



REGULATION

regarding the professional activity of students (undergraduate and graduate level)
**at the Babeş-Bolyai University based on
European Credits Transfer System (ECTS)**

Chapter I. GENERAL PROVISIONS

Art. 1. The regulation regarding the professional activity of students based on the European Credits Transfer System comprises a set of rules applicable within Babeş-Bolyai University of Cluj-Napoca.

Art.2. The provisions of this Regulation apply to all categories of students and all forms of education of the Babeş-Bolyai University of Cluj-Napoca, in compliance with the National Education Law no. 1/2011, Order of the Ministry of Education, Research, Youth and Sport on approving the Code of student's rights and obligations and the Charter of Babeş-Bolyai University of Cluj-Napoca. Within the University, in accordance with the legal provisions in force, the *education process* is organized in cycles:

1st Cycle – Bachelor's degree, which spans over 6-8 semesters;

2nd Cycle – Master's degree, which spans over 2-4 semesters;

Chapter II. FACULTY ENROLMENT AND STUDENT DOCUMENTS

Art.3. Enrolment of students admitted in the first year of study, of students transferring from other universities, of short-term higher education graduates who were approved to continue with the first cycle in order to obtain the bachelor's degree, is done based on the proposal of the faculties, through the rector's decision under a unique registration number, valid for the entire period of study in the faculty where the student was accepted. These numbers are given successively for each series of students according to the field/ study programme/ language of teaching/ form of education.

The students re-enrolled upon rector's decision will receive the same registration number under which they were originally registered.

Art.4. Student enrolment in the school register shall be done based on the personal file which will include:

- admission exam papers (if applicable);
- high school diploma (or its equivalent) in original or bachelor's degree in original, if the student enrolls for a second degree programme. High school diploma may be submitted in certified copy, accompanied by a certificate issued by the Secretariat where the original is submitted, if the student is enrolled in two specialisations at the same time;
- the enrolment application form for admission;
- a copy of the birth certificate and the original to be legalized by the faculty admissions committees;
- documents certifying the name change, certified copy;
- 2 photos in 3/4 format;
- medical certificate;

- Academic studies agreement;
- enrolment contract;
- documents needed to obtain a scholarship, as required by law;

Enrolment of students from non-EU and EEA states is possible within 30 days from the date mentioned on the Acceptance letter issued by the Ministry of Education, Research Youth and Sports;

Enrolment of students based on an Order issued by the Ministry of Education, Research Youth and Sports is possible within 15 days following the issuance of the order.

Throughout the enrolment, the student's file is to be completed with:

- annual learning agreements signed with the faculty, represented by the Dean; the learning agreement will be completed before the beginning of the academic year. They must contain the courses (core courses, optional and elective courses) contracted by the student, consisting of specific courses in the curriculum of the school year in which the student is enrolled, failed courses in the previous year / years for which the student wishes to retake activity as well as courses credited in advance. In the case of applications for exemption from payment of exams (in case of illness – at least 20 days of hospitalization) they will be approved by the faculty management, along with medical documents (hospital release note and the specialist doctor's stamp). Similar provisions for exemption from payment of exams apply also in the case of student mobility scholarship. They must prove the fulfilment of obligations imposed by the study agreement during mobility;
- documents granting specific rights (interruption of studies, school extensions, transfer, equivalency exams, etc.);
- highlights or sanctions;
- documents that certify studies carried at other national or foreign universities and the results obtained;
- proof of payment of fees if such payment is not made at the faculty.

Art. 5 When enrolling at the university, the following documents are issued to each student:

a) student card;

b) student ID card for transportation discount, which is granted only to students enrolled to full time education, and only until the age of 26.

The student ID card serves as identification card in all cases where proof of the student status is required. The student ID card must contain all grades obtained in assessments or other forms of verification of knowledge. The student must present the student ID card to the examining teacher. The student ID card is endorsed by stamping by the secretariat of the faculty at the beginning of each academic year.

In the student papers corrections or false data are not accepted, such a fact being considered fake official documents and sanctioned as such. In case of loss of personal documents, the student will make a sworn statement in order to further be issued a duplicate. A request in this respect will be filed at the secretariat of the faculty and the student will pay the fees established by the Senate of the Babeş-Bolyai University. In case of transfer, permanent withdrawal or expulsion, the faculty secretariat will withdraw the student ID card and discount ticket for transportation, which will be kept in the student's file.

Art.6. The annual learning agreement is concluded with the faculty, represented by the dean, and it will replace the requests for enlisting in a school year.

Chapter III. STUDENT RIGHTS AND RESPONSIBILITIES

Art.7. The student, as a member of the academic community has rights and obligations which are specified by the legislative provisions of the Charter of Babeş-Bolyai University of Cluj-Napoca, the Student Status and the regulations established by the Senate and of the hereby Regulation.

Student rights

Art.8. During school studies, students have the following rights:

- a) to receive free undergraduate and graduate education, within the limit of available budgeted places or study grants (in line with the National Education Law regulations, as amended and supplemented) as Romanian citizens and citizens of EU Member States, EEA or EC, according to article 142 paragraph (4), Romanian ethnics everywhere, according to Article 205 paragraphs (5) and (6) of the National Education Law, as amended and supplemented;
- b) to simultaneously pursue two specialisations as specified by existing laws and regulations;
- c) to use faculty facilities (laboratories, lecture rooms, workshops, libraries, reading rooms and sport halls) and all the means provided by the university for a more thorough instruction, in accordance with the specific regulations regarding the borrowing of equipment and the conditions established by the University Senate;
- d) to participate in student scientific work, in the activity artistic groups in college and university, clubs, centres of culture for students, in sports and academic performance within the university;
- e) to receive grants and other forms of support, in accordance with legal rules and regulations established by the Babeş-Bolyai University of Cluj-Napoca and the legislation in force;
- f) to receive free medical assistance as stated by law;
- g) to be accommodated in dormitories and eat in the university cafeterias in compliance with the regulations in force;
- h) to receive mobility grants for studies at other universities in the country and abroad; ERASMUS, CEEPUS abroad mobility grants are awarded in accordance with the specific regulations in force;
- i) to benefit from the advice of a tutor established by the Faculty Council regarding matters of education, credits and professional training;
- j) to receive discounted rates in all cases falling under the laws and regulations in force;
- k) during the period of interruption of study the student is not entitled to the rights conferred by law to students (student housing, scholarships, discounts for local transportation and for railway transportation);
- l) to receive funding from the government's budget for education after the admission exam, based on the ranking at the end of each year of study in descending order of the average grade, and based on the number of places available according to the number of students approved by The Romanian Agency for Quality Assurance in Higher Education (ARACIS) for each programme/ specialisation and line of study;
- m) to receive credits through the Agency for Credits and Scholarships for Students in accordance with article 204 of the National Education Law with subsequent amendments;
- n) to be issued free of charge the schooling documents which certify the status of the student (including study status/ school transcript, bachelor's, engineer's, master's and doctoral degrees, supplements to the diploma, certificates, cards and tickets, including those for library access);
- o) to benefit of open session, for all students involved in performance sports or artistic activities, those who have participated in international mobility programmes, students in maternity leave and students who were hospitalized at least 20 days, for reasons stated by the medical certificate. The conditions of approval of an "open session" are established by the Faculty Council. The request for organizing an "open session" is submitted to the secretariat of the faculty and, after its approval by the Faculty Council, a summary table of these requests shall be submitted to the UBB Rector's office, signed by the dean and chief secretary for approval.

Student Obligations

Art. 9. Students are required:

- a) to meet thoroughly, in good conditions and on time all their obligations according to the curriculum and university programmes in order to ensure a good professional training;
- b) to comply with the University Charter and internal regulations derived from it;
- c) to use existing material goods in the areas of education, residences, student spaces available according to their purpose, etc. Any damage caused to the aforementioned will be punished according to the regulations in force;

- d) to pay the fees within the established deadline and pay any related penalties. The tuition and exemption from payment are decided by the Senate;
- e) to fulfil their financial commitments as imposed by the institution of education, under the conditions of the learning agreement;
- f) to pay the corresponding amounts for tuition or other types of fees before requesting re-enrolment.

Chapter IV. COURSE ATTENDANCE

Art.10. The student must attend the educational activities whose compulsory attendance is stated in the faculty regulations as such, established by the department and approved by the faculty. The tenured teacher will inform the students the aforementioned in the first two weeks of the beginning of each semester in accordance with the syllabus and the curriculum.

Registration for core courses, optional and elective courses is done through the annual learning agreement between the dean and the student who completes the ACADEMIC INFO on line application throughout May each year for the 2nd, 3rd/ 4th years of undergraduate study and the 2nd year of master's studies. The on line publication of the syllabus is done at least one week before completion of the period of validity of the learning agreement. After completing the learning agreement application, it must be printed and handed to the faculty secretariat. Should further modifications to the contract occur following the summer/ autumn re-examination sessions, the learning agreement will be updated in the ACADEMIC INFO application, which the student will further submit to the secretary of the specialisation. These changes can be submitted until the beginning of the academic year.

The student is free to choose the courses in the curriculum, respecting its conditions. 1st year students will enrol in these courses before the beginning of the academic year.

The attendance of courses in order to fulfil the requirements shall be established according to each specific course by the Department Council, on the tenured professor's proposal. Requirements will be specified in the course profile and will be communicated to students at the beginning of the course.

Failure to meet the compulsory attendance requirements may result in denying the student the right to sit for the exam and compelling him to attend all the course-related activities, as provided by the Faculty Council.

Throughout the semesters study cases, essay presentations, thematic debates, half-term papers, etc. can be organized during classes. Student participation in such activities and their results will be taken into consideration during final assessments up to a certain percentage, depending on the specific course, as well as on its syllabus.

Art. 11. Medical cases will be considered only based on the certificates/ medical certificates issued by the authorized institutions, submitted at the faculty secretariat within 5 days from the date of issuance, which will be registered by their attachment to the motivation request.

The Dean may approve, in medical cases requiring hospitalization of minimum 20 days or in case of pregnancy, partial exemption from course attendance based on medical documents proving such a situation. In case of retaking activities with compulsory attendance students will be exempted from paying the courses they need to attend once again.

The maximum amount of recoverable absences accepted to practical activities (laboratories, internships, projects, etc.),with or without motivation, is up to 15% of their duration and will be established by the Faculty Council. These absences can be recovered by paying a fee before the end of the semester, in accordance with the schedule established by the teacher organizing these activities. For practical activities (laboratory work, projects, etc.) the Faculty Council will allow a number of absences which will compulsorily be recovered, otherwise the student will be required to retake the course in the following academic year. The recovery will be done according to a schedule established by the teacher organizing these activities before the re-examination session for the semester in question.

Chapter V. RECEIVING CREDITS. PASSING EXAMS

Art.12. Undergraduate studies correspond to a range of 180-240 transferable study credits according to ECTS.

Master's studies correspond to a range of 60-120 transferable study credits, depending on the duration of the undergraduate studies. The total duration of the first cycle - undergraduate studies - and of the second cycle - Master's studies - must meet the required amount of at least 300 transferable credits.

Credit transfer is valid only within the same academic study cycle.

Art.13. Babeş-Bolyai University credits courses as follows:

- a) 30 credits are granted per semester for specialty core courses and optional courses for students enrolled to full time, part time and distance learning.
- b) the **tests established** for the graduation examination and the diploma project / degree thesis / dissertation are credited separately. A total of 20 credits is assigned for the graduation/ diploma exam (10 credits for the assessment of fundamental and specialized knowledge and 10 credits for presenting and defending the graduation thesis/ diploma project and 10 credits for presenting and defending the dissertation).
- c) the **compulsory modern language** required by the curriculum is credited separately with 3 credits per semester (2 or 4 semesters of 3 credits during the study cycle) which may be included in the 30 credits established for a semester or may be additional. If faculties decide to introduce a compulsory second language, it will be credited with 3 credits per semester, credits which are **not** included in the total of 30 credits.
- d) Beginning with the 2017-2018 academic year, the compulsory discipline "Physical Education" is credited separately, with 2 credits per semester (two semesters of 2 credits throughout the duration of undergraduate study) and is graded on a pass/ fail basis. These credits are not included in the amount of 30 credits.
- e) **elective courses** are credited separately, being recorded in the school register. This category also includes a second foreign language, credited with 3 credits per semester, for the faculties where this is not mandatory.
- f) the courses included in the **teacher training** package are elective and are credited separately.
- g) specialty practice is credited separately in the curriculum and is graded. Credits assigned to practice stages may be included in the 30 credits for a semester or additionally.

Students of Babeş-Bolyai University from Cluj-Napoca can enrol in courses of other faculties or programmes/ specialisations, and the contracted courses are considered optional or elective courses in relation to the programme of study (specialisation) enrolling the student. The results obtained in these courses will be recorded in the school register and in the Diploma Supplement issued by the faculty where the student is enrolled.

The credits allocated to a course according to the curriculum are obtained once a course is completed and a passing grade received. Credits granted to a course cannot be achieved in stages.

The credits related to a discipline cannot be considered otherwise than in a single semester, either in the semester in which they were obtained, or in a future semester.

Art.14. The evaluation of the student training is done throughout the studies in seminars, practical activities, projects, and other forms of assessment listed in the curriculum (VP – continuous assessment, oral assessment – C) and through exams, which are taken in sessions established in accordance with the structure of the academic year. The basic unit in the educational plan is the semester. It comprises 14 weeks of didactic activity and 3 weeks of session exams, which is supplemented by a one-week session of retaking exams.

Re-examination sessions will be held after each examination session, or after the examination session in the second semester and can be organized in the period proposed by the Faculty Council.

During the final semester 2-4 weeks can be provided for preparing the diploma/ degree thesis/ dissertation. This activity can be credited separately, in accordance with the curriculum.

Babeş-Bolyai University applies the European Credit Transfer System – ECTS in assessing the activity of students enrolled in all programmes of study/ bachelor's and master's specialisations.

Within the University, the Credit Transfer System is the responsibility of the vice-rector in charge of the curriculum.

In order to ensure the implementation and monitoring of ECTS in each faculty, a director-advisor of studies is appointed to coordinate the activity of counselling and equivalence.

A transferable credit reflects the amount of directed and independent intellectual work (lecture, seminar, laboratory work, projects, practice, exams, assessments, etc.) required for the student's completion of a unit in the university programme together with the validation of learning outcomes. The credits represent numeric values, between 1 and 30, allocated to courses units and specific activities in a semester. Credits represent whole values, with a range of 1 to 30 units allocated to coursework and to specific activities in a semester. One credit is granted for 25 hours of activity (course, seminar, work, practice, individual study, projects, exams, assessments).

Credits do not quantify the importance of a course, which is established by classifying courses in core courses, optional and elective courses.

The number of credits specified in the curriculum with full time attendance, part time and distance learning for a semester is 30. In study programmes/ specialisations where, according to the curriculum, the last semester is for preparing the diploma, this activity is evaluated with 30 credits.

The curriculum includes core courses, specialized optional courses, optional specialty packages, general optional courses and elective courses. The standard duration of a course is one semester. No student can be compelled, in line with the provisions of the curriculum, to attend more than 6-7 courses per semester in order to accumulate the 30 credits. Curriculum courses will be coded by a single system, within Babeş-Bolyai University.

Core courses (their share will be established in accordance with ARACIS specific standards for each fundamental domain of the study programme) are meant to ensure students acquire the basic knowledge of the specific field.

Optional courses and specialized optional courses packages are meant to reinforce specific directions of study and specialisation of students (their share will be established in accordance with ARACIS specific standards for each fundamental field of the study programme).

The general optional subjects aim at broadening the horizon of specific and general knowledge of the University students. They can be chosen from the university curriculum. Throughout their study, students may choose up to 3 courses of the core courses or optional courses in the University curriculum, instead of the general optional courses in the curriculum of the specific study programme/ specialisation in accordance with the regulation of each faculty. The credits allocated to these disciplines are equivalent to those established for the optional courses which they replace.

Elective courses (their share will be established in accordance with ARACIS specific standards for each fundamental field of the study programme) are courses offered both in the field of specialisation, as well as in other complementary fields. Students can attend electives chosen out of the elective courses in the university curricula.

Enrolment may be refused where it would lead to changes in the configuration of study at the faculty or specialisation requested. Marks for these courses will be entered in separate catalogues and sent in writing to the faculty where the student is registered, to be recorded in the register and in the student's diploma supplement.

The assessment forms specified in the curriculum are: exam, oral assessment and continuous assessment. The attendance of course activities, fulfilment of the requirements shall be established according to the specific course, by the Faculty Council, on the tenured professor's proposal with the approval of the head of department. Faculty Councils establish the general requirements for passing the exams in each course.

At least for half of the disciplines specified in the curriculum for a semester the evaluation form consists of a written examination. The examinations can be taken only during the exam sessions. Learning outcomes are assessed in exams:

- a) whole grades from 10 to 1, grade 5 being the minimal requirement for certifying satisfactory skills to a course and passing the exam;
- b) marks, as appropriate.

Results of an examination or assessment may be cancelled by the faculty dean when it turns out that they were obtained fraudulently. Fraud or attempted fraud in exam is punishable by expulsion.

Exams are held only in regular sessions, taking into account the date and time of their deployment, to all forms of education. These are established by the Dean, upon the proposal of the groups of students and with the agreement of the tenured teacher, stating explicitly the assessment method (written; written and oral; written, oral and practical; oral; practical, etc.). Students can sit for an examination only if they completed the laboratory activities, projects, etc. provided in the syllabus of courses and activities with compulsory attendance, whose percentage is established by the faculty Council, according to the courses included in the annual learning agreement .

Art.15. The assessment methodology for each course is established upon proposal of the tenured teacher with the approval of the Faculty Council and is communicated at the beginning of each semester in the syllabus posted on the website of each faculty.

Art.16. The examination must be carried by the course teacher, assisted - for oral examinations - by the teacher who conducted seminars, practical sessions, labs, etc, or by a specialist teacher. If, on good grounds, the tenured teacher is missing, the head of department will establish for the exam a committee of two teachers proposed by the specialty department.

Art. 17. The examining teacher will motivate to students their grade if there is such request, and students can appeal against the exam results within 48 hours after the grade is published in ACADEMIC INFO. Students can sit for assessments if they meet all the requirements of the syllabus, presenting their student card in which the examiner will mandatorily record the grades of the examination. For courses that require several tests, the examiner will determine a single whole grade by considering all the students' results. The percentage of each test is provided in the syllabus.

Catalogues filled in all sections and signed by the examiner and, in for the oral examinations, by the teacher assisting the exam must be submitted to the Secretariat, no later than two working days of the oral examination and within three working days from the date of the written examination.

Art.18. The conclusion of the semester school record for the courses in the curriculum with continuous assessment and oral assessment, will be done in the last two weeks of teaching activities.

Art.19. The conclusion of the student's academic record for full time, part time education and distance learning is done within 20 days of the ending of the re-examination session according to the structure of the academic year. Athlete students benefit from the provisions in the Order of the Ministry of Education, Research, Youth and Sport.

Art.20. According to Law 1/2011 of the National Education Law, article 238, paragraph (1) "Students and university graduates who opt for teaching are required to graduate a two-year didactic master's".

Art.21. A maximum of 5% of the full time students in an undergraduate degree programme can complete, with the approval of the Faculty Council, two years of study in one year except for the last year of study, as specified in the regulations for organization and development of the study programmes and in line with the legislation in force (article 150, paragraph 3 of the National Education Law). Each student has the right to take in advance any course for one time only during the years of study. Credits obtained in advance can be carried over in the following semesters, upon the choice of the student. The formulated option is irrevocable.

No fee is required for courses contracted in advance. If for the academic year corresponding to courses contracted in advance the student will not be budgeted, s/he will pay the full annual tuition fee.

Art.22. In order to pass the year a student must achieve in one year all credits (60 or more according to the curriculum) granted to core courses and optional courses. When calculating the average grade for the failed courses, the grade is calculated as zero, but the credits of the respective course will be included in calculating the average.

Student ranking, including for obtaining specific facilities (scholarships, student camps, etc.) is established by calculating the average grade of the previous semester to that when these facilities

are requested (in accordance with the curriculum). Accommodation in student dormitories is granted taking into consideration the average grade of the previous year, according to the curriculum. The average does not take into account elective courses, the Physical Education course and the foreign language course unless they are included in the 30/60 credits specified in the curriculum.

Art.23. In one academic year, students may sit for an exam, including for re-examination for a higher grade, no more than two times in each course included in the learning agreement for that academic year, but only once during an exam session. Failure to sit for examinations in the scheduled exam session for a course included in the learning agreement means using up one of the two opportunities available to take an examination.

Students have the right to sit for exams in order to improve their grade regardless of the grade obtained in the exam session and of the fact that they passed or failed the other exams in the same session. During a re-examination session students have the right to sit for a number of exams to improve their grade equal to the number of exams they passed in that semester.

Exams for improving a grade can be taken only for courses contracted for the current academic year: during the winter re-examination session for the exams passed in the exam session scheduled at the end of the first semester, and during the summer/ fall exam session – for exams passed in the session scheduled at the end of the second semester. Students can sit for these exams, and their grade will be modified only if it is higher than the one obtained previously, according to the principle "one passed exam is definitively passed." For each course scheduled to be assessed in an examination session at least two dates will be established for the exam in that session.

For each group of students, the dates for their scheduled exam will be announced beforehand. During the re-examination sessions the students can choose to take the exam on any of the the scheduled dates.

Art.24. If a student has not passed the exam after the second examination, but has acquired at least 30 credits during the academic year, s/he may request enrolment in that course once again. The student will retake the entire teaching activity established in the curriculum for the course, and then s/he can submit again an application to sit for the exam no more than two times.

For the second enrolment the student will be paying tuition for the respective course (the fee is determined according to the following formula: tuition fee/ credit x number of credits). If, due to changes in the curriculum, the number of credits assigned to that course has changed, the fee for the course will be calculated in relation to the number of credits of the class the student belongs to, and the number of credits for the same class shall be recorded in the school register.

Failure to pass a core course after two presentations entails the transfer of the student under "tuition" in the respective course.

If a student fails an optional course submitted in the learning agreement, the student has one of the following options:

- a) the student on tuition status for the second enrolment in the same optional course;
- b) the student on tuition status to another optional course contracted replacing the first, provided they have the same number of credits corresponding to the optional course that was replaced.

Students who do not pass an exam to an elective course are not required to retake the activity to that course or to another elective course.

If students fail an equivalence course, it falls under the same rules regarding the core courses, namely for the second registration they will pay a fee which will be calculated according to the number of credits allocated to the course in the curriculum.

Elective courses provided in the curriculum of the Teaching Staff Training Department, for completing the Psycho-pedagogical Training Module, courses contracted by budgetary students are subsidized. For students on tuition, the fee will be determined by decisions of the Faculty Senate upon proposal of the Faculty Council/ Teaching Staff Training Department.

Art.25. In order to pass an academic year a student must obtain a minimum of 30 credits in core courses (specialized courses, complementary and fundamental courses) of the total of 60 credits

allocated to a year of study. Students who do not accumulate in an academic year a total of 30 credits in core courses (specialized courses, complementary and fundamental courses) will be expelled.

The 30 credits referred to in paragraph 1 will include the credits belonging to courses included in the learning agreement for the two semesters of the academic year in question, regardless if these courses are included for the first time in the learning agreement or represent courses the student did not pass in previous years. It includes also credits obtained in advance and carried over that year.

The 30 credits do not include credits for elective courses, credits for the first foreign language (if the credits established in the curriculum for that course are additional to the 30 credits/semester), credits allocated for a second foreign language and assigned to specialty practice (if the credits allocated in the curriculum for these courses are supplementary to the 30 credits/semester).

For non-payment of fees and/ or penalties due to failure to pay within due time, no later than 10 days to the beginning of the next academic year, as provided by the approved structure of the academic year, students will be expelled.

Art.26. Students expelled in a previous academic year as according to Article 25, can be re-enrolled (except for those expelled in the first year of studies, who are not re-enrolled) in the same year of study (the year of study the student did not pass) in the first 5 years since the expulsion, upon request, with the agreement of the faculty council, as "students on tuition". Total number of re-enrolments may not exceed the duration of the cycle of studies (no more than 3 for 3 years studies, 4, for studies with a duration of 4 years and 2 for master's studies of 2 years).

The re-enrolment application is submitted to the Faculty Secretariat at least 10 days before the beginning of the academic year. When re-enrolling, the re-enrolment fee and the first instalment of the tuition fee must be paid.

A student who has been re-enrolled on tuition may be included at the end of the academic year in the ranking deciding the budgeted places for the following academic year if s/he meets the necessary conditions for promoting the year of study.

Art. 27. Students who have not obtained the credits required for enrolment in the next academic year and are re-enrolled in the same academic year must meet the requirements of the curriculum of the respective class (the class with which they resume their studies).

Art.28. Students who are enrolled in a following year of study but did not pass a previous course for which the former curriculum required a single exam and the new curriculum requires two exams may choose to take either an examination of the subject matter related to the two semesters or two exams in the scheduled sessions. They can sit for the exam provided they pay the corresponding fee.

If a failed course does not appear in the current curriculum, but can be found in the curriculum of the class together with which they complete their studies, the student will include it in the annual study agreement, and will pay a corresponding tuition through consultations given by the tenured teacher for the course in question. A course will be passed following an assessment held by the course teacher, assisted by the teachers who have assisted in practical studies, projects, internships etc.

An exam that was passed in a previous academic year is accepted as such even if the number of credits allocated to the respective subject changes.

The provision of the preceding paragraph shall apply accordingly if, following changes in the curricula, a one semester course is divided into two courses per semester or a two semesters course merges into a one semester course.

Similar situations will be regulated by the decisions of the Faculty Council.

For final year students who have failed exams from previous semesters, whose total number of credits do not exceed 20, the faculty councils decide to hold a re-examination session before the beginning of the period for registration for the graduation exam. In order to sit for these exams an examination fee will be paid in the amount of ½ of the respective course and it covers a single presentation to the exam.

Art. 29. Credits obtained by students under learning agreements concluded by the Babeş-Bolyai University of Cluj-Napoca with other universities in the country and abroad (through European integration programmes or international programmes) will equate based on the written agreement concluded between the faculties of

the same profile or related profiles (internal and external transferability of credits), following the procedure for recognition of credits approved by the University Senate. Credits achieved under the stipulations of the current article shall be deemed to be obtained in the semester in which this course is included in the annual learning agreement. The equating of courses and the granting of corresponding credits shall be carried out by a standing committee established by the Faculty Council at the beginning of each academic year/ semester. In case of equated exams it will be mentioned in the Diploma Supplement that the corresponding course was equated.

Upon student's request, credits for a course can be equated with credits earned at other universities that Babeş-Bolyai University is in agreement with. The student's file will be completed with the ICC agreement together with the transcript.

Credits earned by students in international programs will be equated according to the procedure within the compatibility of the curricula of the institutions involved.

Art. 30. If by the legal end of the study programme, the student did not obtain all the credits required by the curriculum, but has 30 credits in the final year, s/he may request an extension of the studies by paying tuition per course, both for failed subjects and for subjects where there are differences arising from possible changes in the curriculum, subjects to be recorded in the annual learning agreement. Students who are in this situation must meet the curriculum requirements for the class in which they graduate. Therefore, a student will be considered a graduate of the class in which s/he acquires all the credits required to complete the study and sit for the graduation exam in the session scheduled for this class. If by the end of the academic year, students in this situation have not acquired all credits, they can request an extension of studies. The request for extending the studies will be submitted to the secretariat of the faculty before the beginning of the semester. In case of not submitting a request the student will be expelled with the right to re-enrolment under conditions stipulated by the present regulation. The number of requests for granting extension of the study period may not exceed the total number of years of education (3 and 4 for bachelor's programmes, 2 for two-year master's programmes). Should the student not complete their studies following this period they will be indefinitely expelled and can reenroll only by passing the admission exam.

If by the legal end of the study programme, the student has not achieved 30 credits in the final year, he will be expelled, with the possibility of re-enrolment under the conditions specified by Article 26.

Students in the situation considered in paragraph 1 cannot benefit from the facilities provided by the law for students during this extension (discount for local transport, national railway tickets discounts, accommodation in student housing, scholarships, etc.).

Students who apply for study extension, re-enrollment and re-enrollment extension, for specialisations where students in the final year of studies are not enrolled (there is no class to which they are aligned under ECTS) may complete their studies in the first 5 years from the graduation date of the last class of the respective specialisation, in accordance with the educational plan of that class.

Art. 31. After completing an academic year students admitted on tuition can apply for a government budgeted place, in accordance with the procedure for students on tuition accessing funding from the state budget during studies, approved by the University Senate.

Art. 32. Curriculum courses will be coded by a single system at university level.

Art. 33. In each university and each specialisation tutors will be appointed to provide counselling to students.

Art. 34. Students trying to pass an exam by fraud will be expelled by Rector's decision, upon the proposal of the Faculty Council, following submitted report by the teacher who discovered the fraud.

Art. 35. Professional practice activities are mandatory for the student whose specialisation includes such activities as required by The Romanian Agency for Quality Assurance in Higher Education (ARACIS). Verifying student knowledge acquired during practice is done by assessment. Teaching

practice will be conducted according to the curricula and methodology developed by the Teaching Staff Training Department, in compliance with Law 1/2011, the National Education Law.

Chapter VI. FURTHER STUDY, INTERRUPTION OF STUDIES, MOBILITIES, RE-ENROLMENT

Art. 36. Registration in the first year shall be made by Rector's decision issued based on admission lists.

Art. 37 Graduates with higher education degree on short term can continue their studies in order to obtain the degree of the first cycle of studies - Bachelor's degree, according to article 16, paragraph (2) of Law 288/2004 – Law on the organization of academic studies. Enrolment, through admission, is possible only for specialisations in the same bachelor's field with specialisations the student graduated from in higher education on short term and only on tuition. Transferable study credits, based on which these graduates may apply for long term higher education studies, are obtained by comparative analysis of the curriculum and syllabus for the courses promoted during short-term higher education and of the courses included in the curricula for bachelor's studies.

Selected candidates for admission will sit for the exams established by the equivalence committee of the faculty. They will be enrolled in the first year of study with the possibility to follow simultaneously the 1st and 2nd year of study, falling within the 5% stipulated by the National Education Law. Exams of equivalence are similar to re-assessments for the failed courses, courses for which the student repeats the activity and pays a corresponding fee to course, calculated in accordance with the UBB Senate decision.

Art. 38 Graduates with a bachelor's degree can pursue a second specialisation as stipulated by the admission methodology approved by the Senate and by methodologies set by faculties.

Art. 39. Students attending a second degree (specialisation / study programme), simultaneously enrolled in maximum two programmes of study, regardless of the educational institutions providing them (article 199, paragraph 3 of the National Education Law), or as graduate with bachelor's diploma, students who continue their studies following an admission exam will be enrolled in the first year of study. They will submit for a government budgeted grant under the conditions stipulated by the current legislation on university funding cycles. These students can attend two consecutive years by completing a study agreement for the related courses of the 1st and 2nd years of study, to the extent of 5% stipulated by the National Education Law.

Art. 40. Upon student's request, the Teaching Council of the faculty may approve the discontinuation of studies, for a maximum period of 2 years throughout the schooling period (including the extension of studies period), but only after attending at least two semesters.

Requests for discontinuing of studies will be submitted to the faculty secretariat at least ten days prior to the beginning of the academic year.

Discontinuation of studies may be required during any semester for:

- a) health reasons for which the student was hospitalized or benefited from a period of sick leave (for a minimum of 20 days), reasons certified by medical certificate where the doctor recommends discontinuation of studies; in cases of students who are pregnant or on maternity leave.

If the discontinuation of studies for medical reasons is requested by a student in the first year, the request submitted to the faculty requires the approval of the Rector's office. In this situation, upon resuming the studies in the next academic year, the student will maintain their status (budget / tuition) obtained through admission.

- b) other substantive reasons, established as such by faculty rules (scholarships abroad, concurrent attendance in two programmes of study/ specializations).

After returning, the students must meet the requirements of the curricula for the class with which they will graduate. Students must be informed of this fact at the moment of discontinuation of studies, specifying on the application for discontinuing studies that they were informed and are aware of this. Students retain their status when asking for discontinuation of studies. Upon resuming their studies, students enrolled on tuition can apply for a budgeted place, being taken into

consideration when ranking students at the end of the academic year according to the average of the last two consecutive semesters.

Discontinuation of studies is not possible for students that are in the situation of being expelled.

At the end of discontinuing studies, students will submit a request for resuming studies, at least 10 days prior to the beginning of the academic year, otherwise they will be expelled.

The last semester before discontinuing the studies and the first semester after resuming studies are considered consecutive semesters in terms of credits accumulation.

Art. 41. There are four types of academic mobilities: temporary domestic mobility, temporary international mobility, permanent domestic mobility and permanent international mobility.

a) Temporary domestic student mobility

A student can benefit from domestic temporary mobility between two higher education institutions with provisional accreditation/ authorization.

The temporary domestic mobility may occur after the first year of study, with completion of the examination session.

Both budgeted students and students on tuition can benefit from this type of mobility. In case of temporary domestic mobilities on budgeted places, the state funding follows the student. In case of students on tuition, the tuition from the institution of origin, corresponding to the semester in which the mobility takes place, will be paid by the Babes-Bolyai University / the host Faculty of UBB.

A student may qualify for temporary domestic mobility once only during the studies.

Recognition of transferable study credits and compatibility of the curriculum is done both at the beginning and at the end of the mobility, under the regulations of the higher education institutions involved. At the beginning of the mobility the student is required to fill out a Learning Agreement with the disciplines s/he will study, according to the curriculum of the host specialisation, agreement that will be approved both by the institution of origin and by the host institution. The host institution has the obligation to release the student's *Transcript of records* at the end of the mobility.

b) Temporary international mobility on their own

Temporary international mobility through international programs will be achieved in accordance with the regulations relating to those programs.

Temporary international mobility on their own is a temporary mobility not included in the framework of an international program.

Temporary international mobility on their own is achieved with the approval of the accredited/ provisionally authorized higher education institution of provenance, respectively of the host institution.

Temporary international mobility is possible after completing the first year of study.

Students will pay the fee to the Babes-Bolyai University, in the amount determined by the host faculty.

In case of temporary international academic mobility, recognition of transferable credits will be performed by the accredited/ provisionally authorized higher education institutions of origin, respectively host institution. At the beginning of the mobility the student is required to fill out a Learning Agreement with the disciplines s/he will study (Learning Agreement), according to the curriculum of the host specialisation, agreement that will be approved both by the institution of origin and by the host institution. The host institution has the obligation to release the student's *Transcript of Records* at the end of the mobility.

c) Permanent domestic student mobility

Babeş-Bolyai University accepts by transfer (domestic academic mobility) students from universities in the consortium. A student can transfer from one learning form to another and from a higher education institution to another, taking into consideration the application of the credit transfer system (minimum number of required credits for enrolling in the year of study in question) and the

compatibility of the curricula. The Faculty Council receiving the transferred student through a committee which approves of such transfer, establishes:

- recognition or equivalence of exams and credits by comparative analysis of curriculum and syllabus;
- difference exams, considered as re-examinations and other teaching duties so the transferred student is brought to the same level of education as all students in the series where he was included.

Proof of registration (a copy) is sent to the school from which the student comes, to ensure the issuing of study documents by the faculty where s/he transferred (baccalaureate degree, transcript of years of study, birth certificate – certified copy or a copy certified at the faculty based on the original).

Final domestic academic mobility is available both for students financed by the state budget and for the students on tuition and it is done in accordance with the legal provisions regarding the number of available places and higher education funding.

Final mobility is possible after the first year and until the end of the penultimate year of study, in the same specialisation.

Final mobility is possible only after the end of an academic year, after meeting all requirements in the curriculum, and registration is done at the beginning of the new academic year.

Permanent mobility is done according to the principle "subsidies follow the student".

Mobility requests will be submitted to the faculty secretariat at least 10 days before the beginning of the academic year and must include the approval of deans and rectors of institutions involved in the transfer.

Permanent domestic mobility from specialisations accredited or provisionally approved of private higher education institutions is not possible at UBB.

d) Permanent domestic student mobility

Students citizens of EU countries, EEA, Swiss Confederation and third countries may continue their studies based on international agreements between accredited higher education institutions and Babeş-Bolyai University of Cluj-Napoca.

Files for recognition of periods of study are submitted to the UBB Rector's Office, the Resource Centre for Information and Documentation (CRID) during the admission examination period. Settlement period of requests is 10 working days of the submission of files and the resolution of any dispute is posted within 3 working days. The procedure for recognition of periods of study abroad is stipulated in the UBB Rules of Recognition of study periods abroad and is in accordance with the Ministerial Order no. 3223 of February 8, 2012, published in the Official Monitor no. 118 of February 16, 2012.

After the transfer, these students will be enrolled on tuition, so that at the end of the academic year they will be considered in the ranking and, depending on the average grade, they can move on a budgeted place.

e) Transfer within UBB

In UBB it is possible to apply for internal transfers: between faculties and also within the same faculty, from one study program to another, or from one form of education to another. Students may apply for transfer after the first year of study, provided that the student requesting the transfer has obtained the minimum number of credits required by the respective program of study up to the final year of study (included), both at undergraduate and master's level, respecting the maximum enrollment capacity. Students who benefit from extension of studies can transfer from one form of education to another within the same specialisation. Internal transfers fall within the competence of faculties and will be approved by faculty councils.

Transfer requests will be submitted to the faculty secretariat at least 10 days prior to the beginning of the academic year and must have the approval of the deans of faculties involved in the transfer (if the transfer occurs from one faculty to another). In case of transfer from one program of study to another within the same faculty, the transfer must be approved by the faculty council and must have the dean's consent.

Students must meet the requirements of the curriculum for the study program to which the transfer is made. The equivalency examinations will be established by the equivalency committee of the faculty receiving the transfer.

For budgeted students the budget allocation will follow the student. In this case the transfer is accepted to a study program where the budgetary allocation coefficient is lower or equal to the coefficient of the program of study from which the transfer is made. For students on tuition, the amount will be equal to that for the study program to which the transfer is made.

Art. 42. Students expelled or withdrawn under this Regulation which have been schooled under Law 288/2004, could be re-enrolled (in the first five years after expulsion) upon request in the same specialisation (except for the students expelled during the first year of studies - who cannot re-enrol), and approved by the faculty, by Rector's decision, on tuition, in the school year allowed following the recognition of credits purchased through compatibility of curriculum and syllabus. They will sit for the exams of equivalence established under the same conditions as stated in the previous Article for the transferred student. Students can re-enrol for a period that cannot exceed the normal cycle of study (3 and 4 years for bachelor's level and 2 years for master's level).

Students who were expelled or who withdrew for longer than five years at the time of requesting re-enrolment may be registered under this Article, only after the admission exam.

Students enrolled in accordance with Law 84/1995 who have been expelled or have withdrawn cannot be re-enrolled. They can acquire student status following an admission exam with the possibility of recognition of previously obtained credits and classification in the 5% to promote a two-year study in an academic year, except for the last year of study. These students will pay a tuition which reflects the normal schooling period, even though some courses were recognized by the Equivalence and recognition committee of each faculty.

Art.43. Those who were students in other faculties in the country and were expelled or withdrew can qualify for the provisions of the above mentioned Article only if they regain the student status after sitting for the admission exam in the exam sessions organized according to the methodology established by faculties of Babeş-Bolyai University of Cluj-Napoca.

Art.44. Requests for re-enrolment, resuming studies after interruption of studies, transfer may be approved only after payment of corresponding fees/ debts by the student.

Chapter VII. REWARDS AND PENALTIES

Art.45. For outstanding performance in the professional, scientific and research activity, the student can be rewarded through:

- a) Special Scholarship (merit, performance) in accordance with the existing regulations for scholarship granting;
- b) Other forms of rewards established by the University Senate or by the Faculty Council ensured from extra-budgetary resources in accordance with legal regulations;
- c) Mobility scholarships in Socrates/ Erasmus programmes;
- d) Awards and distinctions established by the Senate of Babeş-Bolyai University of Cluj-Napoca.

Art. 46. Failure of students to comply with duties which are under this Regulation, and the provisions of the Charter adopted by the Senate of Babeş-Bolyai University of Cluj-Napoca, is punishable by the following penalties:

- a) Written warning;
- b) Suspension of the right to reside in the student housing;
- c) Expulsion.
- d) In the event of causing damage either in the faculty or university laboratories as well as in student homes, consequent costs are to be paid by the student or students who caused the damage (they must pay the full cost of the damage).

The penalties in paragraphs 'a' and 'b' are applied by the faculty dean, the penalty 'b' being applied upon the proposal of the university accommodation service and sanction in paragraph 'c' is applied by the Rector at the proposal of the Faculty Council, depending on the graveness, frequency and

circumstances of causing the damages. They may be contested within 48 hours, at the faculty secretariat.

Expelling students for professional reasons is done at the end of the academic year, as determined by the Rules of Transferable Credits, and may be contested within 48 hours from posting the lists.

Expulsion occurs when a decision is issued by the Rector of the Babeş-Bolyai University of Cluj-Napoca. Sanctions that may be applied to students by the university ethics committee (article 319 of the National Education Law) for violation of academic ethics are:

- a) written warning;
- b) expulsion;
- c) other sanctions imposed by the code of ethics and academic ethics.

Sanctions established by the ethics committee are implemented according to article 322 of the National Education Law by the Dean or Rector, as appropriate, within 30 days of their establishment.

Chapter VIII. GRADUATION

Art. 47. Graduation in higher education is done in accordance with the law and with orders issued to this effect by the Ministry of Education and with the Regulation for graduation approved each year by the Babeş-Bolyai University Senate.

Starting with semester 4 (6) faculties will display the list of coordinators as well as the themes for the diploma / degree / dissertation. By the end of semester 4 (6) students will opt for one theme.

Art.48. Babeş-Bolyai University of Cluj-Napoca can organize the graduation exams based on existing regulation (Art. 143 of the National Education Law)

approved by the university Senate and complying with the frame-methodology, approved by Order of the Minister of Education and Scientific Research.

Art.49. The structure of the graduation exam and the number of tests to be taken shall be established by the UBB Senate. The form of examination (written, oral, practical) and tests (topics and bibliography) are established by the Faculty Councils upon the proposal of departments depending on the specific programmes/ specialisations, the methodology developed by Order of the Minister of Education and Scientific Research and the university methodology approved by the Senate.

Art. 50. The graduation exam committees are proposed by departments, registered within the Faculty Council and approved by the Senate. They can remain the same for the winter session (February) of the next academic year. The theme remains unchanged for the February session.

Art. 51. Candidates to the graduation examination must fulfil all the conditions of the orders issued in this respect by the Ministry of Education and Scientific Research and existing regulations.

Art. 52. Only those who have the quality of graduates, having completed the full curriculum for the programme of study / specialisation can sit for the graduation exam.

Enrolment in the graduation exam in the February session is not allowed for graduates who did not participate in the ranking at the end of the academic year (former academic years).

Art. 53. Graduates who have passed the graduation exam receive a certificate of graduation issued by the faculty secretariats within 1 week after completing the degree examination and is valid for 1 year from release.

Art. 54. Graduates who have not passed the graduation exam receive, upon request, a certificate and an academic transcript of records.

Art. 55. Graduates who completed Module I of the Teaching Staff Training Department receive an A level certificate and those who have completed Module II, a B level certificate.

Art. 56. Graduates who have not passed the graduation exam may enrol in a subsequent session in order to sit for the exam, to the same institution or another institution organizing that specific specialisation, under the conditions and in accordance with the methodology developed to this purpose.

Chapter IX. RECOGNITION OF PERIODS OF STUDY IN FOREIGN INSTITUTIONS OF HIGHER EDUCATION.

TRANSFERABILITY OF CREDITS.

Art. 57. This chapter deals with the recognition of periods of study undertaken by students who are partially enrolled in the cycle of bachelor's studies, respectively master's studies, with full time attendance in higher education institutions from abroad on the basis of learning agreements and international programmes, except for studies undertaken through the Erasmus programme.

Periods of study within the Erasmus mobilities are recognized under specific rules developed for this purpose. Recognition of periods of study at other higher education institutions in the country and abroad will be done under the Regulation issued in accordance with the Order of the Ministry of Education and Scientific Research.

Recognition and equivalence of periods of study in the country or abroad is done based on a frame methodology established by Order of the Minister of Education and Scientific Research and the specific methodologies approved by the university Senate, based on European standards, European system of accumulation and transfer of credits of study, respecting the frame methodology (art. 147 of the National Education Law).

Chapter X. RECOGNITION OF PERIODS OF STUDY WITHIN NATIONAL HIGHER EDUCATION INSTITUTIONS. TRANSFERABILITY OF CREDITS

Art. 58. Babeş-Bolyai University of Cluj-Napoca allows enrolment for partial studies in its faculties of students from other higher education institutions in the country, called partner higher education institutions, and recognizes only bachelor's studies partly undertaken in higher education institutions in the country within the specific mobility programme under the following conditions:

- a) Students are admitted through the mobility programme in order to undertake partial academic studies at Babeş-Bolyai University of Cluj-Napoca only if they are enrolled in higher education institutions that operate legally and if there is a cooperation agreement between them signed by the rectors and deans involved in the consortium.
- b) A student must have a minimum of 30 credits for each academic year preceding the year in which they are enrolled.
- c) Students of partner educational institutions can partially undertake studies at Babeş-Bolyai University of Cluj-Napoca only in accredited specialisations at both institutions and will be registered in an academic record designed exclusively for student mobility.
- d) Mobility is allowed only between study programmes in the same undergraduate field.
- e) The period of studies undertaken at a partner higher education institution under the above-mentioned conditions will be recognized by all faculties of the Babeş-Bolyai University of Cluj-Napoca.
- f) During partial studies undertaken at Babeş-Bolyai University of Cluj-Napoca, students accepted through the mobility programme will be subject to the Regulation regarding student activities.
- g) The total duration of studies undertaken at the partner higher education institution with which Babeş-Bolyai University of Cluj-Napoca has concluded a cooperation agreement signed by the rectors and deans involved is of one or two semesters.
- h) Students receive academic recognition for the period of study completed at the partner institution of higher education, as well as for the results obtained in examinations or other forms of verification.
- i) The Diploma Supplement will register the student's recognized professional results in that period, references to the host institution and duration of studies.
- j) The mobility is approved by the Rector at the proposal of the Faculty Council, following student's request filed by the beginning of a semester.
- k) Mobilities are not granted to students enrolled in the first year of study.

Chapter XI. FINAL AND PROVISIONAL DISPOSITIONS

Art. 59. This Regulation shall apply to all categories of students (budgeted or students on tuition) to all forms of education, enrolled under the applicable law, regardless of the school year.

Art. 60. According to Law 224/2005, Law applicable to students enrolled in the academic year 2005/2006, Romanian citizens, citizens of the European Union, European Economic Area and the Swiss Confederation, at Babeş-Bolyai University of Cluj-Napoca, budgeted student status is acquired following the admission exam and shall be preserved only in the first year of study, except for the following situations:

a) Social cases:

Students orphaned by both parents and children from orphanages or foster care;

Students from single parent families with an income less than the minimum wage/ family member, provided they achieve a minimum of 45 credits;

Students from families with several members - school students and/ or university students - dependants with an income lower than the minimum wage/ family member, provided they achieve a minimum of 45 credits;

b) Other cases:

Students of Roma ethnicity, admitted free of charge on the places specially allocated to candidates of Roma ethnicity.

Students from Moldova admitted free of charge on the specially allocated places for candidates from Moldova.

Foreign students, except for those in the EU, EEA and the Swiss Confederation, admitted free of charge by Order of the Ministry of Education and Scientific Research.

Places financed from the state budget remaining available are redistributed at the end of an academic year, in descending order of the grade averages, regardless of previous student status as "budgeted" or "on tuition". Budgeted places are allocated to students who have promoted all their exams and who have fulfilled all obligations agreed upon through the learning agreement and have achieved at least 60 credits in the previous academic year. Where there are not enough students who have passed all their exams to fill in the budgeted vacant places, the budgeted remaining places may be obtained in descending order of the grade averages by students who have not passed all their exams. The grade average is calculated by adding grade 0 (zero) for each exam not passed. Budgeted places are allocated throughout one academic year. The transfer of budgeted places between faculties/ domains/ study programmes/ language of teaching will be done in compliance with the existing law.

Art.61. A person may receive funding from the budget for a single bachelor's degree programme, for a single master's degree programme and for one doctoral programme, according to art. 142, paragraph (6) of the National Education Law and under the Order of the Ministry Of Education, Research, Youth and Sport regarding the general organization and development of admission in undergraduate academic studies, master's academic studies. In case of students who are concurrently enrolled in two majors, they can opt for the specialisation for which they request the status of "government budgeted student" by submitting a request to the dean of the faculty. The application shall be accompanied by a certificate signed by the Dean, the chief secretary and secretary of the programme/ specialisation of the other faculty (followed in parallel), which states that the student does not have the status of "government budgeted student" in that academic year. At the beginning of each academic year lists of students who have acquired the status of "government budgeted student" are prepared.

Art.62. Students expelled from one faculty of the Babeş-Bolyai University of Cluj-Napoca or from other state universities can be re-enrolled in the same specialisation, under this Regulation.

Art.63. For students who are concurrently enrolled in two majors, credits earned can be recognized for courses which have an identical or similar syllabus, such case being solved by the equivalence Committees of the faculties.

Art.64. This Regulation shall enter into force upon its approval by the Senate of the Babeş-Bolyai University of Cluj-Napoca and becomes mandatory for all faculties and years of study, regardless of

the learning form or academic studies. Upon the entering into force of this regulation, any previous stipulations (decisions) to the contrary of it are hereby repealed.

Art. 65. Annexes to present Regulation:

Annex 1. Decision of courses equivalence

Annex 2. Learning Agreement for temporary mobility students

Annex 3. Transcript of Records for temporary mobility students

Annex 4. Mobility request form

Annex 5. Additional information for completing the Diploma Supplement

Annex 6. Terminology for completing the Unique Student Records

Annex 7. Transfer request form (valid within UBB)

Art. 66. This regulations was approved by the Senate Decision no. 25.075/11.12.2017.

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