



**REGULATION  
ON THE ORGANISATION AND CONDUCT OF THE  
FINAL EXAMINATION OF THE ROMANIAN  
LANGUAGE PREPARATORY PROGRAMME FOR  
FOREIGN CITIZENS  
WITHIN  
THE UNIVERSITY OF MEDICINE AND PHARMACY  
"VICTOR BABEȘ" IN TIMIȘOARA**

	Position, Name and surname	Date	Signature
Prepared (Ed. I):	Prof. Daniel Florin Lighezan, Vice-Rector for Academic Affairs  Assoc. Prof. Daniela Șilindean, Head of the Department of Modern Languages and Romanian Language	13.01.2026	
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## CAPITOLUL I. GENERAL PROVISIONS

**Art. 1.** These regulations establish the general framework for the organisation and conduct of the final examination of the Romanian Language Preparatory Programme for Foreign Citizens (PPLR) at the Victor Babeș University of Medicine and Pharmacy in Timișoara, hereinafter referred to as UMFVBT.

**Art. 2.** The preparatory Romanian language programme for foreign citizens ends with a final exam, organised by the Faculty of Medicine, which assesses the level of knowledge of the Romanian language for the minimum language proficiency level B1, defined in accordance with *the Common European Framework of Reference for Languages (CEFR)*, in accordance with the following legal provisions in force:

- Higher Education Law No. 199/2023, as amended and supplemented;
- Ministry of Education Order No. 5,516 of 10 July 2024 on the organisation and conduct of the preparatory year of Romanian language for foreign citizens,
- Order of the Minister of Education No. 3691/2024 approving the Framework Methodology for the organisation and conduct of graduation, bachelor's/diploma and dissertation examinations, amended and supplemented by Order of the Minister of Education No. 7,843 of 20 December 2024,
- [Order of the Minister of Education No. 5.552 of 16 July 2024](#) approving [the Methodology](#) on the conditions for the enrolment of Romanians everywhere and citizens living in Romania in state, private and private religious higher education institutions accredited in Romania;
- Order of the Ministry of Education No. 4394 of 7 May 2024 on the Code of Student Rights and Obligations,
- Specific assessment standards for the Romanian language preparatory programme for foreign citizens of the Romanian Agency for Quality Assurance in Higher Education (ARACIS) with a view to provisional authorisation/accreditation;

**Art. 3.** At least two months before the exam, the University will inform candidates, through the faculty secretariat and by posting on the university's website, about:

- the topics (language skills to be assessed in relation to a general topic) and the bibliography;
- the schedule for the final examination of the preparatory Romanian language programme;
- the conditions for enrolment.

**Art. 4.** The final examination is organised and conducted under the same conditions for all graduates.

## CAPITOLUL II. ORGANISATION OF THE FINAL EXAMINATION

### *II.1. Method of appointment and composition of the committees for the final examination of the preparatory Romanian language programme and the committee for resolving appeals*

**Art. 5.** (1) The composition of the examination committee for the completion of the preparatory Romanian language programme for foreign citizens is established by the Faculty of Medicine, at the proposal of the Faculty Council, at least one month before the date of the examination, is approved by the Board of Directors and is constituted by decision of the Rector. The composition of the committee shall be published on the University's website, [www.umft.ro](http://www.umft.ro).

(2) The examination board for the completion of the Preparatory Romanian Language Programme for

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Foreign Citizens consists of: 2 members, a chairperson, a secretary (with duties limited to document management).

(3) The chair of the examination board for the completion of the Preparatory Romanian Language Programme for Foreign Citizens must have the academic rank of professor or associate professor.

(4) The members of the examination board for the completion of the Preparatory Romanian Language Programme must have the scientific title of doctor and the teaching degree of university assistant, university lecturer/head of university works, university lecturer or university professor.

(5) The secretary of the examination board for the completion of the Romanian language preparatory programme must have at least the teaching degree of university assistant and has only document management duties.

**Art. 6.** (1) The composition of the committee for analysing and resolving appeals is established by the Faculty of Medicine, at the proposal of the Faculty Council, at least one month before the date of the exam, is approved by the Board of Directors and is constituted by decision of the Rector. The composition of the committee is published on the University's website, [www.umft.ro](http://www.umft.ro).

(2) The commission for analysing and resolving appeals shall consist of: 2 members, other than the members of the examination commission, a chairperson, a secretary (with duties limited to document management).

**Art. 7.** The composition of the final examination committees and the committees for analysing and resolving appeals, as well as the number of their members, shall not be changed during the final examinations.

(2) Any change in the composition of the committees, for well-founded reasons, until the date of the final examination, shall be approved by the Rector of the university, with the approval of the dean of the faculty.

(3) The university management, the dean's office and the examination boards bear full responsibility for the organisation and conduct of the final examinations.

**Art. 8.** According to the law, members of the examination board for the completion of the preparatory Romanian language programme for foreign citizens, the secretary of the examination board for the completion of studies and members of the committees for the resolution of appeals may not be related to those being examined or to each other as spouses, relatives or relatives up to and including the third degree.

**Art. 9.** The members of the final examination committees, together with the room supervisors, invigilators and operators, shall participate in the technical training organised by the chair of the committee in the week preceding the written test for the first session of the final examination, at the university premises or online (link sent by e-mail, in justified cases) Clear details will be provided regarding the schedule, location, exam papers, how to complete and mark the answer sheet, the responsibilities of the examination boards, room supervisors and invigilators, the distribution of invigilators and room supervisors among the rooms, and other useful information.

**Art. 10. (1)** The examination board shall bear full responsibility for the organisation and conduct of the final examination of the preparatory Romanian language programme for foreign citizens.

**(2)** The specific duties of the examination board are: to prepare the questions for each part of the final examination of the Preparatory Romanian Language Programme for Foreign Citizens, to establish the marking schemes and criteria for the examination papers, to evaluate the examination papers and to mark the candidates.

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## CAPITOLUL III. CONDUCTING THE FINAL EXAM OF THE PREPARATORY ROMANIAN LANGUAGE PROGRAMME

### *III. 1. Calendar for the final exam of the preparatory Romanian language programme*

**Art. 11.** For the Romanian language preparatory programme for foreign citizens, the structure of the academic year coincides with that established by the UMFVBT Senate for the final years of bachelor's and master's degree programmes.

**Art. 12.** The final exam for the preparatory Romanian language programme is organised by UMFVBT, according to the Calendar for the final exam for the preparatory Romanian language programme for foreign citizens, approved by the University Senate, in at least two sessions, one of which takes place in February of the following academic year, organised under the same conditions.

### *III. 2. Registration of candidates for the final exam of the preparatory Romanian language programme*

**Art. 13.** Participation in the final exam of the Romanian Language Preparatory Programme for Foreign Citizens requires the accumulation of all credits provided for in the study programme curriculum, except for those provided for the completion of studies: 60 transferable study credits (ECTS) for the entire academic year (first semester + second semester).

**Art. 14.** I can take the final exam for the Romanian language preparatory programme for foreign citizens who have graduated from the programme organised by the Faculty of Medicine within UMFVBT, from the current and previous classes, who have passed all the assessment exams during the programme.

**Art. 15.** (1) Candidates for the final exam of the preparatory Romanian language programme must register individually at the Dean's Office of the Faculty of Medicine, according to the calendar approved by the University Senate, by submitting the following documents:

- A written application (institutional form - Annex 1) completed at the secretariat of the Faculty of Medicine by each candidate;
- Proof of payment of the fee, in the case of repeating the final exam or taking it in sessions later than those organised for one's own class;
- Copy of passport, valid for at least 6 months.

(2) After the registration period has ended, the Faculty Secretariat will draw up a list (in alphabetical order) of candidates who are legally entitled to take the final exam of the Romanian Language Preparatory Programme. These lists will be approved by the chair of the committee and made public by posting them on the faculty notice boards and on the institutional website, in the dedicated section.

**Art. 16.** Graduates from previous years may enrol in the final exam of the Preparatory Romanian Language Programme for Foreign Citizens in the sessions scheduled for the current year.

**Art. 17.** Candidates may take the exam in sessions subsequent to those organised for the class to which they belong, provided they bear the related costs, in the amount established by the University Senate, through the Regulations on the amount of tuition fees and other fees.

**Art. 18.** Repeating the final exam of the Romanian language preparatory programme is conditional upon

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registration and payment of the fee established by the University regulations.

**Art. 19.** The general rules of discipline for participation in examinations, as set out in the University Charter and its own regulations, also apply to the final examination of the Romanian Language Preparatory Programme for foreign citizens and are supplemented by the provisions of these Regulations.

### III. 3. Examination tests

**Art. 20.** (1) The final exam for the preparatory Romanian language programme is an exam to assess Romanian language skills for the minimum level B1, defined in accordance with the Common European Framework of Reference for Languages, and consists of a test comprising 5 parts distributed in two tests, as follows: test I, written (parts I-IV taken in a single test) and test II, oral (part V), as follows:

Part I: oral and written comprehension (written test), worth 15 points;

Part II: vocabulary and lexicon (written test), worth 15 points;

Part III: written expression (written test), worth 20 points;

Part IV: linguistic mediation (written test), worth 10 points;

Part V: oral expression – monologue and dialogue (oral test), worth 40 points.

(2) The tests mentioned in paragraph (1) for the final examination of the preparatory Romanian language programme for foreign citizens shall be conducted in the presence of the examination board specific to each test and the examinee, in the same place and at the same time.

(3) By way of derogation from the provisions of paragraph (2), during the period of alert, necessity or emergency, on the basis of university autonomy, with respect for the quality of teaching and with public accountability, the tests referred to in paragraph The online examination must be recorded in its entirety for each graduate and archived at faculty level. The pass mark for the final examination of the Romanian Language Preparatory Programme must be at least 6.00 (60 points).

### Art. 21.

(1) The pass mark for the final examination of the Romanian Language Preparatory Programme must be at least 6.00 (60 points). The pass mark for each test must be at least 50%, as follows: a minimum of 30 points in test I (written), a minimum of 20 points in test II (oral).

(2) The points awarded by the members of the examination board are numbers from 1 to 100, where 100 points means a grade of 10.

(3) The sum of the marks obtained in the tests, awarded exclusively by the members of the examination board, is calculated to two decimal places, without rounding.

(4) The final exam grade for the Romanian Language Preparatory Programme for Foreign Citizens is calculated to two decimal places, without rounding, as follows: the sum of the points obtained in the 5 tests divided by 10;

(5) If a candidate does not obtain at least 30 points in the written test or 20 points in the oral test, the entire exam must be retaken at the next PPLR final exam session.

(6) The tests (written and oral) are compulsory.

(7) The committee's deliberations on the results of the final exam for the Preparatory Romanian Language Programme for Foreign Citizens are not public. The committee's decisions are based on the arithmetic mean of the marks obtained by the candidate from the committee members.

(8) The results are communicated by posting them on the day of the final exam, depending on when the correction is completed, on the notice board of the organising faculty and on the University's website, while maintaining confidentiality.

(9) The results of the oral exam cannot be contested.

(10) The equivalence of the score and the level obtained is as follows: for a score of up to 79 points

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inclusive (grade 7.90) – the level certified by this exam is B1 according to *the Common European Framework of Reference for Languages*. For results above 80 points (grade 8), the level certified by this exam is B2.

**Art. 21.**

- (1) The topics and bibliography are established by the Department of Modern Languages and Romanian Language, approved by the Faculty Council and published on the University's website at least two months before the exam date.

**Art.**

- (1) The exam questions are prepared by the Examination Board.
- (2) At least three working days before the tests are held, the chair of the examination board for the completion of the preparatory Romanian language programme for foreign citizens shall verify the existence and accuracy of the marking scheme and the equivalence of the scores and grades for the proposed tests.

**Art. 23.**

- (1) Students in the Preparatory Romanian Language Programme for Foreign Citizens shall take the tests in Romanian.

**Art.**

- (1) The lists regarding the distribution of students among the examination rooms and the scheduling of candidates for the oral examination shall be posted on the university's website by the dean's office at least one working day before the date of the examination and shall be submitted to the chair of the committee.
- (2) Students must be present in the room to which they have been assigned 30 minutes before the announced start time of the exam (both for the written and oral tests).
- (3) Students must have a valid identity card/passport, student card and blue or black pen with them.
- (4) During the exam, it is not permitted to have mobile phones or other listening, recording or transmission devices, as well as any other sources of written or electronic information. Failure to comply with these requirements will result in exclusion from the exam.
- (5) Students may request a new blank test paper once only if they have filled in the answers incorrectly. In this case, all data and correct answers must be re-filled in before the end of the exam.

**Art. 25.**

- (1) The examination is supervised by the examination board.

**Art. 26** (1) On the day before the final exam, at the time scheduled by the chair of the examination board, the board shall meet at the Printing House in order to: randomly select the topics, verify the correctness of the selected tests, reproduce the tests, and ensure the confidentiality of the tests until they are distributed in the examination rooms. The topics for the written test shall be taken to the examination rooms by the teaching staff designated by the chair of the final examination committee.

- (2) The chair of the commission shall instruct the graduates on how to complete the test, the time allocated, and other useful information.
- (3) The duration of the written test within the final exam is 90 minutes. For 30 minutes after the start of the written test, no candidate may leave the room. Leaving the room after this time is only permitted after the graduate has handed in their paper and signed the submission form.
- (4) At the end of the time allocated for the written test, students shall hand in their papers and sign for them. The last three graduates shall remain in the examination room to sign and seal the envelopes.

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(5) The oral exam shall be scheduled on the same day as the written exam. For the oral exam, candidates shall enter the exam room in alphabetical order.

(6) After the grades have been calculated, the chair of the committee shall hand over the boxes containing the examination materials to the dean's office.

**Art. 27.** (1) The results of the written test shall be communicated on the day of the final exam, depending on when the correction is completed, by the secretary of the examination committee, by posting them on the notice board of the Faculty of Medicine and on the University's website, in PDF format, in compliance with the rules on the protection of personal data. The results shall be signed by the chair and secretary of the examination board.

**Art. 28.** (1) Appeals against the marks obtained may be made in writing to the dean's office of the faculty by submitting the appeal to the university registry or by sending it online to the email address of the dean's office within the deadline set by the university in the Calendar of the final examination of the Preparatory Romanian Language Programme for Foreign Citizens.

(2) Appeals shall be resolved exclusively at faculty level, within the deadline set by the university in the Calendar of the final examination of the Preparatory Romanian Language Programme for Foreign Citizens, and the decisions of the committees for the analysis and resolution of appeals shall be final.

### *III. 4. Results of the final examination of the Romanian Language Preparatory Programme*

**Art. 29.** (1) The catalogue for the final examination of the Preparatory Romanian Language Programme for Foreign Citizens shall be drawn up for each part of the examination (written and oral), completed by the faculty secretary with the names and surnames of the graduates enrolled to take the examination, and sent to the examination board at least one day before the start of the examination.

(2) The marks awarded by the committee shall be entered in the catalogue by the secretary of the committee. The catalogue signed by all members of the examination committee shall be handed over to the faculty secretary within 48 hours of the date of the examination, after any appeals have been heard.

(3) The summary table with the results of the final exam for the preparatory Romanian language programme, drawn up at the dean's office, shall be forwarded to the General Secretariat of the University and the Academic Records Secretariat for the completion and issuance of academic records and shall contain the following: the name of the faculty, the study programme completed, the duration of studies, the form of education, the average grade at the end of the preparatory year, the average grade of the final exam, the signatures of the dean of the faculty and the chief secretary of the faculty, and the faculty stamp.

(4) The results obtained shall be transcribed in the Matriculation Register and on the certificate awarded to the graduate.

**Art. 30.** For archiving purposes, documents relating to the final examinations of the Preparatory Romanian Language Programme for Foreign Citizens, by academic year, shall be grouped into files as follows:

(a) At the Dean's Offices of the faculties:

- Examination catalogues, with permanent retention period;
- The file for the final examination of the Preparatory Romanian Language Programme for Foreign Citizens (attendance tables, results of each test (written and oral), summary tables of exam results, a sample test, Faculty Council decisions, rector's decisions regarding the composition of the exam commission, Regulations for the organisation and conduct of the final exam for the Preparatory Romanian Language Programme for Foreign Citizens), with a retention period of 10 years;

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- the written exam papers of graduates, with a retention period of 3 years;
- (b) At the General Secretariat of the University:
  - The final examination file (Regulations for the organisation and conduct of the final examination of the Preparatory Romanian Language Programme for Foreign Citizens, the rector's decisions regarding the composition of the commission, the marking scheme, a sample test, the summary tables of the examination results), with a retention period of 10 years.

## CAPITOLUL IV. FINAL PROVISIONS

**Art. 31.** (1) In order for a candidate to pass the final exam of the Preparatory Romanian Language Programme for Foreign Citizens, the minimum level of language proficiency must be B1, according to the criteria of the Common European Framework of Reference for Languages.

(2) UMFVBT issues candidates who have passed the final exam with a *Certificate of Completion* of the Preparatory Romanian Language Programme for Foreign Citizens, within a maximum of 12 months from the date of passing.

**Art. 32.** Graduates of the Romanian Language Preparatory Programme for Foreign Citizens, upon obtaining their graduation certificate, have access to undergraduate, master's and doctoral studies, postgraduate programmes for continuing professional training and development, and postgraduate programmes for professional improvement, in higher education institutions in Romania, provided that they have participated in and been declared ADMITTED to the admission sessions legally organised by the university, under the conditions established by the university.

**Art. 33.** (1) Until the certificate is issued, graduates who have passed the final exam of the Romanian Language Preparatory Programme shall receive, upon request, certificates of completion of studies.

(2) The certificate of completion of the Romanian Language Preparatory Programme for foreign citizens confers on the holder the same legal rights as the certificate of completion and must contain the position, name and signature of the persons responsible within the higher education institution, as well as the following information:

- a. The Minister's order or letter of acceptance on the basis of which the student was enrolled in the preparatory programme;
- b. the study programme;
- c. the period of study;
- d. the average grade at the end of the preparatory year (first and second semesters) and the number of credits (60 ECTS/year)
- e. the average grade for the final exam of the preparatory Romanian language programme;
- f. the level of language proficiency obtained according to the CEFR in the B1 completion exam;
- g. provisional accreditation/authorisation status, form of education, language of instruction, number of credits and the normative act establishing them (Government decision, ministerial order, as applicable), higher education institution;

(3) In case of loss or destruction, the issuance of a new certificate follows the legal procedures for the issuance of duplicates of educational documents.

(4) Following participation and failure to pass the final examination of the study programme, even if the student has graduate status after passing the credits provided for in the curriculum (60 credits), *the Certificate of Graduation* will not be issued and the student will not be considered to have graduated from the Preparatory Romanian Language Programme for Foreign Citizens.

**Art. 34.** (1) Graduates who do not pass the final examination shall receive, upon request, a certificate of

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university studies issued by the higher education institution, which shall contain the information provided for in Art. 28, paragraph 2, with the exception of letter e), with the mention: *without passing the final examination*.

(2) If the final examination is not passed in the sessions scheduled in the year of graduation, it may be taken in a subsequent session, with the related expenses being borne by the student, the amount of which shall be in accordance with the Decision of the Senate of UMFVBT.

**Art. 35.** These Regulations were approved at the Senate meeting on 29 January 2026, the date on which they come into force and apply from the 2025-2026 academic year.

**Rector,  
Prof. Octavian Marius Crețu**

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

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*Favourable opinion,  
DEAN,*

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To

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

I, the undersigned (a) \_\_\_\_\_(surname, first name),  
country \_\_\_\_\_, enrolled in the academic year \_\_\_\_\_, registration number  
\_\_\_\_\_, graduate of (a) The preparatory Romanian language programme for foreign citizens  
within the Faculty of Medicine, class of \_\_\_\_\_, kindly request your approval **to take the  
final exam in the session** \_\_\_\_\_

I enclose the following:

- A copy of my passport, valid for at least 6 months.
- Proof of payment of the fee (in the case of repeating the final exam or taking it in sessions later than those organised for my own class).

Thank you.

Date,

Signature,

SCHOOL STATUS:

Year of study \_\_\_\_\_ Academic year \_\_\_\_\_ Average grade \_\_\_\_\_

**NOTES\*:**

1. Graduate of the Preparatory Romanian Language Programme for Foreign Citizens, Faculty of Medicine, overall average: \_\_\_\_\_, without final examination

**Chief Secretary of the Faculty,** \_\_\_\_\_

*\*To be completed only in the case of repeating the final examination or sitting examinations in sessions subsequent to those organised for one's own year group*

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ROMANIAN LANGUAGE PREPARATORY PROGRAMME FOR FOREIGN CITIZENS  
FORM OF EDUCATION: FULL-TIME  
Registration No. \_\_\_\_\_ / \_\_\_\_\_

## CERTIFICATE OF COMPLETION OF STUDIES

This is to certify that Mr/Ms ....., born in the year ....., month ....., day ....., in the town of ....., county ....., country ....., admitted to studies based on ....., is a graduate of the Preparatory Romanian Language Programme for Foreign Citizens within the Faculty of Medicine, Victor Babeș University of Medicine and Pharmacy in Timișoara, form of education ....., number of transferable credits ....., according to Ord. M.E. no. ...., attended the courses of this programme during the period ....., and passed the final exam, session .....

Pass mark at the end of the preparatory Romanian language programme for foreign citizens:

Year of study	Academic year	Average
Overall average		

Results of the final examination of the Preparatory Romanian Language Programme for Foreign Citizens, session .....

Written test	Mark	Final mark
Oral test	Mark	

This certificate of completion confers on the holder the same legal rights as the certificate of completion and is valid until the latter is issued, but for no longer than 12 months after passing the final exam of the preparatory Romanian language programme.

RECTOR,  
DEAN,

CHIEF SECRETARY UNIVERSITY  
CHIEF SECRETARY OF THE FACULTY

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FACULTY OF MEDICINE  
ROMANIAN LANGUAGE PREPARATORY PROGRAMME FOR FOREIGN CITIZENS  
TYPE OF EDUCATION: FULL-TIME  
Registration No. \_\_\_\_\_/\_\_\_\_\_

## CERTIFICATE OF COMPLETION WITHOUT FINAL EXAM

This is to certify that Mr/Ms ....., born in the year ....., month ....., day ....., in the town of ....., county ....., country ....., admitted to studies based on ....., is a graduate of the Preparatory Romanian Language Programme for Foreign Citizens within the Faculty of Medicine, Victor Babeș University of Medicine and Pharmacy in Timișoara, form of education ....., number of transferable credits ....., in accordance with Ord. M.E. no. ....., attended the courses of this programme during the period ....., and did not take/pass the final exam of the preparatory Romanian language programme.

Pass mark at the end of the preparatory year:

Average at the end of the preparatory year	Semester I	Semester II

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