

Approved	RECTOR
Professor Daniel COCHIOR, PhD, illegible signature	
Stamp: <i>Ministry of Education, "Titu Maiorescu" University of Bucharest, Romania</i>	

Code	TMU_SEN_REG_015
Edition	1
Review	0

REGULATION ON THE STUDENTS' PROFESSIONAL ACTIVITY UNDER THE EUROPEAN CREDIT TRANSFER SYSTEM

Current number	OPERATION	Surname and first name	Position held	Signature
1	Drafting	Assistant Professor Mădălina VOICULESCU, PhD	Senate scientific secretary	Illegible signature
2	Content check	Professor Dumitru GHEORGHIU, PhD	Education Vice-Rector	Illegible signature
3	Legality check	Maria MERIȘAN	Legal Advisor	Illegible signature
4	Check for compliance	Alexandra BADEA	Quality Specialist	Illegible signature
5	Approved	Professor Iosif R. URS, PhD	Chairman of the Board of Directors	Illegible signature
6	Approved	Professor Teodor FRUNZETI, PhD	Senate Chairman	Illegible signature

Changes check box

Edition number / Review number	Changes reason
1/0	Initial draft

This procedure was:

Approved by the Board of Directors' Decision	No. 211	Date: 21.02.2023
Approved by the Senate Decision	No. 43	Date: 23.02.2023

Contents

CHAPTER I - GENERAL PROVISIONS.....	3
CHAPTER II - ADMISSION. ACQUISITION OF STUDENT STATUS	3
CHAPTER III - STRUCTURE OF THE ACADEMIC YEAR	5
CHAPTER IV - ENROLMENT AND STUDENT DOCUMENTS	5
CHAPTER V - ORGANISATION OF UNIVERSITY STUDIES	6
CHAPTER VI - TRANSFERABLE CREDIT ALLOCATION SYSTEM.....	8
CHAPTER VII - STUDENTS' RIGHTS AND DUTIES.....	10
CHAPTER VIII - STUDENT ATTENDANCE AND EXAM PASSING.....	11
SECTION I – STUDENT ATTENDANCE	11
SECTION II - EXAM PASSING	12
CHAPTER IX - SUSPENSION OF STUDIES, WITHDRAWAL FROM STUDIES, EXPULSION	19
CHAPTER X – VALIDATION OF STUDIES AND MARKS OBTAINED AND RECOGNITION OF CREDITS	20
CHAPTER XI - STUDENT MOBILITY	22
SECTION I - GENERAL PROVISIONS	22
SECTION II - CONDITIONS FOR ACADEMIC MOBILITY	22
SECTION III - STAGES (PROCEDURE) OF ACADEMIC MOBILITY	24
CHAPTER XII - CITIZENSHIP AND TUITION FEES ARRANGEMENTS FOR THIRD-COUNTRY FOREIGN STUDENTS	26
CHAPTER XIII - REWARDS AND SANCTIONS	27
CHAPTER XIV - COMPLETION OF BACHELOR'S / MASTER'S DEGREE STUDIES	28
CHAPTER XV - FINAL PROVISIONS	29
ANNEX - DEFINITIONS OF TERMS / EXPRESSIONS	30

CHAPTER I - GENERAL PROVISIONS

Art.1. According to: Law of National Education no. 1/2011, Law no. 288/2004 on the organization of university studies, as amended, the Department of Education Order no. 3473/2017 for the approval of the Procedure for the admission to studies and tuition of foreign citizens starting with the school/academic year 2017-2018, Department of Education Order no. 5140/2019 for the approval of the Procedure for the academic mobility of students, Department of Education Order no. 5146/2019 on the approval of the widespread application of the European Credit Transfer System and the Charter of Titu Maiorescu University, the Regulation on the professional activity of students under the European Credit Transfer System, hereinafter referred to as the "Regulation", contains the rules on the acquisition/loss of student status, student attendance and exam passing, allocation of transferable credits, validation of studies and recognition of transferable credits, organisation, conduct and completion of bachelor's and master's degree programmes, based on the following principles and objectives:

- (a) the principle of academic autonomy and academic freedom;
- (b) the principle of public accountability;
- (c) the principle of quality assurance;
- (d) the principle of fairness and respect for the rights and freedoms of students and academic staff;
- (e) the principle of managerial and financial efficiency;
- (f) the principle of transparency;
- (g) the principle of independence from political ideologies, religions and doctrines;
- (h) the principle of national and international mobility freedom for students, teachers and researchers;
- (i) the principle of consulting the social partners in decision-making;
- (j) the principle of student-centred education.

Art.2. The provisions of this Regulation shall apply to all bachelor's and master's degree programmes, regardless of the education type.

CHAPTER II - ADMISSION. ACQUISITION OF STUDENT STATUS

Art. 3. (1) The admission of candidates to the bachelor's and master's degree programmes, regardless of the education type, is made by examination, in accordance with the *Bachelor's and master's degree courses admission examination organisation and conduct regulation*, approved by the University Senate, in compliance with the regulatory documents in force.

(2) The admission conditions and tuition figures shall be made public each year, at least 6 months before the admission examination.

(3) The tuition fees and other special fees related to the application for the admission examination, the withdrawal of the application file, mobility, re-enrolment, the issue of transcript of records, the graduation examination, archiving and accommodation, as well as the deadlines and modalities of their payment, are provided for in the University's *Fee Nomenclature Regulation*.

MINISTRY OF EDUCATION

“TITU MAIORESCU” UNIVERSITY OF BUCHAREST

Calea Văcărești nr. 187, sector 4, Bucharest, code 040051

Phone: 021 316 16 46, fax: 021 311 22 97, e-mail: rectorat@univ.utm.ro, www.utm.ro

(4) The amounts of the fees mentioned in par. (3) are established annually by the University Senate and the Board of Directors, depending on the specific costs of the schooling per study programmes and types of education, as well as on the economic and social context in Romania.

Art. 4. (1) The person admitted to a bachelor's or master's degree programme shall have the status of student throughout the period of his/her presence in the programme, as of enrolment and up to the graduation exam or expulsion, except for the study breaks.

(2) The student quality of Titu Maiorescu University can be acquired / regained by:

- a) enrolment after taking and passing the admission exam;
- b) enrolment in higher years of students coming from other universities, with validation of the periods/years of study completed and, where appropriate, the taking of equivalency examinations, under the conditions of this Regulation;
- c) transfer/mobility from another higher education institution accredited or authorized to operate on a provisional basis;
- d) re-enrolment in the case of students expelled from TMU;

Art.5. In order to apply for the admission examination, the candidate's file must contain all the documents provided for in the *Bachelor's and master's degree courses admission examination organisation and conduct regulation* of Titu Maiorescu University, in compliance with the legislation in force.

Art.6. For transferred/enrolled students coming from mobility programmes from other universities in Romania - accredited or authorized to operate provisionally - or from universities in other countries, the candidate's file shall also include:

- (a) the transcript of records upon transfer/enrolment;
- (b) the subject sheets/syllabus, according to the curriculum plan issued by the faculty of origin;
- (c) the documents provided for in the *Regulation on the application and enrolment of foreign students at Titu Maiorescu University bachelor's and master's degree programmes*, for students coming from foreign universities.

Art.7. (1) Titu Maiorescu University, through its legal representative - the University Rector - signs with each student enrolled at a study programme a university study contract, valid for the entire period of studies, specifying the rights and duties of the parties and an annual addendum, specifying the curriculum plan of the year of studies, as well as the tuition fee and payment deadlines, in accordance with the provisions of the University's *Fee Nomenclature Regulation* and in compliance with the legislation in force. Study contracts and addenda do not change during the academic year.

(2) Students who entered the years II - VI shall sign an annual addendum to the university study contract, after verifying that the conditions regarding the accumulation of credits necessary for graduating a study year and the full payment of the tuition fee for the previous year(s) are met.

The tuition fee/first instalment of the tuition fee for the next academic year shall be paid at the latest by the date set by the University's *Fee Nomenclature Regulation*, which date shall not exceed the starting date of the academic year.

Art.8. (1) The citizens of the EU Member States, of the European Economic Area and of the Swiss Confederation, as well as the citizens of third countries, shall participate in the admission examination, for each university level and study programme, under the conditions stipulated by the law for Romanian citizens.

(2) Non-EU, non-EEA or Swiss Confederation citizens are students on their own foreign exchange, in accordance with the provisions of the Government Ordinance no.22/2009 and the University Regulations, regarding the amount of tuition fees and their payment method.

(3) Foreign citizens who have the status of "*Romanians from all over the world*" governed by special laws, foreign nationals of third countries, under subsidiary protection, according to the provisions of Law no. 122/2006 on asylum in Romania, stateless persons, enjoy the same rights and have the same duties as Romanian citizens, regarding the admission procedure and the amount of the tuition fee.

CHAPTER III - STRUCTURE OF THE ACADEMIC YEAR

Art.9. (1) As a rule, the academic year starts on the first working day of October and includes two semesters. A semester usually has a duration of 14 weeks of teaching activities followed by a minimum of 3 examination weeks. A period of at least 17 weeks is required for the assignment of transferable credits from one semester.

(2) The Senate of Titu Maiorescu University annually approves, on the proposal of the Board of Directors, at least 3 months before the beginning of the academic year:

- Calendar of educational activities specific to the academic study semesters,
- Structure of the academic year,
- University's Fee Nomenclature Regulation.

CHAPTER IV - ENROLMENT AND STUDENT DOCUMENTS

Art.10. (1) According to the National Education Law no.1/2011, the Single Matriculation Register of the Universities in Romania, RMUR, is established as an electronic database in which all Romanian students from public or private universities accredited or provisionally authorized, are registered.

(2) The RMUR. is an officially legally protected document. Falsification of the information contained in the matriculation register is sanctioned according to the law.

(3) The Ministry of Education (ME) is drafting a regulation allocating the individual matriculation number, as well as the content of the information that will be written in the RMUR.

(4) Titu Maiorescu University's matriculation registers become part of the RMUR, a rigorous check of diplomas being ensured.

Art. 11. (1) Enrolment is made on the basis of the Rector's decision, following the results of the admission examination or under the conditions laid down in Articles 4 and 8 of this Regulation.

(2) Pending the allocation by ME of the individual matriculation number, each student is registered - usually in alphabetical order - in the matriculation register under a unique matriculation number, valid for the entire period of study, at each study programme for which he/she was declared admitted under the terms of Article 4 of this Regulation.

(3) The matriculation numbers are assigned from 1 to n, for each new student class.

(4) Students re-enrolled in the same specialization will, as a rule, keep their original matriculation number.

(5) For mobility students transferred/enrolled in higher years, the matriculation number shall be assigned according to the class in which they were enrolled.

Art.12. (1) After enrolment, the student shall receive a student record book, signed by the Dean and endorsed by the chief secretary of the faculty, at the beginning of each academic year.

(2) The student record book shall mention, under the signature of the examining professor, the marks obtained in the final examination tests.

(3) Presentation of the student record book is mandatory, at all types of assessment.

Art.13. In case of loss or destruction of the student record book, a duplicate can be issued, after publication in the Official Gazette of Romania and in a daily newspaper, of the loss, theft or destruction thereof and payment of the fees established by the University's Fee Nomenclature Regulation.

Art. 14. (1) In the case of expulsion, the student must pay all debts towards the university: the tuition fee due on the day of expulsion, as well as the penalties due for non-payment on time (if applicable), the withdrawal fee, the fee for accommodation in a university student hostel (if applicable) due on the date of expulsion, as well as the penalties due for non-payment on time (if applicable). Also, the student is required to return the student record book and other cards (transportation, library, etc.), as well as the materials borrowed from the library.

(2) In case of non-compliance with the duties stipulated in par. (1), the University reserves the right to take legal action to recover the damage caused.

CHAPTER V - ORGANIZATION OF UNIVERSITY STUDIES

Art.15. (1) According to the legal provisions, the university study programme represents a group of curricular units of teaching, learning, research, practical applications and evaluation, planned so as to lead to a university qualification certified by a diploma and a diploma supplement.

(2) The university study programmes are grouped by field of study and are organized on 3 levels of study: Bachelor, Master, PhD, which provide competencies and give access to occupations and positions specific to each graduated university study level.

(3) Bachelor's and master's degree programmes are carried out on the basis of curriculum plans and are structured on academic semesters and years of study.

MINISTRY OF EDUCATION

“TITU MAIORESCU” UNIVERSITY OF BUCHAREST

Calea Văcărești nr. 187, sector 4, Bucharest, code 040051

Phone: 021 316 16 46, fax: 021 311 22 97, e-mail: rectorat@univ.utm.ro, www.utm.ro

(4) The year of study comprises two academic semesters corresponding to a minimum of 60 transferable credits/year; the year of studies shall be numbered I, II,... VI, (e.g. year IV).

(5) An academic semester comprises 22/28 hours of teaching activities per week, corresponding to a minimum of 30 transferable credits per semester; semesters are numbered from 1, 2,... 12, by mentioning the year of study, (e.g. year V, semester 10).

(6) The academic year includes academic semesters, knowledge assessment sessions, specialized internship periods, holiday periods.

(7) The graduation of the study years shall be carried out in compliance with the provisions of Chapter VIII of this Regulation and according to the provisions of the Learning outcomes assessment regulation, approved by the University Senate.

8) The legal duration of a bachelor's degree programme is 3, 4, 5 or 6 years, and the duration of a master's programme is 1-2 years, according to the bachelor's/master's fields of study.

Art.16. According to the legal provisions, the forms of organization of study programmes are:

a) full-time studies, characterized by teaching and/or research activities scheduled throughout the day, specific to each university course, roughly evenly distributed on a weekly/daily basis throughout the semester and implying that students directly meet the teaching and research staff at the university, or through online platforms;

b) distance studies, characterized by the use of specific electronic, IT and communication resources, self-learning and self-assessment activities, complemented by specific mentoring activities, through the online platforms.

Art.17. The Titu Maiorescu University organizes the following types of study programmes:

- 1st level - bachelor's degree studies with a length of 6 semesters, 8 semesters, 10 semesters or 12 semesters, corresponding to a minimum number of transferable credits, ranging from 180 to 360;

- 2nd level - master's degree studies with a length of 2 semesters or 4 semesters, corresponding to a minimum number of transferable credits, ranging from 60 to 120;

- 3rd level - doctoral studies with a length of 6 or 8 semesters, corresponding to a minimum number of transferable credits, ranging from 180 to 240;

- postgraduate programmes.

Art.18. (1) Bachelor's degree programmes are organized for the following types of education: full-time education (FTE) and distance education (DE).

(2) Master's degree programmes fall within the full-time education.

(3) An exception to the provisions of paragraph (1) is made for bachelor's and master's degree programmes in the fields regulated at European Union level, which are only offered on a full-time basis.

(4) For professions governed by European rules, recommendations or good practices, the first and second levels of university studies are offered in a 5 or 6-year unitary university programme, as full-time education. Under the provisions of Law no.1/2011 of National Education, with subsequent modifications and completions, the obtained diplomas are equivalent to the master's degree.

MINISTRY OF EDUCATION

“TITU MAIORESCU” UNIVERSITY OF BUCHAREST

Calea Văcărești nr. 187, sector 4, Bucharest, code 040051

Phone: 021 316 16 46, fax: 021 311 22 97, e-mail: rectorat@univ.utm.ro, www.utm.ro

(5) The graduation diploma or the bachelor's degree of long-term higher education graduates from the period prior to the implementation of the three Bologna-type levels, is equivalent to the specialised master's degree.

Art.19. Higher education in the field of health is carried out in compliance with the general and field-specific regulations of the European Union, namely:

a) 6 years of study, for a minimum of 5,500 hours of theoretical activity and medical internship for the field of medicine, under the Medicine and Dental Medicine study programmes; 5 years of study, for a minimum of 4,500 hours of theoretical and practical activity, under the Pharmacy study programme; 4 years of study for a minimum of 4,600 hours of training for the General Nursing study programme and 3 years of study for other bachelor's degree programmes in the field of health;

b) The credits obtained in post-secondary education cannot be validated and transferred in healthcare-related higher education programmes.

Art.20. Each academic year has a minimum of 60 transferable credits under the ECTS/SECT, with a minimum of 180 transferable credits for 3-year bachelor's degree programmes, a minimum of 240 transferable credits for 4-year bachelor's degree programmes, a minimum of 300 transferable credits for 5-year bachelor's degree programmes and a minimum of 360 transferable credits for 6-year bachelor's degree programmes; a number of additional credits may be added to the number of credits provided above for the subjects included in the study programmes' curriculum plans within the faculties of Titu Maiorescu University or other faculties, which will be mentioned in the diploma supplement.

Art.21. The Titu Maiorescu University's master's degree programmes can be:

a) professional master's degree, mainly oriented towards the training of professional skills;

b) teaching master's degree, oriented to the training-development of psycho-pedagogical and managerial skills specific to teachers;

c) research master's degree, oriented to the training of scientific research skills.

CHAPTER VI - TRANSFERABLE CREDIT ALLOCATION SYSTEM

Art.22. (1) University degree programmes plan and organize the workload specific to teaching, learning, practical implementation and examination activities in accordance with the European Credit Transfer System - ECTS/SECT - expressing it in terms of transferable credits. A transferable study credit consists of the amount of directed and independent intellectual work required for the individual completion by the student of a component unit of a course within a university study programme, supplemented by the validation of learning outcomes.

(2) The total cumulative duration of the bachelor's and master's degree levels corresponds to the achievement of at least 300 transferable credits.

(3) The duration of the bachelor's and master's degree programmes, by specialization field, is approved by Government decision, initiated annually on the proposal of the Ministry of Education.

Art.23. (1) The University ensures, by applying the European Credit Transfer System, the compatibility of its study programmes with similar programmes of other universities in the country, as well as with the universities of the European Union and EFTA.

(2) Credits shall be recognized, validated and transferred for the purpose of possible continuation of studies from one study programme to another or between higher education institutions, provided that all of the following conditions are met:

a) higher education institutions are accredited;

b) study programmes shall have the same level of qualification within the European Qualifications Framework (EQF);

c) study programmes are in the same fundamental field and the same university course level;

d) study programmes lead to similar skills/learning outcomes.

Article 24. The main purposes of the credit transfer system implementation are:

- student mobility;

- recognition of periods of study;

- recognition of diplomas;

- diversification of the student's options and flexibility of the study programme within the curriculum plan;

- the inclusion of new subjects in the study programme;

- integration into the rules of European education.

Art.25. Within the faculties of Titu Maiorescu University, the allocation of credits is made according to the European academic procedure, following the European Credit Transfer System, according to which 60 credits correspond to a minimum amount of work done by a student for compulsory and optional subjects during a university year, and 30 credits correspond to a university semester.

Art.26. (1) The allocation of credit points for a subject specified in the curriculum plan shall be made on the basis of the following criteria:

- Number of course, seminar, laboratory, practical work hours;

- Subject category: fundamental, specialized, complementary/mandatory, optional, voluntary;

- Complexity of the taught knowledge established by the subject teaching staff and provided for in the Subject Sheet, approved by the department Board;

- Estimation of the amount of time required to study the mandatory bibliographic material, in order to acquire knowledge related to a certain subject;

- Estimation of the amount of time allocated for individual study.

(2) Each faculty develops its own methodology for allocating the number of transferable credits for the subjects in the curriculum plan, according to the specifics of each study programme, based on the proposals of the department, approved by the Faculty Board.

(3) The number of credits allocated to a subject is proportional to the minimum amount of work required by the student to pass the subject, encompassing both the organized activities (courses, seminars, laboratory activities, projects, research, internships) and the individual work done by the student to assimilate knowledge, perform assignments, develop reports and projects, etc.

Art.27. (1) The credit allocation relates to all categories of subjects (compulsory, optional and voluntary) in the curriculum plan, including for internships and bachelor's degree final examination.

(2) The credits do not replace the student assessment by marks and do not measure the quality of learning. Rules leading to validation of credits by the marks obtained in the final examinations cannot be established.

(3) The student receives the full credits allocated to a subject studied during a semester only if he or she obtains at least the mark 5 (five) / "pass" mention to the final examination.

(4) The specialized internship shall be credited separately, either within the 60 mandatory annual credits or with additional credits, in accordance with the standards specific to each bachelor's degree field, established by ARACIS.

(5) The passing of the graduation exams - the bachelor's examination / dissertation exam - is valued with a number of 10 credits, which are highlighted separately in the curriculum plans of the faculties, compared to the number of credits accumulated within the study programme.

Art.28. (1) The credits allocated to a subject are expressed in positive whole numbers and are not splittable by activity components related to the subject and cannot be obtained in stages.

(2) Credits may also be obtained in advance and may be carried forward to subsequent semesters in accordance with the sequence of subjects in the curriculum plan. This can be done following the student's request at and by the approval of the Faculty Board.

(3) The credits can be aggregated (gathered) into modules for obtaining another university qualification, through another study programme, with the approval of the Faculty Board, upon the request of the interested party.

Art.29. The same subject can be provided with a different number of credits in the structure of the curriculum plans of the Titu Maiorescu University various faculties or other universities.

Art.30. The student can take further exams, for which he/she gets an additional number of credits.

CHAPTER VII - STUDENTS' RIGHTS AND DUTIES

Art.31. (1) Students are considered partners of higher education institutions and equal members of the academic community.

(2) A person acquires the status of student and member of the Titu Maiorescu university community only after admission and enrolment in a study programme, within the University and under the conditions of filling in the application and enrolment form, the academic study contract and the addendum, as the case may be, as well as the payment of at least the first instalment of the annual tuition fee, until the beginning of the academic year.

(3) A person may be admitted and enrolled as a concurrent student in no more than two study programmes, regardless of the educational institutions offering them. Students of the study programmes in the field of "Health" cannot simultaneously follow two study programmes in this field, in the form of full-time education, except for the Pharmacy study programme.

Art.32. The Senate of the University approves the students' rights and duties code, in compliance with the provisions of the students' rights and duties code approved by the Department of Education Order, upon the proposal of the student associations.

Art. 33. The principles governing the student's activity in the university community are:

- the principle of non-discrimination; all students shall enjoy equal treatment; any direct or indirect discrimination shall be prohibited;
- the principle of participation in the decision in the faculty Board and in the Senate;
- the principle of freedom of expression, by virtue of which they have the right to freely express their opinions within the University facilities;
- the principle of transparency and access to information, based on which they have the right to free access to information concerning their own educational process and the life of the university community, according to the law.

Art. 34. The rights and duties of students enrolled in bachelor's degree and master's degree study programmes at the University are set out in the TMU's Students' rights and duties code, approved by the University Senate.

CHAPTER VIII - STUDENT ATTENDANCE AND EXAM PASSING

SECTION I - STUDENT ATTENDANCE

Art.35. (1) According to the legal provisions, full-time and distance education are forms of organization of teaching procedures involving:

(a) compulsory attendance at the Course, Seminar, Laboratory and Practical Works, for full-time education;

(b) replacement of Course (Teaching) classes with Individual Study/Self-training Activities (SI/AI) and periodic meetings held through tutorial system and seminars with teaching activities developing practical skills and abilities in the face-to-face system (AT or AA), for distance education.

(2) The participation of students in the teaching activities carried out during the semesters (courses, seminars, practical works, laboratories, drawing up reports, etc/tutorial and assisted activities) will be taken into account in the mid-term and final assessments, in the weighting established by the Department for each subject, as provided in the subject sheet (syllabus).

Art.36. In order to admit the student to the final checks, the laboratory work and the practical work not carried out within the related programme, will be resumed, as a rule, in the last three weeks of teaching activity of the respective semester, with the payment of the resuming fees established by the University's *Fee Nomenclature Regulation*.

SECTION II – EXAM PASSING

Art.37. (1) The academic success of a student during a study programme is determined by cumulative assessments of the type of final assessment (exam/colloquium) and by the mid-term assessment.

(2) Titu Maiorescu University has a Learning outcomes assessment regulation approved by the University Senate, which aims to ensure quality and compliance with the provisions of the Code of Ethics and University Professional Deontology.

(3) The learning outcomes are assessed by means of exams:

a) with full marks from 10 (ten) to 1 (one), mark 5 (five) certifying the acquisition of the minimum subject-related skills and the passing of the exam;

b) with ratings, where appropriate.

Art. 38. For each subject, three final assessments (examinations) are allowed during the current academic year: one final assessment (examination) included in the amount of the annual tuition fee, and two final assessments (examinations) under payment of special fees provided for in the *Fee Nomenclature Regulation*.

Art.39. (1) During an academic year, four sessions are organized: a winter session, a summer session, followed by a 1st overdue exam, mark and credit improvement session for all subjects and a 2nd overdue exam, mark and credit improvement session for all subjects, as follows:

a) **The three-week winter exam session**, which starts immediately after the end of the first semester teaching activities; during this session, final assessments (exams) are taken for the subjects scheduled in the first semester of the current academic year, in accordance with the approved curriculum plan; also, under payment of a special fee, final assessments are taken for the outstanding credits in these subjects, not taken or failed in a previous academic year, as well as the final equivalency assessments (exams) for these subjects. Only students who have paid their tuition fees for the current academic year can take the final exams;

b) **The three-week summer exam session**, which starts immediately after the end of the second semester teaching activities; during this session, final assessments (exams) are taken for the subjects scheduled in the second semester of the current academic year, in accordance with the approved curriculum plan; also, under payment of a special fee, final assessments are taken for the outstanding credits in these subjects, not taken or failed in a previous academic year, as well as the final equivalency assessments (exams) for these subjects. Only students who have paid their tuition fees for the current academic year (including the 3rd instalment) and master's degree students who have paid their tuition fees for the current academic year (including the 2nd instalment) can take the final exams.

(c) **The 1st overdue exam, mark and credit improvement session for all subjects**, with a duration of about 2 weeks, scheduled according to the Academic Year Structure approved annually by the TMU Senate; during this session, final assessments (exams) for all subjects not taken or failed during previous sessions, final assessments (exams) for the outstanding credits and final equivalency assessments (exams) can be taken under payment of a special fee, as second examination;

(d) **The 2nd overdue exam, mark and credit improvement session**, with a duration of about 2 weeks, scheduled according to the Academic Year Structure approved annually by the TMU Senate; during which, final assessments (exams) for all subjects not taken or failed during previous sessions, final assessments (exams) for outstanding credits and the final equivalency assessments (exams) can be taken as a third examination, under payment of a special fee; the exception to the payment of the special fee is the subject "Internship", which is taken in this session, as first examination, and is included in the annual tuition fee, if it takes place outside the semester in which it is provided for in the curriculum plan.

(2) Students of the final years, who, until the end of the 2nd overdue exam session (according to point d) have not passed all final assessments (exams) and have not accumulated the total number of credits related to the study programme, cannot attend the final examinations organized in the summer; these students have the opportunity to take the failed final assessments (examinations) during an exceptional session, organized upon the proposal of the Faculty Board, and, if they have accumulated the total number of credits related to the study programme, can attend the final exams organized during the autumn session.

(3) For students performing competitive sports activities, artistic, scientific or other special activities, or have special medical or other reasons, the Rector may approve an open session, on the proposal of the Faculty Board, on the basis of a request submitted by the student, accompanied by documents supporting the activity carried out. In this case, the marks obtained will be recorded by the examining teacher in the group record book, but with the date on which the examination was actually taken (the date will be recorded in the record book under the heading "remarks").

Art. 40. Final assessments are scheduled by year/group and are made known to students by posting a notice at least 30 days before the beginning of the examination session.

Art. 41. A student who does not attend the scheduled assessments will be listed as "absent" in the mark book for that session, except in the case provided for in Art.39 para. (3).

Art.42. The total number of credits for admission to the higher year of study is calculated at the end of each academic year.

Art.43. (1) The student who obtains 60 credits in the subjects provided for in the bachelor's or master's degree programme shall be fully admitted from the first to the second year.

(2) A student who obtains a minimum of 40 credits (45 credits for study programmes in the Faculties of Medicine, Dental Medicine and Pharmacy) shall be admitted with outstanding credits from the first year to the second year. In duly justified cases (birth, illness, family issues, transfer, etc.), a student who has obtained a minimum of 30 credits may also be admitted to the second year, subject to the approval of the Faculty Board, following a request submitted by the student to the Faculty Secretary's Office no later than 20 September.

MINISTRY OF EDUCATION

“TITU MAIORESCU” UNIVERSITY OF BUCHAREST

Calea Văcărești nr. 187, sector 4, Bucharest, code 040051

Phone: 021 316 16 46, fax: 021 311 22 97, e-mail: rectorat@univ.utm.ro, www.utm.ro

(3) During the following academic year(s), the student having passed with outstanding credits is required to attend all teaching activities and to redo all laboratory work related to the outstanding subjects.

(4) If the student has not accumulated 40/45/30 credits by September 30, he/she will be expelled, having the possibility to resume the admission procedure.

(5) In case the student is admitted, he/she can obtain the validation of subjects already passed, on the basis of an application approved by the Faculty Board.

Art.44. (1) For the admission from the IInd year to the IIIrd year of bachelor’s degree studies, it is necessary to accumulate a minimum of 90 credits (respectively 105 credits for the study programmes within the Faculties of Dental Medicine and Pharmacy). In duly justified cases (birth, illness, family issues, transfer, etc.), the student who has a minimum of 80 credits can also be admitted to the IIIrd year, based on the approval of the Faculty Board, following an application submitted to the Faculty Secretary’s Office, at the latest by September 20. By way of exception, for students from the study programmes of Medicine and Medicine in English, the minimum number of credits required for graduation is 120, and at the end of the IInd year, the student must have completed all credits successfully.

(2) During the following academic year(s), the student admitted with outstanding credits is required to participate in all teaching activities and redo all laboratory work related to the overdue subjects.

(3) If the student has not accumulated the number of 90/105/80/120 credits at the end of the IInd year, he/she can request, at the latest by September 20, the IInd year study extension (repetition of the IInd year with the recognition of credits obtained), and for the failed subjects to pay the tuition fee corresponding to the number of missing credits, as per the Fee Nomenclature Regulation. Otherwise, he/she shall be expelled. The extension of the studies shall be mentioned in the Matriculation Register as follows: "*extension of studies (IInd year repetition according to the RMUR) to obtain the credits related to the Ist and/or IInd year of study*".

Art.45. (1) For the admission from the IIIrd year to the IVth year of studies, for the study programmes with 240 credits, respectively Law, it is necessary to accumulate a minimum of 150 credits.

(2) In duly justified cases (birth, illness, family issues, transfer/mobility, etc.), the student who has a minimum of 140 credits can also be admitted to the IVth year, based on the approval of the Faculty Board, following an application submitted to the Faculty Secretary’s Office, at the latest by September 20.

(3) During the following academic year(s), the student admitted with outstanding credits is required to participate in all teaching activities and redo all laboratory work related to the overdue subjects.

(4) If the student has not accumulated the number of credits provided for in paragraph (1), i.e., is not eligible for the provisions of paragraph (2), he/she can request, at the latest by September 20, the IIIrd year study extension (repetition of the IIIrd year with the recognition of credits obtained), and for the failed subjects to pay the tuition fee corresponding to the number of missing credits. Otherwise, he/she shall be expelled. The extension of the studies shall be mentioned in the Matriculation Register as follows: "*extension of studies (IIIrd year repetition according to the RMUR) to obtain the credits related to the IInd and/or IIIrd year of study*".

Art.46. (1) For the General Nursing study programme, the minimum number of credits necessary for admission from the IIIrd year to the IVth year is 150.

MINISTRY OF EDUCATION

“TITU MAIORESCU” UNIVERSITY OF BUCHAREST

Calea Văcărești nr. 187, sector 4, Bucharest, code 040051

Phone: 021 316 16 46, fax: 021 311 22 97, e-mail: rectorat@univ.utm.ro, www.utm.ro

(2) In duly justified cases (birth, illness, family issues, transfer/mobility, etc.), the student who has a minimum of 140 credits can also be admitted to the IVth year, based on the approval of the Faculty Board, following an application submitted to the Faculty Secretary's Office, at the latest by September 20.

(3) During the following academic year(s), the student admitted with outstanding credits is required to participate in all teaching activities and redo all laboratory work related to the overdue subjects.

(4) If the student has not accumulated the number of credits provided for in paragraph (1), i.e., is not eligible for the provisions of paragraph (2), he/she can request, at the latest by September 20, the IIIrd year study extension (repetition of the IIIrd year with the recognition of credits obtained), and for the failed subjects to pay the tuition fee corresponding to the number of missing credits. Otherwise, he/she shall be expelled. The extension of the studies shall be mentioned in the Matriculation Register as follows: "*extension of studies (IIIrd year repetition according to the RMUR) to obtain the credits related to the Ist and/or IIIrd year of study*".

Art. 47. (1) In order to be admitted from the IIIrd year to the IVth year of study, for the Dental Medicine Faculty study programmes, the minimum number of credits required for graduation is 180, and at the end of the IIIrd year, the student must have completed all credits successfully.

(2) In order to be admitted from the IIIrd year to the IVth year of study, for the Medicine Faculty study programmes, the minimum number of credits required for graduation is 160 credits (120 + 40).

(3) In duly justified cases (birth, illness, family issues, transfer/mobility, etc.), the student who has a minimum of 140 credits can also be admitted to the IVth year, based on the approval of the Faculty Board, following an application submitted to the Faculty Secretary's Office, at the latest by September 20.

(4) If the student has not accumulated the number of credits provided for in paragraph (1), i.e., is not eligible for the provisions of paragraph (2), he/she can request, at the latest by September 20, the IIIrd year study extension (repetition of the IIIrd year with the recognition of credits obtained), and for the failed subjects to pay the tuition fee corresponding to the number of missing credits. Otherwise, he/she shall be expelled. The extension of the studies shall be mentioned in the Matriculation Register as follows: "*extension of studies (IIIrd year repetition according to the RMUR) to obtain the credits related to the Ist and/or IIIrd year of study*".

Art.48. (1) In order to be admitted from the IIIrd year to the IVth year of study, for the 300 credits study programmes, i.e. the Pharmacy Faculty study programmes, the minimum number of credits required for graduation is 150, of which 60 credits for the Ist year (meaning that all the Ist year credits must mandatorily be successfully completed).

(2) In duly justified cases (birth, illness, family issues, transfer/mobility, etc.), the student who has a minimum of 140 credits can also be admitted to the IVth year, based on the approval of the Faculty Board, following an application submitted to the Faculty Secretary's Office, at the latest by September 20.

(3) During the following academic year(s), the student admitted with outstanding credits is required to participate in all teaching activities and redo all laboratory work related to the overdue subjects.

(4) If the student has not accumulated the number of credits provided for in paragraph (1), i.e., is not eligible for the provisions of paragraph (2), he/she can request, at the latest by September 20, the IIIrd year study extension (repetition of the IIIrd year with the recognition of credits obtained), and for the previous years failed subjects to pay the tuition fee corresponding to the number of missing credits. Otherwise, he/she shall be expelled. The extension of the studies shall be mentioned in the Matriculation Register as follows: "*extension of studies (IIIrd year repetition according to the RMUR) to obtain the credits related to the Ist and/or IIIrd year of study*".

Art.49. (1) In order to be admitted from the IVth year to the Vth year of study, for the Dental Medicine Faculty study programmes, the minimum number of credits required is 230, of which 180 credits for the Ist, IInd and IIIrd years and 50 credits for the IVth year.

(2) In order to be admitted from the IVth year to the Vth year of study, for the Medicine and Medicine in English Faculty study programmes, the minimum number of credits required for graduation is 240, and at the end of the IVth year, the student must have completed all credits successfully.

(3) In duly justified cases (birth, illness, family issues, transfer/mobility, etc.), the student who has a minimum of 200 credits can also be admitted to the Vth year, based on the approval of the Faculty Board, following an application submitted to the Faculty Secretary's Office, at the latest by September 20.

(4) During the following academic year(s), the student admitted with outstanding credits is required to participate in all teaching activities and redo all laboratory work related to the overdue subjects.

(5) If the student has not accumulated the number of credits provided for in paragraph (1), i.e., is not eligible for the provisions of paragraph (2), he/she can request, at the latest by September 20, the IVth year study extension (repetition of the IVth year with the recognition of credits obtained), and for the previous years failed subjects to pay the tuition fee corresponding to the number of missing credits. Otherwise, he/she shall be expelled. The extension of the studies shall be mentioned in the Matriculation Register as follows: "*extension of studies (IVth year repetition according to the RMUR) to obtain the credits related to the IVth year of study*".

Art.50. (1) In order to be admitted from the IVth year to the Vth year of study, for the 300 credits study programmes, i.e. the Pharmacy Faculty study programmes, the minimum number of credits required for graduation is 220, of which 60 credits for the Ist year, 60 credits for the IInd year (meaning that all the Ist and IInd year credits must mandatorily be successfully completed).

(2) During the following academic year(s), the student admitted with outstanding credits is required to participate in all teaching activities and redo all laboratory work related to the overdue subjects.

(3) If the student has not accumulated the number of credits provided for in paragraph (1), he/she can request, at the latest by September 20, the IVth year study extension (repetition of the IVth year with the recognition of credits obtained), and for the previous years failed subjects to pay the tuition fee corresponding to the number of missing credits. Otherwise, he/she shall be expelled. The extension of the studies shall be mentioned in the Matriculation Register as follows: "*extension of studies (IVth year repetition according to the RMUR) to obtain the credits related to the IIIrd and/or IVth year of study*".

Art.51. (1) In order to be admitted from the Vth year to the VIth year of study, for the Dental Medicine Faculty study programmes, the minimum number of credits required is 280, of which 180 credits for the Ist, IInd and IIIrd years, 50 credits for the IVth year and 50 credits for the Vth year

(2) In order to be admitted from the Vth year to the VIth year of study, for the Medicine and Medicine in English Faculty study programmes, the minimum number of credits required for graduation is 280, of which 240 credits for the Ist-IVth years and 40 credits for the Vth year.

MINISTRY OF EDUCATION

“TITU MAIORESCU” UNIVERSITY OF BUCHAREST

Calea Văcărești nr. 187, sector 4, Bucharest, code 040051

Phone: 021 316 16 46, fax: 021 311 22 97, e-mail: rectorat@univ.utm.ro, www.utm.ro

(3) In duly justified cases (birth, illness, family issues, transfer/mobility, etc.), the student who has a minimum of 260 credits can also be admitted to the VIth year, based on the approval of the Faculty Board, following an application submitted to the Faculty Secretary's Office, at the latest by September 20.

(4) During the following academic year(s), the student admitted with outstanding credits is required to participate in all teaching activities and redo all laboratory work related to the overdue subjects.

(5) If the student has not accumulated the number of credits provided for in paragraph (1), he/she can request, at the latest by September 20, the Vth year study extension (repetition of the Vth year with the recognition of credits obtained), and for the previous years failed subjects to pay the tuition fee corresponding to the number of missing credits. Otherwise, he/she shall be expelled. The extension of the studies shall be mentioned in the Matriculation Register as follows: "*extension of studies (Vth year repetition according to the RMUR) to obtain the credits related to the IVth and Vth year of study*".

Art.52. The relevant provisions of Article 43 of this Regulation shall apply to the master's degree study programmes.

Art.53. Extension of the studies may, as a rule, be granted only once for the same year of studies.

Art.54. (1) Failing students who do not request the extension of their studies and do not pay the tuition fees on time are expelled.

2. All students who fail to pay tuition fees by the beginning of the following academic year shall be expelled, whether or not they have successfully completed the previous year.

Art.55. The implementation of the credit system to students found in the extension period of their studies is made according to the following rules:

a) the principle of recognition of previously obtained credits and transferability shall apply;

b) if the curriculum plan, during the extension year, differs from the curriculum plan with which the student began his studies, the curriculum plan for the year of extension will be taken as reference.

Art. 56. If, at the end of the legal study period, the student has not accumulated all the credits established by the curriculum plan - at least 180/240/300/360 credit points - to be able to take the bachelor's degree graduation exam, or 60/120 credit points - to be able to take the master's degree graduation exam, he/she can apply for the extension of the studies (schooling extension according to the RMUR), with the approval of the dean and under the payment of the study fees related to the number of missing credits.

Art.56¹. The application for study extension, schooling extension and re-enrolment can be made up to 2 times during a course of study, regardless of the study programme within the Ist and IInd levels, i.e. bachelor's and master's degree. The student who has not accumulated, following the two extensions, the number of credits required to graduate the respective study programme, shall be expelled, without the right to re-enrolment at Titu Maiorescu University.

Art.57. Students who have completed the full curriculum plan provided for the related study programme and have been declared graduates may take the bachelor's / master's degree graduation exam.

Art. 58. (1) The dean may approve, upon request, the re-examination with a view to improving the mark, for a maximum of 4 subjects per year.
(2) No re-examinations are allowed to be taken to improve marks in subjects studied in previous years.
(3) Re-examination for mark improvement may not be repeated.
(4) The mark to be taken into account in calculating the annual average shall be the highest mark obtained, regardless of whether this was the initial mark or the mark obtained subsequently, during the mark improvement assessment.

Art.59. (1) Students who attempt to pass examinations by fraud may be subject to the following sanctions:

- removal from the examination room and marking of the paper with 1 by the teachers participating in the examination;
 - expulsion, on the basis of a report drawn up by the teachers taking part in the examination, upon proposal of the Faculty Board. The expelled student may apply to resume studies from the following academic year.
- (2) The results of an examination or assessment may be invalidated by the Dean of the Faculty on the basis of the provisions of the University Charter, when it is proved that they have been obtained fraudulently or in violation of the provisions of the Code of Ethics and Professional Academic Deontology.

Art.60. (1) According to the legal provisions, a maximum of 5% of the number of full-time students in a Bachelor's degree programme with 180/240 credits may complete, at the proposal of the Faculty Board, with the approval of the Senate, 2 years of study in a single year, with the exception of health programmes and the last year of study, under the conditions set out in these regulations and in compliance with the legislation in force. Applications must be submitted to the Faculty Secretary's Office at least 10 days before the start of the academic year.

- (2) The application admissibility conditions for the cases referred to in para. (1) are:
- as the case may be, the overall average of the 1st year of study at least 9.00, or the admission average of at least 9, or the overall average of the bachelor's exam of at least 9 for students graduating with a bachelor's degree from another faculty;
 - the endorsement of the Faculty Board;
 - the approval of the University Senate;
 - payment of tuition fees, in the amount and within the deadlines set by the University Senate.

Art.61. During the bachelor's degree studies it is compulsory to do internships. The University provides a minimum of 30% of the required internship places, of which at least 50% outside the University.

CHAPTER IX - SUSPENSION OF STUDIES, WITHDRAWAL FROM STUDIES, EXPULSION

Art.62. (1) Student activity in all forms of education must be continuous throughout the study programme.

(2) Studies may be suspended upon the student's justified request, addressed to the Dean of the Faculty, under the following conditions:

- (a) Suspension of studies is not allowed for first year students;
- (b) Suspension of studies for students in years II-VI is permitted, on the basis of a justified request, submitted by the student, between 1-30 September, for the following academic year;
- (c) For reasons consisting exclusively of serious health issues, medically certified, students in years II-VI may apply for suspension of studies at any time during the academic year.

(3) The Dean of the Faculty may approve the suspension of studies for a maximum period of 2 academic years, either consecutively or for the entire period of the study programme (cycle).

Art.63. (1) When resuming studies, the student must comply with the requirements of the curriculum plan of the respective class.

(2) When resuming studies, the student shall be entitled to the recognition of the examinations passed up to the moment of suspension, as well as of the credits obtained. The last semester before the suspension and the first semester after the resumption of studies shall be considered as two consecutive semesters in terms of credit accumulation.

Art.64. During the period of suspension of studies, all academic and social rights and duties arising from the student status of Titu Maiorescu University (without losing the student status) are suspended.

Art.65. Failure to resume studies at the end of the suspension period entails the expulsion of the student. Expelled students do not benefit from the legal effects of the suspension of studies.

Art.66. The student requesting withdrawal from studies will be expelled, within 5 working days from the date of registration of the withdrawal application, subject to the payment of tuition fee, in accordance with the provisions of the Fee Nomenclature Regulation, approved annually by the Senate.

Art.67. A student who has been expelled, following his/her request for withdrawal, may be re-enrolled, upon request, in the study year immediately following the last year of study.

Art.68. Applications for re-enrolment may be submitted until 30 September of the academic year and shall be approved by the Dean of the Faculty.

Art.69. (1) Expulsion is the termination of the legal relationship between the University and the student.

(2) The student is bound to fulfil his or her financial duties arising from the University study contract and which are due upon expulsion.

(3) Expulsion is the termination of the legal relationship between the University and the student in the following cases:

- following withdrawal from studies;

- as a result of not resuming studies at the end of the suspension period;
- as a sanction for: failure to accumulate the number of credits required for admission to the next year of study, as a result of non-payment of the financial duties stipulated in the study contract and the Fee Nomenclature Regulation, following violation of the academic conduct and ethics rules, serious misconduct in the academic environment.

(4) Studies completed within the study programme interrupted following expulsion as a sanction for violation of the academic ethics and conduct rules or serious misconduct in the academic environment shall not be recognised in the case of new enrolment.

(5) Upon issuance of the expulsion decision, the former student will be removed from the rolls of his or her class and his or her academic record will be closed in the matriculation register, the last entry being the number of the expulsion decision. The expulsion decision will be immediately notified to the Tuition Fees Office.

CHAPTER X - VALIDATION OF STUDIES AND MARKS OBTAINED AND RECOGNITION OF CREDITS

Art.70. (1) The number of transferable credits constitutes the reference element that Titu Maiorescu University may use in the recognition of studies or periods of university studies, legally completed previously in the same fundamental field, for the purpose of validation and transfer of credits from a study programme.

(2) The credits obtained within the European programmes shall be recognised and validated on the basis of the study documents issued by the concerned higher education institutions.

(3) Recognition (equivalence) of studies and validation of examinations shall be approved by the Faculty Board according to the European Credit Transfer System.

(4) The Faculty Board shall validate the marks and credits obtained and establish any equivalency examinations arising from the comparison of curriculum plans before the start of the academic year.

(5) For the validation, continuation or completion of studies and foreign recognition of diplomas issued prior to the implementation of the credit transfer system, based on the academic information existing in the transcript of records and in its own matriculation register, Titu Maiorescu University may issue, upon request, a diploma supplement. For this service, the University charges fees in the amount approved by the Senate, according to the Fee Nomenclature Regulation.

Art.71. (1) The validation of the subjects studied, of the marks obtained and the recognition of the credits acquired shall be carried out by the validation committee for each subject, including for advance credits, without any further request by the student.

(2) The validation is applied in the following cases: student mobility, enrolment in higher years, resumption of studies after suspension, re-enrolment.

(3) Credits are recognised, validated and transferred for the purpose of continuing studies from one study programme to another or between higher education institutions only if the following conditions are met cumulatively:

- a) higher education institutions are institutionally accredited;
- b) study programmes have the same level of qualification in the European Qualifications Framework;
- c) the study programmes are in the same fundamental field;
- d) study programmes lead to similar competences/learning outcomes.

Art.72. Upon the student's request, credits for a subject may be validated against credits obtained in a previously studied subject, subject to provision of appropriate evidence (syllabus/ transcript of records, academic record, diploma supplement, etc.), to the extent that the competences awarded by the two subjects match.

Art.73. Validated credits and marks shall be deemed to have been obtained in the semester in which the subject is included in the faculty's curriculum plan.

Art.74. Mark validation shall be established, for subjects studied in previous years and for subjects validated in advance, subject to the approval of the Faculty Board and, where appropriate, after consultation with the teaching staff responsible for the subject.

Art.75. (1) Credits may be transferred by subject, by faculty and by specialisation if the subject sheets/syllabus are compatible.

(2) Credits may also be transferred for a semester/year of study, for compatible study programmes, if the compulsory minimum number of credits has been obtained.

Art.76. (1) The recognition of credits obtained by students, within the same specialization, through regulated mobility programs, is done by the Faculty Board, which will fully recognize the credits obtained, if they total either 30 credits for one semester or 60 credits for one year, the student being required to complete the subjects of the curriculum plan for the semester/year followed in the mobility programme, which were not validated.

(2) If the student does not accumulate 30/60 credits, the validation is done in the same way as provided for in Article 70 paragraph (4) and by recognizing all the credits obtained, with the specification that the subjects that do not correspond to the curriculum plan of the completed study year can be validated, as appropriate, with credits in advance (for subjects that are provided for in the following study years) or additional (for subjects that are not provided for in the curriculum plan).

(3) A student who has taken part in unregulated Community or non-Community mobility programmes shall benefit from equivalence under the same conditions as provided for in Article 70(4).

(4) If the student found in the case referred to in paragraph (3) has not accumulated the number of credits referred to in Articles 43-52, the Faculty Board shall decide the year of study in which he/she is to be enrolled.

(5) Students who are citizens of third countries (non-EU, non-EEA or non-Swiss Confederation) and who are in the position referred to in para. (3) shall pay the fees as stipulated in the Fee Nomenclature Regulation for the concerned academic year.

Art.77. Fees for equivalency examinations are determined by the Fee Nomenclature Regulation, approved annually by the University Senate.

CHAPTER XI - STUDENT MOBILITY

SECTION I - GENERAL PROVISIONS

Art.78 (1) Academic mobility is the process whereby students who choose to change their university study programme and/or higher education institution may have their transferable accumulated credits recognised at the respective accredited higher education institutions for accredited or provisionally authorised study programmes in Romania or abroad.

2. Academic mobility may be: internal or international, inter-institutional or intra-institutional, permanent or temporary.

- Internal mobility may be carried out within TMU, between faculties or between study programmes of the same faculty, or between TMU and another higher education institution in Romania, under the conditions set out in Subchapter XI.B. of these Regulations;
- international mobility may be carried out between TMU and other higher education institutions from EU Member States, the European Economic Area, the Swiss Confederation, or third countries, either temporarily, through inter-institutional/international agreements, or permanently, under the conditions set out in Subchapter XI.B. of this Regulation;
- inter-institutional mobility may take place between TMU and other higher education institutions in Romania or abroad, it may be temporary or permanent and is carried out under the conditions set out in Section II of this Chapter;
- intra-institutional mobility may take place within the TMU, between faculties, specialisations/study programmes or forms of education and is carried out under the conditions set out in Subchapter XI.B. of this Regulation;
- Permanent mobility (transfer) can be carried out within TMU or between the TMU and other educational institutions, based on the acceptance of both institutions, which consists of filling in and signing the mobility application form (provided for in the Annex to the National Education Minister's Order no. 5140/2019);
- temporary mobility can be carried out between TMU and other higher education institutions, either on the basis of an inter-institutional agreement or on its own (outside an inter-institutional agreement), upon request of the student who has identified a possible host university and only after the completion of the first year of study;

SECTION II - CONDITIONS FOR ACADEMIC MOBILITY

Art. 79. For temporary academic mobility the following conditions must be met cumulatively:

- the existence of an agreement between the TMU and the accredited university of origin, which establishes the conditions for mobility between the two institutions, namely: type of mobility, duration of mobility, number of mobilities, field of study, study programme, establishment of curriculum compatibility, mobility funding, accommodation conditions;

MINISTRY OF EDUCATION

“TITU MAIORESCU” UNIVERSITY OF BUCHAREST

Calea Văcărești nr. 187, sector 4, Bucharest, code 040051

Phone: 021 316 16 46, fax: 021 311 22 97, e-mail: rectorat@univ.utm.ro, www.utm.ro

- the compatibility of the curriculum for the recognition of transferable study credits is established prior to the mobility period;
- the recognition of study credits accumulated during the mobility period is done after the end of the mobility, according to this Regulation/the partner university's own regulations;
- is carried out only after the first year of study;
- in the case of temporary mobility on their own (outside an inter-institutional agreement), the approval of the TMU and the other institution involved is required, by signing the mobility application form (provided in the Annex to the National Education Minister Order no. 5140/2019), which will also include the conditions under which the mobility is carried out.

Art.80. (1) For permanent inter-institutional academic mobility, the following conditions must be met:

- compliance with the TMU's tuition capacity, i.e. the number of places per year of study in the study programme for which mobility is requested, approved by ARACIS;
- the home university must be accredited;
- the existence of the inter-institutional approval, by signing the mobility application form (provided for in the Annex to the National Education Minister Order no. 5140/2019);
- for bachelor's and master's degrees, it can only be done at the beginning of the semester, after the first semester and until the end of the last but one semester, between study programmes with the same number of transferable credits, in the same study cycle and in the same scientific field;
- for doctoral studies, the mobility of doctoral students is regulated by IOSUD's own regulations/methodologies, in accordance with the relevant regulations (mobility of doctoral students may be carried out within the same doctoral field, between accredited doctoral schools, after completion of the training programme and in compliance with IOSUD TMU's own Regulation and may also apply to doctoral students/students from EU Member States, the European Economic Area, the Swiss Confederation, or third countries).

(2) For permanent intra-institutional academic mobility (within TMU) the following conditions must be met cumulatively:

- compliance with the TMU's tuition capacity, i.e. the number of places per year of study in the study programme for which mobility is requested, approved by ARACIS;
- the study programme/faculty of origin must be provisionally accredited/authorised;
- existence of the approval of both faculties' Boards (by signing the application - mobility type - template adjusted to the one provided in the Annex to the National Education Minister's Order no. 5140/2019), if the mobility is carried out between study programmes managed by different faculties of the TMU;
- the existence of the Board Decision issued by the faculty managing the two study programmes, if mobility is requested between two study programmes of the same faculty;
- for bachelor's and master's degree studies, it can be carried out only at the beginning of the semester, after the first semester and until the end of the last but one semester, between study programmes with the same number of transferable credits, of the same study cycle and of the same scientific field;

- for doctoral studies, the mobility of doctoral students is regulated by IOSUD's own regulations/methodologies, in accordance with the relevant regulations (mobility may take place within the same doctoral school of the TMU, for duly justified cases concerning doctoral coordinators (retirement, death, resignation, inability to continue working, etc.).

SECTION III - STAGES (PROCEDURE) OF ACADEMIC MOBILITY

Art. 81. For temporary academic mobility:

A. Incoming

- ✓ It is only carried out after the completion of the first year of studies at the student's home university;
- ✓ Establishing the compatibility of the curriculum for the recognition of transferable study credits, the mobility conditions, according to the provisions of the agreement concluded between TMU and the student's home higher education institution and the provisions of the international programme regulations in force, if applicable (Ersamus+ etc.);
- ✓ Signature of the learning agreement;
- ✓ Student enrolment at TMU for the period of mobility;
- ✓ The actual implementation of the mobility, i.e. the student's participation in the teaching and assessment activities related to the study programme concerned;
- ✓ The issue of the transcript of records by TMU, following the completion of the didactic activities related to the concerned semester/academic year.

B. Outgoing

- ✓ To be carried out only after the completion of the first year of studies within the TMU;
- ✓ Establishing the compatibility of the curriculum for the recognition of transferable study credits, according to the provisions of the agreement concluded between the TMU and the host higher education institution;
- ✓ Recognition of transferable study credits obtained by the student during the mobility period, based on the transcript of records issued by the host university;
- ✓ Exemption of the student from the payment of tuition fees for the mobility period, in accordance with the provisions of the Regulation on the award of scholarships and other forms of material support to students and the Decision of the Board of Directors on the number of students eligible for this exemption for each study programme per semester/per year, within the limit of 1% of eligible students.

C. Temporary academic mobility on own account is carried out under the conditions set out in Article 80 of this Regulation (concerning the conditions for permanent inter-institutional mobility).

MINISTRY OF EDUCATION

“TITU MAIORESCU” UNIVERSITY OF BUCHAREST

Calea Văcărești nr. 187, sector 4, Bucharest, code 040051

Phone: 021 316 16 46, fax: 021 311 22 97, e-mail: rectorat@univ.utm.ro, www.utm.ro

Art. 82. For permanent academic mobility:

A. Incoming

- ✓ The application for permanent (intra/inter-institutional) mobility, in two original copies, shall be submitted to the TMU faculty secretary's office by Romanian citizens having graduated from high school in Romania and to the TMU International Relations Department by foreign or Romanian citizens having graduated from high school abroad, managing the study programme in which the student wishes to continue his/her studies, accompanied by the academic record of the completed semesters/years, the related syllabus/subject sheets and the student's file as a certified/according to the original copy, either during the first two weeks of the current academic year's second semester, or during September 1st - 20th of the current academic year;
- ✓ The host faculty's board appoints a committee for the recognition and validation of studies, made up of teaching staff specialised in the field of the study programme;
- ✓ during the first 3 working days after the end of the mobility application submission period, the Commission examines the mobility applications and determines the subjects that can be validated and the possible equivalency examinations, according to art. 70 and following of the present Regulation. The Faculty Board, on the basis of the validation and equivalency sheets drawn up by the Commission, determines whether and in which semester/year of studies the applicant can be enrolled;
- ✓ The mobility application, endorsed by the Dean of the host faculty, is approved by the TMU Rector/Faculty Dean and submitted to the student for acceptance by the management of the home university/faculty;
- ✓ The application approved by the management of the two TMU universities/faculties shall be submitted to the host faculty secretary's office, accompanied by the receipt for payment of the fee established by the Fee Nomenclature Regulation;
- ✓ In order to enrol at TMU, the student must submit a file with the documents provided for by the Bachelor's and master's degree courses admission examination organisation and conduct regulation/IOSUD / Doctoral School Regulation;
- ✓ *In addition, once the mobility has been approved, students from third countries are required to submit the required file to the TMU's IRD, in order to be forwarded to the DGRIAE - ME and obtain the TMU admission letter; EU and Romanian students having completed high school abroad shall submit the baccalaureate and/or bachelor's degree recognition certificate or the file for obtaining the baccalaureate and/or bachelor's degree recognition certificate; students shall pay the fee for obtaining the admission letter/recognition certificate according to the Fee Nomenclature Regulation;*
- ✓ Following the completion of the above steps, the TMU Rector issues the decision to enrol the student at the TMU's host faculty, at which point the student will acquire all the rights and duties related to his/her status; he/she will sign the university study contract for the study programme for which he/she has been enrolled, valid for the entire period of study and supplemented annually by addenda;
- ✓ The student will be assigned a matriculation number;
- ✓ The degree is issued by the TMU, provided that the student passes the TMU graduation exam.

B. Outgoing

- ✓ Upon the student's request, the faculty to which the student is enrolled will issue a transcript of records/certificate/syllabus or subject sheet etc. for the purpose of reviewing the student's eligibility by the receiving university/faculty;
- ✓ The permanent mobility application, in 2 original copies, signed by the faculty management and the host university, shall be submitted to the TMU faculty secretary's office to which the student is enrolled and signed by the faculty management and the TMU Rector, within 3 working days from the date of submission, provided that the student has paid the mobility fee as provided for in the Fee Nomenclature Regulation, approved annually by the TMU Board and Senate;
- ✓ The faculty shall return the student the original documents from the application file;
- ✓ The TMU Rector shall issue the student expulsion decision.

Art.83. The status of TMU student/doctoral student shall be maintained during temporary, internal or international mobility.

Art.84. If the number of applications for permanent inter/inter-institutional mobility for a study programme within the TMU exceeds the number of available places in that programme, the Board of the faculty managing the study programme in question will establish, through its own procedures, a set of selection criteria, which can consist of: the highest number of accumulated transferable credits, the admission average to the study programme in question, etc.

CHAPTER XII - CITIZENSHIP AND TUITION FEES ARRANGEMENTS FOR THIRD-COUNTRY FOREIGN STUDENTS

Art.85. Foreign students from third countries who acquire Romanian citizenship during their studies at Titu Maiorescu University, foreign students from third countries, enrolled in a higher year, coming from other higher education institutions, who have had a letter of admission to study and who, during their studies at the home university, have acquired Romanian citizenship, shall pay the tuition fee provided for students who are citizens of third countries, as stipulated in the University's Fee Nomenclature Regulation, approved annually by the Board of Directors and the Senate.

Art. 86. As an exception to the provisions of Art. 85, para. (1), upon the student's duly motivated request, approved by the Vice-Rector responsible for international relations, the Board of Directors may approve the change of the legal status of citizenship, from third-country citizen to Romanian citizen and, in exceptional and duly motivated cases, the payment of the tuition fee established for Romanian citizen students, subject to the completion of the admission procedure, provided for in the Bachelor's and master's degree courses admission examination organisation and conduct regulation/the Faculty's own admission procedure for Romanian citizens.

CHAPTER XIII - REWARDS AND SANCTIONS

SECTION I – REWARDS

Art.87. (1) For outstanding performance in professional and scientific activity the student may be rewarded by:

- the award of the merit diploma (if during the whole period of studies he/she obtained only marks of 9 and 10, and the average of graduation is at least 9.50);
- special scholarships (merit, performance) in accordance with the Regulation on the award of scholarships and other forms of material support;
- enrolment in a group of excellence;
- annual or occasional awards (in cash, books, other objects) and other rewards (diplomas, badges, etc.) to students who achieve outstanding achievements in scientific, cultural, artistic and sports research activities carried out under the auspices of the University, awarded by the University Senate on the proposal of the Faculty Boards.

(2) The integration of these students in teaching staff groups, in scientific research activities carried out on a contract basis, with the right to a share of the benefits obtained from this activity.

SECTION II – SANCTIONS

Art.88. (1) Violation of this Regulation shall entail the following sanctions for failure to comply with academic duties and/or to pay tuition fees within the deadlines set by the University Senate:

- postponement to the next session of the final examination for the subject on which the minimum requirements laid down in the subject sheets (syllabuses) have not been met;
- suspension of the scholarship, rewards or benefits previously granted;
- not being admitted to the exam session-related examinations if the tuition fee instalments falling due by the relevant session start date have not been paid;
- application of penalties on tuition fees, according to the Fee Nomenclature Regulation approved by the University Senate.
- expulsion.

(2) Students who have committed serious misconduct in academic environment or have violated the rules of academic ethics may be expelled. In this case, the Dean of the Faculty appoints a committee of three professors who examine and submit a report on the seriousness of the misconduct and the degree of guilt of the perpetrator. The proposal for expulsion is discussed by the Faculty Board in the presence of the student concerned. The proposal for expulsion is submitted to the University Senate for validation. Following validation, the Rector issues the expulsion decision.

Art.89. (1) Regardless of the reason for expulsion and the moment it occurs, the tuition fee shall not be refunded.

(2) Studies completed within the study programme interrupted due to expulsion for violation of the provisions of the Code of Ethics and Professional Academic Conduct are not recognised in the case of a new enrolment.

CHAPTER XIV - COMPLETION OF BACHELOR'S / MASTER'S DEGREE STUDIES

Art.90. (1) Bachelor's degree studies shall be completed by the graduation examination - Bachelor's degree examination. The minimum average for passing the bachelor's examination is 6.00.

(2) The Master's degree studies shall be completed by a final examination - dissertation examination. The minimum passing average of the dissertation examination is 6.00.

(3) The procedure for taking the final examination at Titu Maiorescu University is regulated by the Bachelor's and master's degree courses final examination organisation and conduct regulation, the Bachelor's and master's degree courses final examination organisation and conduct procedure, specific to each faculty of the University, approved annually by the Senate in compliance with the legislation in force and with this Regulation.

Art.91. (1) The authors of the undergraduate and dissertation papers are responsible for the originality of their content in accordance with the legal provisions, filling in a declaration on the originality of the graduation / dissertation thesis.

(2) The marketing of scientific papers with a view to facilitating the falsification by the purchaser of the authorship of a graduation or dissertation thesis is prohibited.

Art.92. As a rule, the graduation exams are annually organized in two sessions: summer and autumn.

Art.93. (1) Graduates of bachelor's degree studies who have passed the bachelor's degree examination shall receive the Bachelor's Degree Diploma and the Bilingual Supplement to the Bachelor's Degree Diploma.

(2) Graduates of the Master's degree who have passed the dissertation examination shall receive the Master's degree and the Supplement to the bilingual Master's degree.

(3) According to the legal provisions, the diplomas corresponding to the university study programmes are official documents and can be issued only by accredited institutions for accredited or provisionally authorised study programmes and forms.

(4) At Titu Maiorescu University all bachelor's / master's degree programmes are provisionally accredited or authorised.

Art.94. (1) The bachelor's degree lists all the information necessary to describe the graduated programme of study, including the form of education attended and the title obtained.

(2) The master's degree shall contain all the information necessary to describe the graduated study programme, including the form of education.

(3) in the case of study programmes organized jointly by two or more universities, the study documents shall be issued in accordance with national regulations and the provisions of interinstitutional agreements.

Art.95. Subject to the approval of the University Senate, the Rector may cancel a certificate or a degree when it is proved that it was obtained by fraudulent means or in violation of the provisions of the Code of Ethics and Professional Academic Deontology,

Art.96. (1) Graduates of Bachelor's/Master's degree programmes who have not passed the Bachelor's/Dissertation examination shall receive, upon request, the Certificate of University Studies.

(2) The failed Bachelor's/Dissertation examination may be repeated according to the provisions of the Bachelor's and master's degree courses final examination organisation and conduct regulation, drawn up and approved by the University Senate, in compliance with the regulations in force.

CHAPTER XV - FINAL PROVISIONS

Art.97. (1) Admission applications, university study contracts, addenda, Fee Nomenclature Regulation shall be drawn up in accordance with the provisions of this Regulation.

(2) This Regulation shall be supplemented by the provisions of the University Charter, of all other regulations as well as by the Decisions of the Senate of Titu Maiorescu University and of the Board of Directors.

(3) This Regulation shall be made known to the academic community during the department meetings, by informing all students by posting it on the TMU website and by any other communication means.

(4) This Regulation was approved during the meeting of the Titu Maiorescu University Senate on 25.09.2013 and amended by: Senate Decision No. 47/24.06.2014, Senate Decision No. 59 /24.05.2016, Senate Decision No. 101/29.09.201, Senate Decision No. 88/06.07.2017, Senate Decision No. 107/28.09.2017, Senate Decision No. 85/26.09.2019, Senate Decision No. 11/10.12.2019, Senate Decision No. 115/23.09.2020, Senate Decision No. 80/21.07.2021 and Senate Decision No. 43/23.02.2023.

(5) Annex - Definitions of terms/expressions - is an integral part of this Regulation.

(6) This Regulation, as amended, shall enter into force on the day of its approval.

ANNEX - DEFINITIONS OF TERMS/EXPRESSIONS

Enrolment - acquiring the university student status, established by a decision of the university rector.

Expulsion - the action of ending the legal relationship between the student and the university, confirmed by a decision of the rector of the university and, consequently, the cessation of the quality of student.

Suspension of studies - temporary cessation of the academic activity of the student, at his request, for a maximum period of 2 academic years and, consequently, the exercise of the reciprocal rights and duties of the student and the university, without losing the student status (without expulsion).

Extension of studies (school extension) - repetition of one year of study (except the first year), recognizing the number of credits obtained.

Withdrawal from studies - the student unilateral act of will, expressed by an application, at any time of the academic year, having the effect of his expulsion.

Transferable credits - the amount of directed and independent intellectual work required for the individual completion by the student of a component unit of a course within a university study programme, supplemented by the validation of learning outcomes, expressed by a figure allocated to each subject in the curriculum, proportional to the minimum amount of work required by the student to promote subject.

Academic mobility - the process whereby students who choose to change their degree programme and/or higher education institution have their transferable accumulated credits recognised at the relevant accredited higher education institutions for accredited or provisionally authorised degree programmes in Romania or abroad.

Validation of studies - recognition of studies or periods of university studies, lawfully completed previously, in the same fundamental field, for the purpose of transferring credits from one study programme to another.

Recognition of credits – confirmation / acceptance of the number of credits accumulated through a programme of studies, in order to validate the attended programme.