

METHODOLOGY

REGARDING THE ORGANISATION AND SUPPORT OF COMPENSATORY MEASURES WITHIN THE "VICTOR BABEȘ" UNIVERSITY OF MEDICINE AND PHARMACY IN TIMIȘOARA FOR THE EQUIVALENCE OR RECOGNITION BY CNRED OF STUDIES OBTAINED ABROAD

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CAPITOLUL I. GENERAL PROVISIONS

Art. 1

This Methodology establishes the conditions under which compensatory measures may be organised and supported within the Victor Babeș University of Medicine and Pharmacy in Timișoara, with a view to the equivalence or recognition of educational qualifications obtained abroad by the National Centre for the Recognition and Equivalence of Diplomas (CNRED), for access to the labour market or vocational training.

Art. 2

(1) This Methodology is based on the following European and national legal framework:

- Directive 2005/36/EC of the European Parliament and of the Council on the recognition of professional qualifications, transposed by Law No. 200/2004 on the recognition of diplomas and professional qualifications for regulated professions in Romania, as subsequently amended and supplemented;
- Law No. 199/2023 on higher education, as amended and supplemented;
- Order of the Ministry of Education No. 5508/2024 approving the Methodology for the recognition and equivalence of short-term university studies, bachelor's, master's or postgraduate degrees issued by accredited higher education institutions abroad.

Art. 3

According to the provisions of Ministry of Education Order No. 5508/2024, the procedure for the recognition and equivalence of educational documents certifying the completion, at an accredited higher education institution abroad, of short-term university studies, bachelor's degrees, master's degrees or postgraduate programmes for adult vocational training, involves the evaluation and determination by CNRED of the level and/or field and/or specialisation of the educational document obtained abroad in relation to the Romanian education system, which may result in the issuance by CNRED of a recognition or equivalence document for the following categories of citizens:

- a) Romanian citizens, citizens of other Member States of the European Union and the European Economic Area and of the Swiss Confederation, citizens of third countries who enjoy equal treatment with Romanian citizens and persons who enjoy a form of international protection on the territory of Romania, in accordance with the law, with regard to access to education, vocational training and the labour market;
- b) citizens of third countries solely for the purpose of accessing the labour market in Romania.

Art. 4

If the CNRED's assessment of the conditions necessary for the recognition of educational documents issued by accredited higher education institutions abroad, for access to the labour market or vocational training, as provided for in Article 7(3) of Order M.E. No. 5508/2024, reveals substantial differences in relation to the Romanian higher education system, compensatory measures shall be taken, as follows:

- a) taking difference exams and/or
- b) practical internships within accredited study programmes

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Art. 5

Compensatory measures are decided on a case-by-case basis by the relevant departments within the Ministry of Education or by the Victor Babeș University of Medicine and Pharmacy in Timișoara (UMFVBT).

CAPITOLUL II. ORGANISATION AND IMPLEMENTATION OF COMPENSATORY MEASURES WITHIN UMFVBT

Art. 6

Only applicants who hold a professional qualification obtained abroad and who submit an application to the CNRED to take difference exams may take the compensatory measures regulated under this methodology at UMFVBT.

Art. 7

(1) The file for requesting the organisation and support of compensatory measures shall include the following documents:

- a) application (according to the model presented in Annex no. 1 to this Methodology);
- b) CNRED address for taking difference exams;
- c) identity document and proof of name change (if applicable);
- d) passport;
- e) educational certificate;
- f) diploma supplement/transcript;
- g) analytical programmes of the courses taken, complete description of the courses/subjects studied, etc.;
- h) proof of payment of the file evaluation fee for the request to organise and support compensatory measures, established in accordance with the Regulations on the amount of tuition fees and other fees within UMFVBT;
- i) other documents, if applicable.

(2) The requested documents shall be submitted in copy for documents issued in Romanian, English, French. For those issued in a foreign language, the documents shall be submitted in copy and certified translation into Romanian, in copy. In case of justified doubts, UMFVBT may request the presentation of the original study documents by the holder.

(3) Academic documents subject to recognition and equivalence shall be authenticated with the Hague Apostille for states that are parties to the Hague Apostille Convention, and for other states, academic documents shall be super-legalised or accompanied by a Certificate of Authenticity issued by the competent authorities of the country of origin. Exemption from apostille or legalisation is permitted by law for persons benefiting from a form of international protection on the territory of Romania, in accordance with the provisions of an international treaty to which Romania is a party, or when the academic documents can be verified in the online databases of the issuing institutions or authorities in the country of origin.

(4) After the approval of the request for compensatory measures by the management of the Victor Babeș University of Medicine and Pharmacy in Timișoara, the files shall be submitted in electronic format to the faculty's e-mail address, registered and forwarded for evaluation to the specialised committee set up at faculty level.

Art. 8

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(1) In order to organise and support compensatory measures within UMFVBT, a specialised committee shall be appointed at the level of each faculty, by decision of the Rector, at the proposal of the dean, to analyse the content of study programmes completed in other countries or currently being completed, with a view to establishing difference exams, in accordance with the curricula and ARACIS standards specific to each study programme.

(2) The content of the difference exams may also be determined by UMFVBT, through the specialised committee at faculty level, with reference to the fundamental and specialised subjects in the curriculum, in accordance with the study programme syllabus/curriculum.

(3) After evaluating the documentation submitted by the applicant, the resolution of the faculty-level specialised committee will be recorded in minutes, signed by all members of the committee, which will list at least the following elements:

- a) the field of university studies;
- b) the study programme/specialisation;
- c) all subjects for which the difference exams will be taken as compensatory measures, in accordance with this methodology;
- d) the deadline by which the compensatory measures will be taken (maximum 1 year).

Art. 9

(1) The compensatory measures shall be approved/rejected within 30 days of the date of registration of the request by the university management, at the proposal of the faculty dean's office, based on the resolution of the specialised committee.

(2) The faculty dean's office shall notify the applicant of the approval of the request, in electronic format, to their e-mail address, within 5 days of approval, including the resolution of the specialised committee, the financial conditions, the equivalent value of the difference exam fees and the university's internal regulations regarding the taking of difference exams (attendance at courses, attendance, sitting exams, etc.), in accordance with the university's internal regulations.

(3) The applicant shall send the dean's office, within 5 working days, in writing, to the dean's office email address, their acceptance of the conditions communicated and proof of payment of the equivalent value of all difference exams.

(4) Refusal by UMFVBT to approve the compensatory measures shall be communicated in writing to the applicant within 30 days of the date of the request.

Art. 10

Difference exams at UMFVBT are held exclusively in Romanian and take place in physical format, in accordance with the Regulations on the organisation and conduct of professional activities of students at UMFVBT.

Art. 11

(1) The organisation of compensatory measures shall be carried out in accordance with the structure of the academic year, so that the applicant has the opportunity to take the difference exams within a maximum of 1 year from the initial decision on the obligation to take these measures.

(2) The difference exams can only be taken during the exam sessions approved according to the structure of the academic year.

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(3) Applicants have the right to take the exam for a given subject only once during the regular session. They may take the exam no more than three times during an academic year, in the following sessions:

- Regular session (winter/summer) – corresponding to the semester in which the subject was taught;
- Resit session (winter/summer) – corresponding to the semester in which the subject was taught (in case of failure or non-attendance in the regular session);
- Re-examination session (autumn) for failed exams, at the applicant's request, without exceeding the deadline specified in paragraph 1.

(4) The applicant may take a maximum of 3 re-examinations per academic year.

Art. 12

Applicants are admitted to the difference exams based on the individual catalogue issued by the Dean's Office.

Art. 13

The exam schedule is posted on the university website at least one week before the start of the session.

Art. 14

(1) Only applicants who have fully fulfilled their professional obligations during the year, the conditions of attendance at teaching activities, as well as their financial obligations to the University, have the right to take the exam.

(2) Attendance at the theoretical exam in the regular session is conditional on participation in at least 50% of the courses. Applicants who accumulate absences from courses in excess of 50% will be allowed to take the theoretical test in the resit session and, respectively, in the re-examination session (in the event of non-attendance/failure in the resit session, at the applicant's request).

(3) Taking the practical exam (in the regular/resit/re-examination session) is conditional on attending at least 80% of the internships/practical work or making up for absences, under the terms of the Regulations on the organisation and conduct of students' professional activities within UMFVBT.

(4) Absences accumulated during internships/practical work in excess of the permitted amount (20%) may be recovered, subject to a fee, up to a limit of 30% of the total number of hours, during the periods established for each discipline, depending on its specific nature, preferably outside the session periods.

(5) Applicants may make up absences free of charge in the following situations:

- well-documented medical reasons (hospitalisation, medical certificates countersigned by a specialist doctor from the UMFVBT Evaluation Committee), provided that the number of absences does not exceed 50% of the total number of hours. Special situations are analysed by the Dean of the faculty, based on the request and the documentation submitted;
- participation in national and international conferences, with evidence of active participation (oral/poster presentations) with proof of active participation certificate/abstract published in the conference proceedings, as the main author, based on a prior request addressed to the dean of the faculty;
- participation in workshops, exchange programmes, with proof of the student's attendance at the event, based on a prior request addressed to the faculty dean's office;
- days off approved by the university management for religious events;
- exceptional circumstances caused by personal events (marriage, death in the family, birth of a child).

Art. 15

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Internships or other measures are carried out in accordance with internal rules on the professional activity of students.

Art. 16

The amount of fees for compensatory measures, in compliance with the minimum amount provided by legal regulations, is established by the Regulations on the amount of tuition fees and other fees within UMFVBT, which are also posted on the university's website.

CAPITOLUL III. RECORD OF COMPENSATORY MEASURES SUPPORTED BY UMFVBT

Art. 17

(1) The records of requests submitted for the organisation and implementation of compensatory measures are kept by the faculty deans' offices, in electronic format, in the Register of applicants for the organisation and implementation of compensatory measures within the Victor Babeș University of Medicine and Pharmacy in Timișoara.

(2) Individual catalogues of difference exams are managed in accordance with the legislation and provisions of the Operational Procedure *for the preparation, verification, delivery, receipt and storage of exam catalogues within the Victor Babeș University of Medicine and Pharmacy in Timișoara.*

(3) Applicants, results and documents related to compensatory measures are not recorded in the Single Matriculation Register.

Art. 18

(1) Following the completion of compensatory measures, UMFVBT shall send C.N.R.E.D. a certificate attesting to their completion.

(2) The certificate referred to in paragraph (1) shall contain at least the following elements:

- a) the applicant's identification data;
- b) the registration number of the CNRED address for taking difference exams;
- c) the registration number of the applicant's request to UMFVBT to take the difference exams;
- d) the registration number of the minutes of the faculty's specialised committee;
- e) the field of university studies;
- f) the faculty that organised the compensatory measures and the study programme;
- g) information certifying the completion of compensatory measures: subjects passed, results (grades), dates of examinations;
- h) position, surname, first name and signature of the persons responsible (rector, chief secretary of the university, dean, chief secretary of the faculty).

(3) The records of the certificates issued following the completion of compensatory measures shall be kept centrally, at university level, by the Academic Records Secretariat, in an electronic register, by academic year, faculty and study programme, mentioning the elements provided for in paragraph 2, letters a)-g).

CAPITOLUL IV. FINAL PROVISIONS

Art. 19

The Senate of the Victor Babeș University of Medicine and Pharmacy in Timișoara approved this Methodology at its meeting on 16 December 2025, the date on which it enters into force.

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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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Registration no. _____

AGREED
RECTOR,

To
VICTOR BABEȘ UNIVERSITY OF MEDICINE AND PHARMACY IN TIMIȘOARA

I, the undersigned, _____, citizen of _____,
ID card (for EU citizens)/passport (for third-country nationals) series, no. _____, graduate of the
University _____,
Faculty _____, study programme _____, year of
graduation _____, level/cycle of studies _____, field of study _____
_____, email address: _____, tel. _____.

I hereby kindly request your approval for the organisation and **implementation of compensatory measures, namely the taking of differential exams and/or the completion of internships** at the Victor Babeș University of Medicine and Pharmacy in Timișoara, Faculty _____, study programme _____, in accordance with the structure of the academic year _____.

I enclose the following documents:

1. CNRED letter for taking differential exams;
2. Identity document and proof of name change (if applicable);
3. Passport, if applicable;
4. Academic record;
5. Diploma supplement/transcript;
6. Analytical programmes of the courses taken, complete description of the courses/subjects studied, etc.;
7. Proof of payment of the file evaluation fee for the request to organise and support compensatory measures, established in accordance with the Regulations on the amount of tuition fees and other fees within UMFVBT;
8. Other documents:

Date _____

Applicant's signature _____

FAVOURABLE OPINION DEAN OF THE FACULTY

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