

Regulation on the organisation and conduct of the admission process for bachelor's degree study programmes

Faculty of Sociology and Psychology

Academic year 2024-2025

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CHAPTER I

General provisions

Article 1. This regulation establishes the general framework for the organisation of the admission process for the bachelor's degree programmes at the Faculty of Sociology and Psychology of the West University of Timisoara.

Article 2. Legal framework

In the academic year 2024-2025, the admission process for the undergraduate degree programs at the Faculty of Sociology and Psychology of the West University of Timisoara is organized:

- in accordance with the provisions of the Higher Education Law No 199/2023, as amended;
- based on the following regulations:
 - Romanian Government Decision No 288 of 21 June 1993 on the schooling in Romania of citizens from other countries, with subsequent amendments and additions, republished;
 - Romanian Government Decision no. 689 of 7 October 1994 on the granting of scholarships for studies, doctorate and specialization, and other forms of support for young people of Romanian ethnic origin or Romanian citizens living abroad, with subsequent amendments and additions;
 - Romanian Government Decision no. 1004 of 10 September 2002 on incentives for pupils and students who have received distinctions in international school Olympiads organised for pre-university education and for doctoral students who have achieved outstanding results in their research activity, with subsequent amendments and additions;
 - Romanian Government Decision no. 844 of 13 August 2008 on the amount of scholarships for pupils, students, master's students, doctoral students, doctors in specialization and trainees in postgraduate specialization/training courses from the Republic of Moldova, Ukraine, for those of Romanian ethnic origin from abroad, for Romanian citizens residing abroad, as well as for foreign citizens, Romanian state scholarship holders, studying in state educational institutions and establishments in Romania;
 - Romanian Government Ordinance no. 22 of 29 August 2009 on setting the minimum amount of tuition fees, in foreign currency, for citizens studying on their own in Romania, from countries that are not members of the European Union, as well as from countries that are not part of the European Economic Area and the Swiss Confederation, approved with amendments and additions by Law no. 1 of 6 January 2010;

- Order of the Minister of Education, Research, Youth and Sport no. 3223 of 8 February 2012 approving the Methodology for the recognition of periods of study abroad;
- Order of the Minister of National Education and Scientific Research No 6156 of 22 December 2016 on the organization and conduct of the preparatory year of Romanian language for foreign citizens, with subsequent amendments and additions;
- Order of the Minister of National Education no. 3236 of 10 February 2017 on the approval of *the Methodology for the admission of foreign citizens for study and tuition-free places with scholarships and for places without tuition fees but without scholarships in accredited state higher education institutions*;
- Order of the Minister of National Education no. 3473 of 17 March 2017 on the approval of *the Methodology for the admission to studies and schooling of foreign citizens starting with the school/academic year 2017-2018*, with subsequent amendments and additions;
- Order of the Minister of National Education, the Minister of Foreign Affairs and the Minister for Romanians Abroad no. 3900/A10/2046/C/129/2017 on the approval of the Methodology for the enrolment of Romanians from abroad in state pre-university education in Romania, in places of study without payment of tuition fees, but with scholarships, respectively without payment of tuition fees, but without scholarship as from the academic year 2017-2018 and of the *Methodology for the enrolment of Romanians from abroad in state higher education in Romania, for places without tuition fees but with scholarship, respectively without tuition fees but without scholarship as from the academic year 2017-2018*;
- Order of the Minister of National Education no. 4294 of 29 June 2017 on the approval of the enrolment procedure for Romanians from abroad in state and private accredited pre-university and higher education in Romania, for tuition fees in RON, starting with the school/academic year 2017-2018;
- Order of the Minister of National Education no. 4107 of 6 July 2018 on the exemption from the payment of fees for the application, processing of the file, registration, testing of Romanian language proficiency, the PhD entrance exam and the specific aptitude tests of candidates for scholarships offered by the Romanian state;
- Order of the Minister of Education No 4139 of 29 June 2022 approving *the Framework Methodology for the organization of psycho-pedagogical training programs through specialized departments within accredited higher education institutions*;
- **Order of the Minister of Education no. 3693 of 1 February 2024 approving the Framework Methodology on the organisation of admission to higher education in the short undergraduate, master and doctoral cycles;**

- **Regulations of the West University of Timisoara (UVT) on the organization and conduct of the admission process for undergraduate degree programs**, approved by the UVT Senate;
- and on the basis of other regulations with a bearing on the field of activity regulated.

CHAPTER II

Organisation of the admission process for undergraduate studies within the Faculty of Sociology and Psychology

Article 3.

(1) For the undergraduate cycle, for the academic year 2024-2025 the admission process is organized, in accordance with the legislation in force, by undergraduate fields of study, at the following specializations / undergraduate programmes authorized to operate provisionally or accredited within the Faculty of Sociology and Psychology:

| Undergraduate degree programme | Undergraduate field of study | Form of education | Teaching language | Maximum number of students that can be enrolled | Number of places allocated from the state budget | Number of transferable study credits* | Accreditation status |
|--|------------------------------|-------------------|-------------------|---|--|---------------------------------------|-----------------------------------|
| Social work | Social work | full time | Romanian | 100 | 52 | 180 | accredited |
| Social work | Social work | distance learning | Romanian | 100 | - | 180 | accredited |
| Psychology | Psychology | full time | Romanian | 250 | 81 | 180 | accredited |
| Psychology - Cognitive Sciences (in English) | Psychology | full time | English | 60 | 25 | 180 | licensed to operate provisionally |
| Sociology | Sociology | full time | Romanian | 100 | 33 | 180 | accredited |
| Human resources | Sociology | full time | Romanian | 100 | 34 | 180 | accredited |
| Pedagogy | Educational Sciences | full time | Romanian | 50 | 20 | 180 | accredited |
| Primary and pre-school pedagogy | Educational Sciences | full time | Romanian | 120 | 47 | 180 | accredited |
| Special education | Educational Sciences | full time | Romanian | 50 | 20 | 180 | accredited |

(2) *The final number of state-funded places allocated to each undergraduate programme will be approved by decision of the UVT Board of Directors, on the proposal of the UVT faculties, following the allocation of state-funded places by the Ministry of Education to UVT.

(3) The curricula of all undergraduate degree programmes for which the Faculty of Sociology and Psychology is organising an admission competition are available online at: <https://fsp.uvt.ro/programe-de-licenta/>.

Article 4. The admission process to the undergraduate degree cycle in the Faculty of Sociology and Psychology is organized:

- on places financed from the state budget (only for undergraduate degree programmes in the form of full-time education) through study grants;
- on fee-paying places (for undergraduate degree programmes in full-time and distance education).

Article 5. Categories of candidates

The following can apply for admission to the undergraduate cycle:

- Romanian high school graduates with a baccalaureate diploma or equivalent;
- citizens of the Member States of the European Union, of the States belonging to the European Economic Area and of the Swiss Confederation and 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 European Union and the European Atomic Energy Community 2019/C 384 I/01*, who hold a Certificate of Recognition of Studies issued by the National Centre for the Recognition and Equivalence of Diplomas (CNRED), under the same conditions as those laid down by law for Romanian citizens, including as regards tuition fees (details in Annex 1 to this Regulation);
- foreign citizens of Romanian ethnic origin from Albania, Bulgaria, Macedonia, Republic of Moldova, Serbia, Ukraine and Hungary and the Diaspora, as well as Romanian citizens with permanent residence abroad - they will apply separately for the places financed from the state budget allocated by the Ministry of Education for Romanian citizens from abroad, but only for accredited university study programmes taught in Romanian, or for places with tuition fees, according to *the Methodology for the enrolment of Romanians from abroad in state higher education in Romania, for places without tuition fees but with scholarships, respectively without tuition fees but without scholarships starting from the academic year 2017-2018* respectively according to *The procedure for the enrolment of Romanians from abroad in state and private accredited pre-university and higher education in Romania, for places of study with tuition fees in RON, starting with the school/academic year 2017-2018* (valid and for the academic year 2024-2025) (details in Annex 2 of this Regulation);
- Romanian citizens of Roma ethnicity who are high school graduates with a baccalaureate diploma or equivalent - they have the possibility to apply under the same conditions as Romanian citizens, for places financed by the state budget and for places with a fee, or separately, for places specially allocated for this category of candidates by the Ministry of Education;
- graduates with a baccalaureate or its equivalent from national minorities or from foster care/social welfare institutions and those with special educational needs or disabilities - for

them UVT allocates annually at least 25 places funded from the state budget, which they can apply for separately (in the case of candidates from national minorities, they can apply for separately allocated places only in study programmes that do not exist in state higher education in the language of their minority). If these places are not filled, they will be redistributed to other candidates;

- graduates with a baccalaureate diploma or equivalent from high schools in rural areas - they have the possibility to apply under the same conditions as Romanian citizens, for places financed by the state budget and for fee-paying places, or separately, for places specially allocated for this category of candidates by the Ministry of Education. If MEdu does not allocate a separate number of state-funded places for this category of candidates, they may apply for one of the 30 state-funded places allocated at university level specifically for this category of candidates;
- foreign citizens from third countries of the European Union, the European Economic Area, the Swiss Confederation and the United Kingdom of Great Britain and Northern Ireland - they can apply for admission to the West University of Timisoara (financially: own currency account), on the basis of a file, and will be admitted to studies or rejected on the basis of the admission process organized at the West University of Timisoara according to *the Methodology for the issuance of the letter of acceptance and admission to Bachelor and Master studies at the West University of Timisoara of citizens from EU third countries* and on the basis of the letter of acceptance to studies in Romania issued by the Ministry of Education (details in Annex 3 of this Regulation);
- refugees and political asylum seekers who have obtained a form of subsidiary protection in Romania - they are admitted to studies in accordance with the provisions of the *Methodology for the issuance of letters of acceptance and admission of foreign citizens from EU third countries to bachelor and master studies at the West University of Timisoara*;
- graduates with a baccalaureate diploma or equivalent diploma who have obtained distinctions (1st, 2nd, 3rd prizes, mention) in school Olympiads and/or other international competitions recognised by the Ministry of Education during their high school studies - they have the right to enrol in UVT's undergraduate degree programmes without taking the entrance exam, for places financed by the state budget;
- graduates with a baccalaureate or equivalent diploma who have obtained distinctions in school Olympiads and/or other national or international competitions during their high school studies - they will be admitted on the basis of the special conditions for admission laid down in these regulations;
- graduates with a baccalaureate diploma or its equivalent who have obtained the status of class leaders from UVT partner high schools or who have obtained an average of 10 in the baccalaureate exam (based on the invitation letter signed by the UVT rector, letter that must

accompany the candidate's file) - they benefit from free registration for the admission process and may benefit from the right to enrol, without taking the admission exam, for places financed by the state budget, in undergraduate degree programmes at any UVT faculty, if they comply with the provisions of the previous subparagraph.

Article 6.

(1) For foreign nationals from the European Union, the European Economic Area and the Swiss Confederation, as well as for British nationals and their family members, as beneficiaries of the Agreement on the withdrawal of the United Kingdom of Great Britain and Northern Ireland from the European Union and the European Atomic Energy Community 2019/C 384 I/01, the admission process will take place under the same conditions as for Romanian nationals (provided that the requirements for recognition and equivalence of diplomas are observed).

(2) The recognition of studies completed abroad by foreign citizens and by Romanian citizens who have graduated from high school in another country will be carried out by the specialized department of MEdu - *National Centre for the Recognition and Equivalence of Diplomas (CNRED)* - before the registration of candidates to the entrance exam, each candidate having the obligation to present the certificate of recognition/equivalence of studies, according to the procedure described in Annex 1 of this Regulation.

(3) High school graduates from international systems accredited and recognized by the Ministry of Education have the right to participate in the admission process to Romanian higher education, including from the year of graduation from high school, through a conditional acceptance procedure, the admitted candidate having to bring the equivalent international baccalaureate diploma within 6 months of admission.

(4) If the admitted candidate does not submit the equivalent international baccalaureate diploma within the time limit laid down in paragraph 1, the candidate shall be notified of the fact that he or she has been admitted. (2) or if the results stated in this document are different from the results declared by the candidate at the time of registration for the admission process, he/she shall be expelled.

(5) If, when applying for admission to the admission process, the candidate referred to in paragraph (2) has not yet passed the baccalaureate or equivalent examination, but has taken and passed this or an equivalent examination, the candidate shall submit proof of the results obtained in this examination and a declaration on his/her own responsibility as to their authenticity and awareness of the provisions of paragraphs (2) and (3) of this Article.

(6) For Romanian citizens from abroad, the admission examination will be held according to the procedure described in Annex 2 of this Regulation, for places financed by the state budget specifically intended for them, with or without scholarship, or for places with

fee.

Article 7.

(1) The admission process for undergraduate studies at Faculty of Sociology and Psychology shall be conducted in Romanian for all undergraduate degree programmes, except for the undergraduate degree programme Psychology - Cognitive Sciences (in English), for which the admission process shall be conducted in English.

(2) For students who took the baccalaureate exam in Romania and who attended high school in an international language or in a language of national minorities, the certification of oral communication skills in Romanian is done with the baccalaureate diploma issued by authorized/accredited educational institutions in Romania.

Article 8. Timing of the admission process

(1) The competition for admission to the undergraduate cycle at the Faculty of Sociology and Psychology is organized in two sessions, under identical conditions, before the beginning of the academic year, the second session being organized only for those study programs for which, after the first session, there will remain unfilled places.

(2) For the academic year 2024-2025, the *timetable for the admission competition for the undergraduate degree cycle* at the Faculty of Sociology and Psychology, for the first session in July 2024, is as follows:

- Online registration of candidates by filling in the data requested by the UVT admission platform: until **17.07.2024, 10:00 a.m.**
- Display of the lists of registered candidates (on the website <http://www.fsp.uvt.ro>): **17.07.2024, 20:00**
- Conduct of admission tests: **18.07.07.2024 and 19.07.2024**
 - **18.07.2024** specific tests, location UVT headquarters:
 - **18.07.2024 - LIT TEST** - for candidates enrolled in the *Psychology - Cognitive Sciences (English language)* undergraduate programme who have opted for the **English** language skills assessment. Time and room will be posted on the website <http://www.fsp.uvt.ro> on 17.07.2024 at 20:00
 - **18.07.2024 - Specific test of knowledge in the field** for candidates enrolled in the undergraduate program of *Primary and Preschool Education Pedagogy (PIPP)*. First (eliminary) test *Musical skills* from 08:00 - 12:00 // Second test *Romanian language test (spelling, punctuation and correct expression)* from 12:00 - 14:00. Time and room will be posted on the website <http://www.fsp.uvt.ro> on 17.07.2024 at 20:00

- **19.07.2024 14:30 - TEST UVT**, location UVT headquarters - Test to assess language and reasoning skills (all study programmes except PIPP). The room will be displayed on the website <http://www.fsp.uvt.ro> on 18.07.2024, 16:00. The test will be held in Romanian for candidates enrolled in undergraduate degree programmes taught in Romanian and in English for candidates enrolled in undergraduate degree programme *Psychology - Cognitive Sciences (in English)*. Test marking is done on the spot, in the presence of the candidate. The UVT Test scores can be consulted in the candidate's file on the online admissions platform within 24 hours of marking.
 - Deadline for certifying documents as true copies: **19.07.2024 16:00**
 - Display of the results of successful candidates (on the website <http://www.fsp.uvt.ro>): **20.07.2024, 14:00**
 - Filing appeals: **20.07.2024, 14:00 - 21.07.2024, 14:00** - by e-mail admitere.fsp@e-uvt.ro
 - Display of the final results of successful candidates (on the website <http://www.fsp.uvt.ro>): **21.07.2024, 18:00**
 - First stage of confirmations: **21.07.2024, 18:00 - 23.07.2024, 14:00**
 - Display of the results of the candidates admitted following the first confirmation stage and those who slipped in the ranking by becoming admitted (on the website <http://www.fsp.uvt.ro>): **23.07.2024, 20:00**
 - Second stage of confirmations: **23.07.2024, 20:00 - 24.07.2024, 12:00**
 - Display of the results of the candidates registered following the second confirmation stage (on the website <http://www.fsp.uvt.ro>): **25.07.2024, 10:00 a.m.**
 - Third stage of confirmations: **25.07.2024, 11:00 - 26.07.2024, 11:00**
 - Display of the results of the candidates admitted following the third confirmation stage (on the website <http://www.fsp.uvt.ro>): **26.07.2024, 16:00**
 - Display of the final results with the registered candidates (on the website <http://www.fsp.uvt.ro>): **26.07.2024, 17:00**
- (3)** For the academic year 2024-2025, the *timetable for the entrance examination to the undergraduate cycle* at the Faculty of Sociology and Psychology for the second session in September 2024 is as follows:
- Apply online by filling in the data requested by the UVT admissions platform: **06.09.2024, 10:00 a.m.**
 - Display of the lists of registered candidates (on the website <http://www.fsp.uvt.ro>): **06.09.2024, 18:00 a.m.**
 - Conduct of admission tests: **09.09.2024** and **10.09.2024**

- **09.09.2024** specific tests, location UVT headquarters:
- **09.09.2024 - LIT TEST** - for candidates enrolled in the *Psychology - Cognitive Science (English language)* undergraduate programme who have opted for the **English** language proficiency assessment. Time and room will be posted on the website <http://www.fsp.uvt.ro> on 06.09.2024 at 18:00
- **09.09.2024 - PIPP TEST - Specific test of knowledge in the field** for candidates enrolled in the undergraduate program in *Primary and Preschool Education Pedagogy (PIPP)*. First (eliminary) test *Musical skills* from 08:00 - 12:00 // Second test *Romanian language test (spelling, punctuation and correct expression)* from 12:00 - 14:00. Time and room will be posted on the website <http://www.fsp.uvt.ro> on 06.09.2024 at 18:00
- **10.09.2024, 12:00 - TEST UVT**, location UVT headquarters - Test to assess language and reasoning skills (all study programmes except PIPP). The room will be displayed on the website <http://www.fsp.uvt.ro> on 09.09.2024, 12:00. The test will be held in Romanian for candidates enrolled in undergraduate degree programmes taught in Romanian and in English for candidates enrolled in undergraduate degree programme *Psychology - Cognitive Sciences (in English)*. Test marking is done on the spot in the presence of the candidate. The marks obtained in the UVT Test can be consulted in the candidate's file on the admissions platform within 24 hours of marking.
- Deadline for certifying documents as true copies: **10.09.2024, 12:00**
- Display of the results of successful candidates (on the website <http://www.fsp.uvt.ro>): **11.09.2024, 12:00**
- Filing appeals: **11.09.2024, 12:00 - 12.09.2024, 12:00** - by e-mail admitere.fsp@e-uvt.ro
- Display of the final results of successful candidates (on the website <http://www.fsp.uvt.ro>): **12.09.2024, 18:00**
- First stage of confirmations: **12.09.2024, 18:00 - 13.09.2024, 12:00**
- Display of the results of the candidates registered following the first confirmation stage (on the website <http://www.fsp.uvt.ro>): **13.09.2024, 18:00**
- Second stage of confirmations: **13.09.2024, 18:00 - 14.09.2024, 12:00**
- Display of the results of the candidates registered following the second confirmation stage (on the website <http://www.fsp.uvt.ro>): **14.09.2024, 16:00**
- Third stage of confirmations: **14.09.2024, 16:00 - 15.09.2024, 12:00**
- Display of the results of the candidates admitted following the third confirmation stage (on the website <http://www.fsp.uvt.ro>): **15.09.2024, 16:00**

Display of the final results with the registered candidates (on the website <http://www.fsp.uvt.ro>): **15.09.2024, 16:00**.

(4) For the academic year 2024-2025, the *timetable for the admission competition for the undergraduate degree cycle* at the Faculty of Sociology and Psychology, **for Romanian candidates from abroad**, for the first session, in July 2024, is as follows:

- Apply online by filling in the data requested by the UVT admissions platform: **16.07.2024, 10:00 a.m.**
- Display of the lists of registered candidates (on the website <http://www.fsp.uvt.ro>): **16.07.2024, 16:00 a.m.**
 - Conduct of admission tests:
 - **18.07.2024** for candidates enrolled in the undergraduate degree programme *Primary and Preschool Education Pedagogy (PIPP)*, will take only the first (eliminary) *Musical skills* test between 08:00 and 12:00. Time and room will be posted on the website on 17.07.2024 at 20:00
 - **18.07.2024 - LIT TEST** - for candidates enrolled in the *Psychology - Cognitive Sciences (English language)* undergraduate programme who have opted for the **English** language skills assessment. Time and room will be posted on the website <http://www.fsp.uvt.ro> on 17.07.2024 at 20:00.
- Deadline for certifying documents as true copies: **30.09.2024**
- Display of the results of successful candidates (on the website <http://www.fsp.uvt.ro>): **18.07.2024, 13:00**
- Filing appeals: **18.07.2024, 13:00 - 19.07.2024, 13:00** - by e-mail admitere.fsp@e-uvt.ro
- Display of the final results of successful candidates (on the website <http://www.fsp.uvt.ro>): **19.07.2024, 14:00**
- First stage of confirmations: **19.07.2024, 14:00 - 19.07.2024, 18:00**
- Display of the results of the candidates registered following the first confirmation stage (on the website <http://www.fsp.uvt.ro>): **19.07.2024, 19:00**
- Second stage of confirmations: **19.07.2024, 19:00 - 20.07.2024, 11:00**
- Display of the results of the candidates registered following the second confirmation stage (on the website <http://www.fsp.uvt.ro>): **20.07.2024, 13:00**
- Display of the final results with the registered candidates (on the website <http://www.fsp.uvt.ro>): **20.07.2024, 14:00**

(5) For the academic year 2024-2025, the *timetable for the entrance examination for the undergraduate degree cycle* at the Faculty of Sociology and Psychology, **for Romanian candidates from abroad**, session II, in September 2024, is as follows:

- Apply online by filling in the data requested by the UVT admissions platform: **04.09.2024, 10:00**
- Display of the lists of registered candidates: **05.09.2024, 12:00**
- Conduct of admission tests:
 - **09.09.2024** for candidates enrolled in the undergraduate degree programme *Primary and Preschool Education Pedagogy (PIPP)*, will take only the first (eliminator) *Musical skills* test between 08:00 and 12:00. Time and room will be posted on the website <http://www.fsp.uvt.ro> on 06.09.2024 at 18:00
 - **09.09.2024 - LIT TEST** - for candidates enrolled in the *Psychology - Cognitive Science (English language)* undergraduate programme who have opted for the **English** language proficiency assessment. Time and room will be posted on the website <http://www.fsp.uvt.ro> on 06.09.2024 at 18:00.
- Deadline for certifying documents as true copies: **30.09.2024**
- Display of the results of successful candidates (on the website <http://www.fsp.uvt.ro>): **09.09.2024, 14:00**
- Filing appeals: **09.09.2024, 14:00 - 10.09.2024, 14:00** - by e-mail admitere.fsp@e-uvt.ro
- Display of the final results of successful candidates (on the website <http://www.fsp.uvt.ro>): **10.09.2024, 16:00**
- First stage of confirmations: **10.09.2024, 16:00 - 11.09.2024, 10:00**
- Display of the results of the candidates registered following the first confirmation stage (on the website <http://www.fsp.uvt.ro>): **11.09.2024, 14:00**
- Second stage of confirmations: **11.09.2024, 14:00 - 12.09.2024, 10:00**
- Display of the results of the candidates registered following the second confirmation stage (on the website <http://www.fsp.uvt.ro>): **12.09.2024, 16:00**
- Display of the final results with the registered candidates (on the website <http://www.fsp.uvt.ro>): **12.09.2024, 16:00**

(6) The admission competition for the undergraduate degree cycle for foreign citizens from EU third countries takes place between 1 March 2024 (from this date the Department of International Relations accepts applications) and 1 September 2024 (date until which the Department of International Relations accepts applications), respectively 15 September 2024 in the case of students who complete the *Romanian language preparatory programme for foreign citizens* and apply for a new *Letter of Acceptance to Studies* valid for the entire duration of the study cycle (details in Annex 3 of this Regulation).

Article 9. Registration for the admission process

(1) Registration for the admission competition is done in person, exclusively online, on

the basis of your identity card/passport, your personal identification data and the other information required by the registration form available on the admission platform (<https://admitereonline.uvt.ro/>). Applicants express their choices for enrolment in the study programmes in order of preference via the online admissions platform. Registration for the admission competition can be made, on behalf of the candidate, also by another person on the basis of a power of attorney to be uploaded on the admission platform, in the section related to the required documents, and certified as true to the original by the UVT operators according to paragraph (5) of this article.

(2) The West University of Timisoara starts the process of online registration of candidates for the admission exam starting in May, on the admission platform (<https://admitereonline.uvt.ro/>), in accordance with the provisions of paragraph (1).

(3) Once a candidate has started the online registration process, by creating an account on the platform and entering his/her personal identification data, he/she consents to the processing of his/her personal data by UVT, in order to be regularly informed about the admission process, the educational offer and UVT services and so that UVT can interconnect with the Romanian Integrated Education Information System (SIIR) in order to retrieve his/her personal data and the results obtained in the bacalaureate exam.

(4) The online application process will be completed with validation of your application by the Admission Committee, following verification of its completeness and accuracy, after it has been the application fee has been paid or the fee waiver has been validated by the admission committee at faculty level, based on the supporting documents uploaded on the admission platform.

(5) Candidates must submit all the documents required for the admission process, in accordance with the provisions of this Regulation, in original or certified copy, at least one day before the date of posting of the lists of admitted candidates, according to the admission calendar presented in Article 8, at the admission document collection points in the UVT offices or in the county admission centres organised by the UVT, for scanning and certification of the original by the UVT operators. Candidates who fail to meet the provisions of this paragraph will not be included in the ranking of the admission process.

(6) By way of exception to paragraph 5, documents issued by legal persons governed by public or private law in electronic form which have a **qualified or advanced electronic signature**, defined in accordance with Article 3(11) and (12) of Regulation (EU) No 910/2014, need not be certified as being in conformity with the original.

(7) After the closing date for registration, the options, their order and other information in the file registered on the online admission platform cannot be changed.

Article 10. Documents required for the admission process

(1) The documents required for the application file for the undergraduate degree programs in the Faculty of Sociology and Psychology are the following:

1. Identity card/passport;
2. Birth certificate;
3. Marriage certificate - *if applicable*;
4. Baccalaureate diploma or equivalent;
 - Candidates who have passed the baccalaureate exam in the sessions corresponding to the 2023-2024 school year can upload to the admission platform and present at the pick-up points the documents required for the admission process in the UVT offices and in the county admission centres organized by UVT, for the admission session immediately following the session in which they passed the baccalaureate exam, instead of the baccalaureate diploma, the certificate issued by the pre-university educational establishment in original or certified copy, stating the overall average of the baccalaureate examination, the marks obtained in the tests taken in this examination, the validity period and the fact that the diploma has not been issued.
5. Medical certificate issued by the family doctor, not older than 90 days from the date of its presentation at the document reception office, certifying whether the candidate is fit to enrol for university studies and, if applicable, the chronic conditions from which the candidate suffers (neuropsychiatric, psychopathological, pulmonary, dermato-venereal, disability (type, degree), etc.). Specific learning disabilities (dyslexia, dysgraphia, dyscalculia, etc.) or any special educational needs will be attested by a certificate of diagnosis;
6. Certificate attesting the completion of another undergraduate degree programme (whether or not completed at the time of application), stating the funding regime under which each year of study was completed (funded by the state budget/fee-paying, if it is/was carried out at a state higher education institution in Romania) and, if applicable, the years and semesters of study during which the student received a scholarship, respectively its type - *if applicable*.
7. Certificate of English Language Proficiency - **only** for candidates in the undergraduate degree programme taught in English *Psychology - Cognitive Science (in English)*. The following certificates **are recognised**:
 - International certificates (Cambridge: Proficiency A, B or C, Advanced A, B or C, First A, B or C; IELTS: minimum 6 points; TOEFL minimum 60 points);
 - Certificate of English language studies for candidates who have completed English language programmes;
 - Distinctions in national or international English language Olympiads, certified

by the Ministry of Education (1st, 2nd and 3rd prizes);

- Candidates who do not hold an International Certificate of Proficiency in English will take the LIT Test organised by the Faculty of Letters, History and Theology of the West University of Timisoara, on the day scheduled according to the admission process calendar. **The admission exam will be held in English and the result will be equated for those candidates who have also applied to other programmes in the faculty.**

(2) Candidates who are Romanian citizens or citizens of Member States 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 and Northern Ireland from the European Union and the European Atomic Energy Community 2019/C 384 I/01*, who have completed their secondary education outside Romania must submit, in addition to the above documents, the document of equivalence/recognition of studies issued by the *National Centre for the Recognition and Equivalence of Diplomas (CNRED)*. In the case of recognition documents issued online by the specialist directorates of the Ministry of Education, they are uploaded electronically to the admission platform by the candidate, within the deadline set for registration by the regulations on the organization and conduct of the admission process at each faculty, and do not require certification by UVT operators. The necessary documents and the procedure for the equivalence of studies completed outside Romania are listed in Annex 1 of this Regulation.

(3) For admission to undergraduate degree programmes taught in Romanian, foreign citizens who do not present academic documents issued by Romanian or foreign educational establishments/institutions teaching in Romanian are required to present a certificate of linguistic competence for Romanian issued by institutions authorized by the Ministry of Education.

(4) The documents required for candidates applying for places for Romanians living abroad¹ are listed in Annex 2 to this Regulation.

(5) Candidates eligible for fee exemption under Article 21 of these Regulations will also upload supporting documents for their category to the admission platform.

(6) Candidates with outstanding results in national or international Olympiads and competitions may upload the related supporting documents on the admission platform.

(7) For study programmes taught in an international language, applicants may upload

¹ Romanians living abroad = persons who freely assume their Romanian cultural identity, persons of Romanian origin and those belonging to the Romanian linguistic and cultural vein living outside the Romanian borders, regardless of the ethnonym used, as well as emigrated Romanians, whether or not they have retained Romanian citizenship, their descendants and Romanian citizens with permanent residence or residency abroad (who do not hold a Romanian identity card).

supporting documents to attest their knowledge of the language of instruction, only those documents attesting knowledge of that language at a minimum level B2 according to the Common European Framework of Reference for Languages being relevant.

Article 11.

(1) In order to register for undergraduate studies, candidates admitted to places financed by the state budget are required to submit at the points of collection of documents required for the admission process at the UVT offices and at the county admission centres organized by the UVT, the baccaureate diploma (or certificate, for candidates who passed the baccaureate exam in the 2023-2024 session) in original, respectively the original document of recognition of the diploma, if applicable.

(2) Candidates admitted to places financed from the state budget who have submitted only the certificate referred to in Article 10(1)(4) of this Regulation at the time of registration are required to submit the original baccaureate diploma by 30 September 2024 at the latest.

(3) Failure to present the original baccaureate diploma, due to the sole fault of the admitted candidate, within the established deadline, shall result in the loss of the place financed by the state budget.

(4) In the case of recognition documents issued online by the specialized directorates of the Ministry of Education, they are uploaded electronically on the admission platform by the candidate, within the deadline set for registration by the regulations on the organization and conduct of the admission process at the level of each faculty, and do not require submission or certification according to the original by UVT operators. For registration, candidates who submit the recognition document electronically are required to submit an affidavit confirming the place funded by the state budget.

Article 12. Entrance test(s)/contest

(1) Admission to undergraduate studies at the Faculty of Sociology and Psychology, regardless of the form of education in which they are organized, is by competitive examination, based on the tests established by these regulations, in order to assess competences.

A. Field SOCIAL WORK

A1. Undergraduate degree programme **Social work - full-time education** (the curriculum can be reviewed at <https://fsp.uvt.ro/programe-de-licenta-asistenta-sociala-zi/>).

Admission criteria:

1. UVT test assessing language and reasoning skills (**50% of the admission average**);
2. Overall average of the baccaureate exam (**50% of the admission mark**).

In the case of equal averages, the following criteria will be applied:

1. The grade obtained in the written exam for the Romanian language and literature;
2. The mark obtained in the written test of the subject of your choice, according to the profile/specialisation of the high school, in the baccalaureate examination.

A2. Undergraduate degree programme ***Social work - distance learning*** (the curriculum can be reviewed at <https://fsp.uvt.ro/programe-de-licenta-asistenta-sociala-zi/>).

Admission criteria:

1. UVT test assessing language and reasoning skills (**50% of the admission average**);
2. Overall average of the baccalaureate exam (**50% of the admission mark**).

In the case of equal averages, the following criteria will be applied:

1. The grade obtained in the written exam for the Romanian language and literature;
2. The mark obtained in the written test of the subject of your choice, according to the profile/specialisation of the high school, in the baccalaureate examination.

B. Field of PSYCHOLOGY

B1. Undergraduate degree programme ***Psychology - full-time education, in Romanian*** (the curriculum can be reviewed at <https://fsp.uvt.ro/psihologie-zi/>).

Admission criteria:

1. UVT test assessing language and reasoning skills (**60% of the admission average**);
2. Overall average of the baccalaureate exam (**40% of the admission mark**).

Minimum criterion: the overall average of the baccalaureate exam must be equal to or higher than 7.00. Applications that do not meet this criterion will not be accepted.

In the case of equal averages, the following criteria will be applied:

1. The grade obtained in the written exam for the Romanian language and literature;
2. The mark obtained in the written test of the subject of your choice, according to the profile/specialisation of the high school, in the baccalaureate examination.

B2. Undergraduate degree programme ***Psychology - Cognitive Sciences (in English), full-time education, in English*** (the curriculum can be reviewed at <https://fsp.uvt.ro/psihologie-zi/>)

1. UVT test assessing language and reasoning skills (**60% of the admission average**);
2. Overall average of the baccalaureate exam (**40% of the admission mark**).

Minimum criterion: the overall average of the bacalaureate exam must be equal to or higher than 7.00. Applications that do not meet this criterion will not be accepted.

Enrolment in this undergraduate degree programme is conditional on holding an English language proficiency certificate (minimum level B2) which may be the result of:

- an international certification (Cambridge: Proficiency A, B or C, Advanced A, B or C, First A, B or C; IELTS: minimum 6 points; TOEFL: minimum 60 points);
- a distinction obtained at national or international Olympiads certified by the Ministry of Education (first, second or third prizes);
- a certificate of completion of studies in English.

Candidates who do not fall into one of the above categories may opt for the LIT Test, organised by the Faculty of Letters, History and Theology of the West University of Timisoara.

In the case of equal averages, the following criteria will be applied:

1. The grade obtained in the written exam for the Romanian language and literature;
2. The mark obtained in the written test of the subject of your choice, according to the profile/specialisation of the high school, in the bacalaureate examination.

C. Field SOCIOLOGY

C.1 Undergraduate programme **Sociology - full-time education** (the curriculum can be reviewed at <https://fsp.uvt.ro/programe-de-licenta-sociologie/>).

Criteria:

1. UVT test of language and reasoning skills **(50% of the admission average)**;
2. Overall average of the bacalaureate exam **(50% of the admission mark)**.

In the case of equal averages, the following criteria will be applied:

1. The grade obtained in the written exam for the Romanian language and literature;
2. The mark obtained in the written test of the subject of your choice, according to the profile/specialisation of the high school, in the bacalaureate examination.

C.2 Undergraduate programme **Human Resources - full-time education** (the curriculum can be reviewed at <https://fsp.uvt.ro/programe-de-licenta-resurse-umane/>).

Admission criteria:

1. UVT test of language and reasoning skills **(50% of the admission average)**;
2. Overall average of the bacalaureate exam **(50% of the admission mark)**

In the case of equal averages, the following criteria will be applied:

1. The grade obtained in the written exam for the Romanian language and literature;
2. The mark obtained in the written test of the subject of your choice, according to the profile/specialisation of the high school, in the baccalaureate examination.

D. Field EDUCATIONAL SCIENCES

D.1 Undergraduate programme in ***Pedagogy - full-time education*** (the curriculum can be reviewed at <https://fsp.uvt.ro/pedagogie/>).

Admission criteria:

1. UVT test assessing language and reasoning skills **(50% of the admission average)**;
2. Overall average of the baccalaureate exam **(50% of the admission mark)**.

Minimum criterion: the baccalaureate mark can only be equal to or higher than 7.00. Applications that do not meet this criterion will not be accepted.

In the case of equal averages, the following criteria will be applied:

1. The grade obtained in the written exam for the Romanian language and literature;
2. The grade obtained in the written test of the subject of your choice, according to the profile/specialisation of the high school, in the baccalaureate examination.

D2. Undergraduate degree programme in ***Special Pedagogy - full-time education*** (the curriculum can be reviewed at <https://fsp.uvt.ro/psihopedagogie-speciala/>).

Admission criteria:

1. UVT test assessing language and reasoning skills **(50% of the admission average)**;
2. Overall average of the baccalaureate exam **(50% of the admission mark)**.

Minimum criterion: the baccalaureate mark can only be equal to or higher than 7.00. Applications that do not meet this criterion will not be accepted.

In the case of equal averages, the following criteria will be applied:

1. The grade obtained in the written exam for the Romanian language and literature;
2. The mark obtained in the written test of the subject of your choice, according to the profile/specialisation of the high school, in the baccalaureate examination.

D3. Undergraduate degree programme in **Primary and Preschool Education - full-time education** (the curriculum can be reviewed at <https://fsp.uvt.ro/pedagogia-invatamantului-primar-si-prescolar/>).

Admission criteria:

1. Musical skills test (pass/fail) (Annex 5)
2. Romanian language test (spelling, punctuation and correct expression) **(50% of the admission mark)** (Annex 6)
3. Overall average of the baccalaureate exam **(50% of the admission mark)**.

Minimum criterion: the overall average of the baccalaureate exam must be equal to or higher than 7.00. Applications that do not meet this criterion will not be accepted.

In the case of equal averages, the following criteria will be applied:

1. The grade obtained in the written exam for the Romanian language and literature;
2. The mark obtained in the written test of the subject of your choice, according to the profile/specialisation of the high school, in the baccalaureate examination.

(2) The UVT test of language and reasoning skills will consist of 45 items, each worth 0.2 points, with 1 point awarded automatically.

(3) Working time for taking the UVT language and reasoning skills test will be 45 minutes.

(4) The minimum pass mark in the UVT language and reasoning skills test will be 5.00. Details of the examination tests will be described in a specific procedure and published on the website www.fsp.ro/admitere by the end of May.

Article 13.

(1) For students with disabilities and special educational needs, on the basis of documentary evidence, the admission tests may be adapted according to the type and severity of the disability. These include alternative ways of reading the text (large print, Braille, reader, screen reader), extra time to complete tasks, etc.

(2) For candidates with specific learning disabilities and sensory impairments, on the basis of the diagnostic certificate issued by the competent bodies, upon request, the adaptation of the examination procedures in the admission process shall be made by:

- a) providing additional time over and above the time initially allocated for the preparation of the work;
- b) in the case of candidates with dyslexia, the reading of the subjects is done by a member of

the faculty admissions committee; the subjects are read in turn, in the order in which the paper is written;

c) in the case of candidates with dysgraphia, the candidate is entitled to oral assessment or will dictate the content of the paper to a member of the faculty admissions committee;

d) in the case of candidates with dyscalculia, the use of a pocket calculator/pencil, Pythagorean board or formula tables is provided.

Article 14.

(1) The West University of Timisoara allocates special places for the following categories of candidates in the undergraduate admission process:

- Romanian citizens of Roma ethnicity, graduates with a baccalaureate diploma or its equivalent, who have the possibility to apply separately, under the same conditions as other Romanian citizen candidates, for places financed from the state budget allocated by the Ministry of Education (MEdu) specifically for this category of candidates;
- rural high school graduates with a baccalaureate diploma or equivalent, who have the possibility to apply separately, under the same conditions as other Romanian citizen candidates, for places financed from the state budget allocated by the Ministry of Education (MEdu) specifically for this category of candidates;
- candidates belonging to national minorities or coming from foster care/social protection system and those with special educational needs or disabilities, graduates with a baccalaureate diploma or its equivalent, who have the possibility to apply separately, UVT allocating for them annually at least 25 places financed from the state budget (in the case of candidates belonging to national minorities, they can apply for separately allocated places only in study programmes that do not exist in state higher education in the language of their minority).

(2) In order to apply for the specific places allocated to the specific categories referred to in paragraph 1, candidates must express their choice when registering on the admission platform and upload any supporting documents.

(3) Roma candidates, graduates of rural high schools, candidates belonging to national minorities (for study programmes not available in state education in the language of the minority), candidates from foster care/social protection system and candidates with special educational needs or disabilities will be eligible for a special place only if they pass the admission tests for the university study programmes for which they apply, in accordance with the provisions of the regulations on the organisation and conduct of the admission process at UVT faculties, within the limit of the places available for these categories of candidates, in accordance with the provisions of paragraph 5.

(4) The advantage of obtaining a special state-funded place for Roma applicants, graduates of rural high schools, applicants from foster care/social welfare institutions or applicants with special educational needs or disabilities is that a student admitted to such a place enjoys tuition-free status for the normal duration of the university studies corresponding to the study programme in which he/she is enrolled, without entering the process of reclassification to places financed from the state budget/fee-paying, provided that the conditions for promotion for the academic year laid down by UVT regulations are met each year.

(5) If more candidates apply for the places referred to in paragraph 1 than the number of places available at UVT level, their selection will be made, in accordance with the provisions of paragraph 3, firstly according to the average obtained in the baccalaureate examination, and then, in case of equal averages, according to the marks obtained in the baccalaureate examination, in order (Romanian language and literature, compulsory subject test, subject and specialisation choice test).

(6) The allocation of places for these categories of candidates is made at the UVT level, in accordance with the provisions of Article 11 of the *Regulations of the West University of Timisoara (UVT) on the organization and conduct of the admission process for undergraduate degree programs*, approved by the UVT Senate, and all information about this process is published on the website www.admitere.uvt.ro in the sections dedicated to specific categories of candidates.

Article 15.

(1) Candidates for undergraduate studies who have obtained, during their secondary school studies, distinctions (1st, 2nd, 3rd prizes) in international school Olympiads recognised by the Ministry of Education and/or 1st prize in national Olympiads, financed by the Ministry of Education, have the right to enrol, without taking the entrance examination, for places financed by the budget.

(2) Candidates who have obtained distinctions (2nd, 3rd, mention) in national school Olympiads financed by the Ministry of Education during their high school studies will have their admission average for undergraduate degree programs in the Faculty of Sociology and Psychology equated with 10.00.

(3) The provisions of paragraph 2 shall also apply to the winners of the following competitions:

- National competition "*Education for the 21st century*", first place in both sections, obtained in the last 3 years;
- Altruism Olympiad - 2024 edition, 1st, 2nd and 3rd places.

Article 16. Admission average

(1) The minimum overall average for admission to undergraduate degree programs organized by UVT may not be less than 6.00 (six), provided that none of the marks obtained in the competitive examinations is less than 5.00 (five).

The average of 7 (seven) in the baccalaureate exam is an eligibility criterion for the following undergraduate degree programmes:

- a. Psychology;
- b. Psychology - Cognitive Sciences (in English);
- c. Special education;
- d. Pedagogy;
- e. Primary and pre-school education pedagogy.

In case of a grade point average lower than 7.00, the file will not be validated for these undergraduate programs, but it is eligible for the other undergraduate programs of the Faculty of Sociology and Psychology. If a student enters both valid and ineligible options, the latter will be deleted.

(2) The overall admission average is calculated to two decimal places, without rounding, according to the following formula:

MA - Admission average, MB - Baccalaureate average, T - UVT test of language and reasoning skills, L - Romanian language and spelling test (Pedagogy of Primary and Preschool Education)

- a. Social work, full-time education: $MA=(MB+T)/2$;
- b. Social work, distance learning: $MA=(MB+T)/2$;
- c. Psychology: $MA=MB*0.4+T*0.6$ (average of 7 on the baccalaureate is a prerequisite);
- d. Psychology - Cognitive Sciences (in English): $MA=MB*0.4+T*0.6$ (average of 7 on the baccalaureate is a prerequisite, certification of English language skills is a prerequisite);
- e. Sociology: $MA=(MB+T)/2$;
- f. Human resources: $MA=(MB+T)/2$;
- g. Special education: $MA=(MB+T)/2$ (average of 7 on the baccalaureate is a prerequisite);
- h. Pedagogy: $MA=(MB+T)/2$ (average of 7 on the baccalaureate is a prerequisite);
- i. Primary and preschool pedagogy: $MA=(MB+L)/2$ (the musical skills test is graded pass/fail, the average of 7 on the baccalaureate is a prerequisite).

(3) The ranking of the candidates shall be done in descending order of the average obtained in the admission examination and within the limit of the places approved for each university programme.

(4) The overall average or overall scores obtained by candidates in the entrance examination shall be valid for ranking purposes only within the Faculty of Sociology and Psychology, in accordance with these regulations.

(5) The ranking resulting from the admission competition will also be used for the allocation of places financed from the state budget, these being allocated to the best ranked eligible candidates for each undergraduate degree programme.

In the case of equal marks for admission, the following criteria will be applied:

3. The grade obtained in the written exam for the Romanian language and literature;
4. The mark obtained in the written test of the subject of your choice, according to the profile/specialisation of the high school, in the baccalaureate examination.

(6) For candidates in the category Romanians living abroad, the admission average will be calculated as follows:

MA = average of the baccalaureate exam.

If the candidate has graduated from high school without a baccalaureate exam and the diploma is recognised by the Ministry of Education, the average of the years of study is taken into account for admission. Equivalence of grades and marks from different grading systems will be done by the admissions committee of the Faculty of Sociology and Psychology on the basis of existing recommendations.

In the case of equal averages, the difference will be made on the basis of the grade in the Romanian language and literature subject or, if there is no other grade, on the basis of the grade in the most relevant baccalaureate subject for the specialization profile. The mark will be decided by the admission committee on the basis of the documents submitted in the application file.

For the undergraduate degree programme with a vocational component in Primary and Preschool Education Pedagogy, admission is conditional on the presentation of the vocational musical aptitude test. For the undergraduate degree programme Psychology - Cognitive Sciences taught in English, access to the programme is subject to the possession of a language certificate in accordance with the provisions of these regulations.

Article 17. Places funded from the state budget are filled annually according to the academic performance of students. This condition will be stipulated in the study contract concluded by each student with the West University of Timisoara. In the contract (at least for the first year of study) or in an addendum to the study contract (for subsequent years of study, if applicable) it is specified whether the place assigned to the student is financed from the

state budget or is fee-paying. Reclassification to a state-funded place entails the obligation for the beneficiary student to submit to UVT an affidavit confirming that he/she is no longer following another undergraduate degree programme at a state-funded place at another higher education institution in Romania and that he/she has not previously followed that year of study at another undergraduate degree programme at a state-funded place at a higher education institution in Romania.

Article 18.

(1) An applicant may be admitted and enrolled as a student in a maximum of two university study programmes concurrently, regardless of the study cycle and the educational institutions organising them.

(2) A candidate declared admitted may receive funding from the state budget for only one undergraduate degree programme. Candidates declared admitted to two university study programmes financed from the state budget for the same study cycle shall choose, on the admission platform, the university study programme to be financed from the state budget, until the confirmation deadline established by this Regulation.

(3) A candidate who has followed a university study programme at the undergraduate level on a place financed from the state budget may follow another university study programme at the undergraduate level only on a fee-paying basis. A candidate who has only partially completed a state-funded undergraduate degree programme may take up a state-funded place in another undergraduate degree programme only in those years of study which he/she has not already completed with state funding in another degree programme of the same degree cycle.

(4) The costs of exceeding the normal duration of a university study programme financed from the state budget, as provided by law, shall be borne by the students.

Article 19.

(1) Any *appeals against the admission process* may be submitted within 24 hours of the date of publication of the results of the admission competition, in accordance with the admission timetable set out in Article 8, via the e-mail address admitere.fsp@e-uvt.ro. Appeals shall be examined by the Appeals *Committee* set up at faculty level and the results of appeals shall be posted no later than 24 hours after the deadline for lodging appeals, in accordance with the admissions timetable set out in Article 8. No appeals are allowed for the oral, sports or artistic aptitude tests. No appeals will be accepted if they are based on ignorance of the admission rules and/or the legislation in force. The decision of the Appeals Committee is final.

(2) The results of the admission competition are made public by posting them on UVT's own website/admission platform, in compliance with the rules on personal data protection.

Article 20.

(1) During the period set for the confirmation of places obtained following the admission competition in accordance with Article 8 of these Regulations, after the resolution of appeals, the candidates declared admitted shall be registered.

(2) Candidates declared admitted to the places financed by the budget shall pay the registration fee.

(3) Candidates declared admitted to the fee-paying places shall pay the amount of the registration fee, the tuition fee (partially - 30% of the annual tuition fee).

(4) UVT signs a university study contract with each registered student.

(5) After enrolment, the final lists are generated and posted, with the candidates declared admitted and enrolled.

(6) By paying the enrolment fee, candidates assume that they have read and understood the provisions of the study contract for the academic year 2024-2025, which will be published on the UVT website and on the UVT platform/website related to the admission process (www.admitere.uvt.ro).

(7) After the end of the periods for confirming places, if there are candidates declared admitted who have not confirmed the place obtained following the admission competition by paying the registration fee, new lists will be displayed with the ranking of the candidates, resulting from the sliding in the ranking of the candidates with lower admission averages on the remaining free places, according to the order of the options selected by them in the file registered on the online admission platform. When drawing up the new ranking(s), consideration will also be given to candidates who, due to the limited number of options selected, were not included in the initial ranking and were therefore not admitted to a place that they could confirm, but who, on the basis of their admission average, qualify for one of the places left vacant following confirmation. Candidates who were initially admitted to lower priority options, but who in subsequent iterations of the rankings become eligible for a higher option, will be declared admitted to the highest priority option in their initial list for which they are eligible.

Article 21. Fees

(1) At the Faculty of Sociology and Psychology, the *application fee* for the undergraduate entrance examination is 200 RON and the *registration fee* is 150 RON, in accordance with the decisions of the UVT Senate. The application fee for the entrance examination is payable once per faculty, regardless of the number of undergraduate fields of

study in which the candidate has applied within the same faculty. If the candidate applies and wishes to pursue two undergraduate programs at UVT simultaneously, he/she will submit an application on the admission platform for each of these programs and pay the registration fee for each of them. These fees are published on the website of the West University of Timisoara.

(2) The categories of candidates exempted from paying the application fee for the admission process to undergraduate studies, based on the supporting documents uploaded on the online admission platform, are:

- students who have obtained distinctions (1st, 2nd, 3rd prizes) in international school Olympiads recognised by the Ministry of Education during their high school studies;
- students who have obtained distinctions in school Olympiads and/or other national or international competitions during their secondary school studies. The Faculty of Sociology and Psychology recognises the following competitions:
 - a. National Olympiads funded by the Ministry of Education;
 - b. National sports competitions organised by the Ministry of Education or by specialised federations;
 - c. International competitions organised by the Ministry of Education or national federations or international competitions organised in another country;
 - d. National competition "Education for the 21st century", first place in both sections, obtained in the last 3 years;
 - e. The 2024 edition of the Altruism Olympiad, 1st, 2nd and 3rd places;
- students who have the status of class leaders from UVT partner high schools or who have obtained an average of 10 in the baccalaureate exam (based on the invitation letter signed by the UVT rector, which must accompany the candidate's file);
- children of all pre-university education staff (teaching, auxiliary teaching and non-teaching staff) in active employment or retired;
- the children of all university teaching staff (teaching staff, auxiliary teaching staff, non-teaching staff and central university library staff) in active employment or retired;
- all staff in higher education and central university libraries;
- applicants with one or both parents deceased, as well as those from single-parent families²;

² According to Law No 277/2010 on family support allowance, a single-parent family is defined as a single person and dependent children living together, where the single person is a person in one of the following situations:

- candidates from foster care/social protection system;
- candidates at risk of losing their ability to meet their daily living needs due to illness (proven by a medical certificate certifying a chronic condition), disability (proven by an appropriate certificate), poverty (by proving that they received a social scholarship in the last year of high school, in the case of candidates graduating from high school in the current year, or by other supporting documents showing that they received financial support from the Romanian state), according to the decision of the admission committee at the faculty level;
- athletes with outstanding performances (athletes of CSU-UVT, of clubs and sports sections with which UVT has collaboration agreements, medallists at national, European and world competitions - at the proposal of the Faculty of Physical Education and Sport).

(3) The categories of candidates exempted from paying the registration fee for undergraduate studies are:

- students who have obtained distinctions (first, second, third or mention prizes) in school Olympiads and/or other international competitions recognised by the Ministry of Education during their secondary school studies);
- students who have obtained distinctions in school Olympiads and/or other national or international competitions during their secondary education The Faculty of Sociology and Psychology recognises the following competitions:
 - National Olympiads organised by the Ministry of Education, bearing the Ministry's letterhead and stamp;
 - National sports competitions organised by the Ministry of Education or by specialised Federations, bearing the letterhead and stamp of the organising institution;
 - International competitions organised by the Ministry of Education or national federations or international competitions organised in another

a) is unmarried - this situation is proved by the certificate of celibacy of the candidate's parent issued by the Public Population Registry Service;

b) is widowed - this is proved by the marriage certificate of the candidate's parents and the death certificate of the deceased parent;

c) is divorced - this is proved by a divorce certificate/court decision on the dissolution of the marriage of the candidate's parents;

d) has a spouse who has been declared missing by a court order - this is proved by a court order attesting to this situation;

e) has a spouse who has been remanded in custody for more than 30 days or is serving a custodial sentence and does not participate in the maintenance of the children - this is proved by a court order to this effect;

f) has been appointed guardian or has been entrusted with one or more children and is in one of the situations referred to in points a) to c) - this situation is proven by a court judgment.

country;

- National contest "Education for the 21st century", first place in both sections for the last 3 years;
 - The 2023 edition of the Altruism Olympiad, 1st, 2nd and 3rd places;
- students who have the status of class leaders from UVT partner high schools or who have obtained an average of 10 in the baccalaureate exam (based on the invitation letter signed by the UVT rector, which must accompany the candidate's file);
- athletes with outstanding performances (athletes of CSU-UVT, of clubs and sports sections with which UVT has collaboration agreements, medallists at national, European and world competitions - at the proposal of the Faculty of Physical Education and Sport).

(4) Exemption from the payment of these fees is made only on the basis of supporting documents uploaded by candidates on the online admission platform and presented in original at the document collection points of the admission process at the UVT offices or at the county admission centres organized by UVT (the invitation letters issued by the UVT rector to candidates with outstanding results do not require certification according to the original by scanning at the document collection points organized by UVT). The approval of exemptions is done by the *Admissions Committee* at faculty level by validating them on the online admissions platform.

(5) The application fee paid will not be refunded if the candidate no longer wishes to complete the admission process or if his/her file is invalidated/rejected for administrative or academic reasons. In case of unjustified payment of a registration fee (e.g.: in the case of payment of several fees for enrolment in several undergraduate programmes in the same faculty, or if the applicant was eligible for fee exemption), the fee may be refunded to the applicant, upon request, on the basis of an online form provided by UVT, or may be used for another enrolment at UVT in the admission sessions of the same academic year, provided that the applicant submits proof of payment on the online admission platform. The fee can only be returned to an account held by the candidate.

(6) Candidates from non-EU countries of the EU, the European Economic Area and the Swiss Confederation and the United Kingdom of Great Britain and Northern Ireland pay an application fee of EUR 75 (for processing the application for admission).

(7) Upon confirmation of the place obtained following the admission competition, in accordance with the timetable for the admission process referred to in Article 8 of these Regulations, candidates declared admitted shall pay the registration fee.

(8) The registration fee paid is not refundable if the candidate no longer wishes to take up the place obtained in the admission process/withdraws from the studies. In the case of unjustified payment of a registration fee (e.g. if the candidate was eligible for fee waiver), the

fee may be refunded to the candidate upon request, based on an online application form provided by UVT. The fee can only be returned to an account held by the candidate.

(9) By 31 July 2024 for the July admission session and by 17 September 2024 for the September admission session, students admitted to the undergraduate cycle of studies for fee-paying places are required to pay 30% of the annual study fee. In case of non-payment by the deadline, the student will lose his/her place.

(10) If, following the confirmation and redistribution process, a student initially admitted to a place with a fee is transferred to a place without a fee, the amount paid, corresponding to 30 percent of the annual study fee, will be refunded, based on a request submitted by the student using an online form provided by UVT. The tuition fee can only be returned to an account held by the student who has been declared admitted.

(11) If a candidate withdraws from the place obtained from the admission process before the starting date of the academic year (30.09.2024), he/she may request, at the latest at the end of the current calendar year, a refund of the first instalment of the tuition fee paid (30%).

(12) Students enrolled concurrently in two different degree programmes-at the West University of Timisoara benefit, upon request and with supporting documents, from a 50% reduction of the tuition fee for the degree programme in which they are enrolled on a fee basis. If both degree programmes are followed on a fee-paying basis, a 25% reduction will be claimed for each degree programme in which they are enrolled. The same 50% fee reduction also applies to students who, within a maximum of nine years after graduating from an undergraduate programme at the West University of Timisoara, enrol in another undergraduate programme organised by the university, in the same cycle of university studies as the one they graduated at UVT. The reduction is applied only once for each year of study in which the student is in this situation, on the basis of an application accompanied by supporting documents and submitted to the Student InfoCentre within 10 working days of the start of the academic year.

(13) Students with special social situations, those from foster care/social protection system, students with special educational needs or disabilities, and outstanding athletes may be eligible for study grants that may cover all or part of the tuition fee. Applications for UVT study grants are submitted electronically on the online platform scholarships.uvt.ro until 15 October, in accordance with the provisions of Article 24 of the Methodology for awarding scholarships and are evaluated by the Central Commission for awarding UVT scholarships.

(14) Romanian scholarship students do not pay tuition fees.

Article 22. The West University of Timisoara is obliged to return, after the final results have been posted, within 48 hours from the submission of the application and

unconditionally, without charging any fees, the documents of the rejected candidates or those who give up their place after the admission process. The free return of documents is maintained for 1 year from the date of the results. After this date, the documents are archived and the West University of Timisoara reserves the right to charge an archiving fee for this service, in accordance with the decision of the Senate of the West University of Timisoara. The documents will be collected by candidates from the UVT headquarters, even if they have been submitted to another admission centre in the country.

Article 23.

(1) At the Faculty of Sociology and Psychology, an *Admissions Committee*, responsible for the organization and proper conduct of the admissions process at faculty level and an *Appeals Committee*, approved by the Faculty Council, shall be established.

(2) The *admission committee* at faculty level shall consist of the Dean responsible for academic programmes and quality management, teaching staff/research staff from each department (for validation of files and supervision), teaching staff (for evaluation of papers), one PhD student from each department. The number of teachers who will be part of the committee is determined on the basis of the ratio 1 teacher/50 students of the maximum capacity (Social work - 4 teachers, Psychology - 6 teachers, Sociology - 4 teachers, Education Sciences - 5 teachers). The number of teaching staff assessors will be based on the number of unique candidates taking the UVT Test, with a ratio of 1 assessor/50 candidates.

(3) The duties of the members of the *Admission Committee* are:

- a) participation in training sessions;
- b) communication with candidates;
- c) verification and validation of the application files submitted on the platform;
- d) final verification of applications and display of results;
- e) verification and approval of fee waivers in accordance with the university's admissions methodology;
- f) supervision during the examination;
- g) evaluation of work (tests).

(4) The faculty *Appeals Committee* consists of the Dean of the Faculty of Sociology and Psychology, the vice-dean responsible for student relations, international relations and administrative matters, and the person in charge of the undergraduate programme.

(5) The powers of the *Appeals Committee* are:

- a) analysis of appeals;
- b) resolving disputes;
- c) communication of the resolutions of the appeals to the candidates.

Article 24.

(1) Only undergraduate degree programmes where the number of enrolled students is large enough to allow self-financing of the programme, but not less than:

- 40 unit equivalent students³ / undergraduate programme where teaching activities are carried out on a common core with other undergraduate programme(s) less than the equivalent of one year of study;
- 30 unit equivalent students / undergraduate degree programme where teaching activities are carried out on a common core with other undergraduate degree programme(s) larger than one year equivalent;
- 20 unit equivalent students / undergraduate programme if the teaching activities are carried out on a common core with other undergraduate programme(s) longer than the equivalent of 2 years of study.

(2) The 2nd admission session will be held only for those degree programmes for which at least 50% of the criteria in paragraph 1 have been met. Otherwise, students declared admitted to a degree programme that is no longer being organised will be redistributed to another degree programme, in accordance with the options expressed in the file registered on the online admission platform, within the maximum approved enrolment capacity. The Faculty of Sociology and Psychology will inform candidates if an undergraduate programme is not organised.

(3) The Board of Directors of the West University of Timisoara shall analyse punctually the situations that do not fall under the conditions provided for in paragraphs (1) and (2) of this article and shall decide whether or not to organise university study programmes, on the basis of the development strategy of the West University of Timisoara, in accordance with the law. This analysis will be based on the faculty's arguments regarding the financial sustainability of the degree programme, taking into account the faculty's involvement in promotional actions and its participation in actions undertaken by the university to promote the respective degree programmes. These situations will be presented to the UVT Senate at a later date.

(4) Applicants may indicate more than one option for different degree programmes when applying, stating their order of priority. The faculty will ensure that at the time of

³ (a) The notion of unit equivalent student expresses, in mathematical terms, the fact that the process of a student's university education requires different costs, depending on the field (cost factor) and form of education (equivalence factor) in which the student is enrolled; a unit equivalent student is associated with a student in an undergraduate degree in a field with a cost factor equal to 1 (www.cnfis.ro).

(b) The number of unit equivalent students for fee-paying students is calculated by relating the tuition fee to the budget funding for a unit equivalent student.

enrolment they correctly inform candidates of these options, so that they are aware that the ranking remains definitive.

Article 25.

(1) Students who have been expelled in the first year of undergraduate studies from places financed by the state budget are entitled to apply for a new admission competition only for fee-paying places, regardless of the chosen form of education.

(2) Students who have been expelled in the first year of undergraduate studies from fee-paying places may take part in a new admission competition and may occupy a place financed from the state budget or a place with a fee.

(3) Students who have been expelled from the first year of undergraduate studies may be re-enrolled in the same undergraduate programme on a fee-paying basis, on the basis of an application, without taking part in the admission competition again, only if, after the end of all sessions of the admission competition for the current academic year, the maximum enrolment capacity of the respective undergraduate programme is not thereby exceeded.

Article 26. This Regulation, as well as the *UVT Regulation on the organization and conduct of the admission process for undergraduate degree programmes*, are binding for both the Faculty Admission Committee and the candidates and are brought to their attention by posting on the website of the Faculty of Sociology and Psychology (www.fsp.uvt.ro) and on the website dedicated to the admission process at UVT - www.admitere.uvt.ro.

Article 27. The Faculty of Sociology and Psychology is not responsible for:

- errors in enrolment or calculation in the official documents requested from candidates during the admission process (diplomas, enrolment forms);
- filling errors made by candidates in the application form on the online admission platform;
- failure by the applicant to complete the application file on the online admission platform (after payment of the application fee/upload of supporting documents for the fee waiver via the online admission platform, the file must be completed and submitted; payment of the application fee does not constitute submission of the file).

CHAPTER III

Final and transitional provisions

Article 28. These regulations were approved at the meeting of the Council of the Faculty of Sociology and Psychology on 08.04.2024 and approved at the meeting of the UVT Board of Directors on 22.04.2024.

LIST OF ANNEXES

Annex 1. Admission for citizens from European Union Member States, the European Economic Area and the Swiss Confederation, as well as the United Kingdom of Great Britain and Northern Ireland to undergraduate studies at the University of West Timisoara. Recognition and equivalence of studies for candidates from EU countries. Recognition and equivalence of studies for Romanian citizens with diplomas abroad

Annex 2. Admission of Romanian living broad to undergraduate studies

Annex 3. Admission of third-country nationals from the European Union, the European Economic Area, the Swiss Confederation and the United Kingdom of Great Britain and Northern Ireland to undergraduate studies

Annex 4. Procedure for the organization and conduct of the UVT test for the assessment of language and reasoning skills in the admission process to undergraduate degree programs at UVT

Annex 5. Musical skills test for the undergraduate degree programme Pedagogy of Primary and Preschool Education

Annex 6. Romanian language test (elements of spelling, punctuation and correct expression) for the undergraduate degree programme Pedagogy of Primary and Preschool Education

Annex 1

Admission for citizens from European Union Member States, the European Economic Area and the Swiss Confederation, as well as the United Kingdom of Great Britain and Northern Ireland to undergraduate studies at the University of West Timisoara. Recognition and equivalence of studies for candidates from EU countries. Recognition and equivalence of studies for Romanian citizen candidates with diplomas abroad

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 members of their families, as beneficiaries of the Agreement on the withdrawal of the United Kingdom of Great Britain and Northern Ireland from the European Union and the European Atomic Energy Community 2019/C 384 I/01 may participate in admission to all university studies under the same conditions as those laid down by law for Romanian citizens, including tuition fees.

Candidates from European Union Member States, from the European Economic Area and from the Swiss Confederation who have obtained final baccalaureate diplomas or equivalents in a European country other than Romania must have their studies recognised and equivalenced at the National Centre for the Recognition and Equivalence of Diplomas (CNRED), within Ministry of Education, which will issue the Certificate/Equivalence Certificate, a document which gives the same rights to its holders as to those who have studied in Romania. According to the Law on Higher Education No 199/2023, as amended (art. 35, para. (4)), 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 and Northern Ireland from the European Union and the European Atomic Energy Community 2019/C 384 I/01, have access to university studies under the same conditions as Romanian citizens, including tuition fees.

This procedure for recognition and equivalence of studies is also valid for other categories of citizens:

- candidates who are Romanian citizens and have obtained their final baccalaureate or equivalent diplomas in a country other than Romania;
- persons benefiting from subsidiary protection and who according to the legislation have the same study rights as Romanian citizens;

- persons from third countries who are married to Romanian citizens or who are holders of a long-term residence permit in Romania in accordance with GEO no. 194/2002.

Citizens with previous studies abroad at more than one cycle of studies will submit their application for recognition and equivalence with a view to admission to UVT only for the graduation diploma of the last cycle of studies prior to the one they are going to study at UVT. Recognition certificates issued by CNRED in previous years are valid for the enrolment of Romanian citizens, citizens of EU, EEA and Swiss Confederation member states and British citizens and their family members in the current academic year.

In accordance with regulations of the Ministry of Education, through the National Centre for the Recognition and Equivalence of Diplomas (CNRED), the files for the recognition of the studies of Romanian citizens and citizens from the European Union, the European Economic Area and the Swiss Confederation, as well as British citizens and members of their families, are sent only by the universities to the Ministry of Educationdu-CNRED, by post or through a delegate of the university, or online through [Electronic Single Point of Contact](#). For enrolment in doctoral studies or postgraduate continuing professional development and training programmes, applications must be submitted to the CNRED at least 30 days before the start of the study programme. Any additions requested by the CNRED before any document is issued in this regard must be submitted within a maximum of one (1) year from the date of receipt of the notification, otherwise the files will be closed and the procedure will be resumed on the basis of the submission of a new file.

The procedures for the recognition and equivalence of studies will be carried out through the Department of International Relations (DRI) of UVT, by submitting a file for equivalence, which will then be forwarded by DRI to the Ministry of Education-CNRED. DRI will maintain communication with the CNRED and the applicant and will issue the latter with a certificate stating that his/her educational documents have been sent to the MEdu-CNRED for recognition and equivalence. On the basis of this attestation, the candidate can take part in the admission sessions in July or September, being exempted from the obligation to present at the time of admission an equivalence certificate/certificate (because the CNRED procedures take longer without this regulation this would prevent candidates from participating in admission for reasons beyond their control). **This certificate will be accompanied by the other documents in the admission file specific to each faculty, according to the UVT Regulation on the organization and conduct of the admission process for undergraduate degree programs, and will also be signed by the applicant. It will therefore also be an affidavit by which the candidate, if admitted, undertakes to submit to the Student InfoCentre the Certificate issued by CNRED-MEdu by a date agreed with the faculty representatives, failing which the student loses his/her student status.**

Required documents - candidates from member States of the European Union, the European Economic Area (Iceland, Liechtenstein, Norway) and the Swiss Confederation, as well as British citizens and their family members

The following documents are required for the recognition of studies by the CNRED for admission to undergraduate studies for **candidates from European Union Member States**, the European Economic Area and the Swiss Confederation, as well as British citizens and their family members:

1. Standard application for recognition of studies (to be downloaded from the CNRED website at the following link: <https://cnred.edu.ro/recunoastere-studii-cetateni-europeni-admitere-licenta-in-romania/>).

If the candidates have graduated from a post-secondary or vocational school or have carried out educational activities corresponding to an educational system in another country, the documents can be found on the CNRED website at the following link: <https://cnred.edu.ro/ro/studii-preuniversitare>

2. High school diploma/certificate:

- a copy, if the diploma is in Romanian/English/French/Spanish/Italian;
- copy and sworn translation (in original) in Romanian for other languages.

3. Other documents, if applicable

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

* Example: Foreigners, family members of Romanian citizens, holders of a temporary right of residence, must submit proof that they are employed or registered unemployed in order to benefit, under the law, from equal treatment with Romanian citizens in terms of enrolment in studies (Article 80(3)(b) and (c) of the Emergency Ordinance of the Government of Romania No 194 of 12 December 2002 on the treatment of foreigners in Romania, as amended and supplemented, republished).

4. Personal identification documents, in copy:

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

5. Assessment fee of 100 RON - copy of proof of payment. The fee is not payable by persons benefiting from a form of international protection.

Fees can be paid in RON at the CNRED cash desk (Monday to Thursday, between 9:00-12:00 and 13:00-15:00) or by Money Order / Postal Order / Bank Transfer mentioning the account below:

Beneficiary: Ministry of Education

Tax identification number: 13729380

Bank: Treasury and Public Accounting Activity of the Municipality of Bucharest - ATCPMB

IBAN: RO86TREZ70020E330500XXXX

SWIFT: TREZROBU

BIC: TREZ

Fees can also be paid through Ghișeul.ro for individuals or companies.

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

Beneficiary: Ministry of Education

Tax identification number: 13729380

Bank: Banca Comercială Română - BCR, Universitate branch

IBAN: RO35RNCB0080005630300077

SWIFT: RNCBROBU

BIC: RNCB

Fees in euro are calculated at **the RON-EUR exchange rate posted by the National Bank of Romania** on the day the bank transfer is made.

Important: The IBAN code, the name of the holder of the certificate and the name of the employer requesting recognition (if applicable) must be written on the payment order or postal order issued!

6. The fee for processing the file at UVT: 100 RON - fee for processing and transmission to CNRED-MEdu of the files of candidates who are citizens of EU Member States, the European Economic Area (Iceland, Liechtenstein, Norway), the Swiss Confederation and the United Kingdom of Great Britain and Northern Ireland (according to the UVT Senate Decision no. 94/15.06.2023).

The fee is payable for each application submitted via the admissions platform or by bank transfer.

The fee is not payable by persons benefiting from a form of international protection.

Required documents - Romanian candidates with studies abroad

The following documents are required for the recognition of studies by the CNRED for admission to undergraduate studies of **Romanian candidates with studies abroad:**

1. Application for equivalence of the Baccalaureate Diploma (to be downloaded from the CNRED website at the following link: <https://cnred.edu.ro/echivalarea-diplomelor-de-scoala-postliceala-obtinate-in-strainatate-de-cetatenii-romani/>).

If candidates have graduated from a post-secondary school, vocational school or have completed education corresponding to an educational system in another country, the documents can be found on the CNRED website at the following link: <https://cnred.edu.ro/ro/studii-preuniversitare>.

2. Baccalaureate Diploma

- a copy, if the diploma is in Romanian/English/French/Spanish/Italian;
- copy and sworn translation (in original) in Romanian for other languages;
- for equivalence with the Romanian baccalaureate diploma, graduates of a school that has adopted the British curriculum will present the General Certificate of Education A-Levels (at least 2 exams), and graduates of The American International School of Bucharest, who have followed the American curriculum, will present the diploma of completion - copy.

3. Other documents:

- certificate of passing the baccalaureate examination in Italy; Pruebas de Aptitud para el Acceso a la Universidad, calificación Apto in Spain; certificate issued by Verket för högskoleservice regarding access to university studies in Sweden; etc. - copy for academic documents written in international languages (English, French, Spanish, Italian) or copy and sworn translation into Romanian for academic documents written in other languages.

4. Personal identification documents, in copy:

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

5. The fee for processing the file at UVT: 100 RON - fee for processing and transmission to CNRED-MEdu of the files of candidates who are citizens of EU Member States, the European Economic Area (Iceland, Liechtenstein, Norway), the Swiss Confederation and the United Kingdom of Great Britain and Northern Ireland (according to the UVT Senate Decision no. 94/15.06.2023).

The fee is payable for each application submitted via the admissions platform or by bank transfer.

Authentication of documents of studies subject to recognition/equivalence

1. For diplomas from the Republic of Moldova no apostille or super-legalisation is required. Diplomas issued before 2008 (as well as diplomas issued after 2008 which cannot

be verified through the portal) will be accompanied by Certificate of authenticity issued by the Ministry of Education of the Republic of Moldova, as of 01.04.2019, in copy.

2. For states Parties to the Hague Apostille Convention, documents of education subject to equivalence/recognition must be endorsed with The Hague Apostille by the competent authorities of the issuing countries; the educational documents from Italy, Greece, Spain, Portugal and Cyprus will be endorsed with the Hague Apostille, the other EU Member States being exempt.

3. For States which are NOT party to the Hague Apostille Convention, study documents will be super-legalised or be accompanied by an *authenticity certificate* issued by the competent authorities of the country of origin:

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

List of States for which apostille or super-legalisation is required:
<https://cnred.edu.ro/lista-statelor-pentru-care-se-solicita-apostilarea-sau-supralegalizarea/>.

Document evaluation

The evaluation of the documents and the issuance of the CNRED decision is carried out within a maximum of 30 days from the date of submission of the complete file. This period may be extended accordingly in the event of additional verifications or consultation of external experts.

The status of the file can be accessed by going to www.cnred.edu.ro/ro/dosare/.

Certificates of recognition of undergraduate studies for the purpose of enrolment in undergraduate studies will be sent to applicant universities by CNRED, by post or issued to the university delegate or online via **Electronic Single Point of Contact**. The *certificate of recognition of pre-university studies for the purpose of enrolment in undergraduate studies* is issued at the CNRED office to the holder or the university delegate, by presenting the original diploma for verification, with the necessary authentication (Hague Apostille or super-legalisation), if applicable. In case the *Certificate of Recognition of Undergraduate Studies for the purpose of enrolment in undergraduate studies* will not be collected by the right holder,

the intermediary person shall submit to the university a notarized power of attorney by the holder in Romanian or in an international language.

Issuing duplicates

In case of loss, complete destruction or damage of the equivalence certificate, a duplicate may be issued.

For the issue of the duplicate, the following documents must be submitted: application; notarial declaration regarding the loss, destruction or damage of the certificate; identity card - copy; certificate of studies which has been equivalenced - copy; other documents, if applicable.

Appeal procedure

Appeals shall be lodged at the Registry of the MEdu within 45 days from the date of issue of the recognition/equivalence certificate and from the date on which the reasons for non-recognition become known. The deadline for resolving appeals is 60 days from their registration at CNRED. The deadline may be extended in justified cases, the applicant being notified in writing by post or e-mail.

Studies in Romanian language

If a candidate wishing to enrol in a Romanian-taught university degree programme knows Romanian but does not have a certificate of Romanian language proficiency, he/she must obtain it following an examination (additional to the admission procedure for a given degree programme). Only afterwards will it be admitted to the first year of study. Otherwise, the candidate will have to follow the *Romanian language preparatory program for foreign citizens* to learn Romanian. Through the *Romanian language preparatory programme for foreign citizens*, students acquire general communication skills in Romanian within the B1-B2 reference levels and professional language communication skills in Romanian within the B1-B2 reference levels, by studying the specialised languages of the general fields in which they will study: *Mathematics and Natural Sciences, Engineering Sciences, Biological and Biomedical Sciences, Social Sciences, Humanities and Arts, Physical Education and Sports Science*.

The following categories of persons are exempted from the obligation to present the certificate of completion of the *Romanian language preparatory programme for foreign citizens* when applying for university study programmes taught in Romanian:

- 1) persons who present Romanian educational documents (diplomas and certificates) or educational documents proving at least four consecutive years of study in Romanian in a Romanian national school system;
- 2) persons who, for the purpose of enrolment in university education, present

certificates or attestations of Romanian language proficiency of at least B1 level, according to *the Common European Framework of Reference for Languages*, issued by accredited higher education institutions in Romania that organize the Romanian language preparatory program for foreign citizens, by Romanian language, literature, culture and civilization departments of universities abroad/Institute of Romanian Language or by the Romanian Cultural Institute;

3) persons who pass the Romanian language test, following examination by a specialist committee made up of university teachers with at least the teaching title of lecturer. The examination may be taken in the higher education institution where the candidate wishes to study, if this higher education institution runs a specialisation/university study programme in Romanian language and literature that is authorised/provisionally authorised to operate or accredited/accredited, or in another accredited higher education institution that runs such a specialisation/university study programme. A certificate of language proficiency will be issued following this examination.

The tuition fee for the *Preparatory Program of Romanian Language for Foreign Nationals*, for the categories of candidates included in this Annex, will be paid in RON, in the amount of 3500 RON, in accordance with the university fees for the current academic year, approved by decision of the UVT Senate.

Foreign language studies

For study programmes where the teaching process is conducted in foreign languages, the faculty may organise an online language proficiency test in that language and must inform the candidate of how it is organised and conducted. Exempted from this test are persons from countries where the official language of the state is the language of study and those who hold an internationally recognised language certificate in the foreign language of study.

Study visa and registration of residence in Romania

Foreign EU citizens wishing to study at the West University of Timisoara must enter Romania only on the basis of a valid travel document (accompanied or not, as the case may be, by a study visa) and are required to submit their file to the Timis Immigration Service in order to obtain the right of legal residence in Romania for study purposes (residence registration).

Any questions relating to the equivalence of previous grades for the purpose of calculating the admission average are the responsibility of an *Equivalence Committee established at faculty level*, which may use the information resources in this regard from the Department of International Relations of the UVT (databases such as the World Higher Education Database, best practices, etc.).

Annex 2

Admission of Romanian living broad to undergraduate studies

In accordance with the provisions of *Law no. 299/2007 on support to Romanians living abroad, republished, with subsequent amendments and additions*: persons who freely assume their Romanian cultural identity, persons of Romanian origin and those belonging to the Romanian linguistic and cultural vein living outside the borders of Romania, regardless of the ethnonym used (Aromanians, Basarabians, Bukovinians, Cutovlachs, Daco-Romanians, Farsians, Hertzians, Istro-Romanians, Danubian Latins, Macedoromanians, Macedo-Romanians, Maramuresans, Meglenians, Megleno-Romanians, Moldovans, Moldovlachs, Wallachians, Vlachs, Vlasi, Volochians, Macedo-Armenians), as well as emigrated Romanians, whether or not they have retained Romanian citizenship, their descendants and Romanian citizens with a permanent address or residence abroad (who do not hold a Romanian identity card).

For the admission of Romanian citizens from abroad to the West University of Timisoara, the provisions of *the Methodology for the enrolment of Romanians from abroad in state higher education in Romania, for study places without tuition fees but with scholarships, respectively without tuition fees but without scholarships, starting with the academic year 2017-2018*, approved by the Order of the Minister of National Education, the Minister of Foreign Affairs and the Minister for Romanians Abroad no. 3900/A10/2046/C/129/2017, published in the Official Journal of Romania, Part I, no. 628 of 2 August 2017, as well as the specific provisions of the regulations on the organization and conduct of the admission process to undergraduate, master's and doctoral studies at the West University of Timisoara.

Romanian citizens from abroad take part in the entrance exam for special places granted to this category of candidates, financed by the Romanian state budget, only for university study programmes taught in Romanian. These budget-funded places can be:

- no tuition fees, but with **scholarships**,
- no tuition fees but **no scholarship**.

Both categories of beneficiaries have the following facilities:

- funding of tuition fees for the duration of the degree course to which they have been admitted (candidates admitted to places without tuition fees but with a scholarship additionally receive a scholarship);
- funding of accommodation costs in student hostels, through the MEdu budget, within the limit of the allocated grant;

- free medical assistance in case of medical and surgical emergencies and diseases with endemic potential, in accordance with the national legislation in force;
- transport under the same conditions as Romanian students, according to legal provisions;
- other types of scholarships, in accordance with the legislation in force.

Romanian candidates from abroad who present Romanian educational documents related to Romanian-taught study programmes (diplomas and certificates) or educational documents/school records attesting at least four consecutive years of study in Romanian, in an educational establishment/institution of the national system in Romania or abroad, as well as those who present certificates or attestations of linguistic competence in Romanian of at least B1 level, issued by the Institute of the Romanian Language or by the Romanian Cultural Institute can apply directly to undergraduate degree programmes taught in Romanian.

Romanian citizens from abroad who have acquired Romanian language skills in informal contexts can obtain certification of these skills through an assessment (minimum level B2), defined according to *the Common European Framework of Reference for Language Learning*. The West University of Timisoara, through the Faculty of Letters, History and Theology, organizes the Romanian language skills certification, according to a calendar posted on the university website, at least two weeks before the end of the registration for the entrance exam for university studies at UVT.

Candidates who do not meet the above conditions regarding the knowledge of Romanian language will attend the *Romanian language preparatory program for foreign citizens*, in accordance with the legal provisions in force, the West University of Timisoara running this study program through the Faculty of Letters, History and Theology (for candidates declared admitted to the categories without tuition fees but with scholarship and without tuition fees but without scholarship, the preparatory year of Romanian language is funded in the same regime as the entire study cycle).

Romanian citizens from abroad can also apply for places of study **with tuition fees** in RON (in the same amount as for Romanian citizens), including university study programmes taught in international languages, according to the *Emergency Ordinance of the Romanian Government no. 133/2000 on State university and postgraduate education on a fee-paying basis, over and above the places financed from the State budget, approved with amendments by Law no 441/2001, with subsequent amendments and additions*, and the *Order of the Minister of National Education no. 4294 of 29.06.2017 on the approval of the enrolment procedure for Romanians from abroad in state and private accredited pre-university and higher education in Romania, on fee-paying study places in RON, starting with the school/academic year 2017-2018*, and in accordance with the regulations of each institution.

A student declared admitted to university studies can receive funding from the state budget for only one programme in the same cycle of studies, a second programme of

university studies in the same cycle of studies can be followed only on a tuition basis in RON, in the amount provided for Romanian citizens.

Registration for the entrance exam is exclusively online.

Registration for the admission competition is done in person, exclusively online, on the basis of your identity card/passport, your personal identification data and the other information requested on the application form available on the admission platform www.admitere.uvt.ro / www.admitereonline.uvt.ro in accordance with these rules. Applicants will express their choices for enrolment in the study programmes in order of preference via the online admissions platform.

Once an applicant starts the online application process, by creating an account on the platform and entering his/her personal identification data, he/she consents to the processing of his/her personal data by UVT and to be regularly informed about the admission process, the educational offer and UVT services.

The documents of Romanian candidates from abroad required for the admission process will be uploaded by them on the online admission platform by the deadline for registration set by these regulations and will be submitted in original to UVT by the start date of the academic year (30.09.2024), for scanning and certification according to the original by UVT operators. If the original documents are not submitted to the relevant UVT offices within the deadline set out in these regulations or if discrepancies are found between the data entered in these documents and the data/documents uploaded by candidates on the online admission platform, candidates will lose their confirmed place at UVT. **Romanian candidates from abroad admitted on a place financed by the state budget (with or without scholarship) will lose their confirmed place if they do not submit their baccalaureate diploma (or equivalent) and the original transcript to UVT by the start date of the academic year (30.09.2024).**

After the registration period, the options, their order and other information in the file registered on the online admission platform cannot be changed.

Documents required for the undergraduate admission process for Romanian citizens from abroad (they will be uploaded on the online admission platform by the deadline for registration set by this regulation and will be submitted in original to UVT by the start date of the academic year (30.09.2024), for scanning and certification of their conformity with the original by UVT operators):

- the university application form - completed on the online admissions platform;
- birth certificate - copy and sworn translation (where applicable) in Romanian or a language of international circulation;
- ID card/ID;

- Passport, valid at least 6 months after the start of the undergraduate program (valid at least until April 2025) - copy of the first 3 pages;
- marriage certificate (if applicable) - and sworn translation into Romanian or an international language;
- standard medical certificate (issued in Romania or in the country of origin) not older than 90 days from the date of its presentation at the document reception office, certifying that the candidate is fit to enrol for university studies and, if applicable, the chronic conditions from which the candidate suffers (neuropsychiatric, psychopathological, pulmonary, dermatovenereal, disability (type, degree), etc.). Specific learning disabilities (dyslexia, dysgraphia, dyscalculia, etc.) or any special educational needs will be attested by a certificate of diagnosis - and a sworn translation into Romanian (if applicable);
- baccalaureate diploma or equivalent - and sworn translation (where applicable) into Romanian or an international language;
- school report for grades IX - XII (XIII) - and sworn translation (where applicable) into Romanian or an international language;
- for candidates who have already followed/graduated from another undergraduate degree programme: bachelor's degree diploma, accompanied by the transcript of records/supplement to the diploma - and sworn translations (where applicable) into Romanian and/or, if it is a higher education institution in Romania, a certificate from the university where the undergraduate degree programme was followed specifying the study regime (state-funded/fee-paying);
- for Romanian citizens residing abroad (CRDS), a sworn statement that he/she does not have a Romanian identity card, drawn up by a notary;
- for ethnic Romanians living abroad, a declaration of belonging to the Romanian cultural identity, endorsed by the diplomatic representations (embassy, consulate) of Romania in the respective country (exception: Republic of Moldova) (according to the model available on the UVT website, [HERE](#));
- proof of having studied Romanian (for at least four consecutive years of study) or having completed a study programme taught in Romanian, issued by an accredited educational institution abroad or in Romania or, for candidates who have not studied in Romanian but know Romanian: certificate of linguistic competence in Romanian issued by the West University of Timișoara, the Romanian Language Institute or the Romanian Cultural Institute (minimum level B2);
- the recommendation of hierarchs or the consent of religious leaders - for candidates for admission to higher theological education.

The admission process will be based on a competitive application process, in compliance with the conditions required for the application files and the criteria specified in

the regulations for the organization and conduct of the admission process of each faculty of UVT.

In the Faculty of Sociology and Psychology, the only vocational programme is Primary and Early Childhood Education Pedagogy. Access to this programme is subject to passing the musical aptitude test (graded pass/fail), according to the specific methodology.

For candidates in the category Romanians living abroad, the admission average will be calculated as follows:

MA = average of the baccalaureate exam.

If the candidate has graduated from high school without a baccalaureate exam and the diploma is recognised by the Ministry of Education, the average of the years of study is taken into account for admission. Equivalence of grades and marks from different grading systems will be done by the admissions committee of the Faculty of Sociology and Psychology on the basis of existing recommendations.

In the case of equal averages, the difference will be made on the basis of the grade in the Romanian language and literature subject or, if there is no other grade, on the basis of the grade in the most relevant baccalaureate subject for the specialization profile. The mark will be decided by the admission committee on the basis of the documents submitted in the application file.

The verification of the candidates' files and the calculation of the admission average is the responsibility of the admission committee at faculty level.

The lists with the partial results of the entrance exam (before confirmation of places) and the final results (after confirmation of places) are sent from the faculties to the UVT Chief Secretary and the Department for Quality Management (DMC) and published on the online admissions platform.

The confirmation of the place after the announcement of the partial results is mandatory to keep the place obtained and for the possibility of promotion from the fee-paying system to the state-funded system or the state-funded system with scholarship. Failure to confirm the place leads to its loss.

The calendar of the undergraduate admission process is posted on the website www.admitere.uvt.ro and includes the exact periods for registration, confirmation, posting of partial/final results for each faculty.

The results of the admission process will be published on the online admissions platform, and successful candidates will confirm their place in the admissions competition via the same platform (www.admitereonline.uvt.ro), by filling in and uploading a confirmation of place form provided by UVT (*the form can be downloaded from [HERE](#)*).

Candidates are required to respect the timetable of the admission process specific to UVT and each faculty and to confirm, within the mentioned timeframe, the place

obtained in the admission competition via the online admission platform. UVT will submit to the Directorate General for International Relations and European Affairs of the Ministry of Education the list of admitted candidates, after they confirm their place, in order to issue *Schooling Approvals* for each student declared admitted. The Ministry of Education and the Ministry of Foreign Affairs can request the application file for the issue of the schooling approval. Once issued by the Ministry of Education, the *Schooling Approval* will be sent by the UVT representatives to each Romanian candidate registered abroad.

Faculties may specifically mention the category of Romanians abroad in their regulations on the organisation and conduct of the admission process, indicating both possible specific conditions for participation in the admission process, in addition to those mentioned above, and the method of calculating the admission average.

In order to study and live in Romania, Romanian students from abroad enrolled at the West University of Timisoara (UVT) who do not hold Romanian citizenship are required to complete the following steps:

- obtaining a long-stay visa for studies from the diplomatic mission of the country of residence; a visa is a document issued to the applicant by a host state allowing him/her to enter the territory of that state for a long/short period.
- obtaining a temporary residence permit in Romania, from the Timis County Immigration Service - application submitted at least 30 days before the expiry of the long-stay visa. The temporary residence permit is an identity document, acquired after obtaining a long-stay visa, which gives the right to live in Romania for the duration of studies.

After obtaining the Schooling approval from MEdu, Romanian students from abroad apply for a **study visa** to the Romanian representative offices in the respective countries and are obliged to submit their file to the Timis Immigration Service in order to obtain the right of legal residence in Romania for study purposes (**residence permit** for the entire period of study).

If Romanian citizens from abroad change their permanent residence in Romania during their studies, they can continue their studies according to the UVT regulations for Romanian citizens with permanent residence in Romania, starting with the next academic year.

Annex 3

Admission of third-country nationals from the European Union, the European Economic Area, the Swiss Confederation and the United Kingdom of Great Britain and Northern Ireland to the undergraduate degree programme

The schooling of foreign citizens in Romania is carried out on the basis of the provisions of *the Methodology for the admission and schooling of foreign citizens starting with the school/academic year 2017-2018*, approved by the Order of the Minister of National Education no. 3473 of 17.03.2017, published in the Official Gazette of Romania, Part I, no. 233 of 5 April 2017, with subsequent amendments and additions. Foreign citizens from third countries of the European Union, the European Economic Area, the Swiss Confederation and the United Kingdom of Great Britain and Northern Ireland can apply for studies only after obtaining the *Letter of Acceptance for Studies* issued by the Ministry of Education - Directorate General for International Relations and European Affairs. Foreign citizens from third countries of the European Union submit their application for admission to the West University of Timisoara to the Department of International Relations of UVT, through the online admission platform for citizens from third countries of the EU, available at: admiterenonue.uvt.ro. The application period for admission to the next academic year runs until 1 September of each year, respectively 15 September for students who complete the *Romanian language preparatory programme for foreign citizens* and who apply for a new Letter of Acceptance to Studies valid for the entire duration of the study cycle, for study programmes in Romanian.

Note: Final approval for studies (Letter of Acceptance) is received from the Ministry of Education at the request of the university, following the admission process organised at the West University of Timisoara.

Graduates with a baccalaureate diploma or equivalent may apply for admission to the undergraduate cycle. List of high school diplomas recognised by MEdu for the enrolment of foreign citizens in undergraduate university studies can be found in Annex 1 to the *Methodology for the admission to studies and enrolment of foreign citizens starting from the school/academic year 2017-2018* (approved by OMEN no. 3473 of 17 March 2017, as amended). The admission competition takes place at the West University of Timisoara according to the *Methodology for the admission of citizens from EU third countries to study*

at the West University of Timisoara, revised annually, and the latest edition approved by the UVT Senate will be taken into account.

Candidates submit their applications directly to the West University of Timisoara through the online admission platform dedicated to EU third country nationals available at: ***admiterenonue.uvt.ro***. The application period for admission to a study programme at UVT for the academic year 2024-2025 will be the same as for third-country EU citizens in *Methodology for the admission of third-country EU citizens to study at the West University of Timisoara*. Applications for enrolment in a study programme at UVT will be assessed on the basis of the academic performance criteria proposed at institutional and national level. The selection committees of the UVT faculties reserve the right to apply additional academic performance criteria and are obliged to inform the candidate. Representatives of the West University of Timisoara evaluate the file and communicate to the Ministry of Education - Directorate General for International Relations and European Affairs the list of persons proposed for the issuance of *the Letter of Acceptance*. This list must be accompanied by a copy of the *Applications for Letter of Acceptance for Studies* completed by the applicants, a copy of their study documents and a copy of their passport. Directorate-General for International Relations and European Affairs of the MEdu will issue *the Letter of Acceptance for Studies*, which it will send to the requesting higher education institution, and the latter will make it available to the student, if necessary.

Documents required for admission - undergraduate studies (3 years):

- application for the issue of the *Letter of Acceptance to Studies*, completed in all fields, together with the photo in the requested format;
- documents attesting to studies completed previously - copy and translation certified and authenticated by the relevant authorities in the issuing country - allowing the person concerned access to that form of education (Baccalaureate diploma or equivalent);
- copy and translation certified and authenticated by the relevant authorities in the issuing country of the certificate attesting to the passing of the baccalaureate examination for the current year's graduates (if necessary);
- transcripts - copies and translations certified and authorised by the relevant authorities in the issuing country - relating to the studies completed, and the analytical syllabus in the case of candidates applying for equivalence of periods of study;
- the certificate of completion of the *Romanian language preparatory programme for foreign citizens* or the certificate of linguistic competence, as appropriate;
- birth certificate - copy and translation and authenticated by the relevant authorities in the issuing country;
- copy of the document proving permanent residence abroad (if applicable);

- copy of passport - valid for at least 6 months after the date on which the *Letter of Acceptance to Studies* is issued;
- medical certificate (in an international language), not older than 90 days, certifying that the person to be enrolled for studies does not suffer from contagious diseases or other conditions incompatible with the future profession;
- marriage certificate - if you need to prove your name change;
- the complete personal data sheet , clearly specifying to whom the *Letter of Acceptance to Studies* should be sent (if applicable);
- agreement to process personal data;
- proof of payment of the application processing fee of EUR 75 (payable for each individual application), if not paid via the admission platform.

By the UVT Senate Decision no. 94/15.06.2023, a fee of 75 euros was established for the processing of applications of foreign candidates from non-EU countries. The fee will be paid through the admission platform or by bank transfer.

The fee is not payable by persons who can prove by documentary evidence that they are beneficiaries of a form of international protection.

I. AUTHENTICATION OF APPLICATION DOCUMENTS

It is **mandatory** that the documents for **admission** are authenticated by the relevant authorities of the issuing country, respectively, as follows:

1. for states which are party to the Hague Apostille Convention, documents of study subject to equivalence/recognition must be endorsed with The Hague Apostille by the competent authorities of the issuing countries;

2. for States which are NOT party to the Hague Apostille Convention, study documents will be super-legalised or be accompanied by an authenticity certificate issued by the competent authorities of the country of origin:

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

List of States for which apostille or super-legalisation is required:
<https://cnred.edu.ro/lista-statelor-pentru-care-se-solicita-apostilarea-sau-supralegalizarea/>.

II. AUTHENTICATION OF DOCUMENTS FOR REGISTRATION

At enrolment, candidates must present the original of the study and identity documents from the admission/application file, together with the *Letter of Acceptance to Studies* and the passport with a valid visa for study purposes.

Original study documents issued in countries that are parties to the Hague Apostille Convention must be endorsed by the competent authorities of the issuing countries with the Hague Apostille.

Original study documents issued in states that are not parties to the Hague Apostille Convention will be super-certified by the Ministry of Foreign Affairs of the issuing country and by the Romanian Embassy/Consular Office in that country.

Important: Make sure your documents are translated into an international language at the time of admission, and then submit the translation into the language requested by the faculty (if applicable) at the time of enrolment.

At the time of registration in the financial regime OWN CURRENCY ACCOUNT the admitted candidates will submit the original study documents endorsed for authentication by the Romanian Embassy in the issuing country and the Ministry of Foreign Affairs of the issuing country or with the Hague Apostille, if the previous studies were not carried out in Romania, in a country of the European Union or in accordance with legal assistance agreements concluded by Romania with third countries.

III. LETTER OF ACCEPTANCE AND REGISTRATION

Letters of Acceptance to Studies will be sent by the Ministry of Education where applicable, to the holder at the address indicated in the Application, to the higher education institution or to the diplomatic missions of Romania. Candidates applying for studies in vocational fields (arts, sports or architecture) must pass the skill test organised by the faculties concerned after receiving the *Letter of Acceptance to Studies*.

Successful candidates are required to enter the country with a study visa and to legitimize their stay in Romania for study purposes (obtaining the legal right to stay in Romania for study purposes, <Residence permit>). They must present the original documents as mentioned in the section "**AUTHENTICATION OF REGISTRATION DOCUMENTS**". The *Letter of Acceptance to Studies* will be collected from the Department of International Relations of UVT in original by the right holder. If the right holder cannot personally collect the *Letter of Acceptance to Studies*, the person designated to do so shall present a notarial power of attorney in Romanian or in an international language stating that he/she has been

authorised to collect the original in the right holder's place.

Candidates who have received a *Letter of Acceptance to Studies* in Romania may be enrolled until the last Friday before the start of the second semester of the current academic year, according to the legislation in force, with the assurance of access to the academic program for the period during which he/she did not attend the courses of the first semester in modular system, once enrolled. At enrolment, they submit the original documents relating to their previous studies and are entered in the matriculation register under a unique number valid for the entire period of enrolment in the study programme to which they have been admitted. After signing the study contract, they are issued with certificates of UVT student status, which can be used to obtain a residence permit. Faculties and DRI issue certificates to students from EU third countries only after full payment of the application fees and subsequently of the tuition fees for the academic year in progress at the time of applying for the certificates.

In exceptional cases, if the university programme for which the candidate initially opted is not organised in that year, he/she may be enrolled, upon request, in another university programme in the same cycle of studies and in the same field, with the request to modify the dates of *the Letter of Acceptance for Studies*, with the agreement of the Dean of the Faculty. This is possible if the university degree programme initially chosen and the one chosen subsequently are conducted in different languages only on condition that the candidate presents a certificate of linguistic competence for the language in which the latter is organised. Modification of Letters of Acceptance to Studies issued by MEdu can only be requested in writing, to DRI, including written justification of the request for modification and only until the end of the academic year for which the initial Letter was issued and on the condition of payment of a fee of 75 EURO, similar to the processing fee of the admission file.

IV. ROMANIAN LANGUAGE PREPARATORY PROGRAMME FOR FOREIGN CITIZENS (1 YEAR)

Enrolment in the *Romanian language preparatory programme for foreign citizens* is carried out at the end of the admission process at UVT for candidates from third EU countries only if the candidates have received the *Letter of Acceptance to Studies* in this regard. In the continuation of the *Romanian language preparatory programme for foreign citizens*, candidates for undergraduate, master, doctoral, etc. studies must go through the admission process specific to the faculty/university they intend to enrol in and will receive a new *Letter of Acceptance to Studies* if they are admitted. They will be exempted from paying the second file processing fee of EUR 75.

Thus, foreign citizens from EU third countries who wish to study in Romanian may participate in the admission sessions organized at the desired faculty/university only after

graduating from the *Romanian Language Preparatory Programme for Foreign Citizens*, and they will have to obtain a new *Letter of Acceptance to Studies*. During the *Romanian language preparatory programme for foreign citizens*, students acquire general communication skills in Romanian within the B1-B2 reference levels and professional language communication skills in Romanian within the B1-B2 reference levels by studying the specialised languages of the general fields in which they will study at university: Mathematics and Natural Sciences, Engineering Sciences, Biological and Biomedical Sciences, Social Sciences, Humanities and Arts, Physical Education and Sports Science).

The following categories of persons are exempted from the obligation to present the *Certificate of Completion of the Romanian language preparatory programme for foreign citizens* when applying for university study programmes taught in Romanian:

a. persons who present Romanian educational documents (diploma and certificates) or educational documents, school transcripts certifying at least four consecutive years of studies completed, in Romanian, in a school establishment of the Romanian national system;

b. persons who, for the purpose of enrolment in university education, present *certificates or attestations of language proficiency of at least B1 level*, according to the *Common European Framework of Reference for Languages*, issued by accredited higher education institutions in Romania that organize the Romanian language preparatory program for foreign citizens, by Romanian language, literature, culture and civilization lectureships in universities abroad/Institute of the Romanian Language or by the Romanian Cultural Institute;

c. persons who pass the Romanian language test, following examination by a specialist committee made up of university teachers holding at least the teaching title of lecturer. The examination may be taken in the higher education institution where the candidate wishes to study, if this higher education institution runs a major/university study programme in Romanian language and literature that is authorised/provisionally authorised to operate or accredited, or in another accredited higher education institution that runs such a specialisation/university study programme. Following this examination, a *Certificate of Language Proficiency* will be issued.

The Romanian language exam can be taken at UVT, in the Faculty of Letters, History and Theology, or in another accredited higher education institution that carries out such an activity. Following this examination, a *Certificate of Language Proficiency* will be issued and added to the application file.

V. FOREIGN LANGUAGE STUDIES

For study programmes where the teaching process is conducted in foreign languages, the faculty may organise an online language proficiency test in that language and must inform the candidate of how it is organised and conducted.

Exempted from this test are persons who come from countries where the official language of the state is the language of instruction of the study programme concerned, as well as persons who hold an internationally recognised language proficiency certificate in the language concerned, according to Order 5905/29.11.2016 (minimum level B1, according to the Common European Framework of Reference for Languages).

If the UVT faculty organises a language exam, the candidate will be given details of how the exam is organised and the timetable. If the UVT faculty does not organise a language exam, candidates will be recommended other ways of obtaining the language certificate in order to be admitted to a study programme organised in a foreign language.

VI. STUDY FEES

The amount of tuition fees for foreign citizens from EU third countries at UVT is provided for in the *Romanian Government Ordinance no. 22 of 29 August 2009 on the establishment of the minimum amount of tuition fees, in foreign currency, for citizens studying on their own in Romania, from countries that are not members of the European Union, as well as from those that are not part of the European Economic Area and the Swiss Confederation, approved with amendments and additions by Law no. 1 of 6 January 2010*. The fee for the *Romanian language preparatory programme for foreign citizens* at the West University of Timisoara is charged according to the field of study chosen by the candidate.

Fees for foreign nationals from EU third countries are:

Field: Science / Mathematics / Sport / Technical / Agronomy

Bachelor's/Master's degree: 270 € / month

Doctorate: 290 € / month

Field: Humanities/Psychology/Economics

Bachelor's / Master's Degree : 220 € / month

Doctorate: 240 € / month

Field: Music and Arts

Bachelor's/Master's degree: 420 € / month

Doctorate: 440 € / month

Field: Musical performance, theatre

Bachelor's/Master's degree: 750 € / month

Doctorate: 770 € / month

Field: Architecture

Bachelor's/Master's degree: 350 € / month

Doctorate: 370 € / month

Field: Medicine

Bachelor's/Master's degree: 320 € / month

Doctorate: 340 € / month

Field: Film

Bachelor's/Master's degree: 950 € / month

Doctorate: 970 € / month

IMPORTANT: Tuition fees must be paid in full at the beginning of the first year of studies, according to the *Letter of Acceptance to Studies* in Romania. Starting with the second year of studies, tuition fees in foreign currency can be paid within the same terms and conditions applied to Romanian citizens.

VII. REIMBURSEMENT OF TUITION FEES

Refunds of tuition fees paid by candidates will only be made under special conditions (listed below), **by the second Friday of March of the current academic year**, at the request of the candidate, with proof of payment of the fee presented in original and bearing in mind that any fee for the return of the amount in question is borne by the candidate:

- failure to obtain a study visa (if the visa applicant has been asked to pay the study fee for one academic year in order to complete the visa application);
- cases of force majeure (political conflicts, medical emergencies, etc.) which prevented the applicant from enrolling, despite having paid the tuition fees and obtained a study visa.

The candidate's request for the refund of paid tuition fees, accompanied by the documents proving the payment of the fees, will be submitted to the faculty where the student is enrolled and to the UVT management, and the processing of the refund file will be carried out by the faculty where the student is enrolled in collaboration with the Economic-Financial Department. If the candidate has not been able to enrol in the faculty of his/her choice for the reasons mentioned above, approval will be given only by the UVT International Relations Department, not by the faculty. Once approved, the request will be submitted to the Economic and Financial Department for execution.

The documents required for a tuition fee refund can be found on the website www.ri.uvt.ro and must be uploaded on the admission platform dedicated to EU third country nationals as follows:

- the form for reimbursement of the requested amount (to be filled in online in the platform);
- copy of the *Letter of Acceptance to Studies*;
- copy of passport/identity card;
- copy of the original receipt showing proof of payment;

- a copy of the proof of non-issuance of the study visa (if applicable) or of the case of force majeure mentioned above, provided by the applicant in the original language (if Romanian, English or French) or accompanied by a sworn translation into an international language;

- copy of bank statement - preferably Romanian/European or opened in RON/ EUR/USD- (in case of a bank transfer). If the candidate is unable to come in person to the UVT for tuition fee reimbursement, or wishes the reimbursement to be made to a bank account opened in the name of another person, the person authorized by the candidate to do so shall present the UVT with a notarized power of attorney and proof of identity. Powers of attorney drawn up in a language other than Romanian shall always be accompanied by a sworn translation. The notarial power of attorney must be submitted in both online and physical format, it must be a special one, not a general one, and it must contain all the necessary information (in particular the complete and correct name of the West University of Timisoara). The notarial power of attorney in physical format is to be approved by the UVT Legal Office.

The application processing fees are not refunded to candidates. Tuition fees are not refundable for reasons other than those listed above. After the deadline (the second Friday of March of the current academic year), tuition fees are not refundable for any reason. The tuition fee can be reimbursed through another person only on the basis of a notarized power of attorney, translated into Romanian and legalized, by which the candidate agrees to transfer the amount requested to the authorized person. In case of submitting an **incomplete** refund application by the deadline, i.e. submitting the refund application somewhere else than on the admission platform dedicated to EU third-country nationals, there is a possibility that the refund application will not be approved. West University of Timisoara is not responsible for providing details of the documents required for reimbursement as long as they are available on the website www.ri.uvt.ro or as long as there has been previous communication with the candidate regarding the reimbursement process. In the case of candidates who obtain study visas after the deadline for enrolment, they will be offered the opportunity to participate in a new admission process, without payment of the application processing fee and with recognition of the previously paid study fee as equivalent to the tuition fee for the following academic year, when/if they actually enrol. If they fail to enrol in the next academic year, they may request a refund of the tuition fee paid 2 years ago, in accordance with the provisions of the *Methodology for the admission of third-country nationals to the West University of Timisoara*.

VIII. SPECIAL CATEGORIES OF EU THIRD-COUNTRY NATIONALS

Refugees and political asylum seekers who have obtained a form of subsidiary protection in Romania will be educated according to the following principles:

- *Law No 122 of 4 May 2006 on asylum in Romania*, as amended and supplemented, which states in Article 20, para. (1), letter h) that "the recognition of refugee status or the granting of subsidiary protection confers the following rights on the beneficiary: to have access to all forms of education, under the conditions provided by law for Romanian citizens";
- *Romanian Government Ordinance no. 44 of 29 January 2004 on the social integration of foreigners who have acquired international protection or a right of residence in Romania, as well as citizens of the Member States of the European Union and the European Economic Area*, with subsequent amendments and additions, which states in Section 3, Article 9, that "access of foreigners who have acquired a form of international protection in Romania to all forms of education is carried out under the conditions established by law for Romanian citizens".

Refugees and political asylum seekers who have obtained a form of subsidiary protection in Romania will be able to enrol for studies during the admission periods foreseen for Romanian citizens, provided that they have obtained a *Certificate/Attestation of Recognition and Equivalence of studies completed abroad* from the National Centre for the Recognition and Equivalence of Diplomas (CNRED). Equivalence is carried out by following the CNRED procedures, the same as for citizens from the European Union, the European Economic Area and the Swiss Confederation. This is done through UVT's International Relations Department.

Candidates who are beneficiaries of a form of subsidiary protection in Romania and who opt for the *Romanian language preparatory programme for foreign citizens* may be enrolled in studies without the obligation to present a *Certificate of recognition and equivalence of studies completed abroad*, in accordance with the provisions of the Order of the Minister of National Education no. 6102/2016 for the approval of *the Framework Methodology on the organization of admission to undergraduate, master and doctoral degree courses*, with subsequent amendments and additions, and of the *Order of the Minister of National Education and Scientific Research no. 6.156 of 22 December 2016 on the organization and conduct of the Romanian language preparatory year for foreign citizens, with subsequent amendments and additions*, where there is no mention of the obligation to submit the certificate of recognition of studies completed abroad for enrolment in the *Romanian language preparatory programme for foreign citizens*. In this regard, there are no further details on this issue in Order No 6121 of 20.12.2016 on the approval of *the Methodology for the recognition of bachelor, master or postgraduate study documents issued by accredited higher education institutions abroad*. Consequently, it is not necessary for the CNRED to issue a Certificate in order to enrol in the *Romanian language preparatory*

programme for foreign citizens.

Based on the Collaboration Protocol signed in October 2019 between UVT and the **Office of the United Nations High Commissioner for Refugees (UNHCR)**, UVT is committed to offering full scholarships as part of a pilot programme to promote and support the presence and inclusion of refugees in the Romanian education system. At the beginning of each academic year, the UNHCR may nominate up to a maximum of 3 potential candidates for "UVT scholarship" status with the following benefits: tuition fee waiver and/or accommodation fee waiver in UVT dormitories and/or receipt of a scholarship/financial aid from the university's own funds (in an amount equal to a social scholarship). Through DRI, the nominal list sent by UNHCR is submitted to the UVT scholarship allocation committee by 30 October of the academic year for approval of "UVT scholarship holder" status and related benefits. The decision of the UVT scholarship allocation committee is communicated to the DRI and to the faculties in which these students are enrolled with "UVT scholarship holder" status.

Candidates from EU third countries, holders of a residence permit in Romania "Romanian citizen family member" (acquired through marriage to a Romanian citizen, for example) or a long-term residence permit, based on the *Romanian Government Emergency Ordinance no. 194 of 12.12.2002 on the regime of foreigners in Romania, republished, with subsequent amendments and additions*, have the same study rights, including financial, as Romanian citizens and will participate in the admission process organized for them. When a student who is a third-country EU citizen obtains a different status, such as "Romanian family member", "EU citizen", "refugee" or some form of subsidiary protection, etc., he/she must inform the DRI and the faculty where he/she is enrolled, within 30 days of obtaining the new status, in order to change his/her financial status, to obtain additional documents and/or to participate in a new admission session in the next academic year, as the case may be.

Candidates who are citizens of EU third countries and who wish to obtain the **status of "UVT scholarship holder"** will participate in the admission process conducted at UVT according to the laws and regulations in force. In their case, the application file will contain, in addition to the documents required to obtain a *Letter of Acceptance to Studies in Romania*, the following:

- (1) Cover letter (written in English, French, Spanish, Romanian);
- (2) CV (written in English, French, Spanish, Romanian) highlighting the academic/professional experience of the candidate;
- (3) A letter of recommendation (written in English, French, Spanish, Romanian) from a teacher specialized in the field of study targeted by the candidate at UVT, recommending the candidate for the desired status.

The application files for obtaining a *Letter of Acceptance to Studies in Romania* with the status of "UVT scholarship holder" shall be submitted to UVT through the online platform for admission of citizens from EU third countries available at: admiterenonue.uvt.ro in accordance with the deadlines set out in the *Methodology for the admission of citizens from EU third countries to study at the West University of Timisoara*. The evaluation committee established at the level of each faculty examines the application files in order to issue an opinion for the issuance of *Letters of Acceptance to Studies in Romania* (regardless of financial status) and sends the results to DRI. In order to be granted the status of "UVT scholarship holder", with the related benefits, the application files with a favourable opinion from the faculties will then be evaluated at institutional level by the UVT scholarship allocation committee. The economic situation of the country of origin, the academic performance of the candidates and the maintenance of geographical balance and cultural diversity will be taken into account when determining the candidates with "UVT scholarship holder" status. The results of this evaluation are forwarded to DRI, which communicates to MEdu - DGRIAE the list of persons proposed for the issuance of a *Letter of Acceptance for Studies* with the status of "UVT scholarship holder".

Candidates who are EU third-country nationals and whose applications are approved by the faculty, but do not obtain UVT's approval for the issuance of a *Letter of Acceptance to Studies* with "UVT scholarship holder" status, continue the admission process at UVT for the category of nationals to which they belong, following which DRI communicates to MEdu - DGRIAE the list of persons proposed for the issuance of a *Letter of Acceptance to Studies* (without "UVT scholarship holder" status).

In accordance with the provisions of *Romanian Government Ordinance no. 22 of 22 August 2009 on the establishment of the minimum amount of tuition fees, in foreign currency, for citizens studying on their own in Romania, from countries that are not members of the European Union, as well as from countries that are not part of the European Economic Area and the Swiss Confederation*, with subsequent amendments and additions, and on the basis of the *Methodology for the admission of foreign citizens to study and study in places without tuition fees and with scholarships and in places without tuition fees but without scholarships in accredited state higher education institutions*, approved by the Order of the Minister of National Education no. 3236 of 10 February 2017, for students from EU third countries (except for Romanians living abroad) enrolled on places with tuition fees in foreign currency, who have outstanding academic and scientific results, in view of their transfer to places without tuition fees, UVT will submit to MEdu - DGRIAE the following:

- (1) a maximum of 5 applications per academic year;
- (2) the official letter, signed by the Rector of UVT, nominating the persons proposed to receive a tuition-free place with a scholarship;

(3) the summary containing the ranking of the candidates in descending order of averages.

The competition file will contain:

(1) the academic record for each year of study (except for the *Romanian language preparatory programme for foreign citizens*), for candidates applying for further undergraduate studies;

(2) a copy of the bachelor's degree and the diploma supplement (transcript of records) or a transcript showing the academic record of all years of study and the results of the bachelor's degree examination (for current year graduates) for candidates applying for further studies at master's or doctoral level;

(3) curriculum vitae, list of scientific works, specialist publications, references, recommendations from at least two university professors or specialists in the field - for candidates for doctoral studies;

(4) certified copy of the birth certificate;

(5) copy of passport;

(6) copy of the residence permit in Romania.

Application procedure:

(1) The nominal list of nominations will be approved by the UVT Senate and posted on the official website.

(2) The nominal list and the candidates' files shall be submitted to MEdU-DGRIAE by 30 November of each academic year.

(3) Foreign citizen students (except those in their final year) who have completed at least one year of studies (apart from the *Romanian language preparatory programme for foreign citizens*) in a Romanian state accredited higher education institution and have obtained a minimum average of 7.00, as well as foreign citizen graduates of state universities who have obtained an overall average of at least 7.00 may apply for these Romanian state scholarships.

Scholarships are awarded in descending order of average, with the first applications from each university being selected, within the limit of the number of grants available and taking into account a balanced distribution by university and within universities by field of study. If two candidates have the same average, the decision will be made on the basis of the degree cycle, with the candidate from the doctoral, master's and bachelor's degree cycles taking precedence, in order. Candidates thus selected become beneficiaries of grants by order of the Minister of Education. The final selection results will be communicated to the higher education institutions and published on the official website of the Ministry.

Romanian state scholarship status:

Students with Romanian state scholarship status, enrolled in undergraduate and master's degree programmes, who have not obtained 60 transferable credits at the end of the academic year, but have obtained a sufficient number of transferable credits to pass the next academic year, according to the legislation in force and UVT regulations, continue to benefit from the Romanian state scholarship rights. The scholarship is withdrawn in case of violation of national legislation or university rules of conduct.

The study places without tuition fees and without scholarships are granted, in accordance with the provisions of Chapter I, Article 2 of the *Methodology for the admission of foreign citizens to study and study in places without tuition fees and with scholarships and in places without tuition fees but without scholarships in accredited state higher education institutions*, approved by the Order of the Minister of National Education No. 3236 of 10 February 2017, to the following categories of persons:

a) members of the diplomatic corps and family members of the diplomatic corps accredited in Romania, on the basis of a nomination by the diplomatic mission and a recommendation by the Ministry of Foreign Affairs;

b) citizens who apply for or have acquired a form of protection in Romania or stateless persons whose residence on the territory of Romania is officially recognized by law, in order to complete the *Romanian language preparatory program for foreign citizens*.

Students who are EU third-country nationals in undergraduate or master's degree courses at UVT and who apply **to extend/repeat/re-register/resume their studies at UVT** will only be able to do so on the basis of a new Letter of Acceptance to Studies in Romania issued by MEdu, obtained following the agreement given in this respect by the faculty in which they are/were enrolled, in accordance with the provisions of the UVT internal regulations and procedures regarding the professional activity of students in the bachelor, master and doctoral degree courses. Requests for the issuance of a new Letter of Acceptance to Studies in order to extend/repeat/re-enrol/resume studies at UVT, will be submitted through the admissions platform for third country EU citizens, only through an institutional account "e-uvt.ro", until September 30th of each year. Applications will be accompanied by all the documents required for the issuance of a new Letter of Acceptance for Studies by MEdu. Fees for extension or repetition of studies are those adopted by the Senate for UVT students. In the case of EU third-country national students re-enrolled for studies, tuition fees will be paid in full in foreign currency, according to the amount stated on their Letter of Acceptance to Studies, regardless of the reason for re-enrolment.

Given the geopolitical context, for the academic year 2024-2025, **citizens of Ukraine** will be able to participate in the admission competition organised by UVT taking into account the legislation in force regarding citizens of EU third countries and any international intergovernmental agreements in this respect. The period for submitting applications for

admission to a study programme at UVT for the academic year 2024-2025 will be the one provided for citizens from EU third countries in the *Methodology for the admission of citizens from EU third countries to study at the West University of Timisoara*.

The admission file for **citizens of Ukraine** who **wish to be admitted to a study programme at UVT will be composed as follows:**

- a) if the applicant has study documents, the application file will be compiled and submitted in accordance with the provisions of *the Methodology for the admission of foreign citizens to study and schooling from the school/academic year 2017-2018*, as amended.
- b) if the applicant **does not** have the documents related to the previous study cycle, the UVT will prepare a file for each applicant, which will include: copies of identity documents, any available documents related to previous studies, the result of the evaluation carried out by the university in accordance with the provisions of OME 3325/02.03.2022, the UVT's proposal for enrolment in the study programme, the year of study and the language of instruction, respectively, and a sworn statement by the applicant on assuming the obligation specified in art. 3, para. (3) of Annex OME 5140/2019, as amended. Citizens who do not have any study documents **will have to present to the West University of Timisoara, before the completion of their studies, the diplomas/education certificates that allowed them to enter the study cycle in which they were previously enrolled**.

The financial regime for third-country EU citizens, graduates of a pre-university/university education in Ukraine, will be on a fee basis (**own foreign currency account**) according to *Romanian Government Ordinance no. 22 of 29 August 2009 on the establishment of the minimum amount of tuition fees, in foreign currency, for citizens studying on their own account in Romania, from countries that are not members of the European Union, as well as from countries that are not part of the European Economic Area and the Swiss Confederation, approved with amendments and additions by Law no. 1 of 6 January 2010*.

The financial regime for Ukrainian citizens applying to study at UVT in the 2024 admission session will be fee-based (**own account RON**), with the possibility of fee exemption according to UVT regulations or without payment of tuition fees, but with a scholarship from the budget of the Romanian Ministry of Education, according to ME address no. 1154 of 09.06.2022.

West University of Timisoara evaluates the files according to the regulations in force and sends to ME-DGRIAE the list of persons proposed for the issuance of the Letter of Acceptance to Studies, following which the enrolment will be carried out according to *the Methodology for the admission to study and schooling of foreign citizens starting with the school/academic year 2017-2018*, with subsequent amendments and additions.

Annex 4

Procedure for the organization and conduct of the *UVT test for the assessment of language and reasoning skills* in the admission process to undergraduate degree programs at UVT

Article 1.

(1) In accordance with these regulations, the admission competition for each undergraduate degree programme conducted by the UVT involves taking an admission test(s) verifying the candidates' specialist knowledge and cognitive, artistic or sporting abilities, or of the type of a **test assessing language and reasoning skills** (also referred to in this document as the *test*).

(2) For all undergraduate degree programmes for which faculty regulations on the organisation and conduct of the admission process do not provide for a compulsory written admission test to test knowledge related to the field of study for which candidates are applying and cognitive abilities, other than an interview or motivational essay/motivation/intent letter, and which do not belong to vocational fields (arts, music, performing arts, physical and sports education, primary and pre-school pedagogy), for which tests are held to test artistic or sports abilities, an admission test of the type of a test assessing language and reasoning skills will be organised.

Article 2. For undergraduate degree programmes for which the admission test is the *UVT Language and reasoning skills test*, at **least 50% of the overall admission average is calculated taking into account the score on this test**, in accordance with the regulations of each faculty on the organisation and conduct of the admission process.

Article 3. Test structure

(1) The UVT test of language and reasoning skills contains 45 items, each worth 0.2 points, structured as follows: 15 vocabulary items (with 4 answer choices), 15 analogical reasoning items (with 4 answer choices), 12 inductive reasoning items (no answer choices) and 3 special excellence items.

(2) 1 point will be added to the final score by default.

Article 4. Development of test subjects

(1) In accordance with Article 20(6) of this Regulation, responsibility for preparing the content of the UVT language and reasoning skills assessment tests and organising the assessment process lies with the committee established at UVT level by decision of the Board

of Directors (hereinafter referred to as *the committee*), consisting of representatives of the UVT faculties, the UVT Psychology Department, the UVT Career Counselling and Guidance Centre and the UVT Department for Quality Management (DMC).

(2) The items used in the language and reasoning tests shall be developed and validated by the committee referred to in the previous paragraph. The provisions of this procedure shall apply only to admission tests using subjects developed for testing at the UVT level as set out in this Article.

(3) *The UVT language and reasoning skills test* will be administered in accordance with the timetables set out in the UVT faculty regulations on the organisation and conduct of the admission process.

(4) For each day on which *the UVT language and reasoning skills test* is taken, according to the timetables established by the UVT faculty regulations on the organisation and conduct of the admission process, a separate version of the test will be developed and used for the admission tests for all undergraduate degree programmes for which the admission competition is held on that day.

(5) For each subject variant of the UVT language and reasoning skills test there will be 4 versions, containing the same items but arranged in a distinct, random order within the same task (e.g. vocabulary) and difficulty level.

(6) A candidate applying for more than one undergraduate degree program that has the UVT language and reasoning skills test as an admission test shall take the test:

- only once, if the admission tests for all the undergraduate degree programmes for which he/she has applied are scheduled on the same day; in this case, the result obtained in the test will be recorded for each of the admission files concerned;
- on each day on which an admission test is scheduled for the undergraduate degree programmes for which he/she has applied, if these are scheduled on separate days.

Article 5. Organisation of test rooms

(1) The allocation of candidates for the admission test will be carried out by the admission committee at the faculty level and will be communicated to the candidates by e-mail and by posting on the website admissionre.uvt.ro, in the announcement section dedicated to the faculty/study program, the day before the admission test. Candidates will be allocated to each room in alphabetical order by name.

(2) In each room in which the admission test is held, candidates will be seated keeping a free place to their left and right.

(3) The admission committees of the faculties will communicate to the Department for Quality Management, at least 24 hours before the date and time of the admission test, the number of candidates assigned to each room.

(4) The faculty admissions committees are responsible for identifying candidates who have submitted more than one application for the faculty admission sessions and assigning them to the examination rooms only once.

(5) The rooms where the exams will be held are reserved at UVT level by the General Administrative Directorate and will be distributed for the exams through dialogue with the faculties involved.

Article 6. Printing, multiplication and distribution of subjects

(1) The printing, multiplication and delivery of the test subjects to the admission committees of the faculties is the responsibility of the UVT Department for Quality Management (DMC).

(2) The printing and multiplication of the subjects for the admission tests will be done at the UVT Printing House, the day before each test.

(3) The DMC-UVT representatives will prepare the subject envelopes for each examination room, based on the data received from the faculty admissions committees, in accordance with Article 5(3) of this procedure. An envelope with the test items and an envelope with the answer sheets on which candidates will fill in the answers to the test items and the instructions for completing them will be prepared for each examination room.

(4) The sealed envelopes with the subjects for the admission test, the answer sheets, the instructions for completion and the marking grids shall be handed over by the representatives of the DMC-UVT to the chairman of the admission committee at the faculty level at least 90 minutes before the admission test.

(5) The chairperson of the admission committee at the faculty level shall distribute the envelopes with the subjects, answer sheets and instructions for completion to the supervisors designated for each examination room.

(6) Envelopes with answer sheets and instructions for completion will be unsealed and distributed to candidates 15 minutes before the actual starting time of the competition.

(7) The envelopes with the competition subjects will be opened at the time of the start of the competition, at which time the subject sheets will be distributed to the candidates.

(8) Any group of 4 candidates close together (front-back, left-right) will receive a different version of the competition topic.

(9) Each candidate will also receive from the supervisors a blank A4 paper for the draft.

(10) At the end of the admission test, each candidate will hand over the answer sheet, the subject sheets and the draft to the supervisors and will sign "hand in" on the list of candidates present in the room.

(11) It is strictly forbidden to leave the competition room with the subject sheets, answer sheets or drafts.

(12) It is strictly forbidden for candidates, supervisors, members of admission committees or any other person involved in the admission process to photograph, film or photocopy the subject sheets, answer sheets or drafts.

(13) Violation of the provisions of paragraphs (11) or (12) of this Article by candidates shall lead to the elimination of that candidate from the admission process.

(14) UVT employees who come into contact with the subjects of the admission tests will undertake in writing to respect the principles of confidentiality.

(15) UVT employees who photograph, film, photocopy or distribute competition subjects outside the provisions of this procedure will be subject to disciplinary action.

Article 7. Candidates' access to the examination room

(1) Candidates shall be admitted to the examination room at least 30 minutes before the time set for the actual start of the admission test. Candidates will not be allowed into the examination room less than 15 minutes before the start of the admission test.

(2) Candidates must carry their identity card with them when entering the examination room, which will be checked by one of the supervisors. For this purpose, the admissions committee at faculty level will provide supervisors with a list of the names of the candidates assigned to each room. Candidates who wish to wear a protective mask during the test are required to temporarily relinquish the medical device (mask, etc.) in order to be identified by the supervisors.

(3) Candidates will store mobile phones, smartwatches, any other electronic devices, goods or luggage in the spaces designated by supervisors in each examination room.

(4) Mobile phones must be switched off while candidates are in the examination room. Keeping the mobile phone switched on during the competition will result in the candidate being eliminated from the admission process.

(5) Violation of the provisions of paragraph 3 of this Article shall result in the elimination of the applicant concerned from the admission process.

(6) UVT will provide the candidates in the examination room with paid water.

Article 8. Supervision of the tests

(1) Supervision of the admission tests is the responsibility of the admission committees of the UVT faculties, and the following minimum number of supervisors is provided, depending on the size of the examination room:

- at least 2 supervisors in the seminar rooms;
- at least 3 supervisors in the classrooms;
- at least 4 supervisors in lecture theatres;
- at least 6 supervisors in the "Ioan Mihai" Amphitheatre and in the A1 and A2 amphitheatres of the UVT Faculty of Law.

(2) Supervisors are strictly forbidden to give explanations/answers to candidates' questions on the subjects of the examination.

(3) The supervisors of the competitive examinations may be UVT teaching and research staff or UVT doctoral students, appointed by decision of the dean of the faculty.

(4) If a candidate requests to leave the room for emergencies during the examination, one of the supervisors will accompany him/her.

(5) The supervisors will ensure that each candidate stores mobile phones, smartwatches, any other electronic devices, goods or luggage in the designated spaces in each examination room and that mobile phones have been locked by all candidates.

(6) The supervisors check the identity of the candidates when they enter the examination room and assign them to the seats indicated on the room plan provided by the DMC-UVT.

Article 9. Conduct of the examination

(1) The working time for solving the UVT test of language and reasoning skills will be 45 minutes, quantified from the moment of distribution of the sheets with the exam topics.

(2) 15 minutes before the distribution of the examination papers, supervisors will distribute the answer sheets, instructions for completion and drafts to the candidates (each candidate will be provided with a blank A4 sheet of paper to serve as a draft) and will give instructions on the conduct of the examination, including an information video.

(3) The candidate's name will be secreted on each answer sheet by folding the corner of the answer sheet where it has been written and affixing it with two self-adhesive labels, one on each side, by the supervisors.

(4) Candidates will complete the answer sheet with blue pen/pencil only.

(5) At the end of the examination, candidates will hand in their answer sheet, the subject sheets and the drafts to the supervisors. Candidates may hand in their documents at any time during the time allocated for the test. At the end of the test, at least 3 candidates must remain in the room until they have all completed their examination papers, but no later than the time allowed for the assessment test.

(6) The supervisors will place the sheets with the examination questions in an envelope and hand them to the chairman of the admission committee, who will then hand them to the representatives of the DMC-UVT, within one hour at the latest after the completion of the marking of the answer sheets.

(7) The competitive examinations will start at 10:00, unless otherwise specified in the faculty regulations on the organization and conduct of the admission process.

(8) At the request of the DMC, one day in advance, the DTDA representatives will identify the candidates registered for undergraduate programmes at different faculties, but whose entrance examinations are held on the same day, and will forward to the DMC the lists of these students and the programmes for which they have registered. The DMC representatives will communicate these lists to the admission committees of the faculties in order to transfer the result obtained by the candidate in the competitive examination to all his/her files.

Article 10. Evaluation of the test and communication of results

(1) The minimum pass mark for the UVT test of language and reasoning skills is 5.00.

(2) After the end of the examination, the chairman of the admission committee at faculty level will unseal the envelope with the marking grids for the versions of the examination subject for that day and distribute them to the designated markers.

(3) The evaluation of the tests will be done by persons designated by the faculty admission committee, UVT professors, immediately after the test is completed, in the presence of the candidates, strictly in the UVT premises.

(4) After the time allotted for the assessment test has elapsed, candidates will have a 15-minute break, after which they will return to the examination room to assist in the marking of the answer sheets.

(5) Each test will be assessed by one person. The answer sheet will be unsealed and the candidate will be invited to witness the marking process.

(6) The answer sheet shall be completed with the number of correct answers, the number of incorrect answers, the mark and the evaluator's signature.

(7) The candidate shall be informed of the mark obtained and shall sign the acknowledgement on a mark sheet.

(8) The results obtained by candidates in the *UVT Language and Reasoning Skills Test* will also be communicated by entering them in the admissions platform in each candidate's file.

(9) The answer sheets are kept at the UVT faculty level until the end of the current admission session, after which they will be handed over to the DMC-UVT for archiving.

MUSICAL SKILLS TEST for the undergraduate programme PRIMARY AND PRESCHOOL EDUCATION PEDAGOGY

Candidates who opt for the Bachelor's degree programme in **PEDAGOGY IN PRIMARY AND PRESCHOOL EDUCATION** will take a skill test, which is eliminatory:

- Musical skills: (musical hearing, rhythm, performance of a song of the candidates' choice);

Each candidate will be given a *pass* or *fail* mark and this cannot be contested.

Successful candidates will take *the Romanian language test (spelling and punctuation)*.

NOTE: Graduates of **the Pedagogical High School / National Pedagogical College** who have taken this musical skills test at the time of admission to high school will no longer take this test, provided they submit a certificate from the respective educational institution confirming this.

Candidates who **fail** this musical skills test may opt for another undergraduate degree programme in the field of Educational Sciences (*Pedagogy* or *Special Pedagogy*).

Annex 6

ROMANIAN LANGUAGE TEST (SPELLING, PUNCTUATION AND CORRECT EXPRESSION)

for the undergraduate programme

PRIMARY AND PRESCHOOL EDUCATION PEDAGOGY

The test of knowledge of the Romanian language (spelling, punctuation and correct expression) aims to assess candidates' knowledge of the main rules of spelling, punctuation and correct expression in force according to the normative works of the Romanian language.

The aim is to understand and analyse the distribution of spelling and punctuation marks in various types of sentences, as well as to detect/correct some expressions that do not comply with the current rules of the Romanian language.

The test will consist of 36 items, each marked with 0.25 points. One point is awarded ex officio. The maximum mark that can be obtained in this test is 10 (ten). The minimum pass mark for this test is 5 (five).

Time to solve the test: 60 minutes.

Examples of items:

1. The spelling is used correctly in the statement:

- a) Nu știi cine v-a spus acest lucru.
- b) Oare cine v-a putea afla adevărul?
- c) Va întristat această veste.

Correct answer: a)

2. In the statement: **O TRIMIT LUI ION CARE MIA CERUTO DAR ȘI ORICUI ÎȘI EXPRIMĂ DORINȚA DE A O CITI** the missing spelling and punctuation marks are, in order:

- a) comma, hyphen, hyphen, break line, comma, period;
- b) comma, hyphen, period;
- c) comma, hyphen, hyphen, comma, period.

Correct answer: c)

3. The misspelled statement is:

- a) Îmi pare rău că nu am niciun frate, nici o soră.
- b) Îmi pare rău că nu am nici un frate, nici o soră.
- c) Îmi pare rău că nu este prezent niciun copil.

Correct answer: a)

4. The misspelled statement is:

- a) Nu cred că vroia să ne însoțească.
- b) Nu zice întotdeauna adevărul!
- c) De obicei, creează opere remarcabile.

Correct answer: a)

5. The wrong plural form of the noun **arbitru** is found in the statement:

- a) Acești arbitri au fost foarte vigilenți.
- b) Arbitrii au ezitat în luarea deciziei finale.
- c) Cei doi arbitrii au sancționat sportivul.

Correct answer: c)

6. The correctly written statement is:

- a) Am stat de vorbă cu copiii aceia.
- b) Nu fii zgârcit când nu trebuie.
- c) Foile aceleleași cărți s-au înegrit.

Correct answer: a)

7. The spelling is wrong in the statement:

- a) Nu i-au cunoscut pe acei studenți.
- b) Până să i-a o decizie, se consultă cu familia.
- c) Va trebui să îl ia și pe prietenul său cu mașina.

Correct answer: b)

8. The misspelled statement is:

- a) Avea o bună cunoștiință la Pitești.
- b) Era un celebru om de știință.
- c) Trebuia să aprofundeze aceste cunoștințe.

Correct answer: a)

9. Wrong expression is found in the statement:

- a) Are doar o oră la dispoziție pentru a se pregăti de plecare.
- b) Ca și tine, sunt fan al atletismului.
- c) Are decât o oră la dispoziție pentru a se pregăti de plecare.

Correct answer: c)

