



STUDENTS MOBILITY AND EQUIVALENCE / RECOGNITION OF THE STUDIES DONE IN OTHER ACADEMIC INSTITUTIONS, FROM ABROAD

**- EXTRACT FROM THE ORGANIZATIONAL AND OPERATIONAL
RULES AND REGULATIONS OF THE EDUCATIONAL ACTIVITIES
WITHIN THE BACHELOR'S STUDIES –**

XI. 3. Recognition of the Study Periods Accomplished in other Academic Institutions from Abroad (Final International Mobility)

Art. 203.

Within UMFVBT, the final international mobility refers to the students who studied to a university from abroad and were asking the recognition of their studies accomplished abroad.

Art. 204.

The evaluation procedure of the file submitted by the students requiring the recognition of the studies accomplished abroad is provided in the present Regulation in compliance with the MECS (Education and Scientific Research Ministry) Order no. 3223/2012 regarding the Methodology for the recognition of the studies periods accomplished abroad, MEN (National Education Ministry) Order nr. 651/2014 for the approval regarding the students academic mobility and MENCȘ (National Education and Scientific Research Ministry) no. 3855/26.05.2016 regarding the Methodology for the receiving of the foreign citizens at studies and schooling in the pre-academic units / accredited state and private academic institutions, in the study/academic year 2016-2017.

Art. 205.

Periods of studies based on different agreements concluded between academic institutions accredited in Romania and academic institutions accredited abroad or of different international programs, are recognized by the University in compliance with the respective agreement provisions or mobility programs.

Art. 206.

The recognition of the study periods accomplished abroad in the framework of different unregulated mobilities is accomplished by the equivalence commissions at each faculty level, according to the present Regulations.

Art. 207.

(1) The University of Medicine and Pharmacy „Victor Babeș” from Timișoara reserves its right to refuse the recognition of the studies accomplished in other institutions with which there are not studies recognition agreements or which do not apply the ECTS system.

(2) In such cases, the decision is made by the Commission for the faculty studies recognition and approved by the Faculty Dean.

(3) Appeals/complaints shall be discussed in the University Administration Board, the decision being final.



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Art. 208.

The file of the studies accomplished abroad recognition shall include the following documents:

- Application – typed form, including mentions regarding the studies year for what the equivalence is required, as well as the student contact data (e-mail, telephone, origin country, country from where the transfer is required, permanent address), registered with the UMFVBT Registry Office. The typed form is also available on the University site – www.umft.ro;
- Certified copy of the Baccalaureate Diploma got in Romania, and, as the case may be, the certified copy of the academic education access diploma got abroad;
- Baccalaureate Diploma Equivalence Certificate issued by the specialty directorate of MEN [Ministry of National Education] / Letter of Acceptance to Studies – document issued by the specialty directorate of MEN after the University recognition of the study periods accomplished abroad;
- The document (curriculum) certifying the schooling situation for the passed study years, bearing the apostil or being superlegalized (as the case be), which must include : subjects, grades, credits number / number of points, number of course hours for each subject, issued by the academic institution from where the applicant comes – certified translation in Romanian language;
- The syllabus (the content of the subjects studied in the academic institution from where the applicant comes) and certified translation in Romanian language;
- Official certificate showing the grading system applied in the academic institution where he/she studied and its equivalence in the ECTS system;
- Linguistic competence certificate for the teaching and examining language;
- **Copy and certified translation of the Certificate of Birth;**
- **Copy of the document attesting the stable domicile abroad (art. 21, letter b of the Order 3855/2016),**
- **Copy of the passport (art. 21, letter c of Order 3855/2016)**
- Certified copy of the Certificate of Marriage, in case the name mentioned in the study documents is not the same with that one from the identity document and, as the case may be, the certified translation in Romanian language;
- Statement on his/her own responsibility that the studies previously accomplished had not been interrupted as a result of the expelling caused by the violation of the origin university ethics and deontology code;
- **Health Certificate (in an international language) attesting the fact that the person which is going to register for studies do not suffer of contagious diseases or other diseases incompatible with the future profession (art. 21, letter i) of Ord. MENCȘ nr. 3855/26.05.2016);**
- **Minutes of the Equivalence Commission showing the study year in which the applicants may be registered and the possible equivalence exams to be defended, established by each university/faculty, comparing the curricula and the syllabi, subject to the academic institution checks the supplied documents authenticity, by direct correspondence with the academic institutions which issued the study documents (art. 21, letter j) of Ord. MENCȘ no. 3855/26.05.2016);**
- Envelope type file
- The file equivalence fee of 50 euro (irredeemable), paid by bank transfer in the below mentioned account:

BENEFICIARY: UNIVERSITATEA DE MEDICINA ȘI FARMACIE “VICTOR BABES” DIN TIMISOARA

Bank denomination: BANCA TRANSILVANIA, AGENTIA BEGA TIMISOARA

Address: 1, Augustin Pacha street, Timisoara, Romania

IBAN: RO53BTRL03604202A6896600

SWIFT: BTRLRO22TMA



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Art. 209.

(1) **The file for the recognition of the studies accomplished abroad shall be submitted by the applicant to the University International Relationships Department, within the 07th of May – the 22nd of June:**

Departamentul Relații Internaționale Timișoara, România, Tel.: +40 256 434418, +40 256 204250

E-mail: relint@umft.ro

(2) The Secretary of the International Relationships Department checks if the file includes all the documents provided at the previous article and send it, through the University Registry Office, to the Faculty Dean's Office for which the studies recognition is required, for the specialty/equivalence Commission summons.

(3) In case the submitted file is incomplete, the Secretary of the International Relationships Department inform the applicant, immediately, by electronic means, the document/documents which was//were not /was//were submitted.

(4) The file completion may be done in 5 working days from the date of this communication by the secretariat of the University International Relationships Department.

(5) The Studies Equivalence Commission at each faculty level shall analyze the files submitted within the 25th of June – the 29th of June and shall transmit to the International Relationships Department the equivalence results on the 29th of June, through the Registry Office. The International Relationships Department informs the candidates/applicants about the Equivalence Commission resolution on the 02nd of July. The candidates who agree with the decision of the Equivalence Commission may send their pre-registration files between 02.07.2018 – 13.07.2018, according to: http://www.umft.eu/admission-2018_627

Art. 210.

(1) The deadline for the recognition file solution by the Faculty Equivalence Commission is of 10 working days from the complete file submitting date.

(2) This term may be extended in cases when the authenticity of the schooling documents and issuing university statute must be checked, but not later of the academic year beginning, the applicant being informed in written as regards the delay reasons.

Art. 211.

(1) The complaints to the recognition decisions may be filed/registered to the Faculty Dean's Office in maximum 3 working days from the written confirmation date (by mail or e-mail) of the recognition decision receiving.

(2) The Faculty Head-secretary summons, in two working days, the Committee of Appeal, including three specialty teaching people, assigned by the Faculty Dean, other than the teaching people who initially evaluated the file, having professional qualifications and competences in the science fundamental area to whom the specialization - object of the recognition pertains.

(3) The complaint/appeal is solved in 3 working days from the Committee of Appeal summons date.

Art.212.

The evaluation by the specialty/equivalence commissions at the Faculty level of the schooling documents and of the study documents for the studies recognition is carried out by the following steps covering:

1. checking of the statute of the study program and academic institution which issued the schooling documents and study documents submitted for recognition, as well as the level of the study program attended in the framework of that academic institution. In case the issuing academic institution is not recognize / accredited in the origin state, the studies documents submitted by the applicant are not recognized;



2. transmission to CNRED [National Center for Recognition and Equivalence of Diplomas], in electronic form, of the schooling document, lodged in the file, in case there are doubts as regards their issuance authenticity and legality;
3. analyzing the following elements:
 - a) the transferable and cumulable study credits number - ECTS or the points accumulated within the studies accomplished at the academic institutions from where the applicant comes;
 - b) the results got during the previously accomplished studies, highlighted by different evaluation/grading systems. To that effect, it is necessary to do the conversion of the got averages using the conversion grid, provided in the annex which is integral part of the present methodology;
 - c) curriculum studied in the academic institution from where the student comes.

Art. 213.

For the recognition of the studies accomplished abroad the cumulative meeting of the requirements provided in the present Regulation for the Recognition of the studies accomplished in another university from Romania is required :

- Studied subjects content (certified through the syllabus) and the studied subjects duration (certified through the curriculum) must be in compliance with the equivalent syllabus and curriculum of UMFVBT at least in proportion of 70%, subject to the minimum number of the theoretical activity to be observed ;
- The amount of the transferable credits related to some subjects representing equivalence, because of missing the study of different subjects from the UMFVBT curriculum and which shall be validated by equivalence exams, may not be more than 20 credit units, within the cycle (10 credit unit/study year).
- In the calculation of the credit units from item (b), the following subject: Physical Education, Romanian or modern language and optional subject are not included.
- Only the subjects to what the applicant passed the exams in the educational institution where he/she did his/her studies are taken into account.
- The carried out curricular practical courses and clinical internships, but which was not by the related exam pass also, are not recognized.
- The studies older than 3 years from their pass date are not recognized.

Art. 214

(1) After the evaluation mentioned at the previous article, the specialty / equivalence commissions members from each faculty level, give the following solutions:

- a) immediate recognition, in case when there are not found out important differences regarding the elements above mentioned and the applicant may have equated the minimum number of study credits necessary for the matriculation in the running academic year, provided in the University regulations;
- b) compensatory measures support, that is the equivalence exams, in case there are found important differences, which must be passed in order the applicant be able to register in the corresponding academic year, in the limit established by the present Regulation for the domestic mobilities. The amount of the transferable credits related to different subjects which are reunited in equivalence, because some subjects are not included in the curriculum and in the syllabi of UMFVBT and which will be validated based on the equivalence exams, may not be over 20 credit units, inside the cycle;
- c) rejection of the request for recognition of the studies accomplished abroad because the requirements provided by the University regulations are not met.

(2) The Equivalence Commission decision is made known to the applicant, by mail or electronic mail, by the secretariat of the University International Relationships Department, in two working days from the file solving.



(3) From the communication date, by mail or e-mail, of the decision regarding the equivalence exams taking, the applicant must state in written, in two working days, his/her agreement regarding the equivalence exams taking.

(4) Both, the exams taken and recognized at the origin academic education institution, as well as the exams taken as compensatory measures are mentioned in a minutes.

(5) The Equivalence Commission decision, along with the applicant file, shall be submitted to the International Relationships Department, through the University Registry Office, for its completion.

Art. 215.

(8) The students studies registration for which the studies accomplished abroad recognition was approved is done in maximum 30 days from the academic years beginning, in compliance with the provisions of the present Regulation for the foreign citizens registration in the Ist study year.

(9) The University International Relationships Department shall give a principle endorsing for the students temporary registration/enrollment and shall issue the studies receiving Decision (Order), approved by the University Rector.

(3) In order to have processed the file at the International Relationships Department, a fee/tax of 150 Euro (irredeemable) shall be paid through bank transfer.

(10) For their registration/enrollment, the students shall be personally present at the faculties secretariats, during the opening hours: from Monday to Friday, between 12:00 -15:00, having on them the studies receiving Decision (Order), to which copies of the following documents shall be enclosed:

- The Letter of acceptance at studies (for the students from third countries, registered on their own account, in currency) / Certificate of Equivalence of the Baccalaureate Diploma (for the students from EU, EES and Switzerland);
- certificate of linguistic competence for Romanian language (for those who study in Romanian language), respectively certificate of foreign language test pass (for those who study in English language or in French language);
- proof of the tuition payment (integrally), endorsed by the University Financial - Accounting Department.

(11) The students complete files for which the studies accomplished abroad was approved, shall be submitted by the International Relationships Department to the faculties secretariats for registration/enrollment.

(12) The Decision (Order) of acceptance to studies is valid until the date of drawing up of the registration decisions and final registration of the foreign students, the latest on December, the 2nd of the running academic year.

Art. 216.

All the documents issued within the recognition process of the studies accomplished abroad shall be archived in the applicant file.

Art. 217.

The equivalence exams taking as compensatory measure is done in compliance with the University regulations regarding the exams period organization, as well as that of the outstanding exams, re-examinations and related tuition payment, as established by the University Senate.

Art. 218.

The Supplement to the Bachelor's Degree shall be filled in, as a result of the abroad accomplished studies recognition, in its chapter/section 5 “Additional Information” with the following: equated studies years, origin academic institution, mention regarding the equivalence exams taking or selection exams, as the case may be, as well as the document issued by the ministry of Education and Scientific Research regarding the studies continuing approval.