



## Methodology governing third-party access to teaching activities as auditors

- approved by Senate Decision No. 44 of 16.03.2026 -

### I. Introduction

**Art. 1.** Amidst changing trends in education and the labour market, more and more people who are not enrolled as students are seeking to attend university courses. These are requests from both professional regulators who are looking to upskill their employees, as well as people who are interested in continuing education or expanding their knowledge.

**Art. 2.** While fostering lifelong learning and providing support to graduates, regulating third-party access not only protects the academic ecosystem, but also contributes to the effective management of educational resources and the overall quality of education. Additionally, attending lectures may qualify as a step toward micro-certifications, which are designed to provide a flexible and modular framework for acknowledging skills acquired in diverse educational settings. Formally recognising these practices contributes to their long-term integration into institutional policies oriented towards open education, lifelong learning, and the formal recognition of informal education and training outcomes.

**Art. 3.** This methodology sets out the terms, process, and obligations for enrolling third parties (hereinafter referred to as auditors) in university courses, the running of these courses and the conditions for attending them, as well as the requirements for completing them.

**Art. 4.** (1) Auditors are people who apply to attend classes offered by Babeş-Bolyai University without being enrolled as students in the respective degree programme that includes the activity in question.

(2) This category does not cover university students taking optional or elective courses as part of their degree programme.

### II. Signing up third parties for educational activities

**Art. 5.** (1) Faculties allowing third parties to attend classes will organise their own sign-up process (online form, contact person at the faculty office, etc.).

(2) Applications may be opened before the start of the first or second semester of the academic year, with a calendar approved by the faculty council.

**Art. 6.** Signing up is subject to approval by the course instructor and is limited to the maximum number of students a course can accommodate. Should the number of applicants be very high, a separate study group may be set up for third parties, upon the recommendation of the responsible teacher and with the approval of the head of the department.

**Art. 7.** Students who attend classes will be listed in a special enrolment register at the faculty level, which lists the courses completed and provides the relevant information for generating and issuing academic transcripts.

**Art. 8.** (1) Students enrolled in academic programmes sign a contract with the university and pay tuition fees, based on the following formula:  $\frac{\text{Tuition per year}}{60} \times X$ , where X is the number of credit points allocated to the subject.

(2) Tuition fees must be paid before the start of the semester.

- (3) The faculty council may decide to increase tuition fees, but the amount of such increases may not exceed the range set out in paragraph (1) and twice that amount.
- (4) The faculty council may approve fee reductions or waivers in well-founded cases.

### **III. Class attendance and assessment**

**Art. 9.** Third parties who attend classes as auditors will have the same rights and obligations as students enrolled in the respective degree programme in terms of class attendance, course requirements, and assessment. They must comply with university regulations and, for the duration of their study agreement, qualify as members of the academic community.

**Art. 10.** The assessment is conducted equally for all students enrolled in a course, as long as they have completed the course requirements during the semester.

**Art. 11.** Grades for non-degree students are listed in a separate grade book and forwarded to the administrative office for the purpose of issuing academic transcripts certifying the successful completion of the courses attended.

**Art. 12.** Faculty members have the same rights and obligations toward third parties enrolling in teaching activities as they do toward students in undergraduate programmes.

### **IV. Issuance of academic credentials**

**Art. 13.** Upon completion of the term of agreement, auditors receive a certificate listing all courses successfully completed, the number of credit points earned, the grade they received in each course, and the degree programme offering the courses, along with the learning outcomes and corresponding competencies, as specified in the course description and by the faculty running the programme. The auditor may, upon request, include any specific details on the certificate as additional information if such details are deemed to be important.

**Art. 14.** The faculty secretariat keeps a permanent record of third parties enrolled in courses run by the university.

### **V. Final provisions**

**Art. 15.** The provisions of this methodology take effect upon approval by the Senate.