school diploma with special educational needs/disabilities, graduates with a high school diploma who are national minorities, for study programs that do not exist in state higher education in the language of the respective minority or on places allocated based on the partnership contract with the Ministry of National Defence.

(4) In the category of social grants referred to in para. 2 lit. (b) shall not include occasional social grants.

Art. 145

(1) Budgeted study places will be filled following reclassification, in descending order of weighted averages, in the following order:

1. Full-time students with no outstanding credits from previous years;
2. students promoted with only one outstanding balance from the previous year;
3. students who have been promoted with a failure.

(2) In the event of a tie in the distribution averages, the tie-breaking criteria used sequentially until the first tie is reached are, in the following order:

1. The grade/average of the grades obtained in the subject with the highest number of credits in the previous academic year;
2. The grade/average of the grades obtained in the subjects with the highest number of credits, in descending order, in the previous academic year;
3. Arithmetic average of the weighted averages of the previous academic years.
4. The average obtained in the admission exam to UMFVBT".

(3) In the case of students who have passed the exams with failures, the weighted average is calculated by giving the grade 0 (zero) to the exams that were not passed.

Art. 146

(1) For the purposes of this regulation, the student is a fulltime student, the student who has obtained 60 credits corresponding to the completed study year, by passing the exams in compulsory subjects and the optional subject chosen, according to the study contract.

(2) The exam(s) not passed in previous years affect the status of a full-timer [e.g., a student who is a full-timer of the second year and could be budget pass according to the average, if in the first year he/she had one exam remaining will be reclassified according to the provisions of this regulation.)

(3) At the end of the first cycle (3rd year - Faculty of Medicine and Dentistry, 2nd year - Faculty of Pharmacy), the student must accumulate all 180 credits and 120 credits respectively.

Art. 147 The following categories of students are not reclassified:

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- a. fee-paying students who have graduated from another university on a budget;
- b. fee-paying students who have graduated from another university (regardless of the funding regime, budget or fee) and have not taken an entrance exam;
- c. students who have been expelled and re-enrolled with fees until the end of their studies in the year in which they were re-enrolled;
- d. students enrolled on fee-paying places, following the approval of mobility from private universities or the recognition of periods of study in other higher education institutions abroad;
- e. students admitted to studies on the basis of the Letter of Acceptance and/or without an admission contest (non-EU - own currency account);
- f. students admitted to programs for which the places offered are fee-only;
- g. Romanian students abroad;
- h. Romanian, EU, EEA and CH students who have been admitted to tuition fee study programs in foreign currency (with admission contest) in Romanian and English/French respectively.

Art. 148 Students admitted by mobility from another accredited higher education institution in Romania, who meet the conditions for promotion of the academic year, keep their form of financing (budgeted or fee-based) only in the first academic year from the moment of approval of the definitive academic mobility.

Art. 149 Olympic students admitted on a budgeted place, without an entrance exam, will keep their budgeted place only in the first year of study.

Art. 150

(1) Students benefiting from a one-year mobility grant keep the status (budgeted or fee-paid) they had in the year prior to departure, provided they pass the year of study.

(2) Students benefiting from a one-semester mobility grant will be reclassified according to the provisions of this Regulation.

Art. 151 Upon return from the complementary year, the student may be reclassified to a budgeted place, under the conditions of the criteria set out in this Regulation.

Art. 152 Students who have lost their state-funded places can continue their studies with tuition fees.

Art. 153

(1) The weighted average is expressed by the sum of the products of the grades obtained (N) in compulsory subjects and the credits related to the subjects (C), related to the total number of credits of the respective year, except for Physical Education (**where this subject is not compulsory or not for credit**) and specialized (summer) practicum, according to the formula: $M = \sum N C_{pnn} / 58$.

(2) When calculating the weighted average of the year of study, the compulsory subjects and the chosen optional subject, promoted by the student and their number of credits, after the end of the session of retakes or the session of re-exams, are taken into account.

(3) Optional subjects taken additionally during an academic year benefit from additional credits, which are only recorded in the Diploma Supplement. These subjects are not taken into account when calculating the student's GPA.

(4) Optional subjects taken additionally during an academic year benefit from additional credits, which are only recorded in the Diploma Supplement. These subjects are not taken into account when calculating the student's GPA.

(5) Any credits obtained in advance are not taken into account when calculating the credits required to pass the year of study. Credits taken in advance are taken into account only for the semester/year to which the subject taken in advance belongs;

Art. 154 The reclassification of students in order to allocate budgeted places is carried out by the secretarial staff of each Dean's Office, with the support of the IT Department verified and certified, under signature, by the Dean of each faculty.

Art. 155 Reclassifications are announced and posted on the Dean's Office notice board in the first week of the academic year.

Art. 156

(1) Any possible appeals regarding the annual reclassification of students should be submitted within 48 hours after their posting, to the Dean's Office of the faculty, through the University Registry, room 1, 08.00-14.00.

(2) The resolution of appeals is the exclusive competence of the Dean of the faculty.

(3) After any appeals have been resolved, the lists with the students' reclassification will be drawn up and displayed, containing the final and indisputable results.

Art. 157

(1) Candidates who have received partial funding from the state budget within a bachelor's degree program and have been declared admitted to the admission contest organized at the "Victor Babes" University of Timisoara, will be enrolled on fee-paying places, starting with the first year of studies.

(2) The category of students referred to in paragraph (1) has the right to reclassification on budgeted places, only after passing, in fee-paying regime, the number of years of studies corresponding to those previously followed, in fee-free regime, in compliance with the criteria and performance standards for the annual reclassification of students, established by the university management.

(3) Tuition fee students who have reclassified to places financed from the state budget are obliged to submit the original baccalaureate diploma to the secretariat of the faculty/department, no later than the last day set for the enrollment in the academic year, but no later than 30 calendar days after the beginning of the academic year, under penalty of **losing the state-funded place obtained by reclassification.**

CHAPTER X. STUDENT MOBILITY AND THE EQUIVALENCE/RECOGNITION OF STUDIES UNDERTAKEN IN OTHER HIGHER EDUCATION INSTITUTIONS, AT HOME OR ABROAD

X.1. General provisions

Art. 158

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- (1) Academic mobility is the right of students to be recognized the transferable credits acquired, under the conditions of the law, at other accredited/ provisionally authorized higher education institutions in the country or abroad or at other study programs within the same higher education institution.
- (2) Mobility can be internal or international and, where appropriate, permanent or temporary.
- (3) The academic mobility is carried out in compliance with the legal provisions on tuition capacity and higher education funding and with the university regulations.

Art. 159

- (1) Recognition of transferable credits in the case of international academic mobility can be realized by UMFVBT 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.
- (2) Recognition of grades/qualifications obtained at the partner institution abroad is based on a conversion grid developed and approved by the University

Art. 160

- (1) Academic mobility can be carried out at the request of the student, provided the following conditions are met:
 - the existence of inter-institutional agreements;
 - the acceptance of the accredited/ provisionally accredited higher education institutions, as the case may be, of the sending and receiving countries.
- (2) Interinstitutional agreements set out the conditions for carrying out mobilities between accredited/ provisionally authorized higher education institutions: type of mobility, duration of mobility, number of mobilities, field, study programme, funding of temporary mobility, language of study, accommodation conditions, selection of participants, support services offered to mobility participants, conditions for recognition of the results of academic mobility, etc.
- (3) The inter-institutional acceptance consists in filling in and signing the mobility application form, set out in the annex of the Ministry of Education Order no. 4262/2024 for the approval of the Methodology on 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 applies for mobility to the higher education institution where he/she is registered;
 - the higher education institution accepting the mobility first signs the student's mobility application, then the institution from which the student is leaving signs;
 - the conditions under which the mobility takes place are also specified in the application.

Art. 161

The conditions under which the student's academic mobility can be carried out, respectively the general criteria for the recognition and equivalence of studies carried out in other higher education institutions abroad, for the bachelor's degree programs and the university studies offered jointly within UMFVBT are established by the Regulation on the academic mobility of students, for the bachelor's and master's cycle, within the "Victor Babes" University of Medicine and Pharmacy of Timisoara.

CHAPTER XI. FINAL EXAMINATIONS

Art. 162

(1) The examinations for the completion of studies at the "Victor Babes" University of Medicine and Pharmacy "Victor Babes" of Timisoara, for the undergraduate cycle of university studies and for the bachelor and master studies offered in a combined bachelor and master cycle - in the case of regulated professions, are organized and conducted in accordance with the Law on Higher Education no. 199/2023, with subsequent amendments and additions, the Order of the Minister of Education no. 3691/2024 for the approval of the Framework Methodology for the organization and conduct of the graduation, bachelor's degree/diploma and dissertation examinations, based on the ***Regulation on the organization and conduct of the bachelor's degree and dissertation examinations (for university studies offered in a bachelor's and master's degree combined degree and master's degree)***.

(2) At the "Victor Babes" University of Medicine and Pharmacy of Timișoara, the bachelor/dissertation exams can be taken by graduates of accredited or provisionally authorized study programs, who have passed all the evaluation exams during the bachelor degree programs.

(3) Graduates of accredited study programs or study programs authorized to operate provisionally at UMF "Victor Babeș" of Timisoara register at the Deans of faculties and take the bachelor's degree/dissertation exam at UMF "Victor Babeș" of Timisoara.

(4) For a bachelor's degree programme, the final examination is organized and conducted under the same conditions for all graduates.

(5) At UMF "Victor Babes" in Timisoara, the bachelor's degree/dissertation exam can be taken within 3 years of graduation.

Art. 163

(1) Undergraduate degree programs (3-4 years duration, 180-240 ECTS/SECT transferable study credits) are completed with a bachelor's degree examination for the bachelor's degree cycle.

(2) The license exam consists of two tests, as follows:

a) test 1: assessment of basic and specialist knowledge;

b) exam 2: public presentation and defense of the bachelor thesis.

(3) Depending on the specifics of each program, the number of tests and the way in which they are taken are regulated as follows:

a) Sample 1:

- in the form of a written paper, from the topics and bibliography posted on the university website **for graduates of all undergraduate degree programs;**

- a specific component, in the form of a practical test, **for graduates of the bachelor's degree program in Balneo-physio-kinetotherapy and Recuperation, respectively for graduates of the study programs organized within the Faculty of Dentistry and the Faculty of Pharmacy;**

b) Exam 2 - presentation and public defense of the bachelor's thesis, **for graduates of all bachelor's degree programs.**

(4) The passing average of the license examination must be at least 6,00. The pass mark for each test must be at least 5.00, regardless of the number of tests.

Art. 164

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(1) For bachelor's and master's degrees offered jointly - in the case of regulated professions (university degree programs of 5-6 years duration, i.e. 300-360 ECTS/SECT transferable study credits), the dissertation examination consists of two tests, as follows:

- a) test 1: assessment of basic and specialist knowledge;
- b) test 2: presentation and public defense of the dissertation.

(2) Depending on the specifics of each program, the number of tests and the way in which they are taken are regulated as follows:

- a) Sample 1:

- in the form of a written paper, from the topics and bibliography posted on the university website **for graduates of all bachelor and master programs offered jointly;**

- a specific component, in the form of a practical test, **for graduates of bachelor and master study programs offered in the Faculty of Dentistry and the Faculty of Pharmacy;**

- b) Exam 2 - presentation and public defense of the dissertation, **for graduates of all bachelor and master degree programs offered jointly.**

(3) The pass mark for the dissertation examination must be at least 6,00. The pass mark in each test must be at least 5,00, regardless of the number of tests.

Art. 165

(1) The bachelor degree examination is organized by the UMFVBT, according to the structure of the academic year and the Calendar of the final examinations, approved by the University Senate, in at least two sessions, one of which in February of the following academic year, organized under the same conditions.

(2) The University will inform the candidates about the dates of the final examinations, the conditions and deadlines for registration, the subjects and the bibliography, through the secretariats of the faculties, by posting them on the website.

(3) The questions for the final exam will be 50% of those posted on the University's website and 50% at first sight, from the bibliographical material of the residency, for graduates of bachelor and master programs offered in a combined Bachelor and Master degree, with a duration of 5-6 years (300-360 ECTS), respectively from the bibliographical material published on the University's website, for graduates of bachelor programs with a duration of 3-4 years (180-240 ECTS).

Art. 166

Diplomas and diploma supplements for graduates who have passed the graduation exam are issued free of charge by UMFVBT, within 12 months from the date of graduation.

Art. 167

(1) Until the diploma is issued, graduates who have passed the bachelor's/dissertation exam will receive certificates of completion within 30 calendar days from the date of the bachelor's exam.

(2) The certificate of completion of studies gives the holder the same legal rights as the diploma and must contain the position, the name, surname and signature of the persons in the institution in office at the date of completion (rector, university secretary, dean, secretary-head of faculty), the seal of the institution and the following information:

- a) field of university studies;
- b) the study program/specialization;
- c) period of study;

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- d) average years of studies;
- e) the average of the final exam;
- f) the accreditation status / provisional operating authorization, the form of education, the language of instruction, the geographical location, the number of credits and the normative act establishing them (Government Decision, Ministerial Order, as appropriate);
- g) the number of the ministerial order / letter of acceptance / tuition approval / certificate of recognition of studies - for foreign students.

(3) As a rule, only one certificate of completion of studies is issued to graduates. In the event of loss or destruction, a new certificate shall be issued on request, with a new registration number, valid for a period of no more than 12 months from the date of passing the final examination.

Art. 168

The certificate of completion of university studies, without a final examination, attests the completion of a degree program and is issued on request to graduates who have not taken or have not passed the final examination. It shall be drawn up by the institution and shall contain the following minimum compulsory elements:

- a) field of university studies;
- b) the study program/specialization;
- c) period of study;
- d) average years of studies;
- e) the accreditation status / provisional operating authorization, the form of education, the language of instruction, the geographical location, the number of credits and the normative act establishing them (Government Decision, Ministerial Order, as appropriate);
- f) the number of the ministerial order/letter of acceptance to studies/approval of enrollment/certificate of recognition of studies - for foreign students;
- g) position, name, surname and signature of the persons in the institution, in office at the date of completion (rector, university secretary, dean, dean, secretary head of faculty) and the seal of the institution.

CHAPTER XII. DIPLOMAS / CERTIFICATES

Art. 169

(1) The conditions for issuing the study documents are made public by posting them on the notice board of the Study Documents Secretariat, on the UMFVBT website (www.umft.ro) and presented in the **Study Documents Regulations**, approved by the Senate.

(2) At the issuing, the graduate is presented with the original ID/CI or passport, valid on the day of issuance of the study document(s).

Art. 170

(1) Holders or their proxies have the right to apply for the issue of the completed study documents no later than 12 months after passing the final examination.

(2) A study document relating to completed or partially completed studies is issued to the holder free of charge.

(3) If the holder is unable to attend, the transcript of studies may be issued to his or her proxy, on the basis of a notarized power of attorney/ power of attorney in copy, certified as a true copy, expressly stating that the proxy may collect the transcript of studies.

(4) If the notarial power of attorney was drawn up on the territory of another state, it shall be submitted in original, accompanied by the legalized translation. The power of attorney must be apostilled or supralegalized by the competent authorities of the State on whose territory it was drawn up, except for those drawn up in States which have concluded conventions, treaties or agreements with Romania on legal assistance in civil matters, which provide for exemption from any legalization.

Art. 171

(1) The study documents completed and not finalized by the titulars/appointees are kept in the UMFVBT archive with a permanent deadline.

(2) Study documents completed and not issued due to the death of the holder may be issued to a member of the holder's family (ascendant or descendant of first or second degree), based on a request approved by the Rector of UMFVBT, accompanied by a notarized copy of the death certificate and a sworn statement on the reasons for the withdrawal of these study documents.

(3) We accept powers of attorney made at Romanian embassies or consulates in various countries. Powers of attorney signed under the signature of the ambassador/consul do not need to be translated or apostilled / supralegalized.

Art. 172

In the event of loss, complete destruction or partial damage of a study document, a duplicate may be issued if the institution's archives contain the original of the document and/or other legal documents showing the holder's educational situation or, if the archives were destroyed in circumstances of force majeure (natural disasters, fire, etc.), by the institution's reconstruction of the educational situation.

Art. 173

(1) For the issuance of a duplicate of a study document, the holder shall address, in writing, to the Rector of UMFVBT a request, accompanied by the following documents:

- a) a written declaration by the holder of the document, containing all the elements necessary for identification and the circumstances in which the document was lost, destroyed or damaged;
- b) a certified copy of the birth certificate;
- c) two photographs - recently taken on photographic paper, color, format 3 x 4 cm - of the holder of the document;
- d) proof of publication in the Official Journal of Romania, Part III, in case of loss or destruction of the diploma;
- e) proof of payment of the fee for issuing the duplicate;
- f) the original of the damaged or plasticized document;
- g) notarized power of attorney / power of attorney in certified copy with the original.

(2) The file with the documents referred to in para. (1) shall be submitted by the holder or his/her authorized representative to the Office for Study Documents for verification.

(3) If you apply for duplicates of more than one study document, then, according to the law, you have to apply for a duplicate for each document separately (separate file). Fees are also payable separately for each duplicate.

(4) All approvals given for the issue of duplicates shall be kept in the institution's archives, with a permanent deadline.

DIDACTIC PRORECTORATE

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Art. 174

UMFVBT may charge fees for the issuance of study documents, under the conditions set by the University Senate, in accordance with the provisions of the legislation in force and its own regulations.

CHAPTER XIII. REWARDS. SANCTIONS

Art. 175

For outstanding results in teaching, scientific activity or other special merits, the student may be rewarded by:

- a) highlighting at year, faculty or University level;
- b) the award of a merit diploma for outstanding results in teaching preparation and in the bachelor's degree examination, depending on the average limit set by the regulations of the faculty or the University;
- c) participation in camps, scientific events;
- d) scholarships, according to the Scholarships Regulation;
- e) other forms of distinction, with the approval of the Board of Directors, in accordance with legal regulations.

Art. 176

(1) Failure by the student to comply with the duties arising from the University's regulations, as well as with the provisions contained in the University Charter adopted by the University Senate and the Code of Ethics and Professional Deontology may result in the application of sanctions (warning, temporary suspension of scholarships, suspension of some facilities that the student benefits from, annulment of the results of evaluations, and, in extreme cases, expulsion, as well as other sanctions provided for by the Code of Ethics and Professional Deontology of the University), according to the legal norms and regulations in force.

(2) Sanctions are determined by the decision of the Ethics Commission of the UMFVBT, depending on the seriousness of the misconduct, its repetition, the conditions under which it was committed, and are implemented by decision of the Rector. They may be contested in accordance with the legal provisions, the UMFVBT Code of Ethics and Academic Deontology and the University Regulations.

(3) The sanction will be brought to the attention of the sanctioned student and the sanctioning decision will be attached to the student's personal file.

CHAPTER XIV. ANNEXES

Annex no. 1 - Standard application - Enrolment in complementary year

Annex no. 2 - Standard application - Interruption of studies

Annex 3 - Standard application - Withdrawal from studies

Annex no. 4 - Standard application - Resuming studies

Annex no. 5 - Standard application - Re-enrolment for studies

Annex no. 6 - Standard application - Extension of schooling for medical reasons

Annex no. 7 - Model application - concerning the change of name on the birth certificate originally submitted

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Annex no. 8 - Standard application - regarding the initiation of the procedure for the issuance by the Ministry of Education of a new Letter of Acceptance for studies.

Annex no. 9 – Standard application - request to approve sitting for the bachelor's/master's degree examination.

CHAPTER XV. FINAL AND TRANSITIONAL PROVISIONS

Art. 177

(1) This Regulation shall be reviewed annually, amended in accordance with new legal provisions and approved by the University Senate at least three (3) months before the beginning of the academic year.

(2) The Regulations may be amended only with the approval of the University Senate, at least 3 months before the beginning of the academic year, in accordance with art. 27, para. 2 of the Law on Higher Education, no. 199/2023.

(3) The Faculty Councils and the Administrative Board may adopt resolutions on the details of certain articles of this Regulation, depending on the specific nature of the activity.

(4) In exceptional situations (state of emergency / siege, epidemics / pandemics, natural disasters and other justified situations), the UMFVBT Board of Directors may decide on the manner of carrying out teaching activity, based on university autonomy, according to its own procedure.

Art. 178

In order to make the contents of these Regulations known, they will be posted on the university website (www.umft.ro), Student Regulations section.

Art. 179

The following regulations and methodologies supplement this Regulation:

- University Code of Student Rights and Obligations;
- Regulations for the organization and conduct of the admission contest to the undergraduate cycle of undergraduate studies and university studies offered in a joint program at the "Victor Babes" University of Medicine and Pharmacy of Timisoara;
- Dormitory regulations regarding the organization and functioning of accommodation at the "Victor Babes" University of Medicine and Pharmacy "Victor Babes" of Timisoara;
- Regulations for scholarships at the "Victor Babes" University of Medicine and Pharmacy "Victor Babes" in Timisoara;
- Regulation on the application of the European Credit Transfer Credit System (ECTS) at the "Victor Babes" University of Medicine and Pharmacy "Victor Babes" in Timisoara;
- Regulations for the academic recognition of Erasmus+ students' studies at the "Victor Babes" University of Medicine and Pharmacy of Timisoara
- Regulation on the organization and conduct of the bachelor's/dissertation examination (for bachelor's and master's degrees offered jointly);
- Regulation on the management, completion and issuance of study documents and academic documents within the "Victor Babes" University of Medicine and Pharmacy of Timisoara;
- Regulation on tuition fees and other fees;
- Methodology of examination and marking of students at UMFVBT;
- Methodology on the organization and conduct of the examination process of students/masters/doctoral students in *online* system at UMFVBT;

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- Criteria and performance standards for the annual reclassification of students;
- Regulation on the organization and conduct of specialized practice at the "Victor Babes" University of Medicine and Pharmacy of Timisoara;
- Regulation regarding the academic mobility of students, for bachelor and master cycle, within the "Victor Babes" University of Medicine and Pharmacy of Timisoara.

Art. 180

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

The Senate of the "Victor Babes" University of Medicine and Pharmacy of Timișoara approved this Regulation in the meeting of 28.04.2025 and 28.05.2025, date on which it enters into force.

RECTOR,

Prof. Dr. Octavian Marius Crețu

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



UNIVERSITATEA
DE MEDICINĂ ȘI FARMACIE
„VICTOR BABEȘ” DIN TIMIȘOARA

Annex no. 1 - Form code UMFVBT-REG/PD/DSGU/39/2024 - 01

Registration no. _____

Favorable opinion,

DECAN,

To

FACULTY MANAGEMENT _____

The undersigned _____, declared REPEATER in _____, academic year _____, at the Faculty of _____, Program of studies: _____, please approve my **ENROLMENT FOR THE COMPLEMENTARY YEAR** _____, in the academic year _____, at the Faculty of _____, Program of studies: _____.

Thank you.

Date, _____

Student signature, _____

EDUCATIONAL STATUS of the student(s) _____, **matriculation number** _____:

Year ____/ univ. year ____/ _____

Year ____/ univ. year ____/ _____

Year ____/ univ. year ____/ _____

Year ____/ univ. year ____/ _____

Year ____/ univ. year ____/ _____

Year ____/ univ. year ____/ _____

DIFFERENCE EXAMS set by the change of the Teaching Plan, according to the promotion _____

1. _____

2. _____

3. _____

4. _____

Head Faculty

Secretary, _____

I acknowledged and received a copy _____
(date and signature)

The deadline for processing the application is in accordance with the legislation in force

DIDACTIC PRORECTORATE

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Annex 2 - Form code UMFVBT-REG/PD/DSGU/39/2024 - 02

Registration no. _____

Favorable opinion,

Approved,

DEAN,

ADMINISTRATIVE BOARD

To

The management of the "Victor Babes" University of Medicine and Pharmacy of Timisoara,

I, the undersigned _____, country _____, student in year ____, gr. ____, academic year _____, in the **FACULTY** _____, Program of studies _____, on a tuition-free / fee-paying place, please approve my **WITHDRAWAL** of my undergraduate studies, in the period _____, for the following reasons : _____

Thank you.

** I have been informed that, when resuming my studies, I will fulfill the possible teaching obligations resulting from the modification, in the meantime, of the curricula, by studying the newly introduced subjects and taking the difference exams, without financial obligations.*

Date, _____

Signature, _____

SCHOOL SITUATION:

Year of study _____	University year _____	media _____
Year of study _____	University year _____	media _____
Year of study _____	University year _____	media _____
Year of study _____	University year _____	media _____
Year of study _____	University year _____	media _____
Year of study _____	University year _____	media _____

Chief Faculty Secretary,

DIDACTIC PRORECTORATE

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THE STUDENT'S FINANCIAL SITUATION:

ACHITAT - fee for the academic year _____

Financial Admin: _____
(name, first name, signature)

The deadline for processing the application is in accordance with the legislation in force

DIDACTIC PRORECTORATE

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Annex no. 3 Form code UMFVBT-REG/PD/DSGU/39/2024 - 03

Registration no. _____

Favorable opinion,

Approved,

DEAN,

BOARD OF TRUSTEES,

To,

**MANAGEMENT OF THE UNIVERSITY OF MEDICINE AND PHARMACY
"VICTOR BABEȘ" IN TIMISOARA,**

The undersigned _____, country _____, student in year _____, academic year: _____, gr. _____, in the **FACULTY OF** _____, Program of study: _____, on a tuition-free / fee-paying / CPV , please approve my **WITHDRAWAL** from undergraduate studies, for the following reasons :

At the same time, please release me:

- your personal documents,
- school situation,
- analytical program (tick)

Thank you.

Date, _____

Signature, _____

SCHOOL SITUATION:

Year of study _____	University year _____	media _____
Year of study _____	University year _____	media _____
Year of study _____	University year _____	media _____
Year of study _____	University year _____	media _____
Year of study _____	University year _____	media _____
Year of study _____	University year _____	media _____

Secretary head faculty,

THE STUDENT'S FINANCIAL SITUATION:

ACHITAT - fee for the academic year _____

Financial Admin: _____

CCOC: _____

(name, first name, signature) (date, name, first name, signature))

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The deadline for processing the application is in accordance with the legislation in force

Annex no. 4 Form code UMFVBT-REG/PD/DSGU/39/2024 - 04

Registration no. _____

Favorable opinion,

Approved,

DEAN,

BOARD OF TRUSTEES,

To

**Management of the University of Medicine and Pharmacy
"Victor Babes" in Timisoara,**

I, the undersigned _____, country _____,
having my student status suspended due to interruption of studies at the FACULTY OF _____,
Program of studies: _____, please approve
my **RESUMPTION OF STUDIES** at the Faculty of _____, Program of studies:
_____, in the year _____, academic year _____, on a tuition-free / fee-paying
basis.

Thank you.

Date, _____

Signature, _____

EDUCATIONAL STATUS of the student(s) _____, **matriculation number** _____:

Year ____/ univ. year ____/ _____

Year ____/ univ. year ____/ _____

Year ____/ univ. year ____/ _____

Year ____/ univ. year ____/ _____

Year ____/ univ. year ____/ _____

Year ____/ univ. year ____/ _____

DIFFERENCE EXAMS set by changing the Teaching Plan:

1. _____
2. _____
3. _____

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UNIVERSITATEA
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„VICTOR BABEȘ” DIN TIMIȘOARA

Chief Faculty Secretary,

The deadline for processing the application is in accordance with the legislation in force

Annex no. 5 Form code UMFVBT-REG/PD/DSGU/39/2024 - 05

Registration no. _____

Favorable opinion,

Approved,

DEAN,

BOARD OF TRUSTEES,

To

**Management of the University of Medicine and Pharmacy
"Victor Babeș" in Timisoara,**

I, the undersigned _____, country _____,
expelled from the Faculty _____, specialization _____, please approve
my **REENROLMENT** in the Faculty _____, program of study _____, in
the year _____, academic year _____, on a tuition-free / fee-paying basis.

Thank you.

Date, _____

Signature, _____

EDUCATIONAL STATUS of the student(s) _____, **matriculation number** _____:

Year ____/ univ. year ____/ _____

Year ____/ univ. year ____/ _____

Year ____/ univ. year ____/ _____

Year ____/ univ. year ____/ _____

Year ____/ univ. year ____/ _____

Year ____/ univ. year ____/ _____

Chief Faculty Secretary,

DIFFERENCE EXAMS set by changing the Teaching Plan:

1. _____

DIDACTIC PRORECTORATE

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2. _____
3. _____

Approved Financial Accounting Service

Financial Admin: _____

(name, first name, signature)

The deadline for processing the application is in accordance with the legislation in force.

Annex no. 6 Form code UMFVBT-REG/PD/DSGU/39/2024 - 06

Registration no. _____

Favorable opinion,

DEAN,

Approved,

ADMINISTRATIVE BOARD

To

The management of the "Victor Babes" University of Medicine and Pharmacy of Timisoara,

I, the undersigned _____, country _____, student in year ____, gr. ____, academic year _____, in the **FACULTY OF** _____, Program of studies _____, on a tuition-free / fee-paying basis, please approve my **EXTENSION OF SCHOLARSHIP** for medical reasons, during the period _____, for the following reasons.

I enclose the following supporting documents: _____

Thank you.

Date, _____

Signature, _____

SCHOOL SITUATION:

Year of study _____ University year _____ media _____

Year of study _____ University year _____ media _____

DIDACTIC PRORECTORATE

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„VICTOR BABEȘ” DIN TIMIȘOARA

Year of study _____ University year _____ media _____
Year of study _____ University year _____ media _____
Year of study _____ University year _____ media _____
Year of study _____ University year _____ media _____

Chief Faculty Secretary,

THE STUDENT'S FINANCIAL SITUATION:

ACHITAT - fee for the academic year _____

Financial Admin: _____

(name, first name, signature)

The deadline for processing the application is in accordance with the legislation in force .

Annex no. 7 Form code UMFVBT-REG/PD/DSGU/39/2024 - 07

...../.....

Approved

Legal Office

APROBAT
Management Board

To

**Management of the "Victor Babes" University of Medicine and Pharmacy of
Timișoara**

The undersigned _____, student in _____, academic
year _____, Faculty _____, program of _____ studies _____
_____ holder of CI series _____, nr. _____, CNP: _____, residing in the
locality _____, str. _____, nr. _____, bl. _____,
sc. _____, et. _____, ap. _____, county _____, I **request to change the name on**
the birth certificate originally submitted, as follows: from
_____ (original name) to _____. (new
name).

Please find attached:

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1. Official documents showing the new name and on the basis of which another birth certificate was issued (original + one copy);

2. Birth certificate with new name (original + one copy).

Thank you,

Date:

Signature:

The Dean of the Faculty proposes for approval,

Annex no. 8

Form code UMFVBT-REG/PD/DSGU/39/2024 - 08

...../.....

To

Management of the "Victor Babes" University of Medicine and Pharmacy of Timișoara
Faculty of

The undersigned _____, student in _____, academic year _____, Faculty _____, program of _____ studies _____ holder of the passport series _____, nr. _____, residing in _____, str. _____, nr. _____, bl. _____, sc. _____, et. _____, ap. _____, county _____, I **request to start the procedure for the issuance by the Ministry of Education of a new Letter of Acceptance, taking into account***:

- ☐ Change the name on your original passport
- ☐ Re-enrolment to study in the year, study program
- ☐ Permanent academic mobility
- ☐ Other situations

Please find attached the following related documents:

- ☐ *Change the name on your original passport*
 - The official documents showing the new name and on the basis of which another passport was issued (original and one copy, or notarized translations);
 - Passport with your new name (original and one copy or a certified translation);
 - Acceptance letter initially issued by the Ministry of Education (copy);
 - Other documents (original and copy).
- ☐ *Re-enrolment to study in the year in the degree program*
 - Application for re-registration (copy);

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- Acceptance letter initially issued by the Ministry of Education (copy);
- Other documents (original and copy).

☐ *Permanent academic mobility*

- Application for permanent academic mobility (copy);
- Acceptance letter initially issued by the Ministry of Education;
- Other documents (original and copy).

☐ *Other statements* (in original and copy, respectively certified translations):

.....
.....

Thank you,

Date Signature

The Dean of the Faculty forwards the request to the Prorectorate for International Relations.

Annex no. 9 - UMFVBT-REG/PD/17/2025 - 09

Approved,

DEAN,

Attn:

MANAGEMENT OF THE FACULTY OF _____,

“VICTOR BABEȘ” UNIVERSITY OF

MEDICINE AND PHARMACY OF TIMIȘOARA,

I, the undersigned _____, country _____, a graduate of the Faculty of _____, study program: _____, year _____, kindly request that you approve my **sitting for the bachelor’s/master’s degree examination in the _____ session.**

Please find attached the following documents:

- the bachelor’s/master’s degree paper, accompanied by the abstract and the paper’s assessment report, in electronic format, PDF, to the e-mail address of the Dean’s office of the faculty;

DIDACTIC PRORECTORATE

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- the certificate of linguistic competence, in a widely spoken international language, issued by the relevant UMFVBT department or by another specialised institution, national or international, recognised by the relevant department of the University;
- the statement given by me at my own risk regarding the originality of the content of the paper, signed by the graduate and the scientific coordinator/advisor, in electronic format, PDF, to the e-mail address of the Dean's office of the Faculty;
- the approval of the scientific coordinator/ supervisor, accompanied by the similarity report, in electronic format, PDF, to the e-mail address of the Dean's office of the Faculty;
- proof of payment of the fee.

Thank you.

Date, _____

Signature, _____

REMARKS:

1. Graduate of the Faculty of _____, Study program:
_____, GPA for all years of study: _____, no bachelor's degree examination

Head Secretary of the Faculty,

The term for solving the request is according to the legislation in force.

DIDACTIC PRORECTORATE

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