



REGULATION ON THE ORGANISATION AND CONDUCT OF THE ADMISSION COMPETITION UNDERGRADUATE PROGRAMMES AND UNDERGRADUATE PROGRAMMES OFFERED JOINTLY WITHIN THE UNIVERSITY OF MEDICINE AND PHARMACY "VICTOR BABEȘ" IN TIMISOARA

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CHAPTER I. GENERAL PROVISIONS CONCERNING THE ORGANISATION AND CONDUCT OF ADMISSION

I.1. The present Regulation on the organisation and conduct of the admission examination to the undergraduate studies cycle at the "Victor Babes" University of Medicine and Pharmacy "Victor Babes" of Timisoara (hereinafter referred to as the University) has been elaborated in accordance with the provisions of:

- Law on Higher Education No 199/2023, as amended,
- Ministry of Education Order no. 3693/2024 for the approval of the Framework Methodology on the organisation and conduct of admission to higher education in the undergraduate, bachelor, master and doctoral cycles of short university studies.

I.2. The admission of Romanians from abroad, as well as of citizens from non-EU countries, is carried out on the basis of special methodologies elaborated by the Ministry of Education, as follows:

- Ministry of Education Order no. 5.552 of 16 July 2024 for the approval of *the Methodology regarding the conditions of enrolment of Romanians from abroad and foreign citizens in accredited state, private and private denominational higher education institutions in Romania;*
- M.E. Order no. 5.553 of 16 July 2024 on the approval of *the Procedure for issuing letters of acceptance to study for Romanians from abroad for state and accredited private higher education, for places with tuition fees in lei;*
- M.E. Order no. 5.655 of 23 July 2024, on the admission of foreign citizens to study at university and postgraduate levels, on study places with tuition fees in foreign currency,

I.3. On the basis of university autonomy and public accountability, the "Victor Babes" University of Medicine and Pharmacy "Victor Babes" of Timisoara organises an admission contest for each accredited or provisionally authorised study programme, in order to test knowledge and cognitive abilities.

I.4. (1) In order to ensure equal opportunities and effective integration into social life, the "Victor Babes" University of Medicine and Pharmacy of Timisoara allocates a number of budgeted places within the approved enrolment figure, in compliance with the legal provisions and the enrolment capacity, for graduates with baccalaureate diploma from the following categories:

- a) national minorities, for study programmes which do not exist in state higher education in the language of the respective minority;
- b) the social protection system;
- c) persons with disabilities.

If places are not filled, they will be redistributed to other candidates.

(2) The "Victor Babes" University of Medicine and Pharmacy of Timisoara provides additional support adapted to the needs of candidates with locomotor disabilities and supports their access to the institution.

I.5. (1) For cycle I - bachelor's degree studies, respectively cycle I and II, offered merged in a bachelor's degree programme in the Health bachelor's degree field, admission is organised to the specialisations / study programmes accredited or authorised to operate provisionally, in accordance with the legal provisions in force, with the provisions of this Regulation, as well as with the enrolment figure and the Admission Calendar, documents approved annually by the University's Council of Administration, by types of admission, as follows:

- **Type I:** admission to the 6-year (360 ECTS credits), 6-year (360 ECTS) university degree programmes offered in Romanian language, offered on a joint basis, to Romanian, EU/EEA/CH citizens, as well as to British citizens and their family members, as beneficiaries of the Agreement on the withdrawal of the United Kingdom of Great Britain and Northern Ireland from the EU and EAEC 2019/C 384 I/01;

- **Type II:** admission to Bachelor degree programmes and university degree programmes offered on a 3-4-5 year (180-300 ECTS credits) and co-offered (3-4-5 years) basis for Romanian, EU/EEA/CH and UK citizens and their family members as beneficiaries of the Agreement on the withdrawal of the United Kingdom of Great Britain and Northern Ireland from the EU and EAEA 2019/C 384 I/01;
- **Type III:** Admission to university study programmes offered in a foreign language/Romanian language, 5-6 years (300-360 ECTS credits), 3 years (180 ECTS credits), Bachelor degree programmes, Romanian (RO), European Union (EU), European Economic Area (EEA), Swiss Confederation (CH) citizens (RO), as well as British citizens and members of their families, as beneficiaries of the Agreement on the withdrawal of the United Kingdom of Great Britain and Northern Ireland from the EU and EAEC 2019/C 384 I/01, citizens from third countries, as well as Romanian citizens from abroad on study programmes taught in Romanian.

(2) The study programmes accredited or authorised to operate on a provisional basis shall be established annually by Government Decision, initiated by the Ministry of Education before 31 March of each year. It may be amended or supplemented, by 31 August of each calendar year, at the initiative of the Ministry of Education, with applicability for the following academic year.

(3) The accredited (A) or provisionally authorised to operate (AP) undergraduate degree programmes within the "Victor Babes" University of Medicine and Pharmacy "Victor Babes" of Timisoara, in the undergraduate degree field of Health, educational form: IF (full-time education), for which an admission competition is organised, in the year 2026, in accordance with the legal provisions in force and the present regulation, in compliance with the Government Decision on the approval of the Nomenclature of fields and specialisations/ programmes of university studies and the structure of higher education institutions for the academic year 2026-2027, are as follows:

Nr. crt.	Faculty	Specialisation/ Undergraduate degree programme (geographical location and language of instruction)*A	(A)/ (AP)	Number of transferable study credits	Durati on of studies
1	Medicine	Medicine*1)	A	360	6 years
		Medicine (in English)*1)	A	360	6 years
		Medicine (in French)*1)	A	360	6 years
2	Dental Medicine	Dental medicine*1)	A	360	6 years
		Dental medicine (in English)*1)	A	360	6 years
		Dental Technique	A	180	3 years
		Prophylactic dental care	AP	180	3 years
3	Pharmacies	Pharmacies*1)	A	300	5 years

		Pharmacy (in English) *1)	AP	300	5 years
		Pharmacy (in French)*1)	A	300	5 years
		Pharmacy assistant (in Deva)	AP	180	3 years
		Medical cosmetics and cosmetic product technology	AP	180	3 years
		<i>Medical cosmetics and cosmetic product technology (Lugoj)**</i>		180	3 years
4	Healthcare	General healthcare*1)	A	240	4 years
		General healthcare (in Lugoj) *1)	A	240	4 years
		General Nursing (Deva) *1)	A	240	4 years
		Spa physiotherapy and rehabilitation	A	180	3 years
		Nutrition and dietetics	A	180	3 years
		<i>Community healthcare**</i>		180	3 years

*1) Specialisations regulated by sector within the European Union.

** Subject to the approval of the provisional operating authorisation, by Government Decision on the approval of the Nomenclature of fields and specialisations/ programmes of university studies and the structure of higher education institutions for the academic year 2026-2027

I.6. The competition for admission to all undergraduate degree programmes and to undergraduate studies offered jointly is organised in July. If places remain unfilled, a second admission session will be organised in September, before the start of the academic year, depending on applications and the level of competition, under the same conditions and with the same committees.

I.7. The timetable for the admission competition, by type of admission, is approved by the University's Administrative Council, at the Rector's proposal.

I.8. The dates of the admission sessions, the competition forms and tests, established by these Regulations, are publicised in accordance with the legal provisions in force, by publication on the website www.umft.ro, including the English and French sections.

I.9. The subjects for the competition tests are set on the basis of the subjects posted on the notice board/ notice board and on the website www.umft.ro.

I.10. The enrolment figure, approved by the Board of Administration and the Senate of the UMF "Victor Babeș" in Timișoara for all undergraduate degree programmes and the university studies offered in a joint programme, will be posted on the university's website and will include both budgeted and fee-paying places.

I.11. In accordance with the Order/Address of the Ministry of Education and the enrolment figures approved by the University Senate, regarding the approval of the enrolment figures allocated to UMF "Victor Babeș" in Timisoara for undergraduate studies and university studies offered in combined programmes, the places/grants financed from the state budget will be distributed, separately, with the following destinations:

- Statistically allocated places;
- Places allocated to Roma graduates with baccalaureate;
- Distinctly allocated places, with the following destinations:
 - Places allocated to Romania's priority development areas;
 - Graduates with baccalaureate from high schools in rural areas;
 - Baccalaureate graduates from the social protection system (from the figure for statistically allocated places);
 - Baccalaureate graduates with special educational needs/disabilities (from the figure for statistically allocated places);
 - Graduates, with baccalaureate diploma, from among national minorities, for study programmes that do not exist in state higher education in the language of the respective minority (from the figure for statistically allocated places);
- Places allocated under the partnership contract with the Ministry of National Defence.

I.12. The amount of tuition fees for the first year of the university study programmes in the academic year following the admission competition, as set out in Annex I of the Regulation on the amount of tuition fees, is brought to the attention of the candidates, in accordance with the legal provisions in force, by publication on the website www.umft.ro, including the English and French sections.

I.13. Any communication between the University (UMFVBT) and the candidates enrolled for the admission competition will be made in writing, in electronic format, to the e-mail address and/or candidate account.

I.14. The competition tests, depending on the type of admission, are as follows:

Nr. crt.	Admission type	Competition and marking	Admission average calculation
1.	Admission type I	A grid test to check your knowledge, including: <ul style="list-style-type: none"> - 60 Biology questions (from the topics and bibliography posted on the university's website, with the order of the answers changed; questions have between 1 and 4 correct answers and receive 1 point if all correct answers are marked. If only some of the correct answers are marked, a proportional mark is awarded. An incorrectly marked answer leads to the cancellation of the whole question score - score 0) - maximum score 60 points, equivalent to mark 6; - 30 Chemistry questions (from the syllabus and bibliography posted on the university website) - maximum score 30 points, equivalent to grade 3; - 10 points awarded automatically (for attendance), equivalent to 	The final mark is obtained by adding together the marks achieved by the candidate in Biology and Chemistry, plus the 10 points awarded for attendance. The final admission average is calculated by dividing the final score by 10, equivalent to the following formula: $1 + 6 \times (\text{Biology score}) / 60 + 3 \times (\text{Chemistry score}) / 30$ The final admission average is expressed to two decimal places, without rounding. The minimum final admission average for undergraduate studies cannot be less than 5.00 (five).

Nr. crt.	Admission type	Competition and marking	Admission average calculation
		grade 1.	
2.	Admission type II	<p>A grid test to check your knowledge, including:</p> <ul style="list-style-type: none"> - 50 Biology questions (from the topics and bibliography posted on the university's website, with the order of the answers changed; questions have between 1 and 4 correct answers and receive 1 point if all correct answers are marked. If only some of the correct answers are marked, a proportional mark is awarded. An incorrectly marked answer leads to the cancellation of the entire question score - score 0) - maximum score 50 points, equivalent to mark 7; - the mark awarded automatically (for attendance) is equivalent to mark 3. 	<p>The final admissions average is the arithmetic average of the grid test grade and the baccalaureate average.</p> <p>The mark for the grid test is calculated by multiplying the mark 7 by the ratio between the candidate's score and the maximum mark (50 points), plus the mark 3 for attendance: Grid test mark = $3 + 7 \times (\text{grid score}) / 50$</p> <p>The formula for calculating the final admission average is: $\frac{\text{grid test mark} + \text{average}}{2}$</p> <p>The final admission average is expressed to two decimal places, without rounding.</p> <p>The minimum final admission average for undergraduate studies cannot be less than 5.00 (five).</p>

Nr. crt.	Admission type	Competition and marking	Admission average calculation
3.	Admission type III	<p><i>For EU candidates:</i> A grid test to check your knowledge, including: - 50 Biology questions (selective bibliography on the website) - maximum mark 50 points, equivalent to grade 7; - the mark awarded automatically (for attendance) is equivalent to mark 3.</p>	<p>The final admission average is the arithmetic average of the mark of the grid test and the average of the baccalaureate exam. The mark for the grid test is calculated by multiplying the mark 7 by the ratio between the candidate's score and the maximum mark (50 points), plus the mark 3 for attendance: Grid test mark = $3 + 7 \times (\text{grid score}) / 50$ The formula for calculating the final admission average is: $\frac{\text{grid test mark} + \text{average}}{2}$ The final admission average is expressed to two decimal places, without rounding. The minimum final admission average for undergraduate studies cannot be less than 5.00 (five).</p>
		<p><i>For non-EU candidates:</i> Entrance exam - competition for applications - baccalaureate/ equivalent average - the maximum mark obtained in the country of origin in the baccalaureate/equivalent is the equivalent of a grade 7 plus 3 points automatically.</p>	<p>The final admission average consists of the mark obtained in the baccalaureate/equivalent examination or the average of the years of study in countries which do not have a baccalaureate/equivalent examination, multiplied by 7 and divided by the maximum value of the mark in question, plus 3 points automatically. The final admission average is expressed to a maximum of four decimal places, without rounding. The minimum final admission average for undergraduate studies cannot be less than 5.00 (five).</p>

Nr. crt.	Admission type	Competition and marking	Admission average calculation
		<p><i>For Romanian candidates from abroad (RDP) competition</i></p>	<p>The final admission average is the average obtained by applying the following formula established by the university:</p> $\text{Bacalaureat} \times 0,2 + \left(\frac{\sum \text{Biologie}}{\text{numărul de ani de studiu al materiei}} \right) \times 0,6 + \left(\frac{\sum \text{Chimie}}{\text{numărul de ani de studiu al materiei}} \right) \times 0,2$ <p>a. Bacalaureate = average obtained in the bacalaureate/equivalent examination or average of the years of study in countries which do not have a bacalaureate/equivalent examination</p> <p>b. \sumBiology = the sum of all biology/equivalent grades obtained in high school</p> <p>c. \sumChemistry = sum of all chemistry/equivalent marks obtained in school</p> <p>Where: 0,2 = the weight of the bacalaureate/equivalent examination or of the average of the years of study in the case of countries which do not have a bacalaureate/equivalent examination in the formula for calculating the final average, respectively, the weight of the subject Chemistry in the formula for calculating the candidate's final average</p> <p>0,6 = the share of Biology in the final average formula</p> <p>The minimum final admission average for undergraduate studies cannot be less than 5.00 (five).</p>

I.15. (1) Admission to university study programmes is conducted in the language of the programme (Romanian/English/French).

(2) For admission to university study programmes taught in Romanian, the method of certification of language proficiency, in the case of candidates who do not present the documents required for enrolment, issued by Romanian or foreign educational institutions, teaching in Romanian, is provided for by this Regulation. By way of exception, for pupils who have studied in a language of international circulation or a language of national minorities, certification of oral communication skills in Romanian is provided by the bacalaureate diploma issued by authorised/accredited educational establishments in Romania.

(3) For admission to university study programmes taught in a language of international circulation (English and French), the procedure for certifying language proficiency in the case of candidates who do not present the study documents required for enrolment, issued by Romanian or foreign educational institutions teaching in that language, is provided for by this Regulation.

I.16. For university degree programmes taught in English/French, tuition is organised entirely in a foreign language (English/French), with the exception of clinical internships, which are conducted in Romanian.

I.17. Only secondary school graduates with a bacalaureate or equivalent diploma, regardless of the year of graduation, can take part in the admission competition.

I.18. (1) For the entrance examination to the "Victor Babeș" University of Medicine and Pharmacy of Timișoara, citizens of the Member States of the European Union, of the States belonging to the European Economic Area and of the Swiss Confederation, as well as British citizens and their family members, as beneficiaries of the Agreement on the withdrawal of the United Kingdom of Great Britain and Northern Ireland from the EU and EAEA 2019/C 384 I/01, may apply under the same conditions provided by law for Romanian citizens, including tuition fees.

(2) Romanian citizens, the citizens mentioned in Article I.18 (1) and in Article I.2, declared admitted, may enrol only on the basis of the bacalaureate diploma, recognised in accordance with the methodologies developed by the specialised directorates of the Ministry of Education.

(3) Foreign citizens who fulfil the provisions of O.G. 194/2002, with a residence permit in Romania, may also participate in the admission contest.

(4) The National Centre for the Recognition and Equivalence of Diplomas (CNRED www.cnred.edu.ro) of the Ministry of Education shall recognise the documents of pre-university education obtained in a Member State of the European Union, EEA and Swiss Confederation. The CNRED recognises, within 30 working days, the study documents attesting the completion of studies at baccalaureate level. This deadline may be extended if additional checks are carried out.

(5) Information on the conditions and procedure for the recognition of diplomas obtained abroad is set out in the Annex to this Regulation and is taken from the CNRED website as follows:

- the equivalence of the baccalaureate diploma obtained by Romanian citizens abroad or at an educational establishment that organises and carries out on Romanian territory educational activities corresponding to an educational system in another country: <https://cnred.edu.ro/echivalarea-diplomei-de-bacalaureat-obtinuta-in-strainatate-de-cetatenii-romani/>
- Recognition of studies of citizens of EU Member States, the European Economic Area and the Swiss Confederation for enrolment in higher education: <https://cnred.edu.ro/recunoastere-studii-cetateni-europeni-admitere-licenta-in-romania/>.

I.19. Graduates of secondary education from international systems accredited and recognised by the Ministry of Education and Research have the right to participate in the admission process, including from the year of graduation, through a conditional acceptance procedure, with the opinion of the International Relations Service of the Vice-Rectorate for International Relations, the admitted candidate must bring the equivalent international baccalaureate diploma within a maximum of 6 months from admission. If the admitted candidate does not submit the equivalent international baccalaureate diploma within the deadline, he/she will be expelled.

CHAPTER II. ADMISSION COMMITTEES

II.1.

(1) The Vice-Rector for Education coordinates the admission process and intervenes in the resolution of exceptional situations, when necessary, together with the Central Admissions Commission.

(2) The Rector coordinates the work of the Central Admissions Commission.

(3) In order to analyse and settle the appeals, the Vice-Rector proposes, for the approval of the Board of Administration, the setting up of two appeals committees, consisting of 5 members and a secretary - for admission type I and II, respectively for admission type III.

II.2. Admission committees

II.2.1. The central admissions committee for each University is proposed by the Administrative Board and is established by decision of the Rector.

II.2.2. The Central Commission has the following tasks:

- a. Appoint the members of the committee responsible for compiling the test papers for each subject;
- b. Together with the committee of specialists, appointed by decision of the Rector, ensures:
 - random extraction of tests from the database;
 - checking that the answers to the tests taken from the competition bibliography are correct and altering the order of answers;
 - producing the document with the correct answers to the questions ("Solutions.txt");
 - keeping tests and answers secret until the correct answers are posted.
- c. He supervises the distribution of the competition forms and question booklets and is responsible for keeping the tests secret until they are distributed in the competition halls;
- d. Supervise the production of the document with the correct solutions to the competition questions, called "Solutions.txt" and its copying in electronic format (on *memory sticks*) in sealed envelopes;
- e. Appoint, from among the members of the central selection board, the delegates responsible for distributing

the sealed boxes containing the competition materials and the sealed envelopes containing the *memory sticks* with the correct answers to the questions in the competition halls;

- f. Oversee the centralisation of scores and the display of results;
- g. Provides technical training for the members of the admissions committees and auxiliary staff involved in the organisation of the admissions competition, either *on-site* in the Aula Magna of the university or *online* in a meeting organised on the Zoom platform, on the date set and announced by the President of the Central Commission;
- h. Ensures that the correct answers to the questions are posted on the website of the "Victor Babeș" University of Medicine and Pharmacy of Timisoara, on the day of the competition, after its finalisation;
- i. It checks the results of the candidates placed last with equal marks, on the basis of the criteria set out in this Regulation;
- j. Coordinates the work of admissions/faculty committees,
- k. It centralises the lists drawn up by the Deans' Offices of the heads of wards, supervisors and operators;
- l. Analyses and approves the standard applications for the enrolment of Olympic candidates without taking the admission competition for budget-funded places.

II.2.3. Committees by type of admission/faculty are approved by the Administrative Board and are constituted by decision of the Rector, as follows:

- Type I and II admissions committee for each faculty, on the proposal of the Faculty Councils. The chairperson of the admission type/faculty committee is the dean of the faculty or a vice-dean designated by him/her.
- Type III Admissions Commission, including subcommissions for admission to university study programmes taught in a foreign language, respectively for the admission of non-EU foreign citizens and Romanians from abroad, at the proposal of the Vice-Rector for International Relations, which coordinates the work of the subcommissions, with the opinion of the deans of faculties.

II.2.4. The admission/faculty committees have the following tasks:

- a. Participates with the theatre managers and supervisors in the technical training organised by the Central Admissions Committee;
- b. Checks that university staff follow the procedures for enrolling candidates and validating their files;
- c. It approves the applications for exemption from the payment of application fees, as well as the standard applications of candidates for separate places (for Roma graduates, graduates with baccalaureate diplomas from secondary schools in rural areas, graduates with baccalaureate diplomas from the social welfare system, graduates with baccalaureate diplomas from national minorities, for study programmes that do not exist in state higher education in the language of the respective minority and graduates with baccalaureate diploma with special educational needs/disabilities);
- d. Ensure the smooth running and fairness of the competition by:
 - checks, through the floor managers, that the behaviour and security rules are observed by the supervisors;
 - checks, through the theatre managers, the identity of candidates when they enter the competition halls and their compliance with security rules;
 - checks, through the theatre managers, the candidates' training;
 - checks the actual organisation of the competition, through the chief organisers;
 - checks the evaluation and marking of the competition forms through the theatre managers;
 - checks, through the theatre managers, the packing, sealing and delivery of the competition forms;
 - checks the measures to be observed by candidates when they enter the hall on the day of the written test;
 - are required to keep the competition materials (questions and correct answers) secret until the correct answers have been posted;
 - receive and follow the technical instructions drawn up by the Central Admissions Committee;
 - are responsible for assessing candidates' applications, by correctly applying the selection criteria set by the University, only for activities that can be supported by official documents (certified copy);
 - are responsible, under their signature, for the correct calculation of each candidate's score, i.e. for completing the competition form with each candidate's score;

- signs, through the President, the list of results of the entrance examination, published on the University website;
- are responsible for equalising the marks obtained by candidates in the examinations and subjects specified in the University's selection criteria in accordance with the Romanian marking system;
- are responsible for separating candidates who have obtained the same number of marks in the selection criteria for the admission competition, by applying the correct application of the tie-breaking criteria;
- they are responsible for forwarding the Excel file with the candidates' results from the halls to the IT Department for centralisation in the computer programme.

II.2.5. Changes in the composition of the admissions committees, for duly justified reasons, are approved by the rector of the university, with the opinion of the vice-rector for teaching.

CHAPTER III. METHODOLOGY FOR THE ORGANISATION AND CONDUCT OF THE ADMISSION OF CANDIDATES FROM ROMANIAN AND EUROPEAN UNION (EU), EUROPEAN ECONOMIC AREA (EEA) AND SWISS CONFEDERATION (CH) CITIZENS TO UNIVERSITY STUDY PROGRAMMES TAUGHT IN ROMANIAN LANGUAGE

III. 1. Timetable for the admission competition

III.1.1. Admission to undergraduate degree programmes taught in Romanian is organised in the July session, according to the calendar approved by the University's Administrative Council.

III.1.2. If places remain unfilled, a **second admissions session will** be organised in **September**, under the same conditions as the first session, with the same committees.

III. 2. Application procedure for the admission competition

III.2.1. During the period established in the Admission Calendar, candidates will **fill in the online application form and upload the application documents** (application file) in the admission IT platform, indicated on the university website www.umft.ro, Admission Section, assuming their responsibility for the authenticity and correspondence between the digital/scanned and the original documents, without exceeding the deadline set for the application.

III.2.2. The university staff will check the contents of the application file and validate the enrolment during the period established in the Admission Calendar.

III.2.3. Contact dates:

- for the Faculty of Medicine: tel. 0256/220484; 0256/204400, extension 459;
- for the Faculty of Dental Medicine: tel. 0256/220480; 0256/204250, extension 404;
- for the Faculty of Pharmacy: tel. 0256/494604; 0256/204250, extension 483;
- for the Faculty of Nursing: tel. 0256/204006.

III.2.4. By completing the online application form, candidates consent to the processing of their personal data for this purpose. The data collected in the admission application form, for each candidate, are those stipulated by the M.E.N. Order no. 3714/2018 on the approval of the Regulation on the organisation, functioning and operation of the Single Matriculation Register of Romanian Universities.

III.2.5. Once the enrolment period has closed, the options, their order and other information on the enrolment form cannot be changed.

III.2.6. After filling in the application form and validating their registration for the competition, candidates will receive the competition card in the candidate account and a confirmation e-mail with details of the next steps, according to the Admissions Competition Regulations and Calendar.

III.2.7. Candidates applying for more than one study programme offered by UMF "Victor Babeș" in Timișoara will upload *online* the application documents (application file) only once.

III.2.8. When applying, candidates may choose one or more university degree programmes, indicating their choice(s) in order of preference (as appropriate). Candidates' choice(s) and the admission average obtained by them determine their classification.

III.2.9. For each type of admission (I or II), candidates can choose between a maximum of two undergraduate programmes.

III.2.10. Reports on the number of validated enrolled candidates will be generated on a daily basis and will be available on the University's website in the Admissions section.

III.2.11. The standard applications of intention of candidates regarding the occupation of distinct places are submitted for approval to the president of the admission committee, according to the attributions provided by this regulation, with the prior approval of the medical committee of the university, in the case of applications of intention of candidates enrolled in distinct places intended for graduates with a baccalaureate diploma with special educational requirements/disabilities, respectively after the certification and dating by the Chief Secretary of the University of the applications of intention of candidates regarding the occupation of distinct places intended for Roma graduates.

III.2.12. specific legal requirements for foreign candidates or those who obtained their baccalaureate diploma outside Romania, the Prorectorate for International Relations of the University will give a prior endorsement, with the mention "The documents allow enrolment", to the files of the following categories of candidates:

- citizens of countries of the European Union, of the European Economic Area (Norway, Iceland, Liechtenstein), of the Swiss Confederation, as well as British citizens and members of their families ;
- Romanian citizens who obtained their baccalaureate diploma abroad/international baccalaureate;
- Romanian citizens residing abroad;
- foreign citizens who fall under the provisions of O.G. no. 194/2002, with residence permit in Romania.

III. 3. Documents needed to enrol for the admission competition

III.3.1. The application file and its uploading online by the candidates, with the assumption of responsibility for the authenticity and correspondence between the digital/scanned and the original documents, will contain the **following scanned documents, front and back**, as appropriate:

a. Baccalaureate diploma/equivalent diploma; in the case of study documents issued by foreign educational institutions, a copy and a certified/super-certified translation of the baccalaureate diploma/equivalent diploma (Hague Apostille, Ministry of Foreign Affairs, Romanian Embassy);

b. Transcript of records with the marks obtained during high school - elaborated according to the legislation in force; in the case of study documents issued by foreign educational institutions, a copy and a certified/super-certified translation of the transcript of records from the baccalaureate/ equivalent diploma (Hague Apostille, Ministry of Foreign Affairs, Romanian Embassy);

c. The certificate issued by the educational institution, in place of the baccalaureate diploma, if it has not been issued - for candidates who have passed the baccalaureate examination in the session corresponding to the current school year. By way of exception, in the case of the University's interconnection with the Integrated Information System for Education in Romania (SIIR) in order to retrieve the personal data and baccalaureate results of these candidates, on the basis of their written agreement, the attestation issued by the educational institution is not required;

d. Certificate of recognition of studies issued by the specialised department of the Romanian Ministry of Education, in the case of candidates with a baccalaureate or equivalent diploma obtained in another country.

e. Proof of funding (budget/fee), for each year of study, issued by higher education institutions, in the case of candidates who were/are enrolled in undergraduate studies/university studies offered in a joint programme, completed or not completed with a bachelor's degree;

f. Declaration on their own responsibility, in the case of candidates who have not benefited from state budget funding for undergraduate studies, with the exception of high school graduates from the session corresponding to the current academic year, who do not have to submit this declaration. Under the penalty provided for by the Criminal Code for forgery and false statements, candidates declare that they have not received funding from the

state budget, in full/partially, for undergraduate degree programmes completed/not completed with a bachelor's degree examination;

- g.** Licence degree, where applicable;
- h.** Identity card (for Romanian, EU, EEA citizens)/passport (for foreign citizens, with citizenship other than EU, EEA);
- i.** Birth certificate. Foreign candidates must also submit a notarised translation of their birth certificate in Romanian;
- j.** Marriage certificate/judgement or divorce certificate, if applicable. Foreign candidates must also submit a notarised translation of the marriage certificate/judgement or divorce certificate in Romanian;
- k.** A medical certificate issued by your family doctor stating that you are "clinically healthy", certifying that you are not suffering from any contagious diseases or other conditions incompatible with your future profession.
- l.** Certificate of language proficiency in Romanian (minimum level B1), issued by authorised institutions of the Romanian Ministry of Education/school situations, certificates attesting at least 3 consecutive years of study in Romanian, in a school of the Romanian national system, in the case of candidates participating in the admission to study programmes with Romanian language teaching and who do not present the documents required for enrolment, issued by Romanian or foreign educational institutions, with Romanian language teaching. For students who have studied in a language of international circulation or in a language of national minorities, certification of oral communication skills in Romanian is provided by the baccalaureate diploma issued by authorised/accredited educational establishments in Romania;
- m.** The standard application form for participation in the admission competition for Roma candidates, addressed to the Admission Committee, as well as a recommendation issued by a legally established Roma organisation, showing that the candidate is a Roma;
- n.** The standard application form for participation in the admission competition for the places allocated to graduates with baccalaureate diploma from among national minorities, for study programmes that do not exist in state higher education in the language of the respective minority, addressed to the Admission Commission, as well as a recommendation issued by a legally constituted organisation of the respective minority, showing that the candidate belongs to that minority;
- o.** The standard application form for participation in the admission competition for places allocated to graduates of secondary schools in rural areas, addressed to the Admission Committee, showing that the secondary school you have graduated from is on the list of secondary schools in rural areas, published on the website "<https://www.edu.ro/studii-licenta>", on the date of application for the competition;
- p.** The standard application form for participation in the admission competition for the places allocated to baccalaureate graduates from the social protection system, addressed to the Admission Commission, as well as the supporting documents issued by the General Directorate for Social Assistance and Child Protection, showing that they belong to the category of young people from the special protection system who fall under the provisions of Article 62, paragraph 1 of Law 272/2004 on the protection and promotion of children's rights, republished;
- q.** A standard application form for the enrolment of Olympic candidates without holding the admission competition for places financed from the budget, addressed to the Central Admission Commission, accompanied by the proof of having obtained a distinction at international school olympiads recognised by the Ministry of Education and/or national olympiads financed by the Ministry of Education, under the conditions specified in point. III.8.1 of this Regulation;
- r.** The standard application form for participation in the admission competition for places allocated to graduates with a baccalaureate diploma with special educational needs/disabilities, addressed to the Admissions Committee, as well as the supporting documents (e.g. School and professional orientation certificate issued by the County Center for Educational Resources and Assistance (CJRAE/CMBRAE)/Certificate of disability classification issued by the General Directorate of Social Assistance and Child Protection), which show that, at the date of registration for the competition, they are part of this category. These documents will be endorsed by the University Medical Committee.
- s.** The standard application form for participation in the admission competition for places allocated to graduates with a baccalaureate diploma based on the partnership agreement concluded with the Ministry of

National Defense (MapN), addressed to the Admissions Committee.

- t. The order/receipt of payment of the application fee for each study programme chosen/chosen;
- u. Application and supporting documents for those applying for exemption from the competition application fee: copy of the death certificate(s) of the parent(s) (in the case of orphans); other supporting documents for candidates from single-parent families (e.g., copies of civil status certificates/divorce certificate/judgement of the court maintaining custody/social enquiry report in the case of missing parents); certificates from the children's home/Directorate General for Social Assistance and Child Protection (in the case of applicants from children's homes or foster care); certificates proving the status of personnel in the education system of the legal guardians; certificates proving the status of the legal guardians as staff employed at UMF "Victor Babeș" in Timișoara, etc.

III.3.2. The application file will also contain the online application form for the admission competition; the application form for the competition, containing the data contained in these Regulations, automatically generated from the computer programme, will be listed and signed by the candidate and will be submitted in original, during the confirmation period.

III. 4. Admission procedure

III.4.1. The admission of candidates to all study programmes, for the places offered, is based on the general principle of "option beats average" and will include 2 types of admission: type I admission and type II admission.

III.4.2. For university degree programmes of 3-4-5 years duration (180-300 ECTS), **admission type II**, admission will take place in the form of a written test, on the date and timetable set out in the Admission Calendar.

III.4.3. The competitive examination is in writing, using grid-type questions from the topics and bibliography posted on the university website, with the order of the answers being modified.

III.4.4. For university study programmes lasting 3-4-5 years (180-300 ECTS), the grid test consists of 50 Biology questions, from the topics and bibliography posted on the university website, with a change in the order of answers. The questions have between 1 and 4 correct answers and receive 1 point if all correct answers are marked. If only some of the correct answers are marked, a proportional mark is awarded. An incorrectly marked answer leads to the cancellation of the whole question score (score 0).

III.4.5. The final admission average is the arithmetic average of the mark of the grid test and the average of the baccalaureate. The mark for the grid test is calculated by multiplying the mark 7 by the ratio between the candidate's score and the maximum mark (50 points), to which is added the mark 3 awarded for attendance:

Grid test mark = $3 + 7 \times (\text{grid score}) / 50$

The formula for calculating the final admission average is: $\frac{\text{grid test mark} + \text{average}}{2}$

2

III.4.6. The final admission average is expressed to two decimal places, without rounding.

III.4.7. The minimum final admission average for undergraduate studies cannot be less than 5.00 (five)

III.4.8. Answers written in draft will not be evaluated.

III.4.9. For 6-year university study programmes, with Romanian as the language of instruction - 360 transferable credits, **admission type I**, the admission contest will be held in the form of a written test, on the date and time set in accordance with the Admission Contest Calendar.

III.4.10. The competitive examination is in writing, using grid-type questions from the topics and bibliography posted on the university website, with the order of the answers being modified.

III.4.11. For the 6-year (360 ECTS) "Medicine" and "Dentistry" study programmes, questions 1-60 are biology questions, from the topics and bibliography posted on the university website, with a change in the order of answers. The questions have between 1 and 4 correct answers and receive 1 point if all correct answers are marked. If only some of the correct answers are marked, a proportional mark is awarded. An incorrect answer marked incorrectly will result in the whole question being cancelled (mark 0). Questions 61-90 are chemistry questions and have only one correct answer, which will be marked as follows: 1 mark for questions 61-75; 0,5 marks for questions 76-85; 2 marks for questions 86-90. The maximum mark that can be awarded for a paper is 100 marks (60 marks for biology, 30 marks for chemistry, 10 marks for attendance).

III.4.12. The final mark is obtained by adding together the marks achieved by the candidate in Biology and Chemistry, plus the 10 points awarded for attendance.

III.4.13. The final admission average is calculated by dividing the final score by 10, equivalent to the following formula: $1 + 6 \times (\text{Biology score}) / 60 + 3 \times (\text{Chemistry score}) / 30$

III.4.14. The final admission average is expressed to two decimal places, without rounding.

III.4.15. The minimum final admission average for undergraduate studies cannot be less than 5.00 (five).

III.4.16. Answers written in draft will not be evaluated.

III.4.17. Candidates will be admitted to the competition hall between 8:00 and 9:30 a.m. on the basis of their identity card/passport (documents must be valid) and their competition badge (printed or electronic format). Without these documents, candidates will not be admitted to the competition centre.

III.4.18. Candidates are not allowed in the halls from 10:00.

III.4.19. Candidates will only have access to the room where they have been allocated.

III.4.20. After entering the room, candidates must hand in the following materials which must not be left with them during the competition: books, notebooks, publications of any kind, blank or written paper, mobile phones, electronic watches, computers, laptops, tablets, any other type of communication equipment, cameras, bags. They will retrieve them at the end of the test.

III.4.21. Any misconduct (communication between candidates, copying, keeping in possession during the competition any transmission device, misleading identity, behaviour which is disruptive to other candidates) will be penalised by disqualification. If a candidate suspects irregularities of any kind, he/she has the right to inform the centre manager immediately. No appeals concerning irregularities during the examination will be entertained after the written test.

III.4.22. Candidates will pull their hair back so that their ears are visible, and those wearing hearing aids are asked to remove them during the competition to avoid suspicion of radio communication.

III.4.23. Candidates are allowed to carry drinks (water, soft drinks, tea or coffee) and food in transparent packaging, in reasonable quantities and for personal use only.

III.4.24. Candidates will be provided with a pen or pencil (blue or black) to fill in their personal details on the competition form.

III.4.25. Question booklets are distributed to candidates from 10:00.

III.4.26. Candidates must fill in the competition form validly by completely blacking out the ellipses corresponding to the answers considered correct with the ink provided, without exceeding the margins; the ellipses corresponding to the answers considered incorrect will be left white.

III.4.27. No erasures or corrections to the competition form are permitted as they may mislead the computerised evaluation system. Any alterations, erasures or partially coloured ellipses will disqualify the question in question, for which the candidate alone is responsible. In the event of incorrect completion, a new competition form may be requested only once.

III.4.28. Completing the new competition form does not extend the competition time for the candidate.

III.4.29. It is entirely the candidate's responsibility to fill in the competition form correctly (personal details, full blacking of the ellipses of answers considered correct, absence of erasures and corrections, correspondence between the answers on the competition form and the answers given on the answer sheet or in the competition booklet).

III.4.30. Candidates who withdraw from the competition and announce their intention to withdraw after the distribution of the question booklets may not leave the room until 60 minutes after the time posted for the start of the competition. After leaving the hall, no candidate will be allowed to return for any reason during the test, except where a candidate has physiological needs, in which case he/she will be accompanied by 2 invigilators and will be allowed a maximum of 10 minutes' absence from the hall. Time absent from the room does not extend the duration of the test for that candidate. At the end of the time allowed for the competition, candidates must hand

over all their examination materials to the inviting-officer, under their signature.

III.4.31. Electronic marking will be carried out in the candidates' presence.

III.4.32. The correct answers to the questions will be posted on the website of the "Victor Babeș" University of Medicine and Pharmacy of Timișoara, on the day of the competition, after its finalisation.

III.4.33. On the days of the admission competition, access to the building by persons not involved in the organisation and running of the admission competition (members of the central committee, specialist committees, faculty committees, secretariat) will be restricted.

III. 5. Ranking of candidates

III.5.1. Within each type of admission, candidates will be ranked according to the **order of the options expressed in the application form**, in descending order of the admission average, within the limit of the places financed from the state budget and/or fees approved for each study programme. A candidate may be **admitted** to no more than one university degree programme under each type of admission.

For example:

- The candidate has an average of 10. He is allocated to his first choice.
- The candidate has an average of 9 and his first choice was filled by 14 candidates with admission averages higher than his average. He will be the 15th placed in his first choice.
- The candidate has an average of 8 and in his first choice all the places have been filled by candidates with higher averages than his. If there are still places available at his second choice, he will be allocated to his second choice.
- There is a possibility that 'your place' could be taken by someone with a lower average than yours, based on the 'option beats average' principle. For example, Candidate A has an admission average of 8.93 and option X in 2nd place on the application form, and Candidate B has an admission average of 8.91 and option X in 1st place on the application form, Candidate B has priority in the allocation for option X, even if A has a higher average than B.

III.5.2. If there is more than one candidate with the same average, the following **criteria will be used to decide between** them, as appropriate:

a. Admission type I, admission for 6-year university degree programmes taught in Romanian - 360 transferable credits:

- 1) your score in the Biology exam;
- 2) average in the baccalaureate exam;
- 3) the mark for the Romanian language test at the baccalaureate exam or the mark from the Romanian language test.

b. Admission type II, admission for university degree programmes lasting 3-4-5 years (180-300 ECTS):

- 1) your score in the Biology exam;
- 2) average in the baccalaureate exam;
- 3) the mark for the Romanian language test at the baccalaureate exam or the mark from the Romanian language test;
- 4) average marks in the subject Biology in high school.

III.5.3. You may not exceed the enrolment figure approved by the University Senate.

III.5.4. The provisional results of the admission competition will be published:

- - on the date set in accordance with the admission competition timetable for admission type 2, on the Admissions section of the website www.umft.ro, depending on when the entry of marks in the computer system is finalised, indicating the number of the online registration form, which will replace the candidate's identification data (surname and forename);
- - on the date set out in the admission competition timetable for admission type 1, on the Admissions section of the website www.umft.ro, depending on when the correction and entry of marks in the computerised system is finalised, indicating the number of the online registration form, which will replace the candidate's identification data (surname and forename).

III.5.5. The lists contain the following categories of information:

DEPUTY RECTOR FOR ACADEMIC AFFAIRS

2 Eftimie Murgu Square, 300041, Timișoara, Romania
Tel: +40256220479; Fax: +40256490626
Email: prorectoratdidactic@umft.ro

www.umft.ro

- - Candidates admitted to the budget-funded places, within the limit of the number of places allocated, where applicable, specifying their choice and admission average;
- - Candidates admitted to fee-paying places, within the limit of the number of places allocated, where applicable, specifying their choice and admission average;
- - Unsuccessful candidates in descending order of the average mark obtained, specifying the option chosen.

III.5.6. The results of the admission competition will be made known to the candidates by posting them on the website www.umft.ro and will be signed by the Vice-Rector for Teaching, the Chair of the Central Admissions Committee and the Chair of the Admissions Committee for each type of admission.

III.5.7. Depending on the stage of the admission competition, the following types of results will be generated according to the admission timetable:

- Provisional results, generated on the day of the entrance exam;
- Results after any appeals have been resolved, for study programmes where there have been changes in classification;
- Results after the deadline for paying tuition and enrolment fees;
- Results after redistribution of remaining places (after both admission sessions have been finalised);
- Final results (after finalisation of both admission sessions).

III. 6. Filing and settling appeals

III.6.1. Any appeals against the results of the admission competition must be submitted on the date set in the Admission Calendar, electronically only, by e-mail to contestatii.admitere@umft.ro. Only appeals concerning your own work will be accepted.

III.6.2. The decision on appeals is the sole responsibility of the Appeals Committee, which will analyse and settle the appeals only in the presence of the contestants, on the same day on which they were submitted, at the time and location announced on the university website. The board's decision is final and will be announced on the website.

III.6.3. If there is a difference in the marks, the candidate will be awarded the mark resulting from checking the work in the disputed paper.

III.6.4. Appeals based on a lack of knowledge of the Admission Regulations will not be accepted.

III.6.5. Once any appeals have been resolved, for study programmes where there have been changes in classification, the lists of admitted and rejected candidates, by study programme, will be drawn up and displayed, containing the final and indisputable results.

III.6.6. Once the deadline for replying to appeals has expired, the result of the admission competition is final and cannot be changed.

III. 7. Place confirmation

Stage I

III.7.1. During the period established according to the Admission Calendar, the candidates who are admitted to the budgeted/fee-paying places have the obligation to confirm their place in the admission platform by paying the confirmation fee, choosing the optional and/or optional subjects, signing the study contract and submitting the application form in physical format to the faculty secretariat (enrolment), under penalty of losing the place obtained through the competition, in case of failure to fulfil this obligation.

Stage II

III.7.2. On the date set out in the Admission Calendar for the start of the second stage of the confirmation of places, a report will be posted with the places remaining unfilled after the confirmation of places.

III.7.3. In the period established according to the Admission Calendar, the second stage of confirmation will take place, by candidates with an average over 5 (five) initially declared "rejected" (pending), who have slipped, through the computerised admission application, in the order of the options expressed and the admission averages obtained, on the remaining unoccupied places.

III.7.4. The remaining free places are distributed to the following candidates, in the order of the options expressed and the admission averages, through the computerised admission application, which is communicated to the candidate's e-mail and to his/her account. Candidates will have the obligation to confirm the place obtained within 48 hours in the admission platform, by paying the confirmation fee, choosing the optional and/or optional subjects, signing the study contract, and to submit the application form in physical format to the Faculty Secretary's Office (enrolment), under penalty of losing the place obtained through the competition, in case of failure to fulfil this obligation.

III.7.5. In the event of unoccupied places remaining after the second stage of confirmation of places, as a result of the verification of tuition fees payment, withdrawals/withdrawals by confirmed candidates, or after the redistribution of the remaining places, with the approval of the university management, the remaining places will be distributed to the next candidates, in the order of the options expressed and admission averages, through the computerised admission application, which will be communicated to the candidate's e-mail and to his/her account. In such cases, candidates will be obliged to communicate the confirmation or withdrawal of the place obtained in their account within 48 hours, under penalty of losing the place obtained in the competition, in case of failure to fulfil this obligation. Confirmation of the place obtained is made, in the admission platform, by paying the confirmation fee, choosing the optional and/or optional subjects, signing the study contract, and submitting the application in physical format to the Faculty secretariat (enrolment).

III.7.6. Depending on the number of confirmations, at the end of each stage of confirmations, there will be a new allocation of candidates, which may change the status of a candidate by moving them:

- from a place on the budget to a place on the tax;
- from a tax place to a budget place;
- from „initially rejected candidate' (pending) to candidate admitted to a fee-paid place, by drag and drop;
- from "initially unsuccessful" (pending) to "successful" (successful candidate) in a budgeted place, by dragging and dropping

Example:

a. Candidates who are admitted to one programme of study on a budget and to another programme of study on a fee-paid basis may confirm both their budget and fee-paid places, and, in the event of a transfer to the second programme of study (initially fee-paid), may choose the budget place they wish to take.

b. Candidates who are declared admitted to two study programmes on a budget may only confirm one budget place, and then, for the second study programme, they will be able to transfer to a fee-paying place if they confirm this place as well.

III.7.7. All candidates who do not confirm within the deadlines set out in this Regulation will be removed from the admission competition lists/results.

The confirmation fee (registration) is 500 lei, is non-refundable and is to be paid on the online admission platform (by credit card) or by bank transfer to the University's account opened at the Treasury of Timisoara: RO21TREZ62120F330500XXXX, tax code: 4269215, with the following mention: "*confirmation fee - name, surname, year of study, study programme*"

III.7.8. A maximum of two study programmes can be confirmed (maximum one study programme/type of admission, according to the classification).

III. 1. Admiterea unor categorii speciale de candidați

III.8.1. Candidații care au obținut, în perioada studiilor liceale, (premiile I, II, sau III) la olimpiade școlare internaționale recunoscute de Ministerul Educației și premiul I la olimpiade naționale finanțate de Ministerul Educației și Cercetării, la una dintre disciplinele care fac obiectul probelor de concurs la UMF „Victor Babeș” din Timișoara (Biologie, Chimie), beneficiază, cu aprobarea Comisiei centrale de admitere, de dreptul de a se înscrie, fără susținerea concursului de admitere, pe locuri finanțate de la bugetul de stat pentru **un program de studii universitare de licență**. Opțiunea de înscriere a candidaților care au obținut distincții, în condițiile prevăzute de prezentul articol, exclue posibilitatea acestora de a candida pe celelalte locuri scoase la concurs, cu altă destinație,

finanțate de la bugetul de stat/cu taxă.

III.8.2. Candidații romi beneficiază de un număr de locuri bugetate garantate, în condițiile legii, conform Ordinului/Adresei Ministerul Educației și Cercetării privind repartizarea cifrei de școlarizare pentru studii universitare de licență în vederea admiterii la studii, cifrei de școlarizare aprobate și prezentului Regulament. Opțiunea/opțiunile de înscriere a candidaților romi pe locurile distincte la programul/programele de studii din cadrul celor două tipuri de admitere exclue posibilitatea acestora de a candida pe celelalte locuri scoase la concurs, cu altă destinație, finanțate de la bugetul de stat/cu taxă.

III.8.3. Absolvenții liceelor din mediul rural beneficiază de un număr de locuri bugetate garantate, în condițiile legii, conform Ordinului Ministerul Educației și Cercetării privind repartizarea cifrei de școlarizare pentru studii universitare de licență în vederea admiterii la studii, cifrei de școlarizare aprobate și prezentului Regulament. Opțiunea/opțiunile de înscriere a absolvenților liceelor din mediul rural pe locurile distincte la programul/programele de studii din cadrul celor două tipuri de admitere exclue posibilitatea acestora de a candida pe celelalte locuri scoase la concurs, cu altă destinație, finanțate de la bugetul de stat/cu taxă. Pentru a se putea exercita opțiunea candidaților pentru locurile distincte, la data înscrierii la concursul de admitere, vor prezenta dovada că liceul absolvit face parte din lista liceelor din mediul rural, publicată la adresa <https://www.edu.ro/studii-licenta>.

III.8.4. Absolvenții cu diploma de bacalaureat proveniți din sistemul de protecție socială beneficiază de un număr de locuri bugetate garantate, în condițiile legii, conform cifrei de școlarizare aprobate și ale prezentului Regulament. Opțiunea/opțiunile de înscriere a candidatului – absolvent cu diploma de bacalaureat provenit din sistemul de protecție socială la programul/programele de studii din cadrul celor două tipuri de admitere exclue posibilitatea acestuia de a candida pe celelalte locuri scoase la concurs, cu altă destinație, finanțate de la bugetul de stat/cu taxă. Pentru a se putea exercita opțiunea candidaților pentru locurile distincte, la înscrierea la concursul de admitere, vor prezenta dovada că fac parte din categoria tinerilor proveniți din sistemul de protecție specială care se încadrează în prevederile art. 62, alin 1 din Legea 272/2004 privind protecția și promovarea drepturilor copilului, republicată.

III.8.5. Absolvenții cu diploma de bacalaureat cu cerințe educaționale speciale/dizabilități au posibilitatea de a opta pentru înscrierea la concursul de admitere pe locurile distincte, bugetate, prin atașarea la documentele de înscriere (dosarul de înscriere) on-line a unei cereri-tip de intenție, respectiv a actelor doveditoare (de ex. Certificat de orientare școlară și profesională eliberat de Centrul Județean de Resurse și Asistență educațională (CJRAE/CMBRAE) valabil pentru anul școlar finalizat în anul susținerii concursului de admitere/Certificat de încadrare în grad de handicap eliberat de Direcția generală de asistență socială și protecția copilului), din care să rezulte că, la data înscrierii la concurs, fac parte din această categorie, documente care se vor viza de către Comisia medicală a universității. Opțiunea/opțiunile de înscriere a candidatului – absolvent cu diploma de bacalaureat exclue posibilitatea acestuia de a candida pe celelalte locuri scoase la concurs, cu altă destinație, finanțate de la bugetul de stat/cu taxă.

III.8.6. Absolvenții cu diplomă de bacalaureat proveniți din rândul minorităților naționale, pentru programele de studii care nu există în învățământul superior de stat în limba minorității respective, beneficiază de un număr de locuri bugetate garantate, în condițiile legii, conform Ordinului Ministerul Educației și Cercetării privind repartizarea cifrei de școlarizare pentru studii universitare de licență în vederea admiterii la studii, cifrei de școlarizare aprobate și prezentului Regulament. Opțiunea/opțiunile de înscriere a candidaților proveniți din rândul minorităților naționale pe locurile distincte la programul/programele de studii din cadrul celor două tipuri de admitere exclue posibilitatea acestora de a candida pe celelalte locuri scoase la concurs, cu altă destinație, finanțate de la bugetul de stat/cu taxă.

III.8.7. În baza contractului de parteneriat cu Ministerul Apărării Naționale (MAPN) și cifrei de școlarizare aprobate, locurile bugetate alocate Institutului Medico-Militar pentru Universitatea de Medicină și Farmacie „Victor Babeș” din Timișoara se ocupă de absolvenții cu diplomă de bacalaureat, cu respectarea reglementărilor specifice elaborate de MAPN și prezentului Regulament. Opțiunea de înscriere a candidaților pe locurile bugetate alocate Institutului Medico-Militar pentru Universitatea de Medicină și Farmacie „Victor Babeș” din Timișoara exclue posibilitatea acestora de a candida pe celelalte locuri scoase la concurs, cu altă destinație, finanțate de la bugetul de stat/cu taxă.

III.8.8. Candidații care au beneficiat de finanțare de la bugetul de stat, integral (întreaga perioadă de studii), pentru un program de studii universitare de licență complet (finalizat/nefinalizat prin examen de licență), sau parțial, în cadrul unui program de studii universitare de licență, nu se pot înscrie pe locurile finanțate de la bugetul de stat, repartizate distinct, cu următoarele destinații:

- Locuri repartizate absolvenților români cu diploma de bacalaureat;
- Absolvenți cu diplomă de bacalaureat proveniți de la licee situate în mediul rural;
- Absolvenți cu diplomă de bacalaureat proveniți din sistemul de protecție socială (din cifra pentru locurile repartizate statistic);
- Absolvenți cu diplomă de bacalaureat cu cerințe educaționale speciale/dizabilități (din cifra pentru locurile repartizate statistic);
- Absolvenți, cu diplomă de bacalaureat proveniți din rândul minorităților naționale, pentru programele de studii care nu există în învățământul superior de stat în limba minorității respective (din cifra pentru locurile repartizate statistic).

III. 2. Prevederi privind taxa de înscriere la concursul de admitere

III.9.1. Taxa percepută de la candidați pentru înscrierea la concursul de admitere este de 300 de lei/opțiune (program de studii), este nereturnabilă și se achită (integral, pentru toate opțiunile), fie pe platforma de admitere online (cu cardul), fie prin virament bancar/numerar, în contul Universității deschis la Trezoreria Timișoara: RO21TREZ62120F330500XXXX cod fiscal: 4269215, cu următoarele mențiuni: „**taxa de înscriere – nume, prenume, programul de studii**”.

III.9.2. Sunt scutiți de plata taxelor de înscriere:

- a. *candidații până la vârsta de 26 de ani, orfani de unul/ambii părinți, precum și cei proveniți din familii monoparentale;*
- b. *candidații până la vârsta de 26 de ani proveniți de la case de tip rezidențial sau din plasament familial;*
- c. *copiii personalului aflat în activitate sau pensionat din sistemul de învățământ, până la vârsta de 26 de ani;*
- d. *copiii personalului angajat în UMF „Victor Babeș” din Timișoara, până la vârsta de 26 de ani;*
- e. *alte situații deosebite (persoanele aflate în risc de a-și pierde capacitatea de satisfacere a nevoilor zilnice de trai din cauza unor situații de boală, dizabilitate, sărăcie), cu aprobarea comisiei de admitere pe facultate.*

III.9.3. Scutirea de la plata taxelor de înscriere la concurs se face numai în baza actelor (dovezilor) prezentate de candidați, din care să rezulte că fac parte din una dintre categoriile enumerate mai sus.

III.9.4. Scutirea de la plata taxelor de înscriere la concurs se aprobă numai pentru **o singură opțiune** la înscriere, la oricare dintre programele de studii pentru care se organizează concurs de admitere la UMF „Victor Babeș” din Timișoara.

III.9.5. Aprobarea scutirii se face de către comisiile de admitere pe facultăți/pe tip de admitere.

III. 3. Plata taxei de școlarizare

III.10.1. Candidații declarați admiși la programele de studii în limba română, sesiunea iulie/septembrie, vor achita taxa de școlarizare în cuantumul prevăzut de Regulamentul taxelor, **integral**, în perioada stabilită pentru confirmarea locului și înscriere, conform Calendarului concursului de admitere, fie pe platforma de admitere online (cu cardul), fie prin virament bancar/numerar, în contul Universității deschis la Trezoreria Timișoara: RO21TREZ62120F330500XXXX cod fiscal: 4269215, cu următoarele mențiuni: „**taxa de școlarizare – nume, prenume, anul de studiu, programul de studii**”.

III.10.2. Dovada plății taxei de școlarizare (copia chitanței/ordinului de plată) va fi, **obligatoriu**, încărcată în contul de candidat și depusă, în format fizic, împreună cu dosarul de înscriere, până cel târziu la data expirării termenului de plată a taxei de școlarizare/de înscriere. Neachitarea taxei de școlarizare în termenul prevăzut va duce la pierderea locului obținut prin concurs și la redistribuirea locurilor astfel vacante.

III.10.3. Candidații admiși care nu plătesc taxa de școlarizare, integral, până la termenul stabilit sunt considerați,

din oficiu, că au renunțat, prin neprezentare, la locul obținut prin concurs.

III. 4. Distribuirea locurilor rămase libere

III.11.1. După afișarea rezultatelor (la încheierea termenului de achitare a taxelor de școlarizare și înscriere), inclusiv ca urmare a unor eventuale retrageri ulterioare ale candidaților care și-au confirmat locul, locurile rămase neocupate în sesiunea iulie, vor fi scoase la concurs în sesiunea de admitere din luna septembrie, cu excepția situațiilor în care există candidați respinși în așteptare, cu respectarea repartizării cifrei de școlarizare aprobate de Senatul universitar.

III.11.2. Locurile distincte (rural, protecție socială, cerințe educaționale speciale/dizabilități, minorități naționale, repartizate MAPN) rămase neocupate în sesiunea iulie, vor fi scoase la concurs, în a doua sesiune de concurs, din septembrie, cu excepția situațiilor în care există candidați respinși în așteptare, cu respectarea repartizării cifrei de școlarizare aprobate de Senatul universitar.

III.11.3. În cazul în care, după a doua sesiune de concurs, rămân locuri distincte neocupate, acestea se repartizează, în ordinea opțiunilor și a mediilor obținute, cu aprobarea conducerii universității.

III.11.4. La finalul sesiunii de admitere din luna septembrie, locurile bugetate rămase neocupate, vor fi redistribuite după următorul algoritm:

a. În cadrul aceleiași facultăți către alte programe de studii, dacă există candidați admiși la taxă care pot glisa la buget. Decizia redistribuirii acestor locuri revine conducerii facultății și se aduce la cunoștința Comisiei centrale de admitere.

b. Dacă în cadrul unei facultăți rămân locuri la buget, care nu pot fi ocupate, conform descrierii de la punctul (a), atunci acestea sunt raportate Rectorului, care le va redistribui **către acele facultăți** care au candidați admiși la taxă, care ar putea glisa la buget.

c. Pe locurile bugetate primite de facultăți, prin redistribuire, glisează candidații admiși la taxă în sesiunile iulie și septembrie, strict în funcție de opțiune și media de admitere obținută.

III.11.5. La finalul sesiunii de admitere din septembrie, locurile bugetate distincte rămase neocupate se vor repartiza, după obținerea aprobării Ministerului Educației privind schimbarea destinației lor în locuri repartizate statistic, în cadrul aceluiași program de studii sau către alte programe de studii, conform pct. III.11.4.

III.11.6. La finalul sesiunii de admitere din luna septembrie, locurile cu taxă rămase neocupate, vor fi redistribuite după următorul algoritm:

a. În cadrul aceleiași facultăți către alte programe de studii, dacă există candidați inițial respinși (în așteptare) care pot glisa pe locurile cu taxă. Decizia redistribuirii acestor locuri revine conducerii facultății și se aduce la cunoștința Comisiei centrale de admitere.

b. Dacă în cadrul unei facultăți rămân locuri la taxă, care nu pot fi ocupate, conform descrierii de la punctul (a), atunci acestea sunt raportate Rectorului, care le va redistribui **către acele facultăți** care au candidați inițial respinși (în așteptare), care ar putea glisa pe locuri cu taxă.

c. Pe locurile cu taxă primite de facultăți, prin redistribuire, vor glisa candidații respinși inițial, cu media peste 5 (cinci), în sesiunile iulie și septembrie, strict în funcție de opțiune și media de admitere obținută.

III. 5. Prevederi privind înscrierea candidaților admiși în vederea înmatriculării

III.12.1. În vederea înmatriculării, candidații admiși au următoarele obligații:

- Obligația de achitare a taxei de școlarizare, integral, în termenele prevăzute de prezentul regulament și de Calendarul concursului de admitere, doar de către candidații admiși la taxă;

- Obligația de a se înscrie în anul I, la secretariatul facultății, în termenul stabilit pentru confirmarea locului, cu depunerea, în format fizic, a dosarului de înscriere la concurs.

III.12.2. Pentru certificarea conformității cu originalul, de către personalul secretariatelor facultăților, a documentelor încărcate la înscrierea la concurs în platforma de informatică de admitere, candidații admiși au obligația de a depune la secretariat, **în original/copie**, în termenul stabilit pentru confirmarea locului și înscriere, următoarele documente:

(1). Fișa de înscriere la concursul de admitere, semnată de candidat, care include și Opisul documentelor depuse la dosar;

- (2). Contractul de studii în original, în 2 exemplare, completat și semnat;
- (3). Diploma de bacalaureat, în original/copie, după caz;
- (4). Foaia matricolă cu notele obținute pe parcursul liceului, în original/copie, după caz;
- (5). Adeverința eliberată de către instituția de învățământ, în locul diplomei de bacalaureat, în original plus o copie, în cazul în care aceasta nu a fost eliberată – pentru candidații care au promovat examenul de bacalaureat în sesiunea corespunzătoare anului școlar curent;
- (6). Adeverința de recunoaștere a studiilor eliberat de direcția de specialitate din Ministerul Educației și Cercetării din România, în cazul cetățenilor cu diploma de bacalaureat sau echivalentă obținută în altă țară;
- (7). Declarația pe propria răspundere pentru confirmarea locului bugetat, în cazul candidaților care transmit electronic documentul de recunoaștere emis online de către direcția de specialitate din cadrul Ministerului Educației;
- (8). Adeverință din care să rezulte forma de finanțare (buget/taxă), pe fiecare an de studiu, eliberată de instituțiile de învățământ superior, în cazul candidaților care au fost/sunt înscriși la studii universitare de licență, finalizate sau nefinalizate cu examen de licență;
- (9). Declarație pe propria răspundere, în cazul candidaților care nu au beneficiat de finanțare de la bugetul de stat pentru studii universitare de licență, cu excepția absolvenților de liceu din sesiunea corespunzătoare anului universitar curent, care nu trebuie să depună această declarație. Sub sancțiunea prevăzută de Codul penal pentru uzul de fals și falsul în declarații, candidații declară că nu au beneficiat de finanțare de la bugetul de stat, integral/parțial, pentru programe de studii universitare de licență finalizate/nefinalizate cu examen de licență;
- (10). Diploma de licență, în copie, după caz;
- (11). Cartea de identitate/pașaportul și copie;
- (12). Certificat de naștere, plus o copie. Candidații străini vor prezenta și o traducere legalizată a certificatului de naștere, în limba română
- (13). Certificat de căsătorie/hotărâre sau certificat de divorț, dacă este cazul, plus o copie. Originalul se va restitui titularului după confruntarea celor două documente și certificarea copiei cu originalul de către secretar/a. Candidații străini vor prezenta și o traducere legalizată a certificatului de căsătorie, în limba română;
- (14). Adeverință medicală cu mențiunea „clinic sănătos”, care să ateste faptul că persoana care urmează să se înscrie la studii nu suferă de boli contagioase, alte afecțiuni incompatibile cu viitoarea profesie, eliberată de medic;
- (15). Certificat de competență lingvistică pentru limba română, eliberat de către instituții abilitate ale Ministerului Educației din România;
- (16). 4 fotografii tip carte de identitate;
- (17). Ordinul/ chitanța de plată a taxei de înscriere la concursul de admitere, pentru fiecare program de studii;
- (18). Dovada plății taxei de școlarizare (copia chitanței/ordinului de plată);
- (19). Dosar plic

III.12.3. Pentru candidații admiși care nu respectă obligațiile prevăzute la pct. III.12.1, se consideră, din oficiu, că au renunțat, prin neprezentare, la calitatea de student.

CHAPTER IV. METHODOLOGY FOR TYPE III ADMISSION TO UNIVERSITY STUDIES OF ROMANIAN CITIZENS (RO), FROM THE EUROPEAN UNION (EU), FROM THE EUROPEAN ECONOMIC AREA (EEA), FROM THE SWISS CONFEDERATION (CH), AS WELL AS BRITISH CITIZENS AND THEIR FAMILY MEMBERS, TO STUDY PROGRAMMES TAUGHT IN A FOREIGN LANGUAGE/ROMANIAN

IV.1. General provisions

IV.1.1. In accordance with Order No. 3693/2024 of the Minister of Education approving the Framework Methodology for the organisation of admission to higher education in short-term, bachelor's, master's and doctoral university study cycles, based on university autonomy and public accountability, the Victor Babeș University of Medicine and Pharmacy in Timișoara is organising an admission competition for Romanian citizens, citizens of the European Union, the European Economic Area and the Swiss Confederation, as well as British citizens and their family members, as beneficiaries of the Agreement on the withdrawal of the United Kingdom of Great Britain

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and Northern Ireland from the EU and the EEA 2019/C 384 I/01 to study programmes taught in a foreign language/in Romanian with tuition fees payable in euros, under the conditions set out below.

IV.1.2. This methodology is intended for RO, EU, EEA and CH candidates who wish to study in programmes taught in a foreign language – English or French/Romanian – with tuition fees payable in euros.

IV.1.3. This methodology is the only official document regarding the organisation and conduct of the admission exam for RO, EU, EEA and CH candidates at the Victor Babeș University of Medicine and Pharmacy in Timișoara, for undergraduate/combined university studies, for study programmes taught in a foreign language/Romanian, for places with tuition fees payable in euros, and is supplemented by the provisions of subsequent normative acts.

IV.1.4. References appearing in various publications or communicated in other ways cannot replace the official ones and, consequently, do not bind the Victor Babeș University of Medicine and Pharmacy in Timișoara in any way.

IV.1.5. The university has no cooperation or representation agreement with agencies that act as intermediaries in the enrolment of candidates. Candidates who submit their applications through agents do not enjoy any advantages in terms of admission over candidates who apply on their own.

IV.1.6. By completing the online application form, candidates for the admission competition assume and declare that all contact details provided (email address, telephone number) belong to them and not to a third party (agent, agency, representative, etc.) and that they have access to all means of communication sent to the university (email, telephone number).

IV.1.7. The contact details (email address, telephone number) are associated with the candidates registered on the admission platform, not their intermediaries, the candidates being solely responsible for how they receive or do not receive the messages that the university sends to the email addresses they provide when registering on the admission platform.

IV.1.8. The Board of Directors has the right to bring this methodology into line with mandatory regulations.

IV.1.9. This methodology may be subject to further changes depending on the regulations of the Ministry of Education and Research, and candidates are required to keep themselves informed of any changes that may occur and to act accordingly.

IV.1.10. All communication between the university and candidates enrolled in the admission competition shall be in writing, in paper or electronic format. The status of the application file and the status of the candidate will be available in the candidate's account on the admission platform.

IV.1.11. The following candidates are eligible to participate in the admission competition for study programmes taught in a foreign language/Romanian for places with tuition fees payable in euros:

a. EU/EEA/EC citizens, graduates with a valid baccalaureate diploma or equivalent, regardless of the year of high school graduation, in accordance with Article 9 of Order M.E. 3102/2022).

b. Romanian citizens, graduates with a baccalaureate diploma obtained in Romania or equivalent, with a baccalaureate diploma or equivalent obtained in another country, subject to obtaining the equivalence of the diploma by CNRED, provided that a notarised statement is submitted to the file specifying the following:

- that they agree to study by paying the fee in euros;
- that they understand and agree that their financial status remains unchanged for the entire duration of their studies and can only be changed after passing a new entrance exam, taken under the conditions provided for candidates participating in the entrance exam for state-funded or fee-paying places in lei, following which they will begin their studies in the first year and only in study programmes in Romanian.

c. Foreign citizens who fall under the provisions of O.G. 194/2002, with a long-term residence permit in an EU country, may also apply for the admission competition.

IV.1.12. The above-mentioned candidates may choose a maximum of two study programmes taught in foreign languages/Romanian, according to the approved enrolment quota, from the following categories, as follows:

- a. 6-year bachelor's degree programmes (360 ECTS credits),
- b. bachelor's degree programmes with a duration of 5 years (300 ECTS credits) and 3 years (180 ECTS credits).

IV.1.13. The enrolment quota, i.e. the number of places/faculties/study programmes, shall be determined by the university management in accordance with the regulations of the Ministry of Education and shall be posted at a later date on the University's website.

IV.1.14. The university management establishes and approves the enrolment figures and study programmes available for each admission session in accordance with the legal regulations in force.

IV.1.15. If there are any places left after admission, they'll be redistributed by the management of UMF "Victor Babeș" in Timișoara, depending on the level of competition and the requests of the candidates who took part in one of the competitions organised by the university.

IV. 2. Calendar for the admission competition

IV.2. 1. Admission to type III undergraduate studies for Romanian citizens, citizens of the European Union, the European Economic Area and the Swiss Confederation to study programmes taught in a foreign language/in Romanian, British citizens and their family members, and foreign citizens who fall under the provisions of O.G. 194/2002, with a residence permit in Romania, paying tuition fees in euros, is organised according to the calendar approved by the University's Board of Directors, at the proposal of the Vice-Rector for International Relations.

IV.2. 2. For study programmes where the number of candidates in the admission competition organised in the first session of the current year does not cover/occupy the number of places established for that programme, a second admission session shall be organised for the remaining unoccupied (vacant) places, in accordance with the calendar and enrolment quota approved by the university management for the second session, under the same conditions and with the same admissions committee as in the first session, at the proposal of the Vice-Rector for International Relations, or managed in accordance with the official decision of the university management.

IV. 3. Procedure for registering candidates for the admission competition

IV.3.1. During the period established according to the admission calendar, candidates will complete the online application form and upload the application documents (application file) on the university's website, Admission – Admission/International Admission, current year, assuming responsibility for the authenticity and correspondence between the digital/scanned documents and the originals, as well as the accuracy of the personal data entered (citizenship, date of birth, place of birth, etc.). Online registration forms that are not completed and files that are incomplete/not filled in by the deadline set in the admission calendar will not be validated.

IV.3.2. By completing the online application form, the candidate expresses their consent to the processing of personal data for this purpose and assumes responsibility for the accuracy of the information and data provided.

IV.3.3. When registering for the admission competition, candidates' options are limited to a maximum of 2 study programmes, specifying the option or options in order of preference (as applicable) from those available according to the number of places available. The candidate's option(s) and the final admission average obtained determine their ranking.

IV.3.4. In the online registration form, the candidate is required to specify exactly the two study programmes and languages of instruction for which they have opted.

IV.3.5. Candidates' registration for the admission competition by completing the registration form and uploading the registration documents (registration file) online is finalised according to the admission calendar. Unfinished online registration forms and incomplete and unfilled files by the deadline set in the admission calendar will not be validated. University staff will check the documents uploaded online and validate the registration of candidates with complete files.

IV.3.6. Only validated files will be considered; any other file status is not valid for participation in the admission competition.

IV.3.7. After the registration period has ended, the options, their order, and other information in the registration form cannot be changed.

IV.3.8. Contact details: Vice-Rectorate for International Relations: e-mail: international@umft.ro

IV.3.9. After completing the application form and registering for the competition, candidates will receive a

confirmation email detailing the next steps, in accordance with this methodology.

IV.3.10. Candidates who apply for admission to several study programmes offered by UMF "Victor Babeș" in Timișoara, under type 3 admission, will upload the application documents (file) online only once, so that within the same admission session, candidates with dual citizenship (EU AND NON-EU) must choose one of these categories: EU or NON-EU.

IV.3.11. Candidates are responsible for the information regarding the email address provided to the university when registering on the online platform.

IV.3.12. Candidates must ensure that their email addresses comply with European Union requirements so that the university does not encounter errors in electronic communication (email addresses must be internationally accepted, e.g. Yahoo, Gmail, Hotmail, etc.). The university is not responsible for electronic messages that candidates do not receive.

IV.3.13. Access to the email address used by the candidate to register on the online admission platform is entirely the responsibility of the candidate, including password recovery.

IV.3.14. Applications for admission submitted to the university by means or channels other than those specified in this methodology, according to the established calendar, will not be considered.

IV.3.15. Candidates assume full responsibility for the accuracy of the information and authenticity of the documents uploaded, even if the documents were submitted through an agent/agency.

IV. 4. Documents required for enrolment in the admission competition

IV.4.1. The application file and its online upload to the platform by candidates, who assume responsibility for the authenticity and correspondence between the digital/scanned documents and the originals, shall contain **the following scanned documents, front and back**, as applicable:

Personal data protection statement – in accordance with the relevant documents posted on the website;

a. Application for the equivalence of the baccalaureate diploma/equivalents by CNRED – according to useful documents approved by the university management and displayed on the website and/or the Certificate/Attestation issued by CNRED;

b. High school diploma/equivalent diploma – in a certified/super-certified copy (Apostille from The Hague, Ministry of Foreign Affairs, Romanian Embassy) in the official/original language in which it was issued and in an authorised translation (if applicable) into Romanian, English or French;

c. High school transcript/equivalent – certified/super-certified copy (Apostille from The Hague, Ministry of Foreign Affairs, Romanian Embassy) in the official/original language in which it was issued and in an authorised translation (if applicable) into Romanian, English or French;

d. Graduation certificate, an official document valid only for graduates who have not yet received their final baccalaureate/equivalent exam diploma, which explicitly states and reflects the passing of the baccalaureate/equivalent exam and the final results obtained by the candidate in this exam - in a certified/super-certified copy (Apostille from The Hague, Ministry of Foreign Affairs, Romanian Embassy) in the official/original language in which it was issued and in an authorised translation (if applicable) into Romanian, English or French;

e. High school transcripts – in certified/super-certified copies (Apostille from The Hague, Ministry of Foreign Affairs, Romanian Embassy) in the official/original language in which they were issued, if this language differs from Romanian, English or French, and in a certified translation (if applicable) into Romanian, English or French; simple copies for high school transcripts issued in Romanian, French or English.

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

g. Marriage certificate (if applicable) – certified copy in the official/original language in which it was issued and authorised translation (if applicable) into Romanian, English or French;

h. Identity card or passport (valid) – copy (the identity card or passport uploaded by the candidate must reflect their category according to Chapter IV.1.8, letters a., b., c.).

i. Residence permit issued by the Romanian authorities – copy, in the case of foreign citizens who fall under the

provisions of O.G. 194/2002, with a residence permit in Romania.

j. Medical certificate according to the model approved by the university – in accordance with the useful documents posted on the website, in Romanian, English or French, or containing all the information required according to the model medical certificate approved by the university; (including the mention Fit for studies in the field of medical sciences).

k. Proof of language proficiency – copy (according to the chapter Language proficiency – Language test in this methodology).

l. Proof of payment of the language proficiency test fee (if applicable), in accordance with the Fees Regulation.

m. Notarised statement from Romanian citizens who wish to enrol in a study programme in English/French/Romanian, with payment of the fee in euros, stating that they wish to study on a fee-paying basis with payment of the fee in euros and that they are aware that their financial status will remain unchanged for the entire duration of their studies and can only be changed after passing a new entrance exam, held under the conditions set out for candidates taking the entrance exam for state-funded or fee-paying places in lei, after which they will begin their studies in the first year and only on study programmes in Romanian;

n. Proof of payment of the file processing fee, in accordance with the Fee Regulations (non-refundable in case of file processing, i.e. if the documents uploaded online have been verified);

o. For Italian citizens whose birth certificates do not include the full names of their parents, the application file shall also contain an official document showing the full names of the parents (certified copy and authorised translation into Romanian/English/French);

p. Notarised statement/official document proving that all documents uploaded by the candidate correspond to one and the same person, in case of discrepancies or differences in documents regarding the candidate's full name – only if the candidate's full name is not written identically in all documents submitted.

q. For family members of British citizens - a copy of the residence permit issued by the Romanian authorities in accordance with the legislation in force and the official document/proof that they are family members of British citizens (if this is not evident from the birth or marriage certificate) – certified copy and authorised translation into Romanian, English or French (if applicable).

IV.4.2. For information on the requirement for apostille or legalisation of documents issued by countries falling under this category, please contact the Ministry of Foreign Affairs or the Ministry of Education and Research in Romania (National Centre for the Recognition and Equivalence of Diplomas - CNRED) or visit the websites of the two institutions.

IV.4.3. For information on the minimum requirements for access to higher education in Romania and the list of secondary school diplomas recognised by the Ministry of Education and Research, please consult Annex 8.

IV.4.4. In order to recognise and equate the diploma, the Ministry of Education and Research (CNRED) may request additional explanatory documents in addition to those mentioned above; for details, please contact CNRED.

IV.4.5. In the case of educational documents issued by educational institutions operating under the British system, predictive results are not accepted. The University only accepts educational documents containing the final grades obtained in the baccalaureate/equivalent (GCE) examination.

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

IV.4.7. According to the current provisions of the Ministry of Education and the Romanian Government, documents issued in Romanian may be submitted in copy form. This provision does not apply to translations into Romanian from another language.

IV.4.8. Candidates who have subjects in their school records with names other than biology/chemistry but which correspond to biology/chemistry are required to submit a certificate issued by their high school/official document certifying that the subject(s) in question are equivalent to biology/chemistry.

IV.5. Language proficiency – Language test

IV.5.1. For study programmes in English/French/Romanian, candidates must take the online language test organised by the Department of Modern Languages at the Victor Babeș University of Medicine and Pharmacy in Timișoara, during the period specified in the admission competition calendar. The test will be marked by the

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teaching staff as "pass" or "fail". The results of the language tests will be recorded on the admission platform by the technical committee on the same day, after the language tests have been completed.

IV.5.2. The access links and login details for the language tests established and created by the Department of Modern Languages and Romanian Language together with the technical committee will be sent to candidates in the message received after the validation of the file.

IV.5.3. Passing the language test is a mandatory and eliminatory condition for enrolment in the admission competition.

IV.5.4. As an exception to the provisions of point IV.5.1, the categories of candidates for study programmes taught in an international language who **are not required** to take the language test are candidates who submit the necessary documents for enrolment issued by educational institutions in Romania or abroad, as follows:

- candidates who come from countries where the official language coincides with the language of instruction of the study programme they are applying for (English or French) and who prove, with school documents that they have attended courses in that language (they have completed secondary school/high school/college/bachelor's/or master's degree studies in the language of the study programme for which they are applying).
- candidates who have studied and graduated from a high school with the same language of instruction as the study programme for which the candidate is applying, regardless of the candidate's citizenship or country of origin, and who can prove, with school documents, that they have attended courses in that language;
- candidates who hold an International Baccalaureate (IBDP / International Baccalaureate Diploma Programme, EB / European Baccalaureate Diploma, IGCE - International General Certificate of Education, GCE / General Certificate of Education – Advanced Level) in the language of the study programme for which they have opted;
- candidates who hold an international language proficiency certificate with a minimum level of B2, according to the table below:

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

FRENCH/ ENGLISH	Language certificates, minimum level B2, stamped and signed by a Romanian university accredited to conduct and organise English/French language tests.
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IV.5.5. The language exam/competence taken as part of the baccalaureate exam is not accepted.

IV.5.6. Only international language proficiency certificates, as listed in the table above, of candidates applying for a study programme in the language for which the certificate was issued will be considered by the admissions committee.

IV.5.7. Candidates enrolled in the admission competition for study programmes in Romanian are required to submit one of the following documents:

- Certificate of language proficiency in Romanian, minimum level B1, issued by universities or institutions authorised by the Romanian Ministry of Education;
- Certificate of completion of the preparatory year in Romanian;
- educational documents issued by educational institutions in Romania or abroad, with teaching in Romanian, for at least 3 consecutive years.

IV.5.8. Candidates for study programmes in Romanian who submit the necessary educational documents for enrolment, issued by educational institutions in Romania or abroad, are exempt from the obligation to submit one of the documents referred to in point IV.5.6. as follows:

a) Romanian educational documents (diplomas and certificates) or educational documents, school records attesting to at least 4 consecutive years of study in Romanian, in an accredited educational institution, with instruction in Romanian;

b) certificates or attestations of language proficiency at a minimum level of B1, in accordance with the Common European Framework of Reference for Languages, issued by accredited higher education institutions in Romania that organise preparatory courses in Romanian for foreign citizens, by departments of Romanian language, literature, culture and civilisation at universities abroad/the Romanian Language Institute or the Romanian Cultural Institute.

IV.5.9. The Department of Modern Languages and Romanian Language of our institution organises tests for Romanian/English/French according to the schedule and conditions established by the representatives of this department, which will be reflected in the fee regulations, schedule and admission methodology.

IV.6. Conduct of the admission competition

IV.6.1. Admission to studies is conditional upon registration for the admission competition, fulfilment of the language requirements, participation in the multiple-choice test and passing the admission exam – admission competition organised according to the admission calendar, the number of places available and the study programmes available for which the candidate has opted.

IV.6.2. The admission exam consists of a written test in the form of a multiple-choice test to assess knowledge, which includes 50 questions in biology from a total of 500 questions posted on the university's website.

IV.6.3. The score awarded automatically (for attendance) is equivalent to a grade of 3.

IV.6.4. The 50 biology questions scored with one point per question answered correctly (maximum score 50 points) correspond to a grade of 7.

IV.6.5. The mark for the multiple-choice test is calculated by multiplying the mark 7.00 by the ratio between the candidate's score and the maximum score (50 points), to which is added the mark 3.00 awarded for attendance.

IV.6.6. Multiple-choice test mark = $3 + 7x(\text{multiple-choice score})/50$.

Example: 50 points = grade 7.00

The candidate scores 40 points on the multiple-choice test.

50.....7

40.....x (multiple-choice test score)

Multiple-choice test score = $\frac{40x7}{50}$

50

Multiple-choice test score = 5.60 + 3.00 (attendance score) = 8.60

IV.6.7. The formula for calculating the final average for the admission competition is:

$$\frac{\text{Multiple-choice test score} + \text{baccalaureate/equivalent average}}{2}$$

IV.6.8. The final admission average is the arithmetic average between the multiple-choice test score and the baccalaureate average.

Example: 8.60 (multiple-choice test score) + 8.30 (baccalaureate/equivalent average) = 16.9/2= 8.45 (final admission average).

□ When calculating the baccalaureate average, the grade obtained in the country of origin will be converted to the Romanian education grading system.

Examples:

1. An average of 3.3 obtained in the baccalaureate exam in Germany corresponds to a score of 82–85, which in turn corresponds to a grade of 6.93 in the Romanian grading system (the upper scoring threshold was taken into account).

2. An average of 13.80 obtained in the baccalaureate exam in France (or at any high school where the French system is used) corresponds to a grade of 6.90 in the Romanian system.

3. An average of 87 obtained in the Italian baccalaureate exam corresponds to a grade of 8.70 in the Romanian system.

□ For candidates with educational documents issued in countries where no average mark is awarded for the baccalaureate exam/equivalent, the overall average mark for the high school years will be taken into account instead of the baccalaureate average!

□ In the case of a baccalaureate diploma issued in Morocco, the average obtained in the national exam will be taken into account.

IV.6.9. The final admission average is expressed to two decimal places, without rounding.

IV.6.10. The minimum final admission average for undergraduate studies cannot be less than 5.00 (five).

IV.6.11. Answers written on rough paper will not be evaluated.

IV.6.12. The exam topics are determined based on multiple-choice questions and the bibliography posted on the university's website.

IV.6.13. The exam is written. The questions have between 1 and 4 correct answers and receive 1 point if all correct answers are marked. If only some of the correct answers are marked, a proportional score is awarded. An incorrect answer will result in the cancellation of the entire score for the question, in the case of questions with one correct answer (score 0).

IV.6.14. The scoring system will be explained to candidates before the exam.

IV.6.15. Candidates may enter the examination room between 8.30 and 9.30 a.m. on presentation of their identity card/passport (which must be valid) and their competition card (in printed or electronic form). Candidates will not be admitted to the examination room without these documents.

IV.6.16. From 10.00 a.m. onwards, candidates will not be allowed to enter the examination rooms.

IV.6.17. Candidates will only have access to the room to which they have been assigned.

IV.6.18. Upon entering the room, candidates will hand over any materials that must not remain in their possession during the exam: books, notebooks, publications of any kind, blank or written papers, mobile phones, electronic watches, calculators, laptops, tablets, any other type of communication device, cameras, bags. They will retrieve them after the test is over.

IV.6.19. Any type of verbal or non-verbal communication between candidates in the room, as well as any attempt to cheat in the admission exam, will automatically result in the exclusion of the candidates in question from the room and the definitive failure of the exam.

IV.6.20. Any misconduct (communication between candidates, copying, possession of any transmission equipment during the exam, identity fraud, behaviour that disturbs other candidates) will be punished by

elimination from the exam.

IV.6.21. Candidates must tie their hair back so that their ears are visible, and those wearing hearing aids are asked to remove them during the exam to avoid suspicion of radio communication.

IV.6.22. Candidates are allowed to bring a small bottle of drink (water, soft drink, tea or coffee) and food (chocolate, biscuits, sandwiches) in transparent packaging, in reasonable quantities and for personal use only.

IV.6.23. Candidates will have a black or blue pen or pencil with them to fill in their personal details on the exam form.

IV.6.24. Starting at 10:00 a.m., candidates will be given their question booklets.

IV.6.25. The exam form must be completed validly by the candidate by completely blackening the ellipses corresponding to the answers considered correct, using the marker provided, without going beyond the margins; the ellipses corresponding to the answers considered incorrect shall be left blank.

IV.6.26. No erasures or corrections are allowed on the exam form, as these may mislead the computerised evaluation system. Changes, erasures or partially coloured ellipses will result in the cancellation of the score for the question in question, with the candidate bearing sole responsibility in this case. In case of incorrect completion, another exam form may be requested once.

IV.6.27. Completing the new exam form does not extend the exam time for the candidate concerned.

IV.6.28. The candidate is fully responsible for completing the exam form correctly (personal details, completely blacking out the circles for the answers considered correct, no erasures or corrections, correspondence between the answers on the exam form and the answers written on the draft paper or in the exam notebook).

IV.6.29. Candidates who withdraw from the exam and announce this after the distribution of the question booklets may only leave the room 60 minutes after the scheduled start of the exam. After leaving the room, no candidate is allowed to return during the exam for any reason, except in the case of physiological needs, in which case the candidate will be accompanied by two invigilators and will be allowed to be absent from the room for a maximum of 10 minutes. The time spent outside the room does not extend the duration of the exam for that candidate.

IV.6.30. At the end of the examination time, candidates shall hand over all examination materials to the room supervisor, against signature.

IV.6.31. Electronic correction (by scanning) will be carried out in the presence of the candidates.

IV. 7. Admission competition results and candidate ranking

IV.7.1. The correct answers to the questions will be posted on the website of the Victor Babeș University of Medicine and Pharmacy in Timișoara on the day of the exam, after the correction has been completed.

IV.7.2. The lists/results displayed on the university's website, indicating the online registration number corresponding to the file validated by the admissions committee, which will replace the candidate's identification data (name and surname), in accordance with the provisions of the Ministry of Education regarding the protection of personal data and the anonymisation of candidates, are generated in accordance with the following criteria:

- The order of the options expressed in the candidate's online registration form, respecting the criterion "option beats average";
- The descending order of the final admission averages obtained by candidates according to the university's requirements (application of the established formula, application of the tiebreaker criteria in the case of candidates with equal final admission scores, after appeals, after confirmations).

IV.7.3. Candidates will be ranked according to the order of options expressed in the registration form, in descending order of final admission average, within the limit of the number of places approved for each study programme.

IV.7.4. The admission of candidates to all bachelor's degree programmes taught in a foreign language/Romanian, for places open to Romanian/EU/EEA/CH citizens, is based on the general principle of "option beats average".

For example:

Candidate A opted for Medicine in English (first choice) and Dentistry in English (second choice) and obtained a final admission average of 10.

Candidate B opted for Dentistry in English (first choice) and Medicine in English (second choice) and obtained a final admission average of 9.

Candidates will be assigned to their first choice in order of their final admission scores.

It is possible that your place may be taken by someone with a lower average than yours, based on the principle that "the option beats the average", as follows: candidate A has an admission average (10) and the option of Dentistry in English in second place on the registration form, and candidate B has an admission average of 9.00 and English-language Dentistry in first place on the registration form, candidate B has priority in the allocation for the English-language Dentistry option, as it is their first choice, even though A has a higher average than B.

If a candidate has an average of 8 and all places for their first choice have been taken by candidates with higher averages than theirs, if there are still places available for their second choice, they will be allocated to their second choice.

IV.7.5. If, for the last place, there are several candidates with the same final admission average, they will be ranked based on the following criteria, as applicable:

- o the arithmetic mean of the marks obtained in biology during high school;
- o the arithmetic mean of the marks obtained in chemistry during high school;
- o the arithmetic mean of the averages for the years of high school.

IV.7.6. Depending on the stage of the admission competition, the results will be as follows:

- Provisional results, generated on the day of the admission competition;
- Results after resolving any appeals, for study programmes where there have been changes in classification;
- Results after each confirmation stage, reflecting the status of the candidate;
- Results after the end of the provisional registration period specified in the admission calendar, the list of candidates admitted and enrolled in the first year.

IV.7.7. The lists will be displayed with the registration number/code, which will replace the candidate's first and last name.

IV. 8. Submission and resolution of appeals

IV.8.1. Any appeals regarding the results of the admission competition shall be submitted to the University Registry, Room 1, according to the dates set out in the admission calendar.

IV.8.2. The resolution of appeals is the exclusive responsibility of the appeals committee, which will analyse and resolve appeals only in the presence of the appellants, on the same day they were submitted. The committee's decision is final and will be communicated by posting it on the university's website.

IV.8.3. If differences in grading are found, the candidate will be awarded the final average resulting from the verification of the contested test.

IV.8.4. Appeals based on ignorance of the Admission Regulations will not be accepted.

IV.8.5. After resolving any appeals, for study programmes where there have been changes in classification, lists of admitted and rejected candidates will be drawn up and posted, by study programme, containing the final, definitive and indisputable admission averages.

IV.8.6. After the deadline for resolving and responding (by posting) to appeals has expired, the final admission averages are final and cannot be changed.

IV. 9. Confirmation of place

Stage I

IV. 9. 1 During the period specified in the admission calendar for the first stage of place confirmation, candidates declared **admitted** following the admission competition organised by UMF "Victor Babeș" in the current year's sessions **are required** to confirm their place by paying the confirmation fee and a 50% advance on the tuition fee, uploading proof of payment to the admission platform and choosing optional subjects, under penalty of losing the place obtained through the competition if these obligations are not fulfilled; as a result, an admitted candidate who

has not confirmed their place and has not paid the 50% advance of the tuition fee within the period established in the admission calendar will be considered rejected and will automatically appear, according to the order of options and the final admission average, on the list of rejected unconfirmed candidates (they have not uploaded proof of payment of the place confirmation fee on the admission platform).

IV.9.2 Admitted candidates who have confirmed their place and paid only the confirmation fee, without uploading the 50% advance payment of the tuition fee on the admission platform, will appear on the list of confirmed rejected candidates, according to the order of their choices and final admission averages.

IV.9.3 During the first stage of place confirmation, **rejected candidates** who participated in the admission competition and obtained a final admission average above 5.00 **may** confirm their place by paying the confirmation fee per option, uploading the proof of payment on the admission platform and choosing the optional subjects, in the event of a place becoming available; in this case, payment of the confirmation fee does not guarantee admission for rejected candidates, who are placed on the waiting list - confirmed rejects. The admission of confirmed rejected candidates depends on the number of places available/vacant/managed according to the decision of the university management and their position on the list, according to the order of options and final admission averages. IV.9.4 Rejected candidates who confirmed their place in the first stage have priority in the next confirmation stage over rejected candidates who did not confirm their place.

IV.9.5 Candidates who have not obtained a final admission average of at least 5 (five) are not entitled to confirm a place and are permanently excluded from the lists.

After stage I of confirmation, a candidate's status may be:

- Confirmed admission;
- Confirmed rejected (on hold);
- Unconfirmed rejected - admitted and rejected candidate who did not confirm in stage I.

Stage II

IV. 9.6 If, after stage I of confirmations, there are still places available (vacancies) during the period established in the admission calendar for stage II, **candidates who confirmed in stage I of confirmations (confirmed rejected)** will have the opportunity to secure a place by paying and uploading proof of payment for the 50% advance payment of the tuition fee within 48 hours of receiving an automatic notification to the email address with which the candidate created their account on the admission platform. Receipt of the notification depends on the candidate's position on the list of confirmed rejections (depending on the order of options and final admission averages).

IV. 9.7 If, after stage I of confirmations, there are still places available (vacancies) and the list of confirmed rejections has been exhausted, during the period established in the admission calendar for stage II, **candidates who did not confirm in stage I of confirmations (unconfirmed rejections)** will have the opportunity to confirm a place by paying and uploading proof of payment for the place confirmation fee and for the 50% advance payment of the tuition fee within 48 hours of receiving an automatic notification to the email address with which the candidate created their account on the admission platform. Receipt of the notification depends on the candidate's position on the list of unconfirmed rejections (depending on the order of options and final admission averages).

IV.9.8 In stage II of place confirmation, the lists may run a maximum of 2 times every 48 hours until the list of rejected candidates who have confirmed their place is exhausted, and a maximum of 2 times until the list of rejected candidates who have not confirmed their place is exhausted.

IV. 9.9 In stage II of place confirmation, the lists of rejected candidates may run a maximum of 2 times consecutively, every 48 hours, for the same candidate only if they are the only candidate on the list.

IV. 9.10 If the candidate is not the only one on the list and during the first round did not pay the 50% advance on the tuition fee within the 48 hours available, did not complete the confirmation of the place within the established period, depending on the option and average, they will move to the end of the list to which they belong (confirmed rejected candidates / unconfirmed rejected candidates). In this situation, the list moves on to the next candidate, even if the next candidate has a lower final admission average.

IV. 9.11 If the rejected candidate is not the only one on the list, they may be considered in the second round for 48 hours, depending on the order of options and admission average, only if there is a vacancy after the list of candidates who were positioned ahead of them after the first round has been exhausted.

IV.9.12 Candidates for whom the lists have been run twice in this stage of place confirmation lose their place and will be automatically excluded from the competition if they have not confirmed their place and have not paid the 50% advance payment within the established periods.

Provisions regarding seat confirmation

IV. 9.13 Confirmation of the place by the admitted candidates involves the payment and uploading on the admission platform (My Profile - confirmations - pay fees) of both proofs of payment (confirmation of the place + 50% advance payment of the tuition fee) within the period set for the first stage of place confirmation.

IV. 9.14 Confirming the place on the admission platform also includes the candidate's choice of optional subjects (accessing the account on the online admission platform, confirmations, confirm place), one of which becomes compulsory/semester. The optional subjects will be included in the study contract/annex to the candidate's study contract and cannot be changed later. The confirmation process is incomplete without completing this step.

Proof of payment of the confirmation fee, i.e. the 50% advance payment of the tuition fee, which is not uploaded to the admission platform, according to the established calendar, is not considered confirmation of the place.

On the admission platform, my profile - confirmations - confirms the place, each proof of payment must be uploaded accordingly to the right place - tuition fee to tuition fee or advance payment, confirmation to place confirmation, in order to be taken into account.

IV. 9.15 The 50% advance payment of the tuition fee is non-refundable in the case of admitted candidates who have confirmed their place and who subsequently withdraw from their studies/give up their place obtained through competition/do not complete their enrolment by the deadline set in the admission calendar. Exceptions to this provision are candidates who do not obtain the certificate of recognition of studies from the Ministry of Education and Research or who are subsequently admitted to a place of study financed from the Romanian State budget or with a fee in lei (following the promotion of an admission competition within our university, type I, II or III competition - only the RDP category). Any other exceptional situations proven by official documents require the express approval of the university management for the reimbursement of the 50% advance payment of the tuition fee, in accordance with the university's fee regulations.

The place confirmation fee is non-refundable even if no places become available.

IV. 9. 16 Candidates may pay the confirmation fee for a maximum of two study programmes, the same ones they chose in the online application form.

IV. 9.17 Candidates who are admitted and confirm their place for their first choice cannot pay the confirmation fee for their second choice, as they are automatically excluded from it.

IV. 9.18 Candidates who confirm their place for both options but are admitted to their second option remain on the waiting list of rejected candidates confirmed for their first option, provided that, when a place becomes available, they upload to the platform proof of payment for the 50% advance on the tuition fee (already paid for option 2) + the difference, if applicable, within 48 hours of receiving the automatic notification to the email address with which they created their account on the admission platform.

IV. 9.19 Candidates who have officially withdrawn (in writing, by email to international@umft.ro) from the admission competition/have withdrawn their application/place will be permanently excluded from the lists and will no longer be considered at any stage of the competition.

IV, 9.20 Vacant places left by rejected candidates will be filled in order of preference and final admission scores, depending on their position on the list, with priority given to rejected candidates who confirmed their place in stage I.

IV. 9.21 Candidates cannot be admitted to both options simultaneously.

IV. 10. Provisions regarding registration, place confirmation, tuition and enrolment fees

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IV.10.1. The amount of the fees can be found in the Fee Regulations approved by the university.

IV.10.2. All proof of payment of fees in euros that have not been paid on the admission platform must be uploaded by the candidate to the platform by the deadlines set in the calendar.

IV.10.3. Types of fees:

- o Application processing fee/admission session (non-refundable in case of application processing, i.e. if the documents uploaded online have been verified by university staff)
- o Romanian/English/French language test fee - 150 euros
- o Confirmation fee for place/option/study programme: €300, non-refundable.
- o Tuition fees, studies/year of study/study programme must be uploaded by admitted candidates on the online platform by the registration deadline. 50% advance payment of tuition fees/admitted candidate who has confirmed their place/study programme - non-refundable, according to the admission methodology and the Fees Regulations.
- o Registration fee: 100 lei, payable in cash at the university cashier's office upon final enrolment in studies.
- o Fees **set in euros** can be paid by bank transfer to the university's account or by card via the admission platform.

IV.10.4. Beneficiary bank details:

Beneficiary: Victor Babeș University of Medicine and Pharmacy in Timișoara.

Beneficiary address: Timișoara, Piața Eftimie Murgu No. 2, Code 300041.

Beneficiary bank: BANCA TRANSILVANIA.

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

IBAN: RO53BTRL03604202A6896600 (Euro account)

SWIFT: BTRLRO22

IV.10.5. The proof of payment must contain the candidate's full name (first and last name) and the type of payment made – file processing, place confirmation, tuition fee.

IV.10.6. If the fees are paid by other persons and not by the candidate, the recipient bank may request additional information and personal data (through the university's Financial-Accounting Service, e.g. identity card/passport, etc.) of the persons who made the payment/transfer and their consent to the processing of their personal data for verification by the bank (useful documents displayed on the website – consent to the processing of personal data, if applicable).

IV.10.7. The candidate is required to ensure that their proof of payment contains all the requested information and to upload the proof of payment to their candidate account (online platform) so that it can be processed accordingly by the university's Financial and Accounting Department.

IV.10.8. Certificates regarding the payment of tuition fees or the organisation of the admission competition can be requested and obtained exclusively from the university's Financial and Accounting Department, at the following e-mail address: contab@umft.ro.

IV.10.9. The amount of the tuition fee does not change during an academic year.

IV.10.10. The amount of the tuition fee does not change until the completion of the university study programme, unless the duration of study provided for by law is exceeded.

IV.10.11. Admitted candidates who do not pay the tuition fee (as approved by the university management) by the set deadline automatically lose their place obtained through the competition because they are considered to have given up this place by not showing up.

IV.10.12. The tuition fee must be paid before enrolment, and proof of payment must be uploaded by the candidate to their account on the online admission platform.

IV.10.13. The nominal report/study programme/candidate category regarding the payment of tuition fees and containing the status of candidates admitted and provisionally enrolled in year 1 will be generated from the platform with the approval of the Financial Accounting Department and sent to the dean's offices and the Vice-Rectorate for International Relations prior to the date set in the calendar for the display of the results of candidates provisionally enrolled in year 1.

IV. 11. Procedure for the enrolment of candidates admitted to undergraduate studies, for the purpose of registration

IV.11.1. Candidates who have been declared admitted following an admission competition organised by the Victor Babeș University of Medicine and Pharmacy in Timișoara for study programmes with tuition fees payable in euros for citizens referred to in Chapter IV.1.8, letters a, b, c and who have obtained the Certificate/Equivalence Certificate (mandatory documents) issued by CNRED (Ministry of Education and Research), may enrol in undergraduate studies.

IV.11.2. The university may handle the submission of files to CNRED.

IV.11.3. The Ministry of Education and Research (CNRED) reserves the right to reject any incomplete file and not to issue the Certificate/Attestation of recognition if the documents submitted by the candidate do not meet the requirements and provisions of CNRED.

IV.11.4. The document issued by CNRED regarding the equivalence and recognition of academic qualifications is mandatory for the enrolment of candidates declared admitted after passing the admission competitions.

IV.11.5. In order to issue the provisional decision of admission to studies, admitted candidates are required to physically present themselves at the Vice-Rectorate for International Relations, during the period established in the admission calendar, to personally complete the application form and submit the complete file with the following documents in printed format:

- (1). Declaration on personal data protection – according to the useful documents posted on the website
- (2) Signed and dated online registration form.
- (3) The original CNRED (Ministry of Education and Research) certificate/attestation for candidates who have obtained it on their own.
- (4). Baccalaureate diploma/equivalent – original + certified or super-certified copy in the language in which it was issued + a certified translation into Romanian;
- (5). Certificate of completion (valid official document, only for high school graduates who have not yet received their final diploma) of the baccalaureate exam/equivalent exam, which explicitly states and reflects the passing of the baccalaureate exam/equivalent and the final results obtained by the candidate in this exam - in a certified/super-certified copy (Apostille from The Hague, Ministry of Foreign Affairs, Romanian Embassy) in the official/original language in which it was issued and in an authorised translation (if applicable) into Romanian;
- (6). Notarised statement – only for candidates who submit the document specified in subchapter IV.11.4 point (5) – whereby they undertake to submit to the university the original baccalaureate diploma, in 2 certified copies, super-certified, in 2 authorised translations into Romanian immediately after obtaining it from the issuing high school. The deadline is set according to the issuing country.
- (7). High school transcript/equivalent – original + certified or super-certified copy in the language in which it was issued + a certified translation into Romanian;
- (8). Transcripts for the years of secondary school – in certified/super-certified copies (Apostille from The Hague, Ministry of Foreign Affairs, Romanian Embassy) in the official/original language in which they were issued, if this language differs from Romanian, English or French, and in an authorised translation (if applicable) into Romanian, English or French; simple copies for high school transcripts issued in Romanian, French or English.
- (9). Birth certificate/equivalent – certified copy and certified translation into Romanian;
- (10). Valid identity card/passport – in copy;
- (11). Marriage certificate (if applicable) – certified copy and certified translation into Romanian;
- (12). Medical certificate in English/French/Romanian according to the template in the useful documents posted on the university website;
- (13). 4 passport-type photos;
- (14). Proof of payment of tuition fees;
- (15). International language proficiency certificate – copy;
- (16). Notarised statement from Romanian citizens who wish to enrol in a study programme in Romanian/English/French, with payment of the fee in euros, stating that they wish to study on a fee-paying basis

with payment of the fee in euros and that they are aware that their financial status will remain unchanged for the entire duration of their studies and can only be changed after passing a new entrance exam, held under the conditions set out for candidates taking the entrance exam for state-funded or fee-paying places in lei, after which they will begin their studies in the first year and only on study programmes in Romanian.

(17). Notarised statement/official document proving that all documents uploaded by the candidate correspond to one and the same person, in case of discrepancies or differences in documents regarding the candidate's full name – only if the full name is not written identically in all documents submitted.

IV.11.6. For RO/EU/EEA/CH candidates admitted to study programmes taught in English/French/Romanian who submit the documents, in accordance with Chapter IV.11.4 and the admission calendar, to the Vice-Rectorate for International Relations of the university, a provisional decision on admission to studies is drawn up by the Vice-Rectorate for International Relations, which is approved and signed by the rector of the university.

IV.11.7. For enrolment in the first year and signing of the university study contract (in two copies), RO/EU/EEA/CH citizens and British citizens and their family members who have been admitted shall submit to the faculty secretariats, within the deadline set for student enrolment and according to the organisational decisions of each secretariat, within each study programme, during office hours:

- A copy of the provisional decision to admit them to studies issued by the Vice-Rectorate for International Relations;
- a certificate of studies completed abroad – document issued by CNRED;
- language proficiency certificate for Romanian, English or French;
- official documents proving exemption from the language test, where applicable;
- copy of identity document (identity card/passport);
- proof of payment of tuition fees (as decided by the university);
- proof of payment of the registration fee;
- Study contract printed by the candidate in 2 copies - the final study contract can be downloaded from the account created by the candidate on the admission platform (My Profile - Confirmations - View contract).

IV.11.8. The decision to admit the candidate to the programme is valid until the date of the enrolment decisions and the final enrolment of students, after the Vice-Rector's Office for International Relations has sent the complete files of the admitted RO/EU/EEA/CH citizens to the faculty secretariats.

IV.11.9. For admitted candidates who do not enrol in the first year, do not pay the tuition fee by the deadline set in the admission calendar and do not upload proof of payment of the tuition fee on the online platform, they shall be deemed to have withdrawn and definitively renounced the place obtained through the admission competition and their status as admitted candidates, by failing to comply with the provisions, procedures and enrolment deadline, and shall not have the status of students of the Victor Babeș University of Medicine and Pharmacy in Timișoara.

IV.11.10. Students admitted and enrolled in the first year of study are required to register with the I.G.I. (General Immigration Inspectorate) in Timișoara (tm.igi@mai.gov.ro) in order to obtain a registration certificate (CNP - personal identification number) or a residence permit.

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

V.1. General provisions

V.1.1. In accordance with Order of the Minister of Education No. 3693/2024 approving the Framework Methodology for the organisation of admission to higher education in short-term, bachelor's, master's and doctoral university study cycles, and Order of the Minister of Education No. 5.655/2024 approving the Methodology for the admission of foreign citizens to university and postgraduate studies, on places where tuition fees are paid in foreign currency, based on university autonomy and public accountability, the Victor Babeș University of Medicine

and Pharmacy in Timișoara organises an admission competition for citizens of third countries (non-EU) to study programmes in Romanian/English/French, under the conditions set out below.

V.1.2. This methodology is intended for foreign citizens, i.e. candidates who are citizens of a third country (who are not citizens of a country in the European Union, the European Economic Area or the Swiss Confederation) who wish to study in Romanian/English/French language study programmes on places with tuition fees paid in foreign currency.

V.1.3. This methodology is the only official material regarding the organisation and conduct of the admission competition for foreign candidates at the Victor Babeș University of Medicine and Pharmacy in Timișoara, for undergraduate/combined university studies, and is supplemented by the provisions of subsequent normative acts.

V.1.4. References appearing in various publications or communicated in other ways cannot replace the official ones and, consequently, do not bind the Victor Babeș University of Medicine and Pharmacy in Timișoara in any way.

V.1.5. The university has no cooperation or representation agreement with agencies that act as intermediaries in the enrolment of candidates. Candidates who enrol in the admission competition and submit their files through agents do not benefit from any advantages in terms of admission compared to candidates who apply on their own.

V.1.6. By completing the online application form, candidates for the admission competition assume and declare that all contact details provided (email address, telephone number) belong to them and not to a third party (agent, agency, etc.) and that they have access to all means of communication sent to the university.

V.1.7. The Board of Directors has the right to make this methodology compatible with mandatory regulatory acts

V.1.8. This methodology may be subject to further changes, depending on the regulations of the Ministry of Education, and candidates are required to keep themselves informed of any changes that may occur and to act accordingly.

V.1.9. All communication between the university and candidates enrolled in the admission competition shall be in writing, in paper or electronic format. The status of the application file and the status of the candidate will be available in the candidate's account on the admission platform.

V.1.10. The following candidates are eligible to participate in the admission competition for study programmes taught in Romanian/English/French:

- a. who are citizens of a third country of the European Union, proven by holding a passport valid for at least 6 (six) months from the start of the academic year.
- b. who are graduates with a baccalaureate diploma or its equivalent, regardless of the year of graduation, in accordance with the minimum requirements for access to higher education in Romania, namely the list of high school diplomas recognised by the Ministry of Education and Research mentioned on the university's website, under useful documents. For graduates of the current school year, only official certificates that replace the diploma (until the diploma is issued) and that contain the final results that will be entered in the future diploma can be accepted.
- c. No restrictive measures have been taken against them by the Romanian authorities or by European or international institutions.

V.1.11. The above-mentioned candidates may opt for study programmes taught in Romanian, English or French.

V.1.12. The number of places/faculties/study programmes will be determined by the university management in accordance with the regulations of the Ministry of Education and will be posted at a later date on the university's website.

V.1.13. The university management determines and approves the enrolment figures and the study programmes available for each admission session, in accordance with the legal regulations in force.

V. 2. Admission competition schedule

V.2.1. Admission to undergraduate studies for citizens of third countries, to study programmes taught in Romanian/English/French, is organised in the July/September session, according to the calendar approved by the university's Board of Directors, at the proposal of the Vice-Rector for International Relations.

V.2.2. For study programmes where the number of candidates in the admission competition organised in the first session of the current year does not cover/occupy the number of places established for that programme, a second admission session is organised for the remaining unoccupied (vacant) places, in accordance with the calendar and enrolment quota approved by the university management for the second session, under the same conditions and with the same admissions committee as in the first session, at the proposal of the Vice-Rector for International Relations, or managed in accordance with the official decision of the university management.

V.2.3. If there are still unfilled places after the end of the admission process, the management of UMF "Victor Babeș" in Timișoara is authorised to decide on the redistribution of places according to the level of competition and the requests of the candidates who participated in one of the competitions organised by the university.

V. 3. Procedure for registering candidates for the admission competition

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

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

V.3.3. In the online registration form, the candidate is required to specify exactly the two study programmes and languages of instruction for which they have opted.

V.3.4. Candidates' registration for the admission competition by completing the online registration form and uploading the registration documents (file) is finalised on the date set in accordance with the Admission Competition Calendar. Online registration forms that are not completed and files that are incomplete/not filled in by the deadline set in the admission calendar will not be validated.

V.3.5. University staff will check the documents uploaded online and validate the registration of candidates with complete files by the date set in the Admission Competition Calendar.

V.3.6. Only complete, validated files will be considered; any other file status is not valid for the admission competition.

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

V.3.8. Candidates who apply for enrolment in several study programmes offered by UMF "Victor Babeș" in Timișoara will upload the enrolment documents (file) online only once. As a result, candidates who have dual citizenship (EU and NON-EU) must choose one of these categories: EU or NON-EU.

V.3.9. After completing the application form and registering for the competition, candidates will receive a confirmation email detailing the next steps, in accordance with this methodology.

V.3.10. After the registration period for the admission competition has ended, the options, their order, and other information in the registration form cannot be changed by candidates.

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

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

V.3.13. Candidates are responsible for the information regarding the email address provided to the university when registering on the online admission platform.

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

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

V.3.16. Application files for the admission competition sent to the university by means or channels other than those provided for in this methodology, according to the established calendar, will not be validated.

V. 4. Documents required for enrolment in the admission competition

V.4.1. The application file and its upload by candidates to the online platform, with the candidates assuming responsibility for the authenticity and correspondence between the digital/scanned documents and the originals, shall contain the following scanned documents, **front and back**, as applicable:

a. Personal data protection statement – according to the form in the useful documents section, displayed on the university website;

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

c. High school diploma/equivalent diploma – certified or super-certified copy (Apostille from The Hague/Ministry of Foreign Affairs, Romanian Embassy) in the official/original language in which it was issued and certified translation (if applicable) into Romanian/English/French;

d. High school transcript/equivalent – certified or super-certified copy (Apostille from The Hague/Ministry of Foreign Affairs, Romanian Embassy) in the official/original language in which it was issued and certified translation (if applicable) into Romanian/English/French;

e. Certificate of completion (only for graduates who have not yet received their final diploma) of the baccalaureate exam/equivalent exam, which explicitly states and reflects the passing of the baccalaureate exam/equivalent and the final results obtained by the candidate in this exam) – certified or super-certified copy (Apostille from The Hague/Ministry of Foreign Affairs, Romanian Embassy) in the official/original language in which it was issued and certified translation (if applicable) into Romanian/English/French;

f. High school transcripts – certified or super-certified copy (Apostille from The Hague/Ministry of Foreign Affairs, Romanian Embassy) in the official/original language in which it was issued and authorised translation (if applicable) into Romanian/English/French;

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

h. Marriage certificate (if applicable) – certified copy in the official/original language in which it was issued and certified translation (if applicable) into Romanian/English/French;

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

j. Identity card/document certifying permanent residence abroad – simple copy, if the document was issued in English, French or Romanian; certified copy and authorised translation into Romanian/English/French for documents issued in a language other than one of these three;

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

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

m. Document regarding the consent of the parents or guardian regarding the stay for study purposes on the territory of Romania, if the foreigner is a minor;

n. Proof of language proficiency - copy (according to the chapter Language proficiency - Language test in this methodology)

o. Proof of payment of the language proficiency test fee, if applicable, in accordance with the Fee Regulations;

p. Proof of payment of the file processing fee (non-refundable in case of file processing, respectively in case the documents uploaded online have been verified), according to the Fee Regulation.

V.4.2. For information on the requirement for apostille or legalisation of documents issued by countries falling

under this category, please contact the Ministry of Foreign Affairs or the Ministry of Education and Research in Romania (National Centre for the Recognition and Equivalence of Diplomas – CNRED).

V.4.3. If the university has any doubts about the academic documents submitted by candidates, it will request the official opinion of the Ministry of Education-DGRIAE. As a result, the Ministry of Education and Research may request additional documents, in addition to those mentioned above.

V.4.4. If the Ministry of Education and Research finds that an application is incomplete or does not meet its requirements, the Ministry of Education and Research reserves the right to reject the application and not issue a Letter of Acceptance for the citizen in question.

V.4.5. In the case of educational documents issued by educational institutions operating under the British system, predictive results are not accepted. The University only accepts educational documents containing the final grades obtained in the baccalaureate/equivalent exam. The GCE (General Certificate of Education) diploma is mandatory;

V.4.6. In the case of educational documents issued in Iran, in addition to the high school diploma, the Pre-University diploma is mandatory for graduates prior to 2019, with the admission average representing the arithmetic average of the averages obtained according to the two documents.

V.4.7. In the case of educational documents issued in Israel, the graduation certificate is not accepted; it is mandatory to submit the final baccalaureate/equivalent diploma-Bagrut, together with the Psychometric Entrance Test (PET), the admission average being the arithmetic mean of the averages obtained according to the two documents.

V.4.8. In the case of educational documents issued in the United States of America, in addition to the high school diploma/equivalent diploma, one of the following documents is mandatory: Scholastic Aptitude Test (SAT)/Advanced Placement Test (APT)/American College Testing (ACT), the admission average representing the arithmetic mean of the averages obtained according to the two documents.

V.4.9. Candidates who have subjects in their transcript with a name other than biology/chemistry but which correspond to biology/chemistry are required to submit a certificate issued by the high school/official document certifying that the subject(s) in question are equivalent to biology/chemistry.

V.4.10. According to the current provisions of the Ministry of Education and the Romanian Government, documents issued in Romanian by the Romanian authorities may be submitted in copy form. This provision does not apply to translations into Romanian from another language.

V. 5. Language proficiency - language test

V.5.1. In order to register for the admission competition, proven language proficiency is a mandatory requirement and passing the language test is a mandatory and eliminatory condition for registration in the admission competition.

V.5.2. For study programmes in Romanian/English/French, candidates must take the ONLINE language test before the date of the admission competition, which will be organised by the Department of Modern Languages at the Victor Babeș University of Medicine and Pharmacy in Timișoara, during the period specified in the admission competition calendar. The test will be graded by the teaching staff as "pass" or "fail." The results of the language tests will be recorded on the admission platform by the technical committee on the same day, after the language tests have been completed.

V.5.3. The list of candidates who must take the language test organised by the Department of Modern Languages and Romanian Language at the Victor Babeș University of Medicine and Pharmacy in Timișoara will be posted on the university's website on the date set in the admission competition calendar. The links and access details for taking the language tests ONLINE will be sent to candidates via the admission platform, in the message received after the validation of the file.

V.5.4. Candidates who do not participate in and do not pass the language test organised by the university will be excluded from the admission competition, as meeting the language proficiency requirements is a mandatory requirement for enrolment in the admission competition.

V.5.5. As an exception to the provisions of point V.5.2, the categories of candidates who **are not required** to take the language test (provided they submit official supporting documents) are:

- candidates from countries where the official language is the same as the language of instruction of the study programme they are applying for (Romanian, English or French) and who can prove, with school documents that they have attended courses in that language (they have completed secondary education/high school/college/undergraduate studies in the language of the study programme for which they are applying).
- candidates who have studied and graduated from a high school with the same language of instruction as the study programme for which the candidate is applying, regardless of the candidate's citizenship or country of origin, and who can prove, with school documents, that they have attended courses in that language;
- candidates who hold an International Baccalaureate (IBDP / International Baccalaureate Diploma Programme, EB / European Baccalaureate Diploma, IGCE - International General Certificate of Education, GCE / General Certificate of Education – Advanced Level) in the language of the study programme for which they have opted;
- candidates who hold an international language proficiency certificate with a minimum level of B2, according to the table below:

Language of study	Accepted language proficiency certificates (minimum B2)
English	Cambridge ESOL certificates: - FCE / First Certificate in English - CAE / Cambridge Advanced in English - CPE / Cambridge Proficiency in English Certificates issued by Michigan University: - ECCE / Examination for the Certificate of Competency in English - ECPE / Examination for the Certificate of Proficiency in English IELTS certificate: –Pearson LCCI Certificate in ESOL International TOEFL certificate: - TOEFL iBT - TOEIC Trinity College London certificates: - ISE II - minimum pass in all skills OEP - BEC Vantage, BEC Higher - OET TEST
French	DELF DALF TCF
ENGLISH/ FRENCH	Language certificates, minimum level B2, stamped and signed by a Romanian university accredited to conduct and organise English/French language tests.

V.5.6. Only international language proficiency certificates, as per the table above, of candidates applying for a study programme in the language for which the certificate was issued, uploaded to the platform by the deadline for registration for the admission competition, will be considered by the admissions committee.

V.5.7. The exam/language proficiency taken as part of the baccalaureate exam is not accepted.

V.5.8. Candidates enrolled in the admission competition **for study programmes in Romanian** are required to submit one of the following documents:

- Certificate of language proficiency in Romanian, minimum level B1, issued by institutions authorised by the Romanian Ministry of Education;
- Certificate of completion of the preparatory year in Romanian;
- educational documents issued by educational institutions in Romania or abroad, with teaching in Romanian, for at least 3 consecutive years.

V.5.9. The following candidates are exempt from the obligation to submit one of the documents referred to in point V.5.8.

a) present Romanian educational documents (diplomas and certificates) or educational documents, school records attesting to at least 3 consecutive years of study in Romanian, in an accredited educational institution teaching in Romanian;

b) submit certificates or attestations of language proficiency at a minimum level of B1, in accordance with the Common European Framework of Reference for Languages, issued by accredited higher education institutions in Romania that organise preparatory Romanian language courses for foreign citizens, by departments of Romanian language, literature, culture and civilisation at universities abroad/the Romanian Language Institute or the Romanian Cultural Institute.

V.5.10. The Department of Modern Languages and Romanian Language of our institution organises tests for Romanian/English/French according to the schedule and conditions established by the representatives of this department, which will be reflected in the fee regulations, schedule and admission methodology.

V.6. Conduct of the admission competition

V.6.1. For bachelor's degree programmes, the admission of candidates from third countries (countries outside the EU/EEA/CH) will take the form of an admission competition.

V.6.2. Candidates will be admitted on the basis of a competition based on their application files and will be ranked in order of their preferences and their baccalaureate/equivalent average. The final admission average consists of the grade obtained in the baccalaureate/equivalent exam or the average of the years of study in the case of countries that do not have a baccalaureate/equivalent exam, to which the ex officio score is added.

V.6.3. The points awarded ex officio are equivalent to a grade of 3.00, according to the Romanian education grading system.

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

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

V.6.6. For candidates with educational documents issued in countries where no average is awarded for the baccalaureate exam/equivalent, the overall average for the high school years will be taken into account instead of the baccalaureate average.

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

V.6.8. The maximum grade obtained in the country of origin in the baccalaureate exam/equivalent is equivalent to a grade of 7, to which 3 points are automatically added.

V.6.9. For candidates with educational documents issued in countries where no average is awarded for the baccalaureate exam/equivalent, the overall average for the high school years will be taken into account instead of the baccalaureate average!

V.6.10. In the case of baccalaureate diplomas issued in Morocco, the average obtained in the national exam will be taken into account.

V.7. Admission competition results and candidate ranking

V.7.1. The admissions committee will calculate the admission average and validate the results obtained by each candidate.

V.7.2. The results of the admission competition will be published on the date set in accordance with the Admission Competition Calendar, on the university's website, in the International Admission section, depending on when the ranking of candidates is finalised, indicating the number/code of the online registration form, which will replace

the candidate's identification details (surname and first name).

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

- a) The order of the options expressed in the candidate's online registration form, respecting the general criterion that the option beats the average;
- b) Descending order of final admission averages obtained by candidates according to university requirements (baccalaureate average/equivalent average, application of tiebreaker criteria in the case of candidates with equal final admission averages, after appeals, after confirmations).

V.7.4. The final admission average consists of the grade obtained in the baccalaureate/equivalent exam or the average of the years of study in the case of countries that do not have a baccalaureate/equivalent exam, to which 3 points are automatically added.

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

V.7.6. Candidates will be ranked according to the order of their choices expressed in the application form, based on the general principle of "choice beats average" and in descending order of averages, within the limit of the places available approved for each study programme.

For example:

- Candidate A has Medicine (in French) as their first choice and Pharmacy (in French) as their second choice, and has obtained an average of 10. They are assigned to their first choice.
- Candidate B has Pharmacy (in French) as their first choice and Medicine (in French) as their second choice, and has obtained an average of 9; 14 places for their first choice have been filled by 14 candidates with admission averages higher than theirs. He will be the 15th candidate assigned to his first choice, in the sense that, when assigning places for the Pharmacy (in French) option, candidate B has priority over candidate A, who has a higher average than candidate B.
- Candidate C has Pharmacy (in French) as his first choice and Medicine (in French) as his second choice, and obtained an average of 8; if all the places for his first choice were taken by candidates with higher averages than his, he will be assigned to his second choice, if there are places available.

V.7.7. If, after the candidates have been ranked, there are several candidates with the same average in the last place, they will be ranked according to the following criteria:

- a. The arithmetic mean of the marks obtained in biology during high school;
- b. The arithmetic mean of the grades obtained in chemistry during high school;

V.7.8. Depending on the stage of the admission competition, the results will be as follows:

- Provisional results, generated on the day of the admission competition;
- Results after resolving any appeals, for study programmes where there have been changes in the average and classification;
- Results after each stage of confirmation of place, reflecting the status of the candidate;
- Results after the end of the registration period established and approved with the agreement of the university management, the list of candidates admitted and provisionally enrolled in the first year;

V.7.9. The lists will be displayed with the number/code of the online registration form of the validated files, which will replace the candidate's identification data (name and surname).

V.7.10. Exceeding the enrolment/study programme figures approved by the University Senate and legislation is not permitted.

V. 8. Submission and resolution of appeals

V.8.1. Any appeals shall be submitted by email torelint@umft.ro within the period established in accordance with the Admission Competition Calendar.

V.8.2. Only appeals concerning the candidate's own admission average obtained in the admission competition will be accepted.

V.8.3. The resolution of appeals is the exclusive responsibility of the appeals committee, which will analyse and resolve appeals on the date set in accordance with the Admission Competition Calendar. The committee's decision

is final and will be communicated by posting it on the university's website on the date set in accordance with the Admission Competition Calendar.

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

V.8.5. Appeals based on ignorance of the Admission Regulations will not be accepted.

V.8.6. After resolving any appeals, lists of admitted and rejected candidates will be drawn up and posted for study programmes where there have been changes in classification and averages, including the final, definitive and uncontested admission averages.

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

V. 9. Confirmation of place

Stage I

V.9.1. During the period specified in the admission calendar for the first stage of place confirmation, candidates declared **admitted** following the admission competition organised by UMF "Victor Babeș" in the current year's sessions **are required** to confirm their place by paying the confirmation fee and a 50% advance on the tuition fee, uploading proof of payment to the admission platform and choosing optional subjects, under penalty of losing the place obtained through the competition if these obligations are not fulfilled; as a result, an admitted candidate who has not confirmed their place and has not paid the 50% advance payment of the tuition fee within the period established in the admission calendar will be considered rejected and will automatically appear, according to the order of options and the final admission average, on the list of rejected unconfirmed candidates (who have not uploaded proof of payment of the place confirmation fee on the admission platform).

V.9.2. Admitted candidates who have confirmed their place and paid only the confirmation fee, without uploading the 50% advance payment of the tuition fee on the admission platform, will appear on the list of confirmed rejected candidates, in order of choice and final admission averages.

V.9.3. During the first stage of place confirmation, **rejected candidates** who participated in the admission competition and obtained a final admission average above 5.00 **can** confirm their place by paying the confirmation fee per option, uploading the proof of payment on the admission platform and choosing the optional subjects, in the event of a place becoming available; in this case, payment of the confirmation fee does not guarantee admission for rejected candidates, who are placed on the waiting list - confirmed rejects. The admission of confirmed rejected candidates depends on the number of places available/vacant/managed according to the decision of the university management and their position on the list, according to the order of options and final admission averages.

V.9.4. Rejected candidates who have confirmed their place in the first stage have priority in the following confirmation stages over rejected candidates who have not confirmed their place.

V.9.5. Candidates who have not obtained a final admission average of at least 5 (five) are not entitled to confirm a place and are permanently excluded from the lists ~~at this stage~~.

V.9.6. After stage I of confirmation, a candidate's status may be:

- Confirmed admission;
- Confirmed rejected (on hold);
- Unconfirmed rejected - admitted and rejected candidate who did not confirm in stage I.

Stage II

V.9.7. If, after stage I of confirmations, there are still places available (vacancies) during the period established in the admission calendar for stage II, **candidates who confirmed in stage I of confirmations (confirmed rejected)** will have the opportunity to secure their place by paying and uploading proof of payment for the 50% advance payment of the tuition fee within 48 hours of receiving an automatic notification to the email address with which the candidate created their account on the admission platform. Receipt of the notification depends on the candidate's position on the list of confirmed rejections (depending on the order of options and final admission averages).

V.9.8. If, after stage I of confirmations, there are still places available (vacancies) and the list of confirmed rejections has been exhausted, during the period established in the admission calendar for stage II, **candidates who did not confirm in stage I of confirmations (unconfirmed rejections)** will have the opportunity to confirm a place by paying and uploading proof of payment for the place confirmation fee and for the 50% advance payment of the tuition fee within 48 hours of receiving an automatic notification to the email address with which the candidate created their account on the admission platform. Receipt of the notification depends on the candidate's position on the list of rejected unconfirmed candidates (depending on the order of options and final admission grades).

Provisions regarding confirmation of place and running of lists

V.9.9. Confirmation of the place by the admitted candidates involves the payment and uploading on the admission platform (My Profile - confirmations - pay fees) of both proofs of payment (confirmation of the place + 50% advance payment of the tuition fee) within the period set for the first stage of confirmation of the place.

V.9.10. Confirmation of place on the admission platform also includes the candidate's choice of optional subjects (accessing the account on the online admission platform, confirmations, confirm place), one of which becomes compulsory/semester. The optional subjects will be included in the study contract/annex to the candidate's study contract and cannot be changed later. The confirmation process is incomplete without this step.

V.9.11. Proof of payment of the confirmation fee, i.e. the 50% advance payment of the tuition fee, which is not uploaded to the admission platform according to the established calendar, is not considered confirmation of the place.

V.9.12. The 50% advance payment of the tuition fee is non-refundable in the case of admitted candidates who have confirmed their place and who subsequently withdraw from their studies/give up their place obtained through competition//do not complete their enrolment by the deadline set in the admission calendar. Exceptions to this provision are candidates who do not obtain the Letter of Acceptance from the Ministry of Education and Research/study visa in a timely manner for reasons beyond their control or who are subsequently admitted to a place of study funded by the Romanian State budget or with a fee in lei (following the passing of an admission competition within our university, type I, II or type III competition - only the RDP category). Any other exceptional situations proven by official documents require the express approval of the university management for the reimbursement of the 50% advance payment of the tuition fee, in accordance with the university's fee regulations.

V.9.13. The place confirmation fee is non-refundable even if no places become available.

V.9.14. Candidates may pay the confirmation fee for a maximum of two study programmes, the same ones they chose in the online application form.

V.9.15. Candidates who are admitted and confirm their place for their first choice cannot pay the confirmation fee for their second choice, as they are automatically excluded from it.

V.9.16. Candidates who confirm their place for both options but are admitted to their second option remain on the waiting list of rejected candidates confirmed for their first option, provided that when a place becomes available, they upload to the platform proof of payment for the 50% advance on the tuition fee (already paid for option 2) + the difference, if applicable, within 48 hours of receiving the automatic notification to the email address with which they created their account on the admission platform.

V.9.17. The waiting lists run a maximum of 2 (two) times every 48 hours (after the list of confirmed rejections and unconfirmed rejections has been exhausted, it can only run once more). Rejected candidates who do not complete the place confirmation process within the 48 hours granted will move to the end of the list to which they belong (confirmed rejected / unconfirmed rejected), with the list automatically running to the next candidate. This rejected candidate may only be considered in the second run after all other rejected candidates have been exhausted, if places are available, in the order of options and final admission averages.

V.9.18. Candidates who have officially withdrawn (in writing, by email to international@umft.ro) from the admission competition/have withdrawn their application/place will be permanently excluded from the lists and

will no longer be considered at any stage of the competition.

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

V.10.1. Types of fees:

- o File processing fee (non-refundable if the file is processed, i.e. if the documents uploaded online have been verified by university staff);
- o Romanian/English/French language test fee – 150 euros, where applicable;
- o Place/option/study programme confirmation fee: €300, non-refundable;
- o Tuition fee (studies)/year of study/study programme must be uploaded to the admission platform by the registration deadline; 50% advance payment of tuition fees/admitted candidate who has confirmed their place/study programme – non-refundable according to Chapter V.9.1. of this methodology.
- o Registration fee: 100 lei, payable in cash at the university cashier's office upon final enrolment in studies.
- o Fees **set in euros** can be paid by bank transfer to the university's account or by card via the admission platform.

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

V.10.3. Proof of payment can only be obtained from the university's Financial and Accounting Department, contab@umft.ro.

V.10.4. All proofs of payment of fees in euros that have not been paid on the admission platform must be uploaded by the candidate to the platform by the deadlines set in the calendar.

V.10.5. Beneficiary bank details:

Beneficiary: Victor Babeș University of Medicine and Pharmacy in Timișoara.

Beneficiary address: Timișoara, Piața Eftimie Murgu No. 2, Code 300041.

Beneficiary bank: BANCA TRANSILVANIA.

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

IBAN: RO53BTRL03604202A6896600 (Euro account)

SWIFT: BTRLRO22

V.10.6. The proof of payment must contain the candidate's full name (first and last name) and the type of payment made – file processing, place confirmation, tuition fee.

V.10.7. If the fees are paid by other persons and not by the candidate, the recipient bank may request additional information and personal data (through the university's Financial-Accounting Department, e.g. identity card/passport, etc.) of the persons who made the payment/transfer and their consent to the processing of their personal data for verification by the bank.

V.10.8. The candidate is required to ensure that their proof of payment contains all the information requested in order for it to be processed properly by the university's Financial and Accounting Department.

V.10.9. The amount of the tuition fee does not change during an academic year.

V.10.10. The amount of the tuition fee does not change until the completion of the university study programme, unless the duration of study provided for by law is exceeded.

V.10.11. Tuition fees must be paid before enrolment.

V.10.12. Admitted candidates who do not pay the tuition fee and do not upload proof of payment to the admission platform by the deadline set for enrolment are automatically considered to have given up the place obtained through the competition.

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

V.10.14. The nominal report/study programme/candidate category regarding the payment of tuition fees and containing the status of candidates admitted and provisionally enrolled in year 1 will be generated from the platform with the approval of the Financial Accounting Service and sent to the dean's offices and the Vice-Rectorate for International Relations prior to the date set in the calendar for the display of the results of candidates provisionally enrolled in year 1.

V.11. Procedure for enrolling candidates admitted to undergraduate studies, for the purpose of registration

V.11.1. Enrolment in studies on a self-funded basis, in study programmes in Romanian, English or French, of third-country nationals declared admitted is subject to the fulfilment of all the following conditions:

- a. obtaining a Letter of Acceptance for studies issued by the Ministry of Education and Research;
- b. fulfilment of language proficiency requirements;
- c. confirming their place within the deadlines set out in the admission competition calendar and the conditions set out in this methodology;
- d. payment of all fees provided for in this methodology and in the Regulations on the amount of tuition fees and other fees within UMFVBT;
- e. obtaining a study visa (D-SD) from the Romanian Embassy/Consulate in the country of origin, where applicable. It is the candidate's obligation and responsibility to regulate the conditions for long-term stay in Romania and to contact the competent authorities.
- f. submitting the application file containing the original academic documents and forms in the annexes, as well as the original certified copies of the documents in physical/electronic format, together with the authorised translations in original of the documents submitted in the application file uploaded to the online platform. Certified translations in Romanian are mandatory for the baccalaureate diploma/equivalent, the baccalaureate transcript/equivalent and the birth certificate.

V.11.2. The university manages the submission of files to the Ministry of Education and Research – DGRIAE in order to obtain the Letter of Acceptance for studies.

V.11.3. The Ministry of Education and Research evaluates the complete files, in accordance with the legal regulations in force, and issues the letters of acceptance within a maximum of 30 working days from the date of receipt of the complete files. This period may be extended accordingly in the event of additional checks.

V.11.4. If a candidate submits their file to several universities in Romania, this may lead to a delay in the issuance of the Letter of Acceptance for studies, with the risk that the candidate will not obtain a study visa in time and will not meet the legal deadlines for enrolment at our university!

V.11.5. The Letter of Acceptance is a mandatory document for the enrolment of candidates who have been declared admitted following the admission competition.

V.11.6. Candidates from third countries (countries outside the EU, EEA, CH) admitted to study programmes taught in Romanian/English/French shall submit the original enrolment documents within the legal deadlines to the Vice-Rector's Office for International Relations of the university, which will draw up the provisional decision on admission to studies, approved and signed by the rector of the university.

V.11.7. In order for the provisional decision on admission to studies to be issued, admitted candidates are required to appear in person at the Vice-Rector's Office for International Relations, within the period specified in the admission calendar, to complete the application form in person and to submit the complete file with the following documents in printed format:

- (1). Declaration on the protection of personal data – according to the form in the useful documents section, displayed on the university's website;
- (2). Baccalaureate diploma/equivalent diploma – in original, certified or super-certified copy (Apostille from The Hague/Ministry of Foreign Affairs, Romanian Embassy) in the official/original language in which it was issued and certified translation into Romanian;
- (3). High school transcript/equivalent – original, certified or super-certified copy (Apostille from The Hague/Ministry of Foreign Affairs, Romanian Embassy) in the official/original language in which it was issued and certified translation into Romanian;
- (4). Certificate of completion (only for high school graduates who have not yet received their final diploma) of the baccalaureate exam/equivalent exam, which explicitly states and reflects the passing of the baccalaureate exam/equivalent and the final results obtained by the candidate in this exam) – in original, certified or super-certified copy (Apostille from The Hague/Ministry of Foreign Affairs, Romanian Embassy) in the official/original language in which it was issued and certified translation (if

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applicable) into Romanian/English/French;

(5). Notarised statement – only for candidates who submit the document specified in subchapter V.11.6. point (4) – whereby they undertake to submit to the university their high school diploma/equivalent in the original, in the original, a certified/super-certified copy and a certified translation into Romanian immediately after obtaining it from the issuing high school. The deadline is set according to the issuing country

(6). High school transcripts – certified or super-certified copy (Apostille from The Hague/Ministry of Foreign Affairs, Romanian Embassy) in the official/original language in which it was issued and authorised translation (if applicable) into Romanian/English/French;

(7). Birth certificate/equivalent – certified copy and certified translation into Romanian;

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

(9). Identity card/document certifying permanent residence abroad – copy if the document is issued in English/French/Romanian; certified copy and authorised translation into Romanian/English/French for documents issued in a language other than one of these three;

(10). Marriage certificate (if applicable) – certified copy and authorised translation into Romanian;

(11). Medical certificate according to the model approved by the university or containing all the information according to the model approved by the university and found in the useful documents displayed on the university's website, in Romanian, English or French;

(12). 4 passport-type photos;

(13). Proof of payment of tuition fees – copy;

(14). International language proficiency certificate – copy (if applicable);

(15). Notarised statement from Romanian citizens residing in third countries who wish to enrol in a study programme with payment of the fee in foreign currency, stating that they choose to study on a "self-funded" basis;

(16). Notarised statement/official document proving that all documents uploaded by the candidate correspond to one and the same person, in case of discrepancies or differences in documents regarding the candidate's full name – if applicable (only if the surname and/or first name is not written identically in all documents submitted);

(17). Copy of study visa/residence permit – if applicable, according to the conditions of the I.G.I (tm.igi@mai.gov.ro) and M.A.E. (opinia_ta@mae.ro). A study visa is a long-stay visa required for foreign nationals who wish to study in a country for more than 90 days. To obtain the visa, the candidate must be admitted to an educational institution and apply to the embassy or consulate of the destination country. Once in the destination country, the study visa is required to obtain a residence permit.

The Schengen visa is a short-term visa that allows transit through the territory of a Schengen state, but does not allow enrolment in university studies.

Students who have completed the enrolment procedure in the first year are required to register with the I.G.I. (General Inspectorate for Immigration) and obtain a residence permit in Romania/registration certificate (CNP), as applicable.

V.11.8. In order to complete the enrolment and registration process, admitted foreign citizens shall submit to the faculty secretariats a copy of the decision to admit them to studies, accompanied by copies of the following documents:

- o Letter of Acceptance issued by the Ministry of Education and Research;
- o Proof/Certificate of language proficiency in Romanian/English/French, as applicable;
- o Official documents proving exemption from the language test, where applicable;
- o Passport;
- o Proof of payment of tuition fees;
- o Proof of payment of the registration fee;
- o Study contract printed by the candidate in 2 copies - the final study contract can be downloaded from the account created by the candidate on the admission platform (My Profile - Confirmations - View contract)

V.11.9. The decision to admit a candidate to study is valid until the date of the enrolment decisions and the final enrolment of admitted foreign citizens, after the complete files of the admitted foreign citizens have been sent by the Vice-Rectorate for International Relations to the faculty secretariats.

V.11.10. Candidates who have been declared admitted are required to submit their original academic documents upon enrolment. The original academic documents remain at the faculty for the entire period of study (in accordance with the Romanian legislation in force).

V.11.11. Admitted candidates who do not enrol in the first year and do not pay the tuition fee by the deadline set in the admission calendar are automatically considered to have withdrawn and definitively renounced the place obtained through the admission competition and their status as admitted candidates, by failing to comply with the provisions, procedures and enrolment deadline, and do not have the status of students of the Victor Babeș University of Medicine and Pharmacy in Timișoara.

CHAPTER VI. METHODOLOGY FOR TYPE III ADMISSION AND ENROLMENT OF ROMANIAN CITIZENS FROM EVERYWHERE IN UNIVERSITY STUDY PROGRAMMES IN ROMANIAN

VI.1. General provisions

VI.1.1. In accordance with the provisions of Higher Education Law No. 199/2023, as amended and supplemented, of ME Order No. 5.552 of 16 July 2024 approving the Methodology on the conditions for the enrolment of Romanians from all over the world and foreign citizens in state, private and private religious higher education institutions accredited in Romania, the University Senate approves this methodology on the organisation and conduct of the admission competition for the bachelor's degree cycle for Romanians everywhere.

VI.1.2. In Romanian state higher education, in study programmes that are accredited and authorised to operate provisionally with teaching exclusively in Romanian, Romanians everywhere can benefit from:

- a.** study places without paying tuition fees, but with a monthly scholarship, based on the number of places offered by state universities in Romania, with priority given to the criteria of quality and enrolment capacity, in accordance with the legal provisions in force and based on the opportunity identified by the institutions empowered under Law 299/2007 in the field of policies for Romanians everywhere and in accordance with Government Decision No. 16/12.01.2017 in the field of Romania's foreign policy;
- b.** places of study without tuition fees, but without a monthly scholarship, based on the offer of places at state universities in Romania, with priority given to the criteria of quality and enrolment capacity, in accordance with the legal provisions in force and based on the opportunity identified by the institutions empowered under Law 299/2007 in the field of policies for Romanians everywhere and in accordance with Government Decision No. 16/12.01.2017 in the field of Romania's foreign policy.

VI.1.3. The places with and without scholarships available for each faculty/study programme, granted by the Ministry of Education and Research, are filled by candidates according to:

- a. the candidate's choice (according to the principle "choice beats average");
- b. the descending order of the results obtained in the admission competition;
- c. confirmation of the place within the deadlines set according to the admission competition calendar and the conditions set out in this methodology.

VI.1.4. The category of Romanians everywhere includes, in accordance with the provisions of Law No. 299/2007 on support for Romanians everywhere, republished, with subsequent amendments and additions:

- a.** persons belonging to national minorities, linguistic minorities or indigenous Romanian ethnic groups or belonging to the Romanian cultural and ethnic heritage, existing in the states neighbouring Romania and in other states, who assume their Romanian ethnic, linguistic and cultural identity vis-à-vis the Romanian authorities, regardless of the ethnonym used;

- b. Romanian emigrants, regardless of whether they have retained Romanian citizenship, their descendants, as well as Romanian citizens domiciled or residing abroad;
- c. ethnic groups who recognise themselves as being of Romanian origin, located outside the country's borders, registered as another minority in their country of residence, who assume, through self-identification, their belonging to the Romanian cultural and identity space.

VI.2. Admission competition schedule

VI.2.1. Admission to undergraduate studies for Romanian citizens everywhere is organised in the July session of the current year, according to the calendar approved by the University's Board of Directors, at the proposal of the Vice-Rector for International Relations.

VI.3. Procedure for registering candidates for the admission competition

VI.3.1. During the periods specified in the admission schedule, candidates will complete the *online* application form and upload the application documents (application file) to the admission platform on the university website www.umft.ro, assuming responsibility for the authenticity and correspondence between the digital/scanned documents and the originals, as well as the accuracy of the personal data entered.

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

VI.3.2. The registration of candidates for the admission competition by completing the registration form and uploading the registration documents (registration file) online, as well as the verification of the file content and validation of the registration by the university staff, will take place during the period established in the Admission Competition Calendar.

VI.3.3. Files and additions uploaded after the deadline set in the calendar will not be accepted.

VI.3.4. Contact details: Vice-Rectorate for International Relations: e-mail international@umft.ro.

VI.3.5. After completing the registration form, and after registering and validating their registration for the competition, candidates will receive a confirmation email and details of the next steps, in accordance with this Methodology.

VI.3.6. Candidates must ensure that their email addresses comply with European Union requirements so that the university does not encounter errors in electronic communication (email addresses must be internationally accepted, e.g. Yahoo, Gmail, Hotmail, etc.). The university is not responsible for the non-receipt of electronic messages.

VI.3.7. Candidates applying for enrolment in several study programmes offered by UMF "Victor Babeș" in Timișoara will upload the application documents (file) *online* only once.

VI.3.8. Upon enrolment, candidates may choose a maximum of two undergraduate study programmes, specifying their choice or choices in order of preference (as applicable). The candidates' choice(s) and the admission average obtained determine their ranking.

VI.3.9. If a candidate submits their file to several universities in Romania, this may lead to a delay in issuing the Letter of Acceptance to Studies, with the risk that the candidate may not meet the legal deadlines for enrolment at our university.

VI.3.10. The university has no cooperation or representation agreement with agencies that mediate the enrolment of candidates, and these agencies have no advantage over candidates who apply on their own.

VI.3.11. By completing the online application form, candidates for the admission competition assume and declare that all contact details provided (email address, telephone number) belong to them and not to a third party (agent, agency, etc.) and that they have access to all means of communication sent to the university.

VI.3.12. Candidates assume full responsibility for the accuracy of the information and authenticity of the documents submitted, even if the documents were submitted through an agent/agency.

VI.4. Documents required for enrolment in the admission competition

VI.4.1. The application file and its online upload by candidates, who assume responsibility for the authenticity and correspondence between the digital/scanned documents and the originals, shall contain the following scanned documents, front and back, as applicable:

- a. Personal data protection statement – see the form on the website, in the International Admission section;
- b. Application form for the admission competition – see the form on the website, in the International Admission section;
- c. High school diploma or equivalent – certified/legalised copy (depending on the issuing country) in the official language of the country where the diploma was issued and certified translation into Romanian;
- d. Transcript of grades for the high school diploma/equivalent – certified/super-certified copy (depending on the issuing country) in the official language of the country where the diploma was issued and certified translation into Romanian;
- e. Transcripts with the grades obtained during high school - certified/super-certified copy (depending on the issuing country) in the official language of the country where the diploma was issued and certified translation into Romanian;
- f. Certificate issued by the educational institution, instead of the baccalaureate diploma, if it has not been issued, in the case of candidates who have passed the baccalaureate exam in the session corresponding to the current year/who have not obtained the final diploma – certified/super-certified copy (depending on the issuing country) in the official language of the country where the diploma was issued and certified translation into Romanian;
- g. Passport, valid for at least 6 months from the start of the academic year – copy;
- h. Proof of permanent residence/identity card – certified copy and certified translation into Romanian;
- i. Birth certificate – certified copy and certified translation into Romanian;
- j. Marriage certificate, if applicable – certified copy and certified translation into Romanian;
- k. Sworn statement that the candidate has not previously benefited from state funding or Romanian funding (scholarship or tuition fee exemption) for the requested level of study;
- l. Notarised statement that the candidate does not have an identity card/residence/permanent address in Romania;
- m. A sworn statement, based on freely expressed will, to assume Romanian cultural identity, in accordance with the legislation in force (except for candidates from Moldova and those who have Romanian citizenship and domicile abroad) - see the form on the website, in the International Admission section;
- n. Certificate of language proficiency in Romanian, minimum level B1, according to the Common European Framework of Reference for Languages, issued by pre-university educational institutions organising the introductory course in Romanian, higher education institutions in Romania that have accredited the study programme for the preparatory year of Romanian language for foreign citizens, by the departments of Romanian language, literature, culture and civilisation in higher education institutions abroad or by the Romanian Language Institute. Romanians from anywhere in the world who present Romanian educational documents (diplomas and certificates) or educational documents, school records attesting to at least three consecutive years of study in Romanian are exempt.
- o. Medical certificate - see the form on the website, in the International Admission section.

VI.4.2. According to the current provisions of the Ministry of Education and Research and the Romanian Government, documents issued in the original, in Romanian, may be submitted in copies. This provision does not apply to translations into Romanian from another language.

VI.4.3. Candidates who have subjects in their transcript with a name other than biology/chemistry but which correspond to biology/chemistry are required to submit a certificate issued by the high school/official document certifying that the subject(s) in question are equivalent to biology/chemistry.

VI.4.4. Candidates are required to ensure that there are no discrepancies in the spelling of their names in the documents submitted. Otherwise, it is mandatory to submit a notarised statement of conformity of the name appearing in the documents sent.

VI.4.5. Romanians everywhere who have completed a preparatory year are subject to all the provisions of this methodology.

VI.5. Language proficiency

VI.5.1. Candidates enrolled in the admission competition for study programmes in Romanian are required to submit one of the following documents:

- Certificate of language proficiency in Romanian, minimum level B1, issued by the pre-university educational institutions organising the introductory course in Romanian, higher education institutions in Romania that have accredited the preparatory year programme in Romanian for foreign citizens, departments of Romanian language, literature, culture and civilisation at higher education institutions abroad or the Romanian Language Institute;
- Certificate of completion of the preparatory year in Romanian;
- Romanian educational documents (diplomas and certificates) or educational documents, school records attesting to at least three consecutive years of study in Romanian.

VI.5.2. The Department of Modern Languages and Romanian Language of our institution organises Romanian language tests according to the schedule and conditions established by the representatives of this department, which will be reflected in the fee regulations, schedule and admission methodology.

VI.6. Conduct of the admission competition

VI.6.1. The admission of candidates to all bachelor's degree programmes, for places open to Romanian citizens everywhere, is based on the general principle of "option beats average".

VI.6.2. The admission of Romanian citizens from all over the world will take the form of an admission competition, based on the average obtained by applying the following calculation formula established by the university:

$$\text{Bacalaureat} \times 0,2 + \left(\frac{\sum \text{Biologie}}{\text{numărul de ani de studiu al materiei}} \right) \times 0,6 + \left(\frac{\sum \text{Chimie}}{\text{numărul de ani de studiu al materiei}} \right) \times 0,2$$

- Baccalaureate = average obtained in the baccalaureate exam/equivalent or average of years of study in the case of countries that do not have a baccalaureate exam/equivalent.
- \sum Biology = sum of all biology/equivalent grades obtained in high school.
- \sum Chemistry = sum of all chemistry/equivalent grades obtained in high school.

Where: 0.2 = the weight of the baccalaureate exam/equivalent or the average of the years of study in countries that do not have a baccalaureate exam/equivalent in the formula for calculating the final average, respectively, the weight of Chemistry in the formula for calculating the candidate's final average

0.6 = the weighting of Biology in the formula for calculating the final average

- The final admission average will be calculated by converting the grades obtained in the country of origin according to the Romanian education grading system.
- The final admission average for undergraduate studies cannot be less than 5.00 (five), according to the Romanian education grading system.

VI.7. Admission competition results and candidate ranking

VI.7.1. Candidates will be ranked according to the order of their choices expressed in the application form, in descending order of admission average, within the limits of the places approved for each study programme. A candidate may be admitted to no more than one undergraduate study programme.

VI.7.2. For example:

Candidate A has Medicine as their first choice and Pharmacy as their second choice and has obtained an average of 10. They are assigned to their first choice.

Candidate B has Pharmacy as their first choice and Medicine as their second choice and obtained an average of 9; 14 places for their first choice were filled by 14 candidates with admission averages higher than theirs. He will be the 15th candidate assigned to his first choice, meaning that, when assigning places for Pharmacy, candidate B has priority over candidate A, who has a higher average than candidate B.

Candidate C has Pharmacy as his first choice and Medicine as his second choice and obtained an average of 8; if all places for his first choice were taken by candidates with higher averages than his, he will be assigned to his second choice, if there are places available.

VI.7.3. If there are several candidates with the same average for the last place, they will be ranked according to the following criteria, as applicable:

- The mark obtained in biology in the baccalaureate exam;
- Grade obtained in chemistry in the baccalaureate exam;
- Arithmetic average of high school grades;
- Arithmetic average in Romanian during high school or grade obtained in the Romanian language test/preparatory year graduation exam.

VI.7.4. The provisional results of the admission competition will be published on the date set in the admission competition calendar on the university's website, www.umft.ro, in the International section, depending on when the averages are entered into the computer system, indicating the online registration form number, which will replace the candidate's identification data (first and last name).

VI.7.5. The lists contain the following categories of information:

- Candidates admitted within the limit of the number of places allocated, if applicable, specifying the option and the admission average;
- Rejected candidates in descending order of the average obtained;

VI.7.6. The results of the admission competition will be signed by the vice-rector for academic affairs, the chair of the central admission committee and the chair of the admission committee.

VI.7.7. Depending on the stage of the admission competition, the results will be as follows:

- Provisional results, generated on the day of the admission competition;
- Results after resolving any appeals, for study programmes where there have been changes in classification;
- Results after the confirmation stages;
- Results after the end of the registration period, established according to the admission calendar.

VI.7.8. Exceeding the number of places/study programme approved by the University Senate and legislation is not permitted.

VI.8. Submission and resolution of appeals

VI.8.1. Any appeals regarding the results of the admission competition shall be submitted on the date set in the Admission Competition Calendar by email to relint@umft.ro. Only appeals regarding one's own average are allowed.

VI.8.2. The resolution of appeals is the exclusive responsibility of the appeals committee. The committee's decision is final and will be communicated by posting on the website.

VI.8.3. If differences in scoring are found, the candidate will be awarded the average resulting from the re-evaluation of the file.

VI.8.4. Appeals based on ignorance of the admission methodology will not be accepted.

VI.8.5. After resolving any appeals, lists of admitted and rejected candidates will be drawn up and posted for study programmes where there have been changes in classification, containing the final and indisputable results.

VI.8.6. After the deadline for resolving and responding (by posting) to appeals has expired, the result of the admission competition is final and cannot be changed.

VI.9. Confirmation of place

Stage I

DEPUTY RECTOR FOR ACADEMIC AFFAIRS

2 Eftimie Murgu Square, 300041, Timișoara, Romania
Tel: +40256220479; Fax: +40256490626
Email: prorectoratdidactic@umft.ro

VI.9.1. Candidates who have been admitted are required to confirm their place within the period specified in the Admission Competition Calendar by uploading a scanned copy of the place confirmation form to the admission platform, under penalty of losing the place obtained through the competition in case of failure to comply with this obligation.

VI.9.2. Confirmation of the place on the admission platform also includes the candidate's choice of optional subjects, one of which becomes compulsory per semester. The optional subjects will be included in the candidate's study contract/annex to the study contract and cannot be changed later. The confirmation process is incomplete without this step.

VI.9.3. After the first confirmation stage, a candidate's status can be:

- Admitted;
- Rejected;

Stage II

VI.9.4. During the period established in accordance with the Admission Competition Calendar, the second confirmation stage will take place for candidates with an average above 5 (five), for the places remaining unoccupied after the first stage.

VI.9.5. The remaining/vacant places are distributed to the next candidates on the list of rejected candidates, in the order of their expressed options and admission averages, through the admission IT application. From the moment of receiving an automatic notification to the email address with which the candidate created their account on the admission platform, the candidate has 48 hours to upload a scanned copy of the place confirmation form and choose the optional subjects on the admission platform, under penalty of losing the place obtained through the competition in case of failure to fulfil this obligation.

Provisions regarding confirmation of place and running of lists

VI.9.6. The waiting lists are rolled over a maximum of 2 (two) times every 48 hours (after the list of rejected candidates has been exhausted, it can only be rolled over once more). Rejected candidates who do not complete the place confirmation process within the 48 hours granted will be moved to the end of the list of rejected candidates, and the list will automatically roll over to the next candidate. This rejected candidate may only be considered in the second run after all other rejected candidates have been exhausted, if places are available, in the order of options and final admission averages.

VI.9.7. Candidates who are admitted and confirm their place at their first choice cannot also confirm their second choice, as they are automatically excluded from it.

VI.9.8. Candidates who are admitted to their second choice remain on the waiting list of candidates rejected for their first choice, provided that when a place becomes available, they confirm their place by uploading a scanned copy of the confirmation form to the admission platform within 48 hours of receiving the automatic notification to the email address with which they created their account on the admission platform. In this case, the candidate will be automatically excluded from the second option.

VI.9.9. Admitted candidates who withdraw/give up their place are required to officially inform the university in writing at the email address international@umft.ro. If a candidate does not officially inform the university that they are giving up their place, UMF "Victor Babeș" in Timișoara will request the Ministry of Education and Research to issue a letter of acceptance for them in favour of our institution, with the risk that the candidate in question will not obtain a letter of acceptance for another university.

VI.9.10. Candidates who have officially withdrawn/given up their place in writing or have not obtained an average grade of over 5 (five) will be permanently excluded from the lists and will no longer be considered at any stage of the competition.

VI.10. Procedure for registering candidates admitted to undergraduate studies for enrolment

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Tel: +40256220479; Fax: +40256490626
Email: prorectoratdidactic@umft.ro

www.umft.ro

VI.10.1. The enrolment of candidates is conditional upon:

- a. passing the admission competition and confirming their place;
- b. obtaining a letter of acceptance to study, issued by the Directorate-General for International Relations and European Affairs of the Ministry of Education and Research, in accordance with the legal regulations in force;
- c. submission of proof of completion of the preparatory year for Romanian language/certificate attesting to knowledge of Romanian language/certificate attesting to at least 3 years of study in Romanian language;
- d. obtaining a study visa/presenting a residence permit – where applicable.

VI.10.2. In order to enrol, admitted candidates are required to submit the following documents in original to the secretariat of the Vice-Rectorate for International Relations:

- (1). The application form for the admission competition, signed by the candidate; this can be downloaded from the account created by the candidate on the admission platform;
- (2). Personal data protection statement – see the form on the website, in the International Admissions section;
- (3). Application form for the admission competition – see the form on the website, in the International Admission section;
- (4). High school diploma or equivalent – original and certified copy in the official language of the country where the diploma was issued and certified translation into Romanian;
- (5). Transcript of grades for the high school diploma/equivalent – original and certified copy in the official language of the country where the diploma was issued and certified translation into Romanian;
- (6). Transcripts with the grades obtained during high school – certified copy in the official language of the country where the diploma was issued and authorised translation into Romanian;
- (7). Certificate issued by the educational institution, instead of the baccalaureate diploma, if it has not been issued – for candidates who have passed the baccalaureate exam in the session corresponding to the current year/who have not obtained the final diploma - original and certified copy in the official language of the country where the diploma was issued and certified translation into Romanian;
- (8). Passport, valid for at least 6 months from the start of the academic year – copy;
- (9). Proof of permanent residence / Identity card – certified copy and authorised translation into Romanian;
- (10). Birth certificate – certified copy and certified translation into Romanian;
- (11). Marriage certificate, if applicable – certified copy and authorised translation into Romanian;
- (12). Sworn statement that the candidate has not previously benefited from a place of study financed by the Romanian state budget (scholarship or exemption from tuition fees) for the level of study requested;
- (13). Notarised statement that the candidate does not have an identity card/residence/domicile in Romania;
- (14). A sworn statement, based on freely expressed will, to assume Romanian cultural identity, in accordance with the legislation in force (except for candidates from the Republic of Moldova and those who have Romanian citizenship and domicile abroad) – see the Useful Documents folder;
- (15). Place confirmation form (see the International Admission section on the website);
- (16). Certificate of linguistic competence in Romanian, issued by the competent institutions of the Romanian Ministry of Education Certificate of completion of the preparatory year in Romanian/educational documents issued by educational institutions in Romania or abroad, with teaching in Romanian, for at least 3 consecutive years;
- (17). Medical certificate - see the form on the website in the International Admission section;
- (18). 4 passport-size photographs;
- (19). Envelope file.

VI.10.3. Admitted candidates who do not enrol in the first year by the deadline specified in the Admission Competition Calendar will be automatically considered to have waived their student status by not showing up.

VI.10.4. Failure to submit the original baccalaureate diploma, through the sole fault of the admitted candidate, within the deadline set by this Methodology, will result in the loss of the place.

VI.10.5. Romanians from all over the world enrolled in studies in Romania have the following obligations:

- a. to respect the Constitution of Romania and the laws in force of the Romanian state;
- b. to comply with the internal regulations of the institution where they carry out their activities;
- c. to comply with the provisions of this methodology;

d. after obtaining a study visa, to report to the higher education institution to which they have been admitted for enrolment;

e. to report to the General Inspectorate for Immigration within the Ministry of Internal Affairs in order to obtain a residence permit in Romania for the entire period of their studies.

VI.10.6. Important! In the event of a breach of the above provisions and at the proposal of the higher education institutions, the MEC may withdraw funding for the person concerned.

VI.10.7. Beneficiaries of scholarship places and places without tuition fees, or places without tuition fees but without scholarships, are provided with the following facilities:

a. funding for tuition fees for the preparatory year of Romanian language study and a monthly scholarship, as applicable;

b. funding for tuition fees for the entire duration of the university cycle to which they have been admitted and a monthly scholarship, where applicable;

c. funding for accommodation expenses in student halls of residence, through the MEC budget, within the limits of the allocated subsidy;

d. free medical assistance in case of medical and surgical emergencies and diseases with endemic-epidemic potential, in accordance with the domestic legislation in force;

e. transport under the same conditions as for Romanian students, in accordance with legal provisions;

VI.10.8. Beneficiaries of study places offered by the Romanian state are encouraged to get involved in social and civic activities aimed at preserving, affirming and developing the ethnic, linguistic, cultural and religious identity of Romanians everywhere, as described in Law 299/2007. Thus, they:

a. will be encouraged to participate in student associations of Romanians everywhere who are studying in Romania;

b. will be encouraged to get involved in the organisation of actions and/or programmes dedicated to Romanians everywhere by the MRP, ICR, MAE and other institutions in Romania or in their countries of origin;

c. will be encouraged to participate in any other action described by Law 299/2007 carried out by any entity provided for by this law.

VI.10.9. A student admitted to university studies may benefit from budget funding for a single field of study in the same cycle of studies, a second field of study being available only on a fee-paying basis in lei, at the amount provided for Romanian citizens, in accordance with the legal provisions in force.

VI.10.10. Students admitted as Romanian state scholarship holders in one of the university study cycles who withdraw from their studies or are expelled may re-enrol with tuition fees in lei, in the amount established for Romanian citizens in accordance with the regulations of each higher education institution. Exceptions are made for medical cases, approved on the basis of the University Charter, as well as those approved by the Senate of the higher education institution.

VI.10.11. If Romanians from anywhere change their permanent residence in Romania during their studies, they may continue their studies in accordance with the regulations of each higher education institution for Romanian citizens with permanent residence in Romania, starting with the following academic year.

CHAPTER VII. FINAL PROVISIONS

VII.1. Places remaining vacant after admission shall be managed at university level, in accordance with the decisions of the Board of Directors.

VII.2. If a second admission session is organised in September and places remain unfilled, the Board of Directors of the Victor Babeș University of Medicine and Pharmacy in Timișoara is authorised to decide on the redistribution of places to other study programmes within the faculty or to other faculties, depending on demand and the level of competition. These places will be filled by students previously admitted to fee-paying places during the two admission sessions, in order of their grades and preferences.

VII.3. The enrolment of students declared admitted following the admission competition is made by decision of the Rector of the Victor Babeș University of Medicine and Pharmacy in Timișoara.

VII.4. After enrolment approval, students are registered in the Single Matriculation Register (RMU) under a unique number, valid for the entire period of schooling in the specialisation(s)/programme(s) to which they have

been admitted.

VII.5. For enrolment purposes, the faculty deans' offices and the academic records office reserve the right to request additional documents from students provisionally enrolled in the first year, in accordance with the legal provisions in force.

VII.6. Failure to present the original baccalaureate diploma/certificate or diploma recognition certificate, through the sole fault of the admitted candidate, within the deadline set by these Regulations, will result in the loss of the place funded by the state budget.

VII.7. A candidate may be admitted and enrolled as a student in no more than two study programmes at the same time, regardless of the educational institutions offering them.

VII.8. A candidate declared admitted may benefit from funding through study grants for a single bachelor's degree programme.

VII.9. A candidate declared admitted to several undergraduate study programmes shall opt for the study programme that will be funded from the state budget, by submitting the diploma/certificate of recognition of the diploma/baccalaureate certificate or the diploma/certificate of recognition of the diploma/certificate of the previous cycle of studies completed, as the case may be, in original, to the faculty they wish to attend, within the established deadline. The aforementioned previous study document may be returned to the holder starting with the second semester, in which case a copy certified "in accordance with the original" by the faculty secretariat shall remain in the file.

VII.10. (1) Candidates who have received full state funding (for the entire period of study) for a complete undergraduate programme, completed/uncompleted by a bachelor's degree exam, may be admitted and enrolled, following the admission competition, only in fee-paying places, without the right to reclassification in state-funded places.

(2) Candidates who have benefited from partial state budget funding for a bachelor's degree programme and have been declared admitted to the admission competition organised at UMF "Victor Babeș" in Timișoara will be enrolled in fee-paying places, starting with the first year of study.

(3) The category of students mentioned in paragraph (2) has the right to be reclassified to state-funded places only after passing, on a fee-paying basis, the number of years of study equivalent to the number of years previously attended on a non-fee-paying basis, in compliance with the criteria and performance standards for the annual reclassification of students, established by the University management.

VII.11. After enrolment, the final lists of candidates declared admitted and enrolled are generated and displayed.

VII.12. The transfer of students from fee-paying to non-fee-paying education will be carried out in accordance with Law No. 224/2005 and in accordance with the University regulations, approved by the Senate of the Victor Babeș University of Medicine and Pharmacy in Timișoara.

VII.13. Candidates admitted to the first year of study at the Victor Babeș University of Medicine and Pharmacy in Timișoara are eligible for scholarships, under the conditions of the law, and may obtain accommodation in one of the University's halls of residence, under the conditions provided for by the legislation and the University's own regulations.

VII.14. During the course of study programmes, transfers between study programmes will be possible within the limits of available places, under the conditions provided for by the legislation in force and the University's own regulations on student mobility.

VII.15. The collection of personal data from candidates for the admission competition, as well as their processing and storage, is carried out in compliance with the legal provisions regarding the protection of individuals with regard to the processing of personal data and the free movement of such data. The personal data of admitted and enrolled candidates are reported by name to the Ministry of Education and Research through UEFISCDI.

VII.16. These Regulations are the only official document relating to the organisation and conduct of the admission competition at the Victor Babeș University of Medicine and Pharmacy in Timișoara, for undergraduate and combined undergraduate and postgraduate studies, cycles I and II, and is supplemented by the provisions of subsequent normative acts, as well as by the University Senate's own methodologies for the admission of foreign candidates and Romanian candidates from all over the country.

VII.17. References appearing in various publications or communicated in other ways cannot replace the official ones and, consequently, do not bind the Victor Babeș University of Medicine and Pharmacy in Timișoara in any way.

VII.18. The adoption of these Regulations repeals previous decisions and regulations. Any changes may only be made with the approval of the University Senate or through the publication of mandatory normative acts.

VII.19. In exceptional and justified situations, derogations from these regulations may be approved by the University Board of Directors, by decision of the Rector.

VII.20. The University Board of Directors has the right and obligation to bring these Regulations into line with the Orders of the Ministry of Education issued by the date of the admission competition.

VII.21. The Senate of the Victor Babeș University of Medicine and Pharmacy in Timișoara approved the republication of these Regulations at its meeting on 26 November 2025, the date on which they come into force.

**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.

ANNEX - CONDITIONS AND PROCEDURE FOR THE RECOGNITION BY CNRED OF QUALIFICATIONS OBTAINED ABROAD

I. THE EQUIVALENCE OF THE BACCALAUREATE DIPLOMA OBTAINED BY ROMANIAN NATIONALS ABROAD OR AT AN EDUCATIONAL ESTABLISHMENT WHICH ORGANISES AND CARRIES OUT ON ROMANIAN TERRITORY EDUCATIONAL ACTIVITIES CORRESPONDING TO AN EDUCATIONAL SYSTEM IN ANOTHER COUNTRY

<https://cnred.edu.ro/echivalarea-diplomei-de-bacalaureat-obtinuta-in-strainatate-de-cetatenii-romani/>

File submission

- **Online**, via the **electronic Single Electronic Contact Point** for diplomas issued in Romanian, English, French, Spanish or Italian: <https://edirect.e-guvernare.ro/Admin/Proceduri/ProceduraVizualizare.aspx?IdInregistrare=1176798&IdOperatiune=2>
- **Online** via the **electronic Single Electronic Contact Point** for diplomas issued in other languages: <https://edirect.e-guvernare.ro/Admin/Proceduri/ProceduraVizualizare.aspx?IdInregistrare=1176846&IdOperatiune=2>
- **Seat of the university:** "Victor Babeș" University of Medicine and Pharmacy "Victor Babeș" of Timișoara
Address: Timișoara, Piața Eftimie Murgu Nr. 2, Code 300041, www.umft.ro,
E-mail: international@umft.ro.

DEPUTY RECTOR FOR ACADEMIC AFFAIRS

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Tel: +40256220479; Fax: +40256490626
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www.umft.ro



- **the School Inspectorate of Bucharest or the County School Inspectorates**
- **Ministry of Education Registry**, by **post** or **express courier**, opening hours: Monday-Thursday, 09:00-11:00 and 14:00-16:00 Friday, 09:00-11:00, Str. Spiru Haret, nr. 12, parter, camera 1, Sector 1, 010176 București

The list of education provider organisations, which organise and carry out educational activities on the territory of Romania corresponding to an education system in another country, can be consulted at the following address: <https://aracip.eu/categorii-documente/info-unitati-invatamant-registre>.

Documents

1. Application - for physical submission

You can download the standardised form:

- on the university's website, section Admission - Standardised forms;
- from the CNRED website: <https://cnred.edu.ro/echivalarea-diplomei-de-bacalaureat-obtinuta-in-strainatate-de-cetatenii-romani/>

2. Baccalauréat

- a copy, if the diploma is issued in Romanian, English, French, Spanish, Italian, French, Italian, Spanish, Romanian
- copy and notarised translation into Romanian for documents issued in other languages

3. Other documents

- the certificate of passing the baccalaureate examination in Italy; Pruebas de Aptitud para el Acceso a la Universidad, calificación Apto in Spain; certificate issued by Universitets-och högskolerådet (UHR) for access to university studies in Sweden; etc. - copy of the documents for studies in languages in international circulation (English, French, Spanish, Italian) or copy and notarised translation into Romanian for documents for studies in other languages

4. Copy of personal identification documents

- passport / identity document - identity card or ID card
- proof of change of name (if applicable), in copy (Romanian/ English/ French/ Spanish/ Italian) and notarised translation (for other languages)

Authentication of qualifications subject to recognition/ equivalence

1. no apostille or supralegalisation is required for diplomas from the Republic of Moldova. Diplomas issued prior to 2008 (as well as diplomas issued after 2008 that cannot be verified through the portal) must be accompanied by the Certificate of Authenticity issued by the Ministry of Education of the Republic of Moldova, as of 01.04.2019, in copy;
2. for countries which are party to the Hague Apostille Convention, the educational documents subject to equivalence/recognition must be endorsed with the Hague Apostille by the competent authorities of the issuing countries; educational documents from Italy, Greece, Spain, Portugal and Cyprus will be endorsed with the Hague Apostille, other EU Member States being exempted;
3. for countries which are NOT party to the Hague Apostille Convention, the study documents will be supralegalised or will be accompanied by the Certificate of Authenticity issued by the competent authorities of the country of origin;
 - supralegalisation is applied by the Ministry of Foreign Affairs of the issuing country, the Romanian Embassy/Consular Office in the country in question and the Romanian Ministry of Foreign Affairs or by the Ministry of Foreign Affairs of the issuing country and its Embassy/Consular Office in Romania and the Romanian Ministry of Foreign Affairs; for countries where there are no Romanian diplomatic missions or which do not have diplomatic missions in Romania, the study documents will be stamped by the Ministry of Education and the Ministry of Foreign Affairs of the issuing country;
 - exemption from supralegalisation is permitted by law, by an international treaty to which Romania is a party or on the basis of reciprocity.

The list of countries for which apostille or supralegalisation is required can be found at: <https://cnred.edu.ro/lista-stator-pentru-care-se-solicita-apostilarea-sau-supralegalizarea/>.

Document evaluation

The evaluation of the documents and the issuing of the CNRED decision shall be carried out within a maximum of 30 working days from the date of registration of the complete file. This deadline may be extended accordingly in case of additional verifications or consultation of external experts.

Check the status of your application at: <https://cnred.edu.ro/dosare3/>

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Issuing a certificate

- **electronically**, via the PCUe platform, for online applications
- **at CNRED headquarters**, opening hours: Monday - Thursday, 09:00 - 12:00, 13:00 - 15:00; Str. Spiru Haret, nr. 12, Sector 1, 010176 Bucharest, National Centre for the Recognition and Equivalence of Diplomas
- **at the university**
- **the School Inspectorate of Bucharest or the County School Inspectorates**
- **by post**, to the address indicated in the application
- **by express courier** - collect on delivery - the courier service is contracted by the applicant

The certificate is issued to the holder or to a person authorised by a notary.

Release duplicate

In case of loss, complete destruction or damage of the equivalence certificate, a duplicate can be issued. For the duplicate to be issued, the following documents must be submitted: application; notarised statement on the loss, destruction or damage of the certificate; copy of identity card; copy of the document of studies that has been recognised as equivalent; copy of other documents, if necessary.

Appeals procedure

Appeals shall be lodged at the M.E. registry within 45 working days from the date of issue of the certificate of recognition/ equivalence and from the date of the reasons for non-recognition. The deadline for settling appeals is 60 working days from the date of their registration with the CNRED. The deadline may be extended in justified cases, the applicant being notified in writing by postal services or electronic mail.

II. RECOGNISING THE STUDIES OF NATIONALS OF MEMBER STATES OF THE EUROPEAN UNION, THE EUROPEAN ECONOMIC AREA AND THE SWISS CONFEDERATION FOR ENROLMENT IN POST-SECONDARY OR HIGHER EDUCATION

<https://cnred.edu.ro/recunoastere-studii-cetateni-europeni-admitere-licenta-in-romania/>

File submission

- **Online**, via the **electronic Single Electronic Contact Point** for diplomas issued in Romanian, English, French, Spanish or Italian: <https://edirect.e-guvernare.ro/Admin/Proceduri/ProceduraVizualizare.aspx?IdInregistrare=1178102&IdOperatiune=2>
- **Online** via the **electronic Single Electronic Contact Point** for diplomas issued in other languages: <https://edirect.e-guvernare.ro/Admin/Proceduri/ProceduraVizualizare.aspx?IdInregistrare=1178123&IdOperatiune=2>
- **University seat**: "Victor Babeș" University of Medicine and Pharmacy "Victor Babeș" of Timișoara, Prorectoratul Relații internaționale,
Address: Timișoara, Piața Eftimie Murgu Nr. 2, Code 300041, www.umft.ro,
E-mail: international@umft.ro.
- **Ministry of Education**, by **post** or **express courier**

Programme: Monday-Thursday, 09:00-11:00 and 14:00-16:00 Friday, 09:00-11:00, Str. Spiru Haret, nr. 12, parter, camera 1, Sector 1, 010176 București

Documents needed

1. Application: Application form or Formulaire de demande - for physical submission

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www.umft.ro



You can download the standardised form:

- on the university's website, section Admission - Standardised forms;
- from the CNRED website: <https://cnred.edu.ro/recunoastere-studii-cetateni-europeni-admitere-licenta-in-romania/>

2. High School Diploma/Certificate

- a copy, if the diploma is issued in Romanian, English, French, Spanish, Italian, French, Italian, Spanish, Romanian
- copy and notarised translation into Romanian for documents issued in other languages

3. Other documents, **if any**

* Example: Pruebas de Aptitud para el Acceso a la Universidad, qualification Apto from Spain; etc. - copy and notarised translation, except for English, French, Spanish and Italian study documents

* Example: foreigners, family members of Romanian citizens, holders of a temporary residence permit, must submit proof that they are employed or registered unemployed in order to benefit, under the law, of equal treatment with Romanian citizens in terms of enrolment in studies (GEO no. 194/2002 on the regime of foreigners in Romania with subsequent amendments and additions, republished, art. 80 para. (3) letters b) and c))

4. Copy of personal identification documents:

- passport / identity card
- proof of change of name (if applicable), in copy (Romanian/ English/ French/ Spanish/ Italian) and notarised translation (for other languages)
- proof of protection on Romanian territory - for refugees

5. Assessment fee of 100 lei - the fee is not payable by persons enjoying a form of international protection

Fees are payable in lei:

- at the CNRED cashier's office, Monday to Thursday, from 9:00-12:00, 13:00-15:00
- by Money Order / Postal Money Order / Bank Transfer mentioning the account below:

Beneficiary: Ministry of Education

Fiscal identification code: 13729380

Bank: Treasury and Public Accounting Activity of Bucharest Municipality - ATPCMB

IBAN Code: RO86TREZ70020E330500XXXXXXXXX

SWIFT Code: TREZROBU

BIC Code: TREZ

- via **Ghișeul.ro**

From abroad, fees can also be paid in Euro, by Payment Order / Bank Transfer, mentioning the account below:

Beneficiary: Ministry of Education

Fiscal identification code: 13729380

Bank: Romanian Commercial Bank - BCR, University branch

IBAN code: RO35RNCB008000565630300077

SWIFT Code: RNCBCBROBU

BIC Code: RNCB

Fees in euro are calculated at the leu - euro exchange rate published by the National Bank of Romania on the day the bank transfer is made.

Important: The IBAN code of the beneficiary, the name of the holder of the study document and the name of the employer applying for recognition (if applicable) must be written on the payment order or postal money order!

Authentication of qualifications subject to recognition/ equivalence

1. no apostille or supralegalisation is required for diplomas from the Republic of Moldova. Diplomas issued prior to 2008 (as well as diplomas issued after 2008 that cannot be verified through the portal) must be accompanied by the Certificate of Authenticity issued by the Ministry of Education of the Republic of Moldova, as of 01.04.2019, in copy;
2. for countries which are party to the Hague Apostille Convention, the educational documents subject to equivalence/recognition must be endorsed with the Hague Apostille by the competent authorities of the issuing countries; educational documents from Italy, Greece, Spain, Portugal and Cyprus will be endorsed with the Hague Apostille, other EU Member States being exempted;
3. for countries which are NOT party to the Hague Apostille Convention, the study documents will be supralegalised or will be accompanied by the Certificate of Authenticity issued by the competent authorities of the country of origin;

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- supralegalisation is applied by the Ministry of Foreign Affairs of the issuing country, the Romanian Embassy/Consular Office in the country in question and the Romanian Ministry of Foreign Affairs or by the Ministry of Foreign Affairs of the issuing country and its Embassy/Consular Office in Romania and the Romanian Ministry of Foreign Affairs; for countries where there are no Romanian diplomatic missions or which do not have diplomatic missions in Romania, the study documents will be stamped by the Ministry of Education and the Ministry of Foreign Affairs of the issuing country;
- exemption from supralegalisation is permitted by law, by an international treaty to which Romania is a party or on the basis of reciprocity.

List of countries for which apostille or supralegalisation is required

Issuing a certificate

- **electronically**, via the PCUe platform, for online applications
- **at the University** of Medicine and Pharmacy "Victor Babeș" University of Timișoara, Prorectoratul Relații internaționale,
Address: Timișoara, Piața Eftimie Murgu Nr. 2, Code 300041, www.umft.ro,
E-mail:international@umft.ro , relint@umft.ro.
- **at CNRED headquarters**, opening hours: Monday - Thursday, 09:00 - 12:00, 13:00 - 15:00, Str. Spiru Haret, nr. 12, Sector 1, 010176 Bucharest, National Centre for the Recognition and Equivalence of Diplomas
- **by post**, to the address indicated in the application
- **by express courier** - collect on delivery - the courier service is contracted by the applicant

The certificate is issued to the holder or to a person authorised by a notary.

Release duplicate

In case of loss, complete destruction or damage of the equivalence certificate, a duplicate can be issued. In order to issue the duplicate, the following documents must be submitted: application; notarised statement on the loss, destruction or damage of the certificate; copy of the identity card; copy of the document of studies that has been recognised as equivalent; copy of the proof of payment of the 100 lei fee; copy of other documents, if necessary.

Appeals procedure

Appeals shall be lodged at the M.E. registry within 45 working days from the date of issue of the certificate of recognition/ equivalence and from the date of the reasons for non-recognition. The deadline for settling appeals is 60 working days from the date of their registration with the CNRED. The deadline may be extended in justified cases, the applicant being notified in writing by postal services or electronic mail.