UNIVERSITATEA BABEŞ-BOLYAI
BABEŞ-BOLYAI TUDOMÁNYEGYETEM
BABEŞ-BOLYAI UNIVERSITÄT
BABEŞ-BOLYAI UNIVERSITY
TRADITIO ET EXCELLENTIA

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REGULATION
on the organisation and conduct of the final examination
for short-term degrees, bachelor and master's degree studies
- Approved by Senate Decision No. 2 of 19.01.2026 -
- Amended and supplemented by Senate Decision No. 214/09.11.2026 -

A. INTRODUCTION

Art. 1. In line with the provisions of the Higher Education Law no. 199/2023, as amended and supplemented, of the legislative acts deriving from the implementation of this law, and of the Babeș-Bolyai University (UBB) Charter.

Art. 2. In each academic year the graduation examination is organized in two sessions established by the UBB Senate altogether with the approval of the academic year structure, and the date for the sessions is to be communicated to students at least six months before scheduling the first day of registration of the first session. The second session is scheduled either during the current academic year, or in February the following academic year, according to the academic year structure approved by the Faculty Council.

Art. 3. The following are eligible to sit for the graduation or bachelor's/diploma exam at Babeș-Bolyai University:

a) graduates of accredited, existing, liquidated or undergoing liquidation degree programmes within UBB;
b) graduates of temporarily authorised degree programmes currently running, liquidated or undergoing liquidation at UBB, where the university runs accredited degree programmes in the same or a comparable field of study, in accordance with the classification of degree programmes with a similar profile established by the Romanian Agency for Quality Assurance in Higher Education (ARACIS) and approved by order of the Minister of Education; if no accredited programme in the same/similar field is available within the curriculum offered by the faculty, but such a programme is available in another UBB faculty, the graduates will sit the final examination in this faculty;
c) graduates of temporarily authorised study programmes currently running, liquidated or undergoing liquidation in a single undergraduate field at UBB, with the approval of the Romanian Agency for Quality Assurance in Higher Education (ARACIS);
d) graduates of (existing, liquidated or going into liquidation) degree programmes with provisional accreditation or authorisation, belonging to one of the universities in the Universitaria Consortium, the Cluj Universities Consortium or other consortia where UBB is a member, or from universities which signed written agreements with UBB in this respect, specialisations included in the structure of UBB;
e) graduates who passed the selection exam, who come from higher education institutions and/or study programmes which went into liquidation;
    - For private higher education graduates falling under Law no. 60/2000, and for graduates of specialisations in liquidation/ liquidated within higher education institutions authorised to operate provisionally, the selection exam consists of five written tests.
    - For graduates of specialisations going into liquidation/ liquidated within accredited higher education institutions, the selection examination consists of three written tests.
    - The selection exam passed is recognised in all subsequent graduation or bachelor's/diploma exams sessions, but only within the institution where it was taken and passed.

Art. 4. The following are eligible to sit the master's degree final examination:

a) graduates of accredited, existing, liquidated or undergoing liquidation master's degree programmes within UBB;
b) graduates of degree programmes from universities in the Universitaria Consortium, the Consortium of Cluj Universities or other consortia where UBB is a member, or from universities that UBB has signed written agreements/protocols with to this effect, if the degree programmes have the same name and are organised in the same fields of study as those at UBB.

Art. 5. (1) The integrated degree programmes are completed with the public defence of a graduation, bachelor's/diploma or master's thesis, according to the framework and procedure established in the inter-institutional agreement, in compliance with the *Regulation Governing the Organisation and Operation of Integrated Degree Programmes.* Selecting the topic for the graduation, bachelor/diploma or master's thesis will be carried out pursuant to the provisions of the inter-institutional agreement.

(2) The provisions of this Regulation, as well as those of the inter-institutional agreement, apply to the drafting and coordination of the graduation, bachelor's/diploma or master's thesis, as well as to the organisation, conduct and examination of the graduation examinations for graduates who choose to sit the final examination at UBB.

(3) For integrated degree programmes where UBB is a partner, exit examinations may also be held online, subject to the inter-institutional agreement. Online examinations will be conducted subject to the procedure included in Addendum 3 of the present Regulation, which covers the organisation and conduct of the UBB final examinations when face-to-face teaching activities are suspended.

Art. 6. The present regulation also applies to the completion of university degree programmes organised in a dual system - short-term university studies, bachelor's and master's degrees. The specific provisions of the inter-institutional agreement will also be considered in the organisation of the final examination for graduates of these programmes.

B. EXAM REGISTRATION

Art. 7. UBB organises graduation examinations for its own graduates or for graduates from other public or private higher education institutions, for:

a) accredited undergraduate and short-term degree programmes;
b) undergraduate and short-term degree programmes with provisional authorisation, for which the institution runs accredited undergraduate degree programmes in the same or a similar field, according to the classification of degree programmes with similar profile, established by the Romanian Agency for Quality Assurance in Higher Education (ARACIS). In exceptional situations, thoroughly motivated, UBB organises final examinations for unique specialisations provisionally authorised to operate in the undergraduate field within the institution with the approval of ARACIS.
c) master's degree programmes in accredited master's degree fields, including postgraduate master's degree programmes organised under Law no. 84/1995, republished, as amended and supplemented.

Art. 8. The following graduates from other universities, who have not taken the final examination, are eligible to register for the final examination, in compliance with all UBB procedures:

a) they are graduates of universities in the Universitaria Consortium, Cluj Universities Consortium or other consortia where UBB is a member;
b) are graduates of universities with which UBB has signed written agreements to this effect (temporarily authorised programmes, programmes undergoing liquidation or liquidated, etc.), at the request of the management of the respective university, based on a protocol signed between the two higher education institutions, with the approval of the university senates, following a positive endorsement by the administrative councils.

Art. 9. Registration of candidates from other universities is done by the requesting university, based on the agreement signed by the two institutions, according to the individual option of candidates, at least 10 days prior to the beginning of the graduation exam. The Rector's office of the requesting university tracks their students' graduation exam attendance and ensures the legal stipulations are complied with.

Art. 10. Costs incurred for the organisation of the final examination for graduates from other universities are established within the framework protocol of collaboration with the sending institution, following the

approval of the senates of the two institutions, with the endorsement of the administrative councils and subject to the provisions establishing the fees for the organisation of the final examination.

Art. 11. The registration files of the candidates from other universities will be submitted at the university where they were enrolled, being subsequently forwarded to UBB, accompanied by the lists of the names of the graduates, as well as by a photocopy of the page in the Official Gazette publishing the accreditation or authorisation of the respective specialisation.

Art. 12. The exit examination for a degree programme is organised and conducted under the same conditions for all graduates at the higher education institution organising the exit examination, regardless of their form of education or of the higher education institution graduated.

Art. 13. Registration of applicants at UBB for the graduation, bachelor's/diploma and master's exams is handled by the secretariats of the faculties/branch campuses.

Art. 14. Only those graduates who have integrally complied with the requirements of the educational plan established for the specialisation of the graduation year in which the graduates completed their studies can sit for the graduation examination. For the candidates coming from other universities, complying with this stipulation constitutes the obligation and responsibility of the respective university.

Art. 15. The graduates who did not sit or pass the bachelor's/diploma or master's degree graduation exam in one of the two consecutive exam sessions (July, September/ February) may submit for a subsequent exam session in order to take this examination at the same institution or at another institution (following the approval of the senates of the two institutions, with the favourable opinion of the administrative councils) only for the specialisation in question, provided the candidate will cover the implied charges established under legal conditions by the organising institution and comply with the UBB regulations regarding the academic taxes established for the academic year when students register for the graduation exam. If UBB graduates sit for graduation exams in other higher education institutions with which there are no agreements approved by the Senate, UBB retains the right to deny requests for issuing addenda to the documents of studies.

Art. 16. Documents required to apply for the graduation and bachelor's/diploma examination:

- application form;
- baccalaureate diploma and the school transcript (for diplomas issued with a school transcript) or equivalent diploma in original copy;
- birth certificate in certified copy "*true copy*" based on the original document presented by the student or a notarial copy;
- identity card in certified copy "*true copy*" based on the original copy presented by the student or a notarial copy for the following situations: a) birth certificate does not include a National Identification Number; b) birth certificate does not specify the county; c) official name of the city has changed; d) personal data of the document holder requires further clarification;
- two standard photos 3cm/4 cm;
- language proficiency certificate;
- the graduation paper or the bachelor's/diploma paper in printed and electronic format and a statutory declaration stating the originality of the paper, according to Addendum 2; The thesis will be forwarded by email or submitted through a platform established by the university/faculty;
- similarity report;
- proof of payment of the registration fee (if applicable);
- certificate issued by the higher education institution graduated for the candidates from other universities;
- the diploma supplement, in original and certified copy, according to the model provided by the line ministry for the graduates from other institutions of higher education, as well as other documents specified in the collaboration protocol framework; these documents will be submitted by the institution that requested the protocol signing.
- the assessment report of the academic supervisor.

Registration will only be confirmed once the assessment report from the academic supervisor is submitted to the secretariat.

Art. 17. Documents required to apply for the master's final examination:

- application form;
- baccalaureate diploma and the school transcript (for diplomas issued with a school transcript) or equivalent diploma in original copy;
- bachelor's/engineer diploma and the school transcript/ diploma supplement (for diplomas issued with a school transcript/ diploma supplement) or equivalent diploma in original copy;
- birth certificate in certified copy "*true copy*" based on the original document presented by the student or a notarial copy;
- identity card in certified copy "*true copy*" based on the original copy presented by the student or a notarial copy for the following situations: a) birth certificate does not include a National Identification Number; b) birth certificate does not specify the county; c) official name of the city has changed; d) personal data of the document holder requires further clarification;
- two 3cm/4 cm type photos (only for graduates receiving education under Law no. 84/1995, respectively under Law no. 288/2004);
- the master's thesis in electronic format and a statutory declaration stating the originality of the paper, according to Addendum 2; The thesis will be forwarded by email or through a platform suggested by the university/faculty;
- similarity report;
- proof of payment of the registration fee (if applicable);
- certificate issued by the higher education institution graduated for the candidates from other universities;
- the diploma supplement, in original and certified copy, according to the model provided by the line ministry for the graduates from other institutions of higher education, as well as other documents specified in the collaboration protocol framework; these documents will be submitted by the institution that requested the protocol signing.
- the assessment report of the academic supervisor.

Registration will only be confirmed once the assessment report from the academic supervisor is submitted to the secretariat.

Art. 18. The graduation exam fees are established by faculties, being submitted by faculties to the line vice-rector responsible with funding and approved by the UBB Senate.

Art. 19. (1) UBB graduates who have not registered for the graduation exam in other previous sessions, but no later than three years from graduation starting with the date of the exam session of the graduation year, may register for both the July, and the September/February exam session. They can sit for the exams without paying a fee in the two consecutive sessions (July, September/February). If registration for the graduation exam is done more than three academic years after graduation a registration fee must be paid.

(2) If a candidate does not pass the graduation exam in one of the two consecutive sessions (July, September/February), they can sit for the graduation examination in a subsequent session and the candidate will pay the corresponding fees.

Art. 20. The registration period ends at least 3 days prior to the date established for the first test of the examination, respectively the first day of presentation and defence of the graduation paper, master's thesis (for UBB graduates).

Art. 21. The withdrawal of the application file after the end of the registration period leads to the elimination of the candidate from the examination. The graduates will thus use up one attendance.

Art. 22. UBB has the following obligations regarding the organisation and scheduling of the graduation examinations:

- to post the thematic and bibliography on the faculties websites;
- to inform the applicants through two means (public display, web pages) on the necessary conditions for registration, respectively on the examination procedure;
- to provide UBB students with information regarding the organization and regulation of the graduation examination through the assigned year guides and/or tutor system
- to organize joint sessions and respectively examinations for its own students and for students from other universities;

- to provide all the didactic activities pertaining to graduation theses, bachelor's/diploma or master's thesis supervision, respectively the assessment of the aforementioned, in compliance with UBB laws and regulations for the students of the university.
- to provide the material resources (premises, equipment) and services needed to organise tests for all eligible graduates.

Art. 23. The students entitled to register for the graduation examination are the graduates who acquired the credits established by the educational plans, respectively met all the compulsory requirements in the educational plan, passed the linguistic competence examination under the present Regulation, followed the procedures of liquidation of all obligations according to the legal provisions and to the university provisions in this respect. With the exception of the specialisations organised through national programmes, respectively tests, examinations for which the ministry issues other stipulations.

Art. 24. The registration cannot be conditional on any other activities (previous professional obligations of the graduate) than meeting the requirements established in the educational plan and in the studies agreement. Neither the right to register for the graduation examination, nor the evaluation of this examination can be conditional on, respectively related to the professional performance during years of study at subject matters included in the educational plan or in the student's extracurricular professional activities.

C. STRUCTURE OF GRADUATION EXAMINATION

C.1. General provisions

Art. 25. (1) The graduation and bachelor's degree/diploma exam at UBB consists of two examinations, subject to the approved curriculum, as follows:

a) test 1: evaluation of basic and specialised knowledge;

b) test 2: presentation and defence of graduation paper or bachelor's/ diploma project.

(2) The graduation, respectively bachelor's/ diploma exam tests require the in person attendance of the exam committee assigned for each examination and the candidate in the same place and at the same time.

(3) Presentation and defence of graduation paper and bachelor's/ diploma project are public, which means that students and teachers from UBB can participate.

Art. 26. The master's thesis examination consists of a single test, that is presentation and defence of master's thesis. The presentation and defence are public, which means that students and teachers from UBB can participate, and takes place in the same place and at the same time in the presence of the examining committee and the examined candidate.

Art. 27. (1) During tests, faculties are required to provide additional support tailored to the needs of candidates with special educational requirements/disabilities when requested and, where appropriate, following the recommendations of the Centre for Students with Disabilities (CSD).

(2) Accommodations may include, but are not limited to: additional time to complete tests, testing in a separate room, use of adequate assistive technology (e.g., screen readers, font size software), sign language interpreters, accessible test materials (large print, Braille, accessible digital format), and the assistance of an accompanying person/educational assistant, where necessary.

(4) Students will submit their applications along with supporting documents (certificate of disability, form A5, medical letter issued by a specialist doctor, psychological/neuropsychological report) three weeks before the graduation exam, with the practical details of the accommodations to be determined by the chair of the graduation committee, together with the CSD, while ensuring the confidentiality and dignified treatment of the student.

C.2. Language proficiency

Art. 28. The candidates for the graduation exam will submit (upon the examination registration) a certificate of language proficiency in an international language (according to Addendum 1) which confirms their foreign language skills. The student who has completed a programme in a language other than that of the Romanian, Hungarian or German lines of study is not required a language proficiency certificate. The graduation examination committees will accept upon registration for the graduation/ diploma exam one of the types of certificates listed in the Addendum to this Regulation.

Art. 29. The minimum number of points obtained following the foreign language training, based on which the candidate is eligible to sit the graduation exam will be established by the Faculty Council.

C.3. Assessment of core and specialised knowledge

Art. 30. (1) The purpose of the exam is to assess the ability of graduates to integrate knowledge acquired during college and adapt it to the cognitive process in the respective field. In the process of assessing core and specialized knowledge the exams taken throughout the undergraduate studies will not be repeated.
(2) The assessment may consist of a written or oral exam, with a format established by the faculty and announced six months prior to the first sign-up date for the first session. The format of the exam and the topics covered are decided by the faculty.
(3) A proposal for the organisation of the committees may be submitted at faculty level.

C.4. Graduation paper, bachelor's/diploma thesis, master's thesis

Art. 31. The aim of the graduation/bachelor's/diploma/master's thesis is to assess the ability of graduates to process knowledge in problem solving situations that are specific for their field and to undertake case studies, field research, laboratory work, tests, or scientific projects, etc., in accordance with the specific nature of the specialisation.
Art. 32. Final-year projects, bachelor's/diploma theses and dissertations may be supervised by academic or research staff who are tenured at UBB and hold a doctoral degree, or by teaching/research staff who are employed by the university on a contract for the academic year covering the supervision of the relevant project and who hold a doctoral degree. The final-year project, bachelor's/diploma and master's thesis may have one or several supervisors, in which case at least one of them must be a tenured teacher/researcher with a doctoral degree.
Art. 33. Supporting productive research, writing and degree completion, establishing teaching and scientific procedures, guidance, and establishing the requirements and criteria for evaluation will be done according to specialisation, fields, respectively lines of study. Year advisers, tutors are responsible with informing graduates about the aforementioned, theses supervisors are responsible with applying the specific professional decisions to the formations in which the graduates are integrated.
Art. 34. UBB welcomes the involvement of international scientific supervisors from partner universities in the European Union, especially from the EUTOPIA university alliance or The Guild consortium, specifically for the Hungarian and German lines of study in Hungary, Germany, and Austria. Professors from partner universities can provide scientific supervision with a cooperation agreement in force, if the agreement stipulates the cooperation in the field of research or student exchange. The involvement of external experts (specialists in the field) is also encouraged, to facilitate better interaction between students and the professional environment.
Art. 35. A teacher may supervise papers of graduates from another faculty, specialisation, line of study, employing the professional criteria and the specific requirements of the degree programme the graduate belongs to. Graduates are required to stay informed about the requirements and criteria of their own degree programme.
Art. 36. Students will choose their topics and supervisors for the graduation, bachelor's/diploma and master's thesis within the deadline set by the faculty, under its own regulations. The graduation, bachelor's/diploma and master's thesis supervisors are required to provide students with ongoing guidance throughout the writing of the graduation, bachelor's/diploma and master's thesis.
Art. 37. (1) The formal and content related requirements, as well as the requirements for the individual research/study regarding the graduation, bachelor's/diploma and master's thesis, the guidelines on the substantiation, documentation, conceiving, drafting, writing, defending of the paper, as well as the assessment criteria will be brought to the knowledge of the graduates at least six months prior to scheduling the first day of registration for the first exam session. The evaluation criteria will be accompanied by a detailed, explicit grading system and an assessment report of the graduation paper (graduation, bachelor's/diploma, master's thesis). Modifications of these demands, guidelines and criteria will enter into force the following summer session. The autumn/winter session have the same requirements, guidelines and evaluation criteria as the summer session.

(2) Faculties may establish the type of papers accepted, with differences for each cycle of studies, line of study, field, or specialisation. Faculties may choose from the following types of papers, without being confined to them:

- literature review;
- case study;
- research paper/project;
- evidence-based solutions;
- sustained critical self-reflection on their own artistic creation.

(3) When the bachelor's or master's thesis is based on the candidate's own artistic creation, full documentation of this creation (audio-visual recordings, photographic documentation, or other forms of recording) is a mandatory part of the thesis and must be submitted along with it. Materials format, technical specifications, and submission procedure are established and communicated by each faculty.

Art. 38. Each graduation, bachelor's/diploma and master's thesis supervisor will submit an assessment report on the contribution of the author and the degree of novelty of the thesis in the language of the respective degree programme or in another international language.

Art. 39. Graduation, bachelor's/diploma and master's theses are prepared, written, edited, and presented in the language of instruction of the degree programme or in an international language (English, French, Italian).

C.5. Specific examination tests

Art. 40. The specific examination tests are those examinations other than the graduation, bachelor's/diploma or master's thesis, which are specified for the programmes that are regulated on national level or are examinations related to the particular nature of the respective field (art, theatre, etc.). These examinations can be written, oral or practical examinations.

Art. 41. The oral and/or practical examinations will be taken before the graduation exam committee. These examination tests are organized in the language of study.

Art. 42. The specific examination (where applicable) failed two times consequently can be repeated in a subsequent exam session and the candidate will pay for the expenses incurred in accordance with the stipulations of the organizing institution, as established by law. With the exception of the specialisations, respectively, examinations for which the line ministry or the university Senate issue other stipulations, respectively those with an educational plan drawn up at national level or group examinations, e.g. in the theatre field.

C.6. Ensuring the originality of written content

Art. 43. Misrepresentation by the graduate of the authorship of a graduation, bachelor's/diploma thesis or master's thesis, irrespective of how they came into possession of it, is considered fraud and is punishable by disqualification from the examination, following a report drawn up by the members of the examination panel.

Art. 44. Any fraud, involving total or partial plagiarism when writing the graduation, bachelor's/diploma or master's thesis, is punishable by disqualification from the examination, subject to a report drawn up by the members of the examination panel.

Art. 45. Each faculty shall adopt specific measures to detect misrepresentation of authorship and to identify plagiarism prior to the submission and defence of final papers. To this end, faculties will use similarity detection software listed in the nationally recognised programs approved by order of the Minister of Education. Faculties may additionally use other similarity identification software, according to their own regulations.

Art. 46. Each faculty will stipulate, by its own regulations, a maximum percentage of similarity acceptable, which may not exceed 20%. This does not apply to the inclusion of material from the candidate's previous publications, provided that it is correctly referenced. The faculty regulations will also set out the obligations of students and supervisors if this percentage is exceeded.

Art. 47. Analysis and interpretation of the similarity report result will be carried out by the person(s) designated at faculty level. Similarity reports go into the examination file.

Art. 48. The authors of the graduation, bachelor's/diploma and master's thesis are accountable for the originality of their content and shall submit a statutory declaration to this effect, following the template in Addendum 2. The statement will be included in the exam application file.
Art. 49. The supervisors of the graduation, bachelor's/diploma and master's degree theses shall be responsible for ensuring that the scientific work meets the specific requirements of an original creation.

D. EVALUATION

Art. 50. The final examination committees and the complaints committees are established for each degree programme/ teaching language/ geographical location. These committees are usually submitted by departments, endorsed by the Faculty Council and approved by the Rector. Faculties may establish their own regulations for appointing committees.
Art. 51. Committees for graduation, bachelor's/diploma and master's exit examinations and committees established for solving appeals are published on the faculties websites.
Art. 52. The management of faculties and the examination committees bear full responsibility for organizing and conducting the graduation exams.
Art. 53. (1) Each committee consists of a president, members, and one or several secretaries.
(2) The composition of the graduation, bachelor's/diploma and master's exit examination committees and appeal handling committees, as well as the number of their members, will not change throughout the period of the exit examinations.
Art. 54. (1) The chair of the committee must be a professor or associate professor.
(2) Members of the committee must hold a doctoral degree and the academic rank of university lecturer/senior lecturer, associate professor, or full professor, or hold an equivalent research position.
(3) The secretary/secretaries of the committee may be doctoral students or teaching/research staff of any academic rank and are responsible only for processing documents. In exceptional cases, if the secretary is absent, one of the committee members will take over their duties.
Art. 55. According to the law, the members of the graduation exam committee and of the committee handling the appeals may not be related to the candidates, or among them, as spouses, in-laws, and relatives to the third degree.
Art. 56. The chair of the committee must be a tenured teacher. The other members of the committee must be tenured faculty members at UBB or affiliated teachers, or full-time researchers. If graduates of other higher education institutions, private or public, sit for the graduation, bachelor's/diploma or master's degree examination, the graduation, bachelor's/diploma or master's degree examination committee will not include teachers who were previously involved in educational activities with the candidates in question.
Art. 57. (1) The graduation committee or the bachelor's/diploma committee will prepare the exam topics and grading criteria. Each paper will be assessed by two teachers in the committee.
(2) Oral exams will be held before at least three teachers from the graduation committee.
Art. 58. The defence of the graduation, bachelor's/diploma thesis or master's thesis is delivered before the graduation committee and is public. The scientific supervisor of the graduation, bachelor's/ master's thesis proposes a grade for the scientific content and a grade for the thesis preparation and attends its public defence. If the thesis supervisor cannot attend the public defence for objective reasons, they shall submit a written report to the secretariat with their assessment of the dissertation prior to the public defence. The final score is established by the committee.
Art. 59. For theses defended by candidates from other universities, the scientific supervisor of the thesis/project may participate as a guest.
Art. 60. (1) A maximum of 20 credits (10 credits maximum for the assessment of fundamental and specialist knowledge and 10 credits maximum for the presentation and defence of the graduation thesis) are awarded for the graduation exam organised upon completion of the short-term degree programmes operating under Higher Education Law no. 199/2023. These credits will be added to the 120 credits granted for short-term degree programmes. The credits system and the exam are established in the presentation page of the educational plan. Only specialisations or examinations where the Ministry of Education or

ARACIS issued other stipulations will be excepted, respectively those with a curriculum elaborated at national level.

(2) For the graduates of degree programmes organised under Education Law no. 84/1995, if the candidate passes the graduation exam, they accumulate 30 credit points (15 credits for the assessment of fundamental and specialist knowledge and 15 credits for presentation and defence of graduation thesis). These will be added to the credits gained throughout the duration of studies.

Art. 61. (1) If the candidate passes the bachelor's/diploma exam, they accumulate maximum 20 credit points (at most 10 credit points for the assessment of core and specialist knowledge and at most 10 credit points for presentation and defence of bachelor's thesis/ diploma project). These add to the 180/240 credits available for undergraduate degree programmes. The credits system and the exam are established in the presentation page of the educational plan. Only specialisations or examinations where the Ministry of Education or ARACIS issued other stipulations will be excepted, respectively those with a curriculum elaborated at national level. For undergraduate level specialisations that require specific examinations besides the bachelor's thesis, the 20 credit points are distributed between these examinations according to the stipulations of the educational plan in place.

(2) For the graduates of study programmes organised under Education Act no. 84/1995, if the candidate passes the bachelor's/diploma exam, they accumulate 30 credit points (15 credits for the assessment of fundamental and specialist knowledge and 15 credits for presentation and defence of bachelor's thesis/ diploma project). These will be added to the credits gained throughout the duration of studies.

Art. 62. 10 credit points are typically accumulated for the master's thesis defence. These add to the 60/120 credits available for master's degree programmes. The credits system and the exam are established in the presentation page of the educational plan. Only specialisations or examinations where the Ministry of Education or ARACIS issued other stipulations will be excepted, respectively those with a curriculum elaborated at national level. For graduates of degree programmes organised under Education Law no. 84/1995, 15 credits are awarded for the defence of the master's thesis. These will be added to the credits gained throughout the duration of studies.

Art. 63. The score of each test of the graduation and bachelor's/diploma exam and the score of the master's exam is calculated as an arithmetic mean of the grades given exclusively by the members of the examination committee and is established with two decimals, without rounding. Grades given by the exam committee members for thesis defence will be integers from 1 to 10. The score of the graduation and bachelor's/diploma exam is calculated with two decimals, without rounding, solely based on the tests scores.

Art. 64. Committees' deliberations in relation to deciding the graduation examination results, the bachelor's/diploma examination and the master's degree examination are not public.

Art. 65. The score granted for the graduation, bachelor's/diploma and master's thesis will reflect both the substantive content of ideas and the presentation delivered by the candidate. In case of differences greater than two points between the scores given by the committee members, the chair will request the reassessment of the graduation, bachelor's/diploma or master's thesis.

Art. 66. (1) A graduation or bachelor's/diploma examination is successful if the final average of the examination is at least 5.00.

(2) The graduation, bachelor's/diploma and master's exam is successful if all its tests are passed, and the exam total score is at least 6.00.

Art. 67. The results of each examination test of the graduation or bachelor's/diploma exam, respectively the results of the master's graduation exam will be posted on the faculty notice board/ faculty website/ AcademicInfo indicating the date and time of the publication, no later than 48 hours from the final examination of the last candidate according to the timetable published, complying with the personal data protection regulations.

Art. 68. In the written, oral or practical examination (if appropriate), the candidates who resort to fraud or proven attempted fraud will be eliminated from the examination without the tax refund. The candidates who withdraw their documents before the posting of the examination results are considered eliminated from the examination without the right to obtain the tax refund.

Art. 69. The Committee may acknowledge the grades to exams taken in previous sessions at UBB.

Art. 70. Possible appeals regarding the written exam will be submitted within 24 hours from the publication of results at the secretariat of the faculty or university extension or through email, scanned, sent to the official address of the secretariat/branch campus, taking into account as a reference point the time the message is received. Appeals will be handled within maximum 48 hours from the completion of the period for filing complaints by the committee entrusted with the assessment and solving of appeals. The paper will be reviewed once again and reassessed by all the members of the committee, and the chair of the committee or the head of department can decide that one or two other teachers specialised in the field should be consulted. The presentation and defence cannot be repeated, the object of the assessment being only the paper, the written master's thesis. The results of this reassessment will be included in a report signed by the chair, the committee secretary/ secretaries and the committee members. The result of the appeal is taken into account if the difference between the initial grade and the grade obtained after the reassessment is at least 0.5 point***s***. If the object of the appeal is the organisation procedure, the dean or the head of the line of study will determine whether the established procedures were followed and respected for the graduation examination.
Art. 71. Appeals are solved only at the level of the organising institution and the decisions taken by the committees entrusted with the analysis and solving of the appeals are final.
Art. 72. The results obtained in oral exams, sporting and artistic aptitude tests cannot be appealed.
Art. 73. The organisation and secretarial activity, the activity regarding logistics, respectively relations with the graduates in the presentation and defence process fall under the responsibility of the committee secretary/ secretaries.
Art. 74. A taken and passed graduation examination cannot be repeated in another session.

E. FINAL PROVISIONS

Art. 75. All provisions and assessment criteria of this Regulation are applied without discrimination both to the university students and to students coming from other state universities or from private universities.
Art. 76. A refund of the amount paid for the examination fee is possible only if the application file is withdrawn before the end of the period of applications for the graduation exam.
Art. 77. After each graduation/bachelor's/master's exit exam session, within two working days, the Rector's office of UBB will receive the documents pertaining to the respective session.
Art. 78. UBB faculties will inform in writing the home institutions of each candidate of their results in the graduation, bachelor's/diploma and master's exit exam.
Art. 79. Within 60 days from the conclusion of the examination, faculties will submit to the Documents of Studies Office the documents of the graduates, in order to prepare and issue their graduation diplomas.
Art. 80. (1) Until the diploma is issued, graduates who have passed the graduation exam receive certificates confirming completion of studies. The completion of studies certificate gives the holder the same legal rights as the diploma and contains the title, name, surname and signature of the persons in charge at the issuing higher education institution, and the following information: the academic studies field; degree programme/ specialisation, the study duration, the years of study overall grade, the average score of the exit examination, the status of accreditation/ provisional accreditation, form of education, teaching language, geographic location, number of credits and document that establishes them (Government Decision, Minister's Order, as applicable), ministerial order number/ letter of acceptance/ education approval/ recognition of degree certificate (for international students).
(2) Graduates are generally issued a single certificate of completion of studies. In the event of loss or damage, a replacement certificate with a new registration number will be issued upon request, with a validity period of 12 months calculated from the completion of the exit examination.
Art. 81. Graduates of dual higher education degree programmes receive, after graduation, a certificate documenting the period during which the student carried out work-based learning activities.
Art. 82. Graduates who do not take or do not pass the graduation, bachelor's/diploma or master's exit exam receive, upon request, a certificate of completion of studies without graduation issued by the higher education institution where they graduated, which includes the title, last name, first name, and signature of the persons in charge at the issuing higher education institution, as well as information on the academic studies field; degree programme/ specialisation, the study duration, the years of study overall grade, the

average score of the exit examination, the status of accreditation/ provisional accreditation, form of education, teaching language, geographic location, number of credits and document that establishes them (Government Decision, Minister's Order, as applicable), ministerial order number/ letter of acceptance/ education approval/ recognition of degree certificate (for international students).

Art. 83. The Rector may revoke with the approval of the UBB Senate, a graduation exam, a studies certificate or diploma when it is proven that it was obtained by fraud or in violation of the Ethics Code and of the academic moral code.

Art. 84. This Regulation comes into force as from the final examinations of the current academic year.

Addendum 1

LANGUAGE PROFICIENCY CERTIFICATES

ELIGIBLE FOR THE GRADUATION EXAM AND BACHELOR'S/DIPLOMA EXAM APPLICATION

English language	*Cambridge English: B1 Preliminary for Schools - B1, B2* *Cambridge English: B1 Preliminary - B1, B2* *Cambridge English: B2 First for Schools - B1, B2, C1* *Cambridge English: B2 First - B1, B2, C1* *Cambridge English: C1 Advanced - B2, C1, C2* *Cambridge English: C2 Proficiency - C1, C2* *Cambridge English: B1 Business Preliminary - B1, B2* *Cambridge English: B2 Business Vantage - B1, B2, C1* *Cambridge English: C1 Business Higher - B2, C1, C2* *IELTS (International English Language Testing System) - B1, B2, C1, C2* *TOEFL iBT (Test of English as a Foreign Language – Internet-based Tests) - B1, B2, C1* *TOEIC (Test of English for International Communication) - B1, B2, C1* *LCCI - ELSA (London Chamber of Commerce and Industry International Qualifications – English Language Skills Assessment) - minim B1* *LCCI - JETSET (London Chamber of Commerce and Industry International Qualifications - Junior English Tests, Senior English Tests) - minim B1* *Pearson LCCI Entry 3 Certificate in ESOL International - CEFR B1* *Pearson LCCI Level 1 Certificate in ESOL International - CEFR B2* *Pearson LCCI Level 2 Certificate in ESOL International - CEFR C1* *Pearson LCCI Level 3 Certificate in ESOL International - CEFR C2* *Pearson Edexcel Entry Level Certificate in ESOL International (Entry 3) - B1* *Pearson Edexcel Entry Level 1 Certificate in ESOL International - B2* *Pearson Edexcel Entry Level 2 Certificate in ESOL International - C1* *Pearson Edexcel Entry Level 3 Certificate in ESOL International - C2* *TRINITY ISE (Integrated Skills in English) - B1-C2* *ECL - B1-C1* *Oxford Test of English - B2-C1*
French language	*DALF (Diplôme approfondi de langue française) - C1-C2* *DELF (Diplôme d'études en langue française) - B1-B2* *TCF (Test de connaissance du français) - B1-C2* *TEF (Test d'évaluation du français) - B1-C2*
German language	*DSD (Das Deutsche Sprachdiplom der Kultursministerkonferenz Zweite Stufe) - B2, C1* *ŐSD (Das Österreichische Sprachdiplom Deutsch) - B1, B2, C1* *Goethe-Zertifikat - B1, B2, C1* *Goethe-Zertifikat - C2* *ZDfB (Zertifikat Deutsch für den Beruf)* *PWD (Prüfung Wirtschaftsdeutsch International) - C1* *KDS (Kleines Deutsches Sprachdiplom) - C2* *GDS (Großes Deutsches Sprachdiplom) - C2, C2+* *TestDaF (Der Test Deutsch als Fremdsprache) - B2-C1* *telc Deutsch - C1*
Italian language	*CILS (Certificazione di Italiano come Lingua Straniera) - B1-C2* *CELI 2, 3, 4, 5 (Certificazione della lingua italiana) - B1-C2* *PLIDA - B1-C2*

Spanish language	*DELE - B1-C2*
Chinese language	*HSK – certificates issued by the Confucius Institute*
Attestation certificates issued by the Department of Specialised Foreign Languages and by the Department of Modern Languages and Business Communication at UBB.	
Certificate issued by the ALPHA and LINGUA Centres at UBB *B1-C2*	
***Attestation certificates issued by universities* in the *Universitaria Consortium*, Cluj Universities Consortium or other consortia where UBB is a member.**	
Official documents attesting to at least one semester of higher education studies at a higher education institution abroad.	
Attestation certificates issued by foreign universities which have signed a cooperation agreement with Babeș-Bolyai University	

Addendum 2

STATUTORY DECLARATION

I, ..., the undersigned, declare that the graduation paper/ bachelor's thesis/ diploma project/ master's thesis that I will defend during the exit examination at the Faculty of ..... at Babeș-Bolyai University, in the ..... exam session, under the supervision of ..... is a personal work. I hereby confirm that I have not committed plagiarism by copying another published or unpublished work, a work available to public view, or a web-based file. For the submitted thesis I used exclusively the bibliography presented and there is no misinformation or misrepresentation involving any other bibliographic source or electronic files that might have been used in writing the paper. I also confirm that the information provided is true and accurate. Within the scope of this paper, Generative Artificial Intelligence was used for ...../was not used.

This declaration is part of the thesis and is attached to it.

Date,

Name,

Signature

Addendum 3

ORGANISING AND CONDUCTING THE GRADUATION EXAMINATION AT UBB, WHEN FACE-TO-FACE TEACHING ACTIVITIES ARE SUSPENDED

If a state of emergency, alert or necessity requires the suspension of face-to-face teaching activities and conducting them online, the *Regulation for organising and conducting the graduation examination for short-term degrees, undergraduate and master's degree studies* will be supplemented with the following provisions, which will be in effect until the situation allows the resumption of face-to-face teaching activities:

1. The scientific supervisors, in cooperation with the students whose theses they coordinate, will consider the topics of the graduation, bachelor's thesis/ diploma paper/ master's thesis that they have opted for and, where appropriate, will adapt them so that they can be written in the context of the suspension of face-to-face teaching activities.
2. The graduation and bachelor's degree/diploma exam at UBB consists of two examinations, subject to the approved curriculum, as follows:
   a) test 1: evaluation of basic and specialised knowledge;
   b) test 2: presentation and defence of graduation paper/ diploma project.

   The master's thesis examination consists of a single test: presentation and defence of master's thesis.
3. All examinations will be conducted online, in real time, before the examination committee, using a platform selected by the faculty that allows for simultaneous transmission, (*live*) reception, and audio-video content recording. Both the examination committee and the students will have their video cameras turned on during the examinations.
4. The online examination of the graduation exam and bachelor's/diploma exam tests, as well as the online defence of the master's thesis, are both entirely recorded and stored at the faculty level for each graduate.
5. Fundamental and specialised knowledge will be assessed by an oral or written exam conducted online in the language of study.

   For the online oral examination:
   a) The examination committee will draw up a list of questions for each group of students and will choose a question at random for each candidate so that the randomness of the selection may be observed.
   b) The student will have enough time to prepare the answer, but they will not leave the examiners' field of view or confer with anybody else in the room or over the phone/online during that period. Candidates who do or attempt to commit fraud will be disqualified from the examination.
   c) A minimum of 10 minutes will be allotted to the candidate to present their argument.
   d) It is not possible to dispute the results of oral examinations.

   For the online written examination:
   a) The examination committee will compile a list of topics from which a set of questions will be chosen at random and assigned to each applicant via an electronic platform.
   b) The student will have enough time to prepare the answer, but they will not leave the examiners' field of view or confer with anybody else in the room or over the phone/online during that period. Candidates who do or attempt to commit fraud will be disqualified from the examination.
   c) Each candidate will provide answers via an electronic platform, and these answers will be recorded and archived at the faculty level for each graduate separately.
6. The presentation of the graduation and bachelor's/diploma thesis (second evaluation) will be conducted online, preferably in the same video session as the assessment of basic and specialised knowledge (first evaluation), with each candidate having at least 10 minutes to present their paper

and at least 5 minutes to answer the examination committee's questions. The second evaluation can be conducted after the first evaluation.

7. The presentation of the master's thesis will be conducted online, with each candidate having at least 10 minutes to present their paper and at least 5 minutes to answer the examination committee's questions.
8. As the online assessment requires more examination committees than the written/face-to-face assessment, in order to prevent staffing problems, it is accepted as a derogation that:
    a) The chair of the committee may be a university professor, associate professor, or assistant professor/lecturer.
    b) The members of the committee must have a doctoral degree and be a teaching assistant, assistant professor/lecturer, associate professor, or university professor.
    c) The committee's secretary/ secretaries must be at least doctoral students and are exclusively in charge of documents handling.
9. If a candidate is unable to access the platform on which the examinations are conducted for whatever reason, or has technical issues with their Internet connection, the examination committee may decide to reschedule the student's assessment or to use an alternative platform, in accordance with the exam guidelines (time frame, committee etc.).
10. Candidates must upload or submit electronically to an address provided by each faculty all of the documents listed in the *Regulation for organising and conducting the graduation examination for undergraduate and master's degree studies*, signed (where applicable) and scanned in PDF format in order to apply for the graduation, bachelor's/diploma and master's degree exam. Email addresses, electronic platforms, and other types of internet communication that allow for secure document transmission, downloading, and storing may be used by faculties.

    The only exception to this provision is the identity card type photos, which will be submitted to the Documents of Studies Office in paper format, in two copies, upon picking up the diploma.

    All documents of graduates from other universities who apply at UBB to sit the graduation, bachelor's/diploma and master's exit exam examination are also excluded from the provision. According to the terms of the collaboration protocol agreed with UBB, the institution that provided the education programme will submit the documents by post or courier delivery.

    Scanned documents required to apply for the graduation and bachelor's/diploma examination:
    - application form (signed);
    - baccalaureate diploma and the school transcript (for diplomas issued with a school transcript) or equivalent diploma;
    - birth certificate;
    - identity card for the following situations: a) birth certificate does not include a National Identification Number; b) birth certificate does not specify the county; c) official name of the city has changed; d) personal data of the document holder requires further clarification;
    - language proficiency certificate;
    - the graduation or the bachelor's/diploma thesis with a statutory declaration confirming the originality of the paper (signed);
    - similarity report;
    - proof of payment of the registration fee (if applicable);
    - the assessment report of the academic supervisor.

    Registration will only be confirmed once the assessment report from the academic supervisor is submitted to the secretariat.

    Scanned documents required for application for the master's degree examination:
    - application form (signed);
    - baccalaureate diploma and the school transcript (for diplomas issued with a school transcript) or equivalent diploma;
    - bachelor's/ engineer diploma and the school transcript/ diploma supplement (for diplomas issued with a school transcript/ diploma supplement) or equivalent diploma;
    - birth certificate;

- identity card for the following situations: a) birth certificate does not include a National Identification Number; b) birth certificate does not specify the county; c) official name of the city has changed; d) personal data of the document holder requires further clarification;
- the master's thesis with a statutory declaration confirming the originality of the paper (signed);
- similarity report;
- proof of payment of the registration fee (if applicable);
- the assessment report of the academic supervisor;

Registration will only be confirmed once the assessment report from the academic supervisor is submitted to the secretariat.

11. The examinations for completing short-term, undergraduate and master's degree studies will be scheduled in accordance with the calendar submitted to and approved by the Rector's Office in accordance with the structure of the academic year.
12. Subject to legal regulations, the provisions of this addendum pertaining to the online examination for exit exams also apply to the graduation exam of the Psycho-Pedagogical Training Programme (Pedagogical Module), level I and level II.
13. The provisions of this Addendum also apply to organising and conducting the graduation examination for pre-university teachers' professional conversion programmes.
14. All other provisions of the *Regulation for organising and conducting graduation examinations for undergraduate and master's degree studies* will remain in effect following the adoption of this Addendum.
15. Faculty guidelines for organising and conducting final examinations will be aligned with the provisions of this addendum. To that end, each faculty may create an equivalent addendum to its own regulation.
16. When the context at the national or local level changes so that it allows the resumption of face-to-face teaching activities, the provisions of this addendum will no longer be valid, and the *Regulation for organising and conducting the graduation examination for short-term, undergraduate and master's degree studies* will fully apply.