



Addendum 2 to Senate Decision no.  
12/20.02.2023

## Fees applicable for the 2023-2024 academic year

### I. Fees for activities during the academic year

Sr. No.	Types of fees	Level of fees (rates)	UBB	Faculties/ Faculties/ Centres */ DTT (DPPD)
1.	Student enrolment for transferred students, regardless of level (domestic and permanent mobility)	200 lei	23%	77%
2.	<b>Re-enrolment</b> for students from our University expelled during the previous years that have been accepted for re-enrolment	300 lei	23%	77%
3.	<b>Re-enrolment</b> for students from our University who were expelled in past years and have been accepted for re-enrolment	100 Euro	23%	77%
4.	<b>Fee for organizing the evaluation of habilitation theses</b> - Candidates with main employment at UBB are entitled to a 50% discount.	7,000 lei 3,500 lei	23% 23%	77% 77%
5.	<b>Transfer of doctoral students</b> from other institutions to UBB (except for situations where the doctoral supervisor passed away or is dealing with major health issues or the activity of the doctoral advisor has been transferred to UBB from another institution)	200 lei	100%	-
6.	<b>Transfer of doctoral students</b> from UBB to other institutions (except for situations where the doctoral supervisor passed away or was transferred, or is dealing with major health issues)	500 lei	100%	-

7.	<b>Delays in paying the tuition fee</b>	0.04% /day/delay, according to the learning agreement	<b>23%</b>	<b>77%</b>
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Sr. No.	Types of fees	Level of fees (rates)	UBB	Faculties/ Faculties/ Centres */ DTT (DPPD)
8.	Approval of <b>mobility to other institutes</b> , including the release of required documents (for UBB students)	<b>500 lei</b>	<b>23%</b>	<b>77%</b>
9.	<u><b>Equivalency exams (regardless of the time the course is contracted)</b></u>	Per credit unit fee x number of credits for discipline	<b>23%</b>	<b>77%</b>
		Per credit unit fee = Annual tuition fee / 60 credits		
10.	<b>Transfer assessments and for the subjects failed in previous years for self-funded international students</b>	<b>100 euro/ exam</b>	<b>23%</b>	<b>77%</b>
11.	<b>Failed exams</b>	Per credit unit fee x number of credits for discipline	<b>23%</b>	<b>77%</b>
		Per credit unit fee = Annual tuition fee / 60 credits		
12.	<b>Exam in elective course except for transversal elective courses</b> (Fundamentals of Entrepreneurship and Fundamentals of Humanities - Argumentation Theory)	Per credit unit fee x number of credits for discipline	<b>23%</b>	<b>77%</b>
		Per credit unit fee = Annual tuition fee / 60 credits		
13.	<b>Fee for non-students to participate in instructional activities (auditing only)</b>	Per credit unit fee x number of credits for discipline	<b>23%</b>	<b>77%</b>

		Per credit unit fee = Annual tuition fee		
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Sr. No.	Types of fees	Level of fees (rates)	UBB	Faculties/ Centres* / DTT (DPPD)
		/ 60 credits		
14.	<b>Oral/practical exam in non-credited compulsory subject in the undergraduate curriculum (Physical Education, etc.) upon second submission in the learning agreement</b>	100 lei	23%	77%
15.	<b>Equivalency tests for chapters which are not credited separately (which have been introduced by amending the curriculum in a subject passed in a previous year)</b>	100 lei	23%	77%
16.	<b>Oral/practical exam in non-credited compulsory subject in the undergraduate curriculum (Physical Education, etc.) upon second registration in the learning agreement for self-funded international students</b>	25 euro/ exam	23%	77%
17.	<b>Educational activities not included in the curriculum, requested by students and approved by the Faculty Council (on condition of meeting the minimum number for a study group).</b>	According to Senate Decision No. 23.116/ 06.04.2009 on the implementation of the expense account between faculties for the teaching activities conducted	23%	77%
18.	<b>Language proficiency examination and issuing certificates attesting linguistic competence (Alpha, Lingua, CIL) 50% discount for UBB students and graduates</b>	250 lei	23%	77%
19.	<b>Assessment of Romanian and foreign language for international students and issuing the language certificate (also Romanian students who studied abroad)</b>	100 Euro	23%	77%
20.	<b>Equivalencing various linguistic certificates or academic records</b>	10 lei	23%	77%

21.	<b>Colloquium processing fee for admission to teacher certification 1st degree</b> (all stages cumulated over the two years)	<b>400 lei</b>	<b>23%</b>	<b>77%</b>
22.	<b>Teacher certification 2nd degree, processing fee</b>	<b>200 lei</b>	<b>23%</b>	<b>77%</b>
23.	<b>Teacher certification 2nd degree training courses fee</b>	<b>100 lei</b>	<b>23%</b>	<b>77%</b>
24.	<b>DPPD admission fee Level I/ Level II ( UBB students are exempt from this fee)</b>	<b>50 lei</b>	<b>23%</b>	<b>77%</b>
25.	<b>Value of a DPPD credit level I and II (postgraduate)</b>	<b>50 lei</b>	<b>23%</b>	<b>77%</b>

Sr. No.	Types of fees	Level of fees (rates)	UBB	Faculties/ Centres* / DTT (DPPD)
26.	Value of a DPPD credit level I and II for students	40 lei	23%	77%
27.	Fee for equivalencing the doctorate with the teaching rank I	600 lei	23%	77%
28.	Certificate attesting attendance of compulsory courses in the undergraduate syllabus or other courses proposed by faculty (is issued upon request after the course ends and attests to the number of classes attended, credits and grade)	Per credit unit fee x number of credits for discipline	23%	77%
		Per credit unit fee = Annual tuition fee / 60 credits		
29.	Fees to recoup practical activities at the Faculty of Engineering - Laboratory and project (undergraduate degree) - Semester practicum (undergraduate degree) - Laboratory and project (master's degree)	30 lei/hour scheduled 10 lei/hour scheduled 40 lei/hour scheduled	23%	77%
	Fee to recoup laboratory at the Faculty of Biology and Geology	50 lei/2 hours of laboratory	23%	77%
	Fees to recoup practical activities at the Faculty of Theatre and Film	50 lei/practicum session	23%	77%

\* In the case of revenues from activities carried out by the Alpha, Lingua and Palestra Centres, the distribution of taxes will be based on the following structure: 70% of the revenue as Faculty's quota and 7% as the Centre's quota.

## II. Fees for issuing documents:

Sr. No.	Types of fees	Level of fees (rates)	UBB	Faculties/ Centres* / DTT (DPPD)
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1.	<p>a) <b>Issuance of diploma/certificate</b> attesting completion of studies + <b>addendum (diploma supplement/transcript)</b></p> <p>b) <b>Expedite issuance of the diploma/certificate</b> attesting completion of studies + <b>addendum (diploma supplement/transcript)</b> (within maximum 5 working days from the date of application submission)</p>	<p><b>0 lei</b></p> <p><b>150 lei</b></p>	<p></p> <p><b>77%</b></p>	<p></p> <p><b>23%</b></p>
2.	<p><b>Fee for issuing certificates of authenticity for certificates issued by DPPD</b></p>	<p><b>50 lei</b></p>	<p><b>23%</b></p>	<p><b>77%</b></p>



Sr. No.	Types of fees	Level of fees (rates)	UBB	Faculties/ Centres* / DTT (DPPD)
3.	Certificate of authenticity of the academic records (diplomas/certificates/attestations) and accompanying academic records issued by the Academic Records Office	50 lei	100%	-
4.	Fee for issuing transcripts upon request for graduates of the Pedagogical Module level I and level II	30 lei	23%	77%
5.	Fee for the issue of certificates of participation in the colloquium for admission to teaching rank I, certificates of supervising pedagogical practical training for teachers from the pre-university education	30 lei	23%	77%
6.	Fee for the issue of a short-term course equivalence certificate with level I undergraduate degree (M. O. 5553/2011)	50 lei	23%	77%
7.	Syllabus issued upon request	200 lei	23%	77%
8.	<b>Issuance:</b> a) duplicate student's record book; b) duplicate student ID; c) duplicate for discount transportation ticket d) duplicate for linguistic competence certificates; e) duplicate academic records (diplomas/certificates/attestations): - prepared by the Academic Records Office - prepared by DPPD f) Duplicate Annex 2 to BA/ graduation diploma Series P (results to the BA/ graduation examination) g) Certificate of completion of studies issued in case of loss or destruction h) Academic records (diploma addendum) or diploma supplements issued in case of loss, damage, destruction or lamination; i) Academic records for the pedagogical module issued in case of loss, damage, destruction or lamination; j) duplicate continuing education certificate k) duplicate for other documents requested by students	20 lei 10 lei 20 lei 50 lei  200 lei 200 lei 100 lei  200 lei 200 lei 50 lei  50 lei 50 lei	23% 23% 23% 23%  100% 23% 100%  23% 23% 23%  23% 23%	77% 77% 77% 77%  - 77% -  77% 77% 77%  77% 77%

	l) duplicate grades certificate for students pursuing disciplines in the Pedagogical Module	<b>50 lei</b>	<b>23%</b>	<b>77%</b>
	m) duplicate graduation certificate preparatory year for international students	<b>200 lei</b>	<b>23%</b>	<b>77%</b>

Sr. No.	Types of fees	Level of fees (rates)	UBB	Faculties/ Centres* / DTT (DPPD)
9.	<b>Storage fee</b> for teacher certification 2nd degree, 1st degree, certification for equivalence of short-term course of studies with the undergraduate first level, teacher training module level I and level II (up to and including the 2019 class), starting on 01 October of each academic year for each year of overdue payment.	<b>25 lei/ year</b>	<b>23%</b>	<b>77%</b>
10.	<b>Storage fee</b> for documents of study issued by the Academic Records Office starting June 2022 session. The fee applies after three academic years from the date of passing the exit examination	<b>200 lei</b>	<b>100%</b>	
11.	<b>Documents required for applications to scholarships abroad</b> , including certificates required for applying for visas through UBB: a) UBB employees doctoral students and state funded doctoral students, full time education b) full time doctoral students who are neither UBB employees nor state funded doctoral students	<b>50 lei</b> <b>100 lei</b>	<b>100%</b> <b>100%</b>	<b>-</b> <b>-</b>
12.	<b>Documents required for applications for scholarships abroad</b> (others than those supplied by UBB) including those for obtaining visas, <b>as well as for other personal reasons</b> : a) UBB employees doctoral students and state funded doctoral students, full time education b) full time doctoral students who are neither UBB employees nor full time state funded doctoral students	<b>60 lei</b> <b>120 lei</b>	<b>100%</b> <b>100%</b>	<b>-</b> <b>-</b>
13.	a) <b>Student's academic records</b> requested for <b>applications to scholarships abroad, through Babeş-Bolyai University - students</b> (except for the students holding Socrates, Erasmus scholarships and the UBB agreements - which are not subject to tax) b) <b>Duplicates</b> of student's academic records requested for <b>applications to scholarships abroad, through Babeş-Bolyai University - students</b> (except for the students who are recipients of Socrates, Erasmus scholarships and	<b>0 lei</b> <b>20 lei/ year of study/ duplicate</b>	<b>23%</b>	<b>77%</b>

	the UBB agreements - which are not subject to tax)			
<b>14.</b>	a) <b>Academic record</b> requested prior to the release of the diploma supplement (for graduates without diploma/ expelled students) b) <b>Duplicate of academic record</b> requested prior to the release of the diploma supplement (for graduates without diploma/ expelled students)	<b>0 lei</b>  <b>20 lei/ year of study</b>	<b>23%</b>	<b>77%</b>

Sr. No.	Types of fees	Level of fees (rates)	UBB	Faculties/ Centres* / DTT (DPPD)
15.	a) <b>Academic records</b> requested for applications to scholarships abroad <b>others than those granted by the Babeş-Bolyai University</b> , as well as for other personal reasons (for students) b) <b>Duplicate of academic records</b> requested for applications to scholarships abroad <b>others than those granted by Babeş-Bolyai University</b> , as well as for other personal reasons (for students/ expelled students).	0 lei  20 lei/ year of study	23%	77%
16.	a) <b>Certificates for foreign students</b> (in Romanian) b) <b>Duplicate of certificate for international students</b> (in Romanian)	0 lei  25 lei	23%	77%

\* In the case of revenues from activities carried out by the Alpha, Lingua and Palestra Centres, the distribution of taxes will be based on the following structure: 70% of the revenue as Faculty's quota and 7% as the Centre's quota.

**III. Fees (rates) for certifying copies and translations of documents of studies** (student certificates, certificates, graduation/ bachelor/ master's/ PhD diplomas, academic records) of the Babeş-Bolyai University graduates applying for study scholarships or employment in the European Union, USA, Canada:

Sr. No.	Types of fees	Level of fees (rates)	UBB	CIL / Lingua, Alpha* Centre
1.	<b>Translating graduation documents</b> a) translation fee b) multiplication fee (if the student/ graduate requires several copies of the same translation)	20 lei/page 0.5 lei/page	23% 23%	77% 77%
2.	<b>Certification copies of study documents</b>	15 lei/ set	100 %	-
3.	<b>Translations (written):</b> (translations from Romanian into a foreign language)	60 lei/ page	23%	77%
4.	<b>Translations (written):</b> (translations from a foreign language into Romanian)	55 lei/ page	23%	77%
5.	<b>Corrections, proofreading (texts in Romanian)</b>	25 lei/ page	23%	77%

<b>6.</b>	<b>Corrections, proofreading (texts in a foreign language)</b>	<b>30 lei/ page</b>	<b>23%</b>	<b>77%</b>
<b>7.</b>	<b>Consultancy</b>	<b>80 lei/hour</b>	<b>23%</b>	<b>77%</b>

\* In the case of revenues from activities carried out by the Alpha, Lingua and Palestra Centres, the distribution of fees (rates) will be based on the following structure: 70% of the revenue as Faculty's quota and 7% as the Centre's quota.

*Translation and legalization will be supplied by the Language Industry Centre (Faculty of Letters) or by the LINGUA Centre (Faculty of Economics and Business Administration). Fees (rates) will be paid at the Babes-Bolyai University cashier's office*

#### **IV. Fees (rates) for issuing various certificates based on documentation from the archives of the University or of the Faculties:**

<b>Sr. No</b>	<b>Types of fees</b>	<b>Fees level (rates)</b>	<b>UBB</b>	<b>Faculties/ Centres*/ (DTT) DPPD</b>
<b>1.</b>	a) <b>Academic records</b> requested by graduates <sup>1</sup> b) Duplicate of <b>academic records</b> requested by graduates <sup>1</sup>	<b>0 lei</b> <b>60 lei</b>	<b>23%</b>	<b>77%</b>
<b>2.</b>	<b>Salary certificates</b> for a period of over <b>5 years</b> <sup>1</sup>	<b>60 lei</b>	<b>100%</b>	<b>-</b>
<b>3.</b>	<b>For expedited release (48 hours)</b> of documents specified in para. I. 16, 17, 18 II (except for II.1, II.2, II.4, II.6 f), IV (1-3) <sup>1</sup>	<b>fees increase by 50 %</b>	<b>23%</b>	<b>77%</b>

<sup>1</sup> According to art. 161 of Law no. 263/2010 on the unitary pension system, there will be no fees required for issuing documents necessary to establish the pension rights.

**UBB employees (current employees, retired or deceased employees) benefit from exemption from fee payment**

\* In the case of revenues from activities carried out by the Alpha, Lingua and Palestra Centres, the distribution of fees (rates) will be based on the following structure: 70% of the revenue as Faculty's quota and 7% as the Centre's quota.

#### **V. Fees pertaining to selection exams for graduates of private higher education in order to be admitted to the diploma exam:**

<b>Sr. No.</b>	<b>Types of fees</b>	<b>Fees level (rates)</b>	<b>UBB</b>	<b>Faculties</b>
<b>1.</b>	<b>Fee for selection exam registration</b> (according to Law 60 / 2000)	<b>300 lei</b>	<b>23%</b>	<b>77%</b>
<b>2.</b>	<b>Fee per examination entry exam</b> (according to Law 60 / 2000)	<b>400 lei</b>	<b>23%</b>	<b>77%</b>

#### **VI. Fees for applying for jobs and academic positions selection:**

<b>Sr. No.</b>	<b>Types of fees</b>	<b>Fees level (rates)</b>	<b>UBB</b>	<b>Faculties</b>
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<b>1.</b>	<b>TEACHING POSITION</b> ▪ for UBB staff	<b>25 lei</b>	<b>23%</b>	<b>77%</b>
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Sr. No.	Types of fees	Fees level (rates)	UBB	Faculties
	▪ for UBB non-affiliates	50 lei	23%	77%
2.	ANCILLARY TEACHING POSITION ▪ for UBB staff ▪ for UBB non-affiliates	25 lei 50 lei	23% 23%	77% 77%
3.	NON-TEACHING POSITION ▪ for UBB staff ▪ for UBB non-affiliates	25 lei 50 lei	23% 23%	77% 77%

**VII. Admission fee for postgraduate continuing education and continuing professional development programmes, conversion programmes for teachers in the school education**

Sr. No.	Types of fees	Fees level (rates)	UBB	Faculties
1.	<b>Admission application fee for postgraduate continuing education and continuing professional development programmes</b>	In accordance with the faculty request, approved by the Senate upon accreditation	23%	77%
2.	<b>Tuition fee for postgraduate continuing education and continuing professional development programmes</b>	In accordance with the faculty request, approved by the Senate upon accreditation	23%	77%
3.	<b>Admission fee for professional Conversion Programmes for teachers in the school education</b>	In accordance with application submitted by the faculty, approved by the Senate upon accreditation	23%	77%
4.	<b>Tuition fee for professional Conversion Programmes for teachers in the school education</b>	In accordance with the faculty request, approved by the Senate upon accreditation	23%	77%

Notes:

**1 Payments will be made at post offices, by postal money order in the B.N. account IBAN RO35TREZ21620F330500XXXX Cluj Treasury or at the faculties cashier's office, cash or card. In the first case a proof of payment,**

specifying the faculty, year and destination of the amount paid is required. Proof of payment will be submitted at the Secretariat of the respective faculty.

2 For fees (rates) of *Alpha Centre* (documents specified in par. I, 16 and 18; par. II, 6 e)  
– duplicate *Certificates of linguistic proficiency*; par. IV, 4 – expedited)  
payment is made either by money order to the IBAN account: RO35TREZ21620F330500XXXX,

**tax code: 4305849, or at UBB cashier's office, 14 I.C. Brătianu Street or at the Faculty of Letters cashier's office, with the mention: *For the Alpha Centre.***

**3 The entering into force of this decision repeals previous decisions on these categories of taxes.**

**4 Funds from fees will be used according to existing regulations.**