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**ORGANISATIONAL AND RUNNING RULES
OF THE ADMISSION COMPETITION
AT THE MASTER'S DEGREE CYCLE
AT THE UNIVERSITY OF MEDICINE AND PHARMACY
"VICTOR BABEȘ" FROM TIMIȘOARA**

SEPTEMBER 2024

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MASTER'S DEGREE

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CAPITOLUL I. GENERAL PROVISIONS ON THE ORGANISATION AND CONDUCT OF ADMISSIONS

I.1. The rules for the organisation and conduct of the admission competition, September 2024 session, are based on:

- Higher Education Act No 199/2023, as amended,
- Pursuant to H.G. no. 404/2006 on the organization and conduct of master's university studies,
- M.E. Order no. 3693/2024 on the organisation of admission to higher education in the short undergraduate, master and doctoral cycles;
- M.E.N. Order no. 4294/29.06.2017 on the approval of the enrolment procedure for Romanians from abroad in state and private accredited pre-university and higher education in Romania, on places of study with tuition fees in lei, starting with the school/academic year 2017-2018.
- Decisions of the Senate of the University of Medicine and Pharmacy "Victor Babeș" of Timisoara.

I.2. For admission to the Master's degree courses, an admission competition is organised for each programme on **24.09.2024**.

I.3. (1) In order to establish, in accordance with the law, equal opportunities measures for people with disabilities, candidates who fall into this category shall submit a written request, together with supporting medical documents, to the Central Admissions Coordination Office prior to the period set for the registration of candidates.

(2) The University of Medicine and Pharmacy "Victor Babeș" of Timisoara provides additional support adapted to the needs of candidates with locomotor disabilities and supports their access to the institution.

I.4. The University of Medicine and Pharmacy "Victor Babeș" of Timisoara, will inform candidates of the conditions and documents required for registration by posting them at the institution's headquarters and by publishing them on its website, www.umft.ro.

I.5. For the Master's degree cycle, admission is organised for accredited study programmes, in accordance with the legal provisions in force, as follows:

Crt. no.	Field of study	Study programme	Duration of studies	Number of transferable credits	Tuition fees
1	Medicine	Management of health and social services	1 year	60	2500 Ron/year
		Modern applications of laboratory medicine in personalising healthcare	2 years	120	2500 Ron/year
		In-depth clinical and community nutrition studies	2 years	120	2500 Ron/year
		Prevention and recovery in cardiopulmonary diseases	2 years	120	2500 Ron/year
		Health education management	2 years	120	2500 Ron/year
		Legal liability of health professionals	2 years	120	2500 Ron/year
		Recovery techniques in neurological disorders	2 years	120	2500 Ron/year
2	Pharmacies	Cosmetology and dermopharmacy	2 years	120	2500 Ron/year
		Pharmaceutical industry*	2 years	120	2500 Ron/year
		Pharmacovigilance and clinical trial monitoring*	2 years	120	2500 Ron/year
3.	Dental Medicine	Lasers in dentistry	2 years	120	10.000 Ron/year

* If, by the date of the admission competition, the Government Decision for the authorization to operate is published, an admission competition will be held under the conditions laid down in these Regulations.

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I.6. The enrolment figure, approved by the Senate of UMF "Victor Babes" in Timisoara for all master's degree programmes, will be posted on the university's website and will include both budgeted and fee-paying places.

I.7. In accordance with the Ministry of Education's Order/Address approving the tuition fees allocated to UMF "Victor Babeș" in Timișoara for master's degree studies, academic year 2024-2025, the places/study grants financed from the state budget will be allocated separately to the following destinations:

- Statistically distributed seats;
- Places allocated to Romania's priority development areas;
- Places allocated to national minorities for study programmes that do not exist in state higher education in the language of the minority concerned;
- Places allocated to the social protection system;
- Places for people with disabilities.

I.8. The tuition fees for the Master's degree programmes, first year, academic year 2024-2025, can be found under item. **I.5.**

I.9. All communication between the University and candidates registered for the admission competition is in writing, in written or electronic format.

I.10. Admission to Master's degree courses is held in Romanian. For university studies organised in a foreign language, admission is held in the language of instruction of the university study programme.

I.11. (1) Only graduates with a bachelor's degree or equivalent may take part in the entrance examination.

(2) Applicants to the professional master's degree programme must be graduates with a bachelor's degree in fields related to the programme they are pursuing as defined by the admission conditions in these regulations.

I.12. A person can receive funding from the budget **for only one** Master's degree programme.

I.13. Graduates of 5 or 6-year bachelor's degree programmes, who have studied on a place financed from the state budget, can be admitted to the master's degree programme only on a place with a fee in lei, according to the legislation in force.

I.14. (1) Citizens of the countries of the European Union, the European Economic Area and the Swiss Confederation, as well as British citizens and their family members, as beneficiaries of the Agreement on the withdrawal of the United Kingdom of Great Britain and Northern Ireland from the European Union and the European Atomic Energy Community 2019/C 384 I/01, may participate in the admission competition under the same conditions as those provided by law for Romanian citizens, including tuition fees.

(2) Citizens of the European Union, the European Economic Area and the Swiss Confederation who hold a bachelor's degree obtained in a country other than Romania, must present the certificate of recognition of studies, issued by the specialized department of the Ministry of Education, when applying for admission, the application file being previously approved by the International Relations Prorectorate of the university.

(3) Romanian citizens and citizens referred to in paragraph 1 shall be entitled to (1), declared admitted to the Master's degree course, may be enrolled only on the basis of the bachelor's degree recognized in accordance with the methodologies developed by the specialized directorates of the Ministry of Education.

(4) For admission to all Master's degree programmes taught in Romanian, citizens of the European Union and third countries are required to provide proof of knowledge of the Romanian language, in accordance with this Regulation, in compliance with the methodologies for their enrolment in Romania, where applicable.

I.15. The admission of Romanians from abroad to places with payment of the fee in lei is carried out on the basis of the special methodology drawn up by the Ministry of Education, as well as the provisions of this Regulation.

CAPITOLUL II. ORGANISATION AND CONDUCT OF ADMISSION TO MASTER'S DEGREE PROGRAMMES FOR ROMANIAN CITIZENS, EU/SEE/CH

II.1. Admission Committees

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II.1. 1. (1) The **Central Coordination Office** shall be proposed by the Administrative Board and established by decision of the Rector.

(2) **The Central Coordination Office** shall supervise the work of the admission process and intervene in exceptional situations where necessary.

(3) The Central Admissions Office coordinates the work of the Admissions Committees.

II.1. 2. The Admission Committee for each Master's degree programme consists of the Chairperson, two (2) members and the Secretary of the Committee.

II.1. 3. (1) The composition of these committees shall be established by decision of the Rector, on the proposal of the coordinators of the master's degree programmes, approved by the Administrative Board, at least 15 days before the competition is held.

(2) Changes in the composition of the admissions committees, for duly justified reasons, shall be approved by the rector of the university, with the opinion of the president of the Central Admissions Coordination Office.

II.1. 4. The Admission Committees have the following tasks:

- the development of the tests for the written test;
- checking the correctness of the tests;
- the document with the correct answers to the questions ("Solutions.txt");
- keeping the tests and answers secret until the correct answer key is displayed;
- ensuring that the correct answers to the questions are posted on the website of the University of Medicine and Pharmacy „Victor Babeș” in Timișoara, on the day of the competition, after its completion;
- the reproduction of the competition forms and question papers and is responsible for keeping the tests secret until they are distributed in the competition rooms;
- verification of the ranking of the candidates in last place with equal marks, based on the criteria laid down in these rules;
- verification of the identity of candidates on entering the competition halls and their compliance with security rules;
- training of candidates;
- are responsible for the actual running of the competition;
- are responsible, under their signature, for the correct calculation of the score for each candidate and for filling in the competition form with the score for each candidate;
- centralises the scores obtained by candidates;
- pack and seal the competition forms and hand them over to the secretariat;
- are responsible for the measures to be observed by candidates when entering the room on the day of the written test;
- ensures the posting of the results on the website of the University of Medicine and Pharmacy „Victor Babeș” of Timișoara, on the day of the competition, after its completion;
- signs, through the President, the list of the results of the entrance exam, published on the University website;
- are responsible for equating the marks obtained by candidates in the examinations and subjects specified in the University's selection criteria in accordance with the Romanian marking system;
- are responsible for the selection of candidates who have obtained the same score in the admission competition, by applying the correct selection criteria;
- they are responsible for sending the Excel file with the results of the candidates in the halls in order to centralise/import them into the computer program;
- approves the standard applications of candidates taking part in the admission competition for separate places;
- approves applications for exemption from the application fee.

II.1. 5. The Secretary of the Admission Committee shall have the following duties:

- **the lists of enrolled candidates** are taken from the secretariat of the master's degree programmes;
- centralisation of the candidates' scores;
- sending, after the end of the competition, in electronic format, to the secretariat of the master's degree programmes, the provisional results, i.e. the report signed by the programme coordinator.

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- checking the results lists before they are posted on the university website.

II.1. 6. (1) The Appeals Committee is proposed by the Administrative Board, is established by decision of the Rector and consists of: 1 chairperson, 2 members and a secretary.

(2) The Appeals Board shall have the following tasks:

- centralisation of the appeals lodged,
- the examination and settlement of appeals lodged;
- the preparation of the final decision of the committee and the communication of this decision for posting at the University's premises and on the University's website.

II.2. Timetable for the admission competition

II.2.1. Admission to the Master's degree programme will be organised in the **September 2024** session according to the following timetable:

- **16.09.2024 - 19.09.2024, 14.00** - online filling in of the application form and uploading of documents (application file) by candidates;
- **16.09.2024 - 20.09.2024**- verification of the content of the file and validation of the application by the university staff;
- **23.09.2024** - publication of the nominal lists concerning the distribution of candidates by room;
- **24.09.2024** - admissions competition and publication of the provisional results of the admissions competition on the University notice board and on the University's own website, www.umft.ro;
- **25.09.2024**- submission and resolution of appeals;
- **25.09.2024, 9.00 a.m. - 26.09.2024, 3.00 p.m. - STAGE I** confirmation of the place obtained by the candidates declared admitted to the budgeted/fee-paying places, by:
 - a. payment of the confirmation fee, the tuition fee and the signature of the study contract and their uploading on the admission platform, under penalty of losing the place obtained through the competition, in case of failure to comply with this obligation,
 - b. enrolment in the first year, by submitting the application form to the secretariat **between 09.00 and 15.30**;
- **27.09.2024** - publication of a report on the places remaining unfilled after the first stage of confirmation of places;

27.09.2024, until 15.00 - STAGE II of confirmation of the place obtained by the candidates initially declared "rejected" (pending), with an average above 6 (six), in the order of the averages obtained, on the places remaining unfilled, by:

 - a. payment of the confirmation fee, the tuition fee and the signature of the study contract and their uploading on the admission platform, under penalty of losing the place obtained through the competition, in case of failure to comply with this obligation,
 - b. enrolment in the first year, by submitting the application form to the secretariat **between 09.00 and 15.30**;
- **30.09.2024** - posting of results after registration and verification of payment of tuition fees.

II.3. Application procedure for the admission competition

II.3.1. During the period set out in the Admissions Calendar, candidates will complete the online application form and upload the application documents (application file) to the computerised admissions platform indicated on the university's website www.umft.ro, Admissions Section, assuming responsibility for the authenticity and correspondence between the digital/scanned documents and the originals, without exceeding the deadline set for registration.

II.3.2. By completing the online application form, candidates consent to the processing of personal data for this purpose. The data collected in the application form for admission, for each candidate, are those set out in Annex 1 of MECTS Order No 3313/2012.

II.3.3. Verification of the content of the application and validation of the application by the University staff will take place during the period set out in the Admissions Calendar.

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- II.3.4.** When applying, candidates may opt for a maximum of two Master's degree programmes.
- II.3.5.** After filling in the application form, respectively after the registration for the competition has been completed and validated, candidates will receive an e-mail confirmation and details of the next steps, according to these Rules.
- II.3.6.** Reports on the status of the number of registered and validated candidates will be generated on a daily basis and can be viewed by all interested parties on the university website.
- II.3.7.** In order to make efficient use of the places for baccalaureate graduates part of the national minorities communities for study programmes that do not exist in state higher education in the language of the minority concerned, candidates must attach to the online application documents (application file) a standard application form, stating the option of enrolment, accompanied by a recommendation issued by a legally constituted minority organisation, stating that the candidate is a member of the minority concerned. The option of applying for a separate place excludes the possibility of applying for the other places on the competition for other purposes financed from the state budget/fee-paying.
- II.3.8.** In order to ensure compliance with the specific legal requirements for foreign candidates or those who have obtained their bachelor's degree outside Romania, the Prorectorate of International Relations of the University will approve, in advance, with the mention "The documents allow registration", the files of the following categories of candidates:
- citizens of the European Union, the European Economic Area (Norway, Iceland, Liechtenstein) and the Swiss Confederation, as well as British citizens and their family members;
 - Romanian citizens who have obtained their bachelor's degree abroad;
 - foreign citizens who fall under the provisions of O.G. no. 194/2002, with a residence permit in Romania;
 - candidates from third (non-EU) countries;
 - citizens running for the seats for Romanians abroad.
- II.3.9. Before filling in the online application form in the admissions platform, according to the regulations posted on the university's website www.umft.ro, Admissions section, candidates should consider the following:**
- a. The application file must be complete, with all the necessary documents required, in accordance with
 - b. this Regulation (see point. III.4.1 - Documents required for admission to the competition)
 - c. All documents in the application file must be scanned and saved (preferably on the device on which the online application form is filled in) so that they can be uploaded to the admissions platform when the online application form is filled in;
 - d. Failure to upload the required documents in the online application form section will make it impossible to validate the application file;
 - e. Failure to submit/submit the required documents on the platform and failure to submit the original documents in physical format by the required deadlines will result in the loss of the place acquired through the competition;
 - f. Once the registration period has ended, the option and other information on the registration form cannot be changed.

II.4. Documents required for the application to the entrance exam for Romanian, EU/EEA/CH citizens

II.4.1. The application file and its online uploading by candidates, with the assumption of responsibility by them for the authenticity and correspondence between the digital/scanned documents and the originals, will contain **the following scanned documents, double-sided**, as appropriate:

- a. Baccalaureate diploma;**
- b. Transcript of records**, with grades obtained during high school - drawn up in accordance with current legislation;
- c. Bachelor's degree** or equivalent. Citizens who have diplomas obtained in another country must submit copies and legalised/apostilled/suppurated translations of the diploma;
- d. Supplement to the Bachelor's degree;**
- e. Graduation certificate** for graduates of the class of 2024.
- f. Certificate/certificate of recognition of bachelor studies** issued by the specialized department of the Ministry of Education in Romania, in the case of citizens of European Union Member States, European Economic Area countries and the Swiss Confederation, respectively for Romanian citizens with a bachelor degree or equivalent obtained in

another country.

g. Certificate from the faculty graduated - for graduates of 5 or 6-year undergraduate degree programmes

showing the funding scheme for each year of study,

h. Affidavit by the candidate that he/she has not received or is not currently receiving funding from the state budget for another master's degree programme, or that he/she has not received funding from the state budget, in full/part, for a 5 or 6-year bachelor's degree programme, completed/not completed with a bachelor's degree examination, under the penalty provided for in the Criminal Code for the use of falsehood and false statements;

i. Master's degree and diploma supplement/certificate of graduation (graduates class 2024) - for those who have graduated from another Master's degree programme;

j. Certificate from the faculty graduated - Master's degree, showing the funding scheme for each year of Master's degree;

k. Identity card;

l. Birth certificate. Foreign candidates must also submit a certified translation of the birth certificate in Romanian;

m. Marriage certificate/judgment or divorce certificate, if applicable. Foreign candidates must also submit a certified translation of the marriage certificate/judgment or divorce certificate in Romanian;

n. Medical certificate with the mention "clinically healthy", issued by the family doctor, certifying that the person to be enrolled in studies does not suffer from contagious diseases or other conditions;

o. The standard application form for participation in the admission competition for places allocated to baccalaureate graduates from national minorities for study programmes that do not exist in state higher education in the language of the minority concerned, addressed to the Admission Committee, as well as a recommendation issued by a legally constituted organisation of the minority concerned, stating that the applicant belongs to that minority;

p. Receipt of payment of the application fee for the admission competition;

q. Supporting documents for those applying for exemption from paying the application fee: copies of parents' death certificates (in the case of those orphaned by one/both parents), documents proving that they come from a single-parent family; certificates proving that they come from residential homes or foster care; certificates proving that the legal guardians are active/pensioned teaching or auxiliary teaching staff; certificates proving that the legal guardians are employed at UMF "Victor Babeș" in Timișoara, etc.;

r. Certificate of language proficiency for Romanian (minimum level B1), issued by authorized institutions of the Romanian Ministry of Education, in the case of candidates who participate in the admission to study programs taught in Romanian and who do not present documents of study, required for registration, issued by Romanian or foreign educational institutions, taught in Romanian, such as: Romanian educational documents (diplomas and certificates) or educational documents, school records attesting at least 4 consecutive years of study in Romanian, in a school of the Romanian national system. For candidates who have studied in an international language or in a language of national minorities, the certification of oral communication skills in Romanian is done with the baccalaureate diploma issued by the authorized/accredited educational establishments in Romania;

s. Certificate of proficiency in English, minimum level B2, for candidates who opt for the English-taught study programme - Lasers in Dentistry, sent, in PDF format, to the e-mail address: masterat@umft.ro;

II.4.2. The application file will also contain the online Application Form for the admission competition; the application form for the competition, containing the data contained in these Regulations, automatically generated from the computer program, will be listed and signed by the candidate and will be presented in original during the period of confirmation of the place.

II.5. Conditions and procedure for the recognition of diplomas obtained abroad

II.5.1. Citizens of the European Union, the European Economic Area and the Swiss Confederation, their family members, holders of an EC long-term residence permit and British citizens and their family members as beneficiaries of the Agreement on the withdrawal of the United Kingdom of Great Britain and Northern Ireland from the European Union and the European Atomic Energy Community 2019/C 384 I/01, who have not obtained a certificate of studies of the previously completed cycle issued by higher education institutions in Romania, **must present, when applying for admission, the attestation/certificate of recognition of studies** issued by the relevant Directorate (CNRED) of the Ministry of Education.

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II.5.2. In this regard, citizens wishing to pursue master's degree studies at UMFVBT may apply for recognition of their diploma in order to obtain the certificate/certificate of recognition of studies, as follows:

- or through our university (UMFVBT),
- either directly to the National Centre for the Recognition and Equivalence of Diplomas (more information can be found at: <http://cnred.edu.ro/#recunoastere-studii-cetateni-europeni-admitere-master-doctorat-DPPD>)

II.5.3. If the candidate wishes to obtain the attestation/certificate of recognition of studies, through UMFVBT, he/she shall submit, in electronic format, to the International Relations Prorectorate, at least 30 days before the beginning of the admission application period, a file containing the following documents, by e-mail: international@umft.ro:

a. *Personal identification documents, in copy:*

- valid passport/identity card - identity card or ID card;
- proof of change of name (if applicable), in copy (Romanian/English/French/Spanish/Italian) and certified translation (for other languages);

b. *Application for equivalence of bachelor/master degree*

c. *Degree certificate = Bachelor's degree/equivalent for equivalence/recognition:*

- copy if the document of studies = bachelor's degree/equivalent; is issued in Romanian
- legalised, super-legalised or with the Hague Apostille (where applicable) if the document of studies is issued in English, French, Spanish, Italian;
- legalised, super-legalised or with the Hague Apostille and legalised translation (in the original!? -if you submit your documents online?) into Romanian for documents issued in other languages;
- a certified, super-certified or Hague Apostille copy and a certified translation of the certificate attesting the passing of the bachelor's degree examination for graduates of the current year

d. *Diploma Supplement/Matric Sheet or any other study document showing the course of study - if recognition of specialisation is requested or the field of study is not mentioned on the diploma:*

- copy, if the document of studies is issued in Romanian,
- legalised, super-legalised or with the Hague Apostille (where applicable) if the diploma of The licence is issued in English, French, Spanish, Italian;
- legalized, super-legalized or with the Hague Apostille (where applicable) and legalized translation (in original - only if the file is sent by courier, post to CNRED) in Romanian for documents issued in other languages

II.5.4. The contact details of the Prorectorate of International Relations, for submitting the file at the university's premises, in person or by post, are:

University of Medicine and Pharmacy "Victor Babeș" of Timisoara,

Prorectorat International Relations

Piața Eftimie Murgu nr. 2, 300041 Timisoara, Romania.

Tel: +40 256 434418, Fax: +40 256 220482.

E-mail: relint@umft.ro.

II.5.5 (1) The evaluation of the documents and the issuance of the CNRED decision shall be carried out within a maximum of 30 working days from the date of registration of the complete file. This time limit may be extended accordingly in the event of additional verifications or consultation of external experts.

(2) For more information, please consult the CNRED website: <https://www.cnred.edu.ro/ro/recunoastere-studii-cetateni-europeni-admitere-master-doctorat-DPPD-in-Romania>

II.5.6. (1) The candidate declared admitted to more than one university study programme shall choose the study programme to be financed from the state budget, by submitting the original diploma/document of recognition of the diploma/certificate of the previous university study cycle. The aforementioned document may be returned to the holder from the second semester onwards, in which case a copy of the document certified "true to the original" by the secretariat remains on file.

(2) In the case of recognition documents issued online by the specialist directorates of the Ministry of Education, these shall be sent electronically to the secretariat of the Master's degree programme by the candidate within the deadline set by these regulations by the end of the enrolment period (19.09.2024).

(3) For registration, candidates who submit the recognition document electronically are required to submit an affidavit confirming the budgeted place.



II.6. Provisions concerning the application fee for the admission competition

II.6.1. The fee charged to the candidates for the admission to the admission competition is 200 lei and is payable on the online admission platform (by credit card) or by bank transfer to the University's account opened at the Timișoara Treasury: RO29TREZ62120F330800XXXX tax code: 4269215, with the following mention: **"registration fee - name, surname, study programme"**.

II.6.2. They are exempt from paying the application fees:

- candidates up to the age of 26, orphans of one/both parents deceased, and children from single-parent families;
- candidates up to the age of 26, orphans of both or one of their parents having worked in the education system;
- candidates up to the age of 26 from residential homes or foster care;
- children of teachers and auxiliary teaching staff in active employment or retired from the education system, up to the age of 26;
- children of staff employed in UMF "Victor Babeș" in Timișoara, up to the age of 26;
- other special situations (*persons at risk of losing their ability to meet their daily living needs due to illness, disability, poverty*), with the approval of the programme admission committee

II.6.3. Exemption from payment of the application fee is only granted on the basis of documents (proof) submitted by candidates showing that they belong to one of the categories listed above.

II.6.4. Exemption from the payment of the application fees is approved by the admission committee per programme, only for a single application to any of the study programmes for which an admission competition is organised at UMF "Victor Babeș" in Timișoara.

II.7. Conduct of admission

II.7.1. The subjects of the competitive examinations are determined on the basis of the topics posted on the notice board of the secretariat of the Master's degree programmes and on the university website.

II.7.2. The verification and marking criteria are laid down in these rules, taking into account the specificities of the field. Scoring scales are displayed during the admission competition.

II.7.3. The admission competition will be held on **24.09.2024**, for each master's degree programme, according to a schedule posted in good time on the university website, as follows:

A. MEDICAL FIELD

A. 1. Management of health and social services

The entrance exam includes a written test from the competition bibliography.

The overall admission average will be calculated as the arithmetic average of the average of the undergraduate exam, the average of the years of study and the mark obtained in the written exam.

Bibliography: Vlădescu C. (coordinator), *Public Health and Health Management*, Cartea Universitară Publishing House, Bucharest, 2004, *Law no. 95/2006 on Health Reform*, published in the Romanian Official Gazette no. 372/28.04.2006, with subsequent amendments and additions.

Eligibility: Graduates of: medicine, dentistry, pharmacy, biology, chemistry, economics, law, etc., with a bachelor's degree of the first cycle of university studies, with a bachelor's degree or equivalent of long university studies, obtained until the graduation of the first class of undergraduate studies.

A. 2. Prevention and recovery in cardiopulmonary diseases

The entrance exam includes a written test.

The overall admission average will be calculated as the arithmetic average between the average of the bachelor's exam, the average for the years of study, the mark obtained in the written exam and the mark according to the graduate's origin (graduate of UMF "Victor Babeș" Timișoara - 10 points, graduate of a medical or rehabilitation faculty from another university - 9 points, graduate of another faculty - 8 points).

In the case of equal averages on the last place funded from the state budget, the following marks will be used to decide the ranking:

- Written test mark
- Licence exam grade

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Gaiță D., Avram C., *Cardiovascular recovery - between concepts and practice*, Brumar Publishing House, Timisoara, 2007, chapters I, II, III and IV (pages 9-96); Tudorache V., Oancea C., Bertici N., Fira-Mlădinescu O., *Evaluation of respiratory diseases from the perspective of medical recovery*, Eurobit Publishing House, Timisoara, 2011, general part, page. 5-44 and the special part of respiratory habilitation, p. 103-150.

Eligibility: Graduates with a bachelor's degree in the following specializations: Balneophysiokinetotherapy and Recovery, Kinesiology and Special Motor Therapy, Physiokinetotherapy, General Medicine, General Nursing, Nutrition and Dietetics.

A. 3. In-depth clinical and community nutrition studies

The entrance exam consists of a written test - a 20-question grid test.

The arithmetic mean between the average of the years of study, the grade from the licensing exam and the grade that signifies the origin of the graduate (10 - for candidates graduated from UMFVBT, Nutrition and Dietetics study program; 10 - for candidates graduated from UMFVBT, other study programs; 9 - for candidates graduated from other universities, Nutrition and Dietetics study program; 8 - for candidates graduated from other universities and other study program), will be added to the calculation of the admission average.

The overall admission average will be calculated as the arithmetic mean between the written test mark and the average of the three marks obtained according to the candidate's official documents.

Bibliography: A. Sima, A. Vlad, R. Timar, M. Roșu, B. Timar, *Physiological human nutrition. Macronutrients*, Lito UMFVBT, 2013; A. Sima, A. Vlad, R. Timar, M. Roșu, B. Timar, *Noțiuni de nutriție humană fiziologică*, Editura Solness Timișoara, 2014, pag. 9-85, 241-246, 269-275.

Eligibility: graduates with a bachelor's degree in the following specializations: Nutrition and Dietetics, Medicine, Dentistry, Pharmacy, Food Chemistry, Balneophysiokinetotherapy, Biology, General Nursing.

A. 4. Modern applications of laboratory medicine in personalising healthcare

The entrance exam consists of a written test and a practical knowledge test (basic skills for working in the clinical laboratory).

The overall admission average will be calculated as the arithmetic average of the written and practical tests.

Bibliography: Anghel Andrei, *Practical works on medical chemistry and biochemistry*, Victor Babes Publishing House, Timisoara, 2019, ISBN: 978-606-786-138-9. (available at the UMFVBT library and bookshop).

Eligibility: Graduates with a bachelor's degree in fields related to the program they are following: graduates with a bachelor's degree in the following medical specialties: medicine, clinical laboratory, general nursing and other specialists with a bachelor's degree who work/may work in the clinical laboratory of medical analysis and pathology (biochemists, chemists, biologists, cytologists.)

A. 5. Health education management

The entrance exam consists of a written test - 10-question grid test.

The overall admission average will be calculated as the arithmetic average between the mark obtained in the written test, the average of the licensing exam and the average for the years of study.

Ramona Amina Popovici, *Elemente de management și aspecte legislative medico-farmaceutice*, Mirton Publishing House, Timișoara, 2016; Ramona Amina Popovici, Mihaela Codrina Levai, Angela Codruța Podariu, Laura Rusu, Alin Faur, *Particularități ale comunicării în medicină*, Mirton Publishing House, Timișoara, 2016; *Law no. 95/2006 on health care reform*, published in the Romanian Official Gazette no. 372/28.04.2006, with subsequent amendments and additions.

Eligibility: Graduates with bachelor's degree in the following specializations: long and short term undergraduate medical programs, Medicine, Dentistry, Pharmacy, Dental Therapy, Dental Therapy, General Nursing, Pharmacy, Balneophysiokinetic Therapy and Recovery, Kinesiology and Special Motor Therapy, Physiokinetic Therapy, Nutrition and Dietetics, undergraduate graduates of other fields of study.

A. 6. Legal liability of health professionals

The entrance exam consists of a written test - 10-question grid test.

The overall admission average will be calculated as the arithmetic average between the mark obtained in the written test, the average of the licensing exam and the average for the years of study.

Ramona Amina Popovici, *Elemente de management și aspecte legislative medico-farmaceutice*, Mirton

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Publishing House, Timisoara, 2016; Course of the discipline *Legal aspects of the profession. Social and health legislation, Law no. 95/2006 on health reform*, published in the Official Gazette of Romania no. 372/28.04.2006, with subsequent amendments and additions.

Eligibility: Organized in four semesters, the master's degree is aimed at graduates with a bachelor's degree from the faculties of medicine, dentistry, pharmacy and other undergraduate fields who want to specialize in a field that is increasingly necessary for today's medical realities.

A.7. Recovery techniques in neurological disorders

The entrance exam will include a written test - grid test.

The admission average will be calculated as the arithmetic average between the average of the licensing exam and the score obtained in the grid test of each candidate.

Bibliography: Nemeș D, Amărică E, Sucișu O, Popa D, Cașan L, Surducănu D. *Physiotherapy in neurological disorders*. LITO UMFT 2010

Chapters:

- Ischemic stroke (page 58-80)
- Haemorrhagic stroke (page 80-84)
- Low back pain (pages 201-212)

Eligibility: graduates with a bachelor's degree in the following specializations: balneology, physiotherapy and rehabilitation, medicine, general nursing, physiotherapy and special motor skills.

B. PHARMACY FIELD

B. 1. Cosmetology and dermopharmacy

The admission competition will consist of two tests:

a. Theoretical test from the course subjects of the specialist disciplines (pharmacology, pharmaceutical technology and toxicology).

The theory test will consist of 25 multiple-choice multiple-choice questions from the examination bibliography and will be weighted at 50% of the average of the entrance exam (amount of points out of 100).

b. The interview will be weighted at 50% of the average of the entrance exam (amount of points out of 100) and will test experience in the field, previous short training in the field and aspects related to the motivation for choosing the master's degree.

Addressability:

The Master's degree is aimed at graduates with a bachelor's degree who are interested in a deeper knowledge of the area of specialization in cosmetology and dermopharmacy: pharmacists, graduate pharmacy assistants, graduates in medical cosmetics and cosmetic product technology, physicians, chemists and chemical engineers, biologists and biochemists.

Bibliography:

1. Dehelean CA, Gheorghesou D, Ionescu D. *Notions of general toxicology*. Chap 3. Noțiuni de toxicocinetică (pages 59-64, 65-67, 74-75), Victor Babes Timisoara Publishing House, 2013.

2. Cristea AN. *Pharmacology Treatise*, 1st Edition (Chapter IX.1. Nonsteroidal anti-inflammatory drugs (NSAIDs) and specific antirheumatic drugs - pag. 617-635, Chap. IX.2. Antiallergic medication - pag. 639-645; Chap XII.1. Corticosteroids p.723-749), Ed. Medical, 2005

3. Popovici I, Lupuleasa D. *Pharmaceutical Technology*, Vol I, 4th Edition (Chap. XI. Liquid Pharmaceutical Forms for Cutaneous Applications- pp. 433-441), Ed. Polirom, 2017.

The bibliography can be found at the Department of Toxicology and Drug Industry, Faculty of Pharmacy, Department II.

B. 2. Pharmacovigilance and clinical trial monitoring*

The admission competition will consist of two tests:

a. Theoretical test from the topic below:

1. Medicines, Title XVIII, as provided for in the Act No. 95 of 14 April 2006 on health care reform, republished

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2. General provisions on clinical trials, in accordance with Regulation (EU) No 536/2014 of the European Parliament and of the Council of 16 April 2014

The theory test will consist of 25 multiple-choice multiple-choice questions from the examination bibliography and will be weighted at 50% of the average of the entrance exam (amount of points out of 100).

b. The interview will be weighted at 50% of the average of the entrance exam (amount of points out of 100) and will test experience in the field, previous short training in the field and aspects related to the motivation for choosing the master's degree.

Addressability:

The Master's degree is intended for graduates with a bachelor's degree who are interested in in-depth knowledge of the area of specialization in pharmacovigilance and clinical studies: pharmacists, physicians, graduate pharmacy assistants, chemists and chemical engineers, biologists and biochemists.

Bibliography:

1. Act No 95 of 14 April 2006 on health care reform, republished

Regulation (EU) No 536/2014 of the European Parliament and of the Council of 16 April 2014

** If, by the date of the admission competition, the Government Decision for the authorization to operate has been published, an admission competition will be held under the conditions laid down in these Regulations.*

B.3. Pharmaceutical industry*

The admission competition will consist of two tests:

a. Theoretical test from the topic below:

1. Physicochemical principles in the formulation and manufacture of medicinal products.

2. Implications of the characteristics of medicinal substances and excipients on the formulation and preparation of medicinal products.

3. Industrial drug manufacturing technologies.

The theory test will consist of 25 multiple-choice multiple-choice questions from the examination bibliography and will carry a weight of 60% of the average of the entrance exam (amount of points out of 100).

b. The interview will have a weight of 40% of the average of the entrance exam (amount of points out of 100) and will test the experience in the field, previous short training in the field and aspects related to the motivation for choosing the master program.

Addressability:

The Master's programme is aimed at graduates of the faculties of pharmacy, medicine, biology, biochemistry, biotechnology, chemistry, physics, engineering, as well as graduate pharmacy assistants.

The Master's programme is aimed at graduates with a bachelor's degree who wish to successfully develop a professional career in the pharmaceutical industry in areas such as:

- research and development of new innovative molecules
- industrial manufacture of medicinal products
- production of medicinal substances and excipients
- quality control of medicines
- quality assurance in the pharmaceutical industry
- registration of medicinal products
- clinical triage and post-marketing surveillance
- management of drug manufacturing.

Bibliography:

1. Sorin E. Leucuta: Industrial Pharmaceutical Technology, Dacia Publishing House, Cluj - Napoca, 2007.

2. Ioan Tomuța, Alina Porfire, Marcela Achim, Sonia Iurian, Dana Hales, Lucia Tefas, Tibor Casian, Rareș Iovanov. Industrial pharmaceutical technology. Pharmaceutical development of generic drugs, Risoprint Publishing House, Cluj-Napoca, 2020.

3. Good Manufacturing Practice Guidelines for Medicinal Products for Human Use -

<https://www.anm.ro/medicamente-de-uz-uman/legislatie/hotarari-ale-consiliului-stiintific/>

The bibliography is available at the Pharmaceutical Technology Department, Faculty of Pharmacy, Department II.

Contact person : Prof. Dr. Șuta Maria, email: suta.lenuta@umft.ro



* If, by the date of the admission competition, the Government Decision authorising the operation of the plant has been published, an admission competition will be held under the conditions laid down in these Regulations.

C. THE FIELD OF DENTISTRY

C. 1. Lasers in dentistry

1. The admission competition includes an interview with each candidate.

Following the interview, the following aspects will be analysed:

- motivation for the choice of this Master's degree programme, based on subsequent concerns in the field (e.g. undergraduate, dissertation, PhD work in a similar field).
- language proficiency (English), on a scientific topic proposed by the candidate (e.g. the topic of a bachelor's, dissertation or doctoral thesis).

II.7.4. Candidates' access to the competition hall is based on their identity card/passport (documents must be valid).

II.7.5. From the time set for the start of the competition, communicated in good time to candidates, candidates are not allowed to enter the competition rooms.

II.7.6. After entering the hall, candidates will hand in materials that must not be left on their person during the competition: books, notebooks, publications of any kind, blank or written papers, mobile phones, electronic watches, computers, laptops, tablets, any other type of communication equipment, cameras, bags. They will retrieve them after the test.

II.7.7. Any misconduct (communication between candidates, copying, keeping in possession during the competition any transmission device, cheating on identity, behaviour that disturbs other candidates) is punishable by elimination from the competition. If a candidate notices irregularities of any kind, he/she has the right to inform the hall supervisor/competition committee immediately. No appeals concerning irregularities during the examination will be accepted after the end of the competition.

II.8. Admission results

II.8.1. The results of the admission competition will be made known to the candidates by posting at the University's premises and on its own website, www.umft.ro and will be signed by the Rector of the University and the coordinator of the study programme, in the following stages, according to the admission calendar:

- Provisional results, generated on the day of the admission competition;
- Results after any appeals have been resolved, for study programmes where changes in average and classification have taken place,
- Results after each place confirmation stage,
- Results after the deadline for payment of tuition and registration fees,
- Results after redistribution of places.

II.8.2. Candidates are ranked in descending order of the grades (averages) obtained in the entrance exam and within the limit of the places approved for each study programme.

II.8.3. The minimum overall average for admission to a Master's degree programme may not be less than 6 (six).

II.8.4. The overall admission average is calculated to two decimal places without rounding.

II.8.5. The provisional results of the entrance exam will be published on **24.09.2024** on the University's notice board and on the University's website, www.umft.ro.

II.8.6. In the case of equal averages on the last place, the following criteria will be used to decide:

- Written test mark
- Licence exam grade
- Average years of undergraduate studies

II.8.7. The lists contain the following categories of information:

- Successful candidates for budget-funded places, within the number of places allocated, if any;
- Candidates admitted for fee-paying places, within the limit of the number of places allocated, if any;
- Rejected candidates, if applicable.

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II.9. Submission and settlement of appeals

II.9.1. Any possible contestations regarding the results of the admission competition will be submitted, after the results have been posted, at the University's Registrar's Office, room 1, or electronically at the e-mail address masterat@umft.ro, on **25.09.2024**, between **09.00 and 12.00**. Only appeals concerning own work will be accepted.

II.9.2. The decision on appeals is the exclusive responsibility of the Appeals Committee.

II.9.3. If there is a difference in marks, the candidate will be awarded the mark resulting from the verification of the contested paper.

II.9.4 The committee's decision is final and will be communicated by posting it at the University's premises and on the website. For study programmes where changes in classification have taken place, lists of admitted and rejected candidates, by study programme, will be drawn up and displayed, containing the final and indisputable results.

II.9.5. After the deadline for resolving and replying (by posting) to appeals, the result of the admission competition is final and cannot be changed.

II.10. Confirmation of place obtained

Stage I

II.10.1. During the period set out in the admission competition timetable, candidates **declared admitted** to the budgeted/fee-paying places must confirm their place by:

- a. payment of the confirmation fee, the tuition fee and uploading them on the admission platform, **respectively** signing the study contract, under penalty of losing the place obtained through the competition, in case of failure to comply with this obligation;
- b. submitting the original application form to the secretariat.

Stage II

II.10.2. On the date set in the admission competition timetable for the start of the second stage of seat confirmation, a report will be posted with the places remaining unfilled after confirmation of the places.

II.10.3. During the period established according to the Admission Competition Calendar, a second confirmation phase will take place for candidates with an average above 6 (six) initially declared "rejected" (pending), who have slid, through the admission computer application, in the order of the options expressed and the admission averages obtained, on the remaining unfilled places;

II.10.4. The remaining vacancies will be distributed to the next candidates in the order of their choices and admission averages via the admissions computer application, which will be communicated to the candidate's e-mail and account.

(2) Candidates will be required to confirm their place, within the period established in the admission competition timetable, by:

payment of the confirmation fee, the tuition fee and uploading them on the admission platform, respectively signing the study contract, under penalty of losing the place obtained through the competition, in case of failure to comply with this obligation;

- a. submitting the original application form to the secretariat.

II.10.5. The confirmation fee (registration) is 400 lei, is non-refundable and is payable on the online admission platform (by credit card) or by bank transfer to the University's account opened at the Timișoara Treasury: RO29TREZ62120F330800XXXX tax code: 4269215, with the following mention: "**confirmation fee - name, surname, year of study, study programme**".

II.10.6. The files of unsuccessful candidates or those who give up the place obtained through admission will be returned within 48 hours of submission of the application. No fee will be charged.

II.11. Provisions concerning the registration of successful candidates

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II.11.1. In order to apply and register, successful candidates are subject to the following obligations:

- The obligation to pay the tuition fee, in full, within the deadlines set out in these regulations and in the Calendar of the admission competition, only by candidates admitted for a fee;
- Obligation to register for the first year at the Master's Studies Secretariat **within the deadline for confirmation of place**. In justified cases, with the approval of the faculty management, enrolment may be made at a later date.

In order for the university staff to certify the conformity with the original of the documents uploaded to the admissions computer platform when registering for the competition, successful candidates must submit the following documents in **original/copy** to the secretariat in physical format:

- a. Application form** for the admission competition, completed online on the admission platform, signed by the candidate. By filling in the online application form, candidates consent to the processing of their personal data for this purpose. The data collected in the application form for admission, for each candidate, are those set out in Annex 1 of MECTS Order No 3313/2012.
- b. Baccalaureate diploma** in copy and original for certification of conformity with the original;
- c. Transcript of records**, with grades obtained during high school - drawn up in accordance with the legislation in force, in copy and original, for certification of conformity with the original;
- d. Bachelor's degree** or equivalent in copy and original, for certification of conformity with the original;. Citizens who have diplomas obtained in another country must also submit apostilled/suppurated copies of the diploma and the translation into Romanian, in accordance with CNRED requirements;
- e. Supplement to the original** and a copy of **the diploma** for certification of conformity with the original;
- f. Certificate of recognition of bachelor studies** issued by the specialized department of the Romanian Ministry of Education, in the case of citizens of European Union Member States, of the European Economic Area and of the Swiss Confederation, respectively for Romanian citizens with a bachelor degree or equivalent obtained in another country.
- g. Certificate from the faculty graduated - for graduates of 5 or 6-year undergraduate degree programmes** showing the funding scheme for each year of study
- h. Graduation certificate** for graduates of the class of 2024.
- i. Affidavit** by the candidate that he/she has not received or is not currently receiving funding from the state budget for another master's degree programme, or that he/she has not received funding from the state budget, in full/part, for a 5 or 6-year bachelor's degree programme, completed/not completed with a bachelor's degree examination, under the penalty provided for in the Criminal Code for the use of falsehood and false statements;
- j. Affidavit** for confirmation of the budgeted place, in the case of candidates who submit electronically the recognition document issued online by the specialized directorate of the Ministry of Education;
- k. Master's degree and diploma supplement/certificate of graduation** (graduates class 2024) in original and copy - for those who have graduated from another Master's degree programme;
- l. Certificate from the faculty graduated - Master's degree**, showing the funding scheme for each year of Master's degree;
- m. Identity card** in copy and original for certification of conformity with the original;
- n. Birth certificate** in copy and original, to certify conformity with the original. Foreign candidates must also submit a certified translation of the birth certificate in Romanian;
- o. Marriage certificate** in copy and original for certification of conformity with the original; if applicable. Foreign candidates must also submit a certified translation of the marriage certificate in Romanian;
- p. Medical certificate** with the mention "clinically healthy", issued by the family doctor, certifying that the person to be enrolled in studies does not suffer from contagious diseases or other conditions;
- q. The standard application form** for participation in the admission competition for the places allocated to Roma candidates, addressed to the Rector of UMF "Victor Babeș" Timisoara, as well as a recommendation issued by a legally constituted Roma organization, showing that the candidate belongs to the Roma ethnic group;
- r. Receipt** of payment of the application fee for the admission competition;
- s. Supporting documents for those requesting exemption from paying the application fees:** copies of death certificates of parents (in the case of those who have lost both parents); certificates from the children's home (in the case of those in this situation); certificates proving the status of teaching staff or auxiliary teaching staff, in active service/retired, of legal supporters; certificates proving the status of staff employed at UMF "Victor Babeș" in Timisoara of legal supporters, etc.;

- t. **Certificate of linguistic proficiency** for Romanian language, issued by authorized institutions of the Romanian Ministry of Education;
- u. **Certificate of language proficiency - English, where applicable;**
- v. **Receipt for payment of the confirmation fee;**
- w. Proof of payment of tuition fees (copy of receipt/payment order);
- x. Signed **study contract** in duplicate;
- y. **2** passport **photos**
- z. **Envelope folder**

II.11.2 The original of the requested documents shall be returned to the candidate after certification by the university staff.

II.11.3 The candidate declared admitted to a place financed by the state budget shall submit to the secretariat of the Master's degree studies the bachelor's degree diploma, the certificate of graduation from the bachelor's degree studies, the certificate/certificate of recognition of the bachelor's degree, in original. Failure to submit the original of the degree diploma/certificate or the certificate of recognition of the degree, due to the sole fault of the candidate declared admitted, within the term established by this Regulation, shall result in the loss of the place financed from the state budget.

II.11.4. The enrolment of the students declared admitted after the admission competition is made by decision of the Rector of UMF "Victor Babeș" in Timișoara,

II.11.5. After registration is approved, students are registered in the Single Register of Enrolments (RMU) under a unique number, valid for the entire period of study in the specialisation/specialisations/programme/programmes of study to which they have been admitted.

II.11.6. Following the admission competition, a candidate may be admitted and enrolled as a student in a maximum of two Master's degree programmes.

II.11.7. After enrolment, the secretariat of the Master's programme generates and displays the final lists of candidates declared admitted and enrolled.

II.12. Admission of special categories of candidates

II.12.1. Baccalaureate graduates from national minorities, for study programmes that do not exist in state higher education in the language of the respective minority, benefit from a number of guaranteed budgeted places, according to the law, in accordance with the Order of the Ministry of Education on the distribution of the tuition fees for undergraduate studies for admission to studies, the approved tuition fees and this Regulation. The option(s) of enrolling candidates from national minorities on separate places in the study programme(s) within the two types of admission excludes their possibility to apply for the other places put out to competition, with another destination, financed from the state budget/fee-paying.

II.13. Displaying results

II.13.1. The results will be posted on the date set in the Admissions Calendar, after the deadline for registration and verification of payment of tuition fees.

II.14. Allocation of remaining places

II.14.1. At the end of the admission session, the **remaining unfilled places** will be redistributed according to the following algorithm:

- a. Within the same faculty to other degree programs if there are candidates who can slide. The decision to reallocate these places rests with the university management and is brought to the attention of the Admissions Committee.
- b. If there are places in a faculty which cannot be filled as described in (a), they are reported to the Rector, who will redistribute them **to those faculties** which have candidates who could slide.
- c. Through redistribution, candidates slide strictly according to the option and admission average obtained.

II.14.2. Candidates admitted following the distribution of the remaining places shall confirm their place in

accordance with the provisions of these regulations within 48 hours of the date of notification of the distribution of the place, under penalty of losing the place thus obtained. Payment will be made either on the online admission platform (by credit card) or by bank transfer to the University's account opened at the Timișoara Treasury: RO21TREZ62120F330500XXXX tax code: 4269215, with the following mention: "*tuition fee - name, surname, year of study, study programme*".

II.15. Payment of tuition fees

II.15.1. Candidates declared admitted to the master's degree programs, September 2024 session, will pay the tuition fee in the amount stipulated in the Fees Regulations, **in full, during the period of confirmation of the place**, either on the online admission platform (by card) or by bank transfer to the University's account opened at the Timișoara Treasury: RO21TREZ62120F330500XXXX tax code: 4269215, with the following mention: "*tuition fee - name, surname, year of study, study program*".

II.15.2. Proof of payment of the tuition fee (copy of the receipt/payment order) **must be** uploaded to the applicant's account no later than the deadline for payment of the tuition fee. Failure to pay the tuition fee by the deadline will result in the loss of the place obtained through the competition and the redistribution of the places thus vacated.

II.15.3. Successful candidates who fail to pay the tuition fee by the deadline will be automatically considered to have withdrawn from the competition by non-attendance.

II.16. Language competence

II.16.1. In the case of candidates who participate in the admission to study programmes taught in Romanian and who do not present the necessary documents of study, issued by Romanian educational institutions (diplomas and certificates / transcripts, school reports attesting at least 4 consecutive years of study in Romanian, in a school of the Romanian national system) or abroad, teaching in Romanian, the certification of language skills is done by presenting a Certificate of Language Proficiency for Romanian (minimum level B1), issued by authorized institutions of the Romanian Ministry of Education. By exception, for candidates who have studied in an international language or in a language of national minorities, the certification of oral communication skills in Romanian is done with the baccalaureate diploma issued by the authorized/accredited educational institutions in Romania.

II.16.2. For admission to Master's degree courses taught in English, candidates certify their language proficiency by:

a. Presentation of an international certificate of proficiency in English, minimum level B2, as per the table below:

Language of study	Language proficiency certificates accepted (minimum B2)
English	Cambridge ESOL certificates: - FCE / First Certificate in English - CAE / Cambridge Advanced in English - CPE / Cambridge Proficiency in English Certificates issued by Michigan University: - ECCE / Examination for the Certificate of Competency in English - ECPE / Examination for the Certificate of Proficiency in English IELTS certificate: - minimum 6 / "competent user" - Pearson LCCI Certificate in ESOL International TOEFL certificate: - TOEFL iBT - TOEIC Trinity College London certificates: - ISE II - minimum pass in all skills

- b. Presentation of school documents proving that they have studied in English (secondary school/high school/college/university degree in the language of the study programme for which they are applying), in the case of applicants coming from countries where the official language coincides with the language of the study programme for which they are applying (English).
- c. Presentation of school documents proving that they have studied in English, in the case of candidates who have studied and graduated from a secondary school/college with the same language of instruction as that of the study programme for which the candidate is applying, regardless of the candidate's nationality or country of origin;
- d. Presentation of an International Baccalaureate (IBDP / International Baccalaureate Diploma Programme, EB / European Baccalaureate Diploma, IGCE - International General Certificate of Education, GCE / General Certificate of Education - Advanced Level) in the language of the study programme for which they have opted;

II.17. The Hague Apostille

II.17.1. An Apostille is a certificate issued by the competent authorities of a State signatory to the Hague Convention for official documents drawn up in that country which are to be presented in the territory of another State signatory to the Convention.

II.17.2. The issue of the Apostille is carried out through the *competent authority* designated by the government of a country which is a signatory to the Convention.

II.17.3. Documents issued by countries that are not signatories to the Hague Convention must bear a superscription (documents that are not superscribed will be rejected):

- a) the stamp of the Ministry of Foreign Affairs of the country where the document was issued;
- b) the stamp of the Romanian embassy/consulate in the country concerned (if Romania does not have an embassy in the country where the diploma was issued, candidates must apply to the embassy/consular service of the nearest country).

http://www.mai.gov.ro/Info_Apostila/State%20semnatare.html

<https://www.hcch.net/en/instruments/conventions/status-table/?cid=41>

CAPITOLUL III. SPECIFIC PROVISIONS FOR THE ADMISSION TO STUDIES OF ROMANIAN CANDIDATES FROM ABROAD ON PLACES WITH FEES IN LEI

III.1. Admission to Master's degree courses for Romanian candidates from abroad, with fees in lei, is carried out with respect:

- MEN Order no. 4294/29.06.2017 on the approval of the procedure for the enrolment of Romanians from abroad *in the places of study with tuition fees in lei*
- Law no. 299/2007 on the support to Romanians abroad, with subsequent amendments and additions.

III.2. The category of Romanians living abroad includes, in accordance with the provisions of Law no. 299/2007 on support for Romanians living abroad, republished, with subsequent amendments and additions:

- People who freely assume their Romanian cultural identity, people of Romanian origin and those belonging to the Romanian linguistic and cultural filon living outside the borders of Romania, regardless of the ethnonym used (Armenians, Armenians, Aromanians, Basarabians, Bukovinians, Kutušovlahi, daco-Romanians, Farserites, Hertanians, Istro-Romanians, Danubian Latins, Macedoromani, Macedo-Romanians, Maramureșeni, Meglenitic, Megleno-Romanians, Moldovans, Moldovlahi, Rrămani, Romanians, Vlahi, Vlasi, Volohi, Macedo-Armanji), as well as all other lexical forms semantically related to the above;
- Romanians who emigrated, whether or not they retained Romanian citizenship, their descendants, as well as Romanian citizens with permanent residence or residence abroad.

III.3. The enrolment of Romanians from abroad **in the fee-paying study places in lei** is carried out in the master's degree programmes, within the limit of the enrolment figure approved by the University Senate, in compliance with the enrolment capacity.

III.4. Romanians abroad are exempt from paying the registration fee;

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III.5. The tuition fee is the same as for Romanian citizens.

III.6. Calendar of the admission exam for Romanian candidates from abroad

Admission to the Master's degree programme will be organised in the September 2024 session according to the following timetable:

- **16.09.2024 - 19.09.2024, 14.00** - online filling in of the application form and uploading of documents (application file) by candidates;
- **16.09.2024 - 20.09.2024** - verification of the content of the file and validation of the application by the university staff;
- **23.09.2024** - publication of the nominal lists concerning the distribution of candidates by room;
- **24.09.2024** - admissions competition and publication of the provisional results of the admissions competition on the University notice board and on the University's own website, www.umft.ro;
- **25.09.2024**- submission and resolution of appeals;
- **25.09.2024, 9.00 a.m. - 26.09.2024, 3.00 p.m. - STAGE I** confirmation of the place obtained by the candidates declared admitted, by paying the confirmation fee and uploading it on the admission platform, respectively signing the study contract, under penalty of losing the place obtained through the competition, in case of non-fulfilment of this obligation,
- **27.09.2024** - publication of a report on the places remaining unfilled after the first stage of confirmation of places;
 - **27.09.2024, until 15.00 - STAGE II of confirmation of the place obtained by the candidates initially declared "rejected" (pending), with an average above 6 (six), in the order of the averages obtained, on the remaining unfilled places**, by paying the confirmation fee and uploading it on the admission platform, respectively signing the study contract, under penalty of losing the place obtained through the competition, in case of failure to comply with this obligation,
 - **30.09.2024** - results will be posted after confirmation of place.
 - **15.11.2024** - the deadline for enrolment in studies for Romanian candidates from abroad admitted with a fee in lei and who have confirmed their place following the admission competition, by submitting the application form to the International Relations Office and paying the tuition fee.
 - **20.11.2024** - publication of the lists on the university's website after the deadline for enrolment.

III.7. Documents required for the application to the admission competition

The application file and its online uploading by candidates, with the assumption of responsibility by them for the authenticity and correspondence between the digital/scanned documents and the originals, will contain the following scanned documents, double-sided, as appropriate:

- a. Personal data protection statement;
- b. Baccalaureate diploma or equivalent - certified/super-certified copy (depending on the issuing country) in the official language of the country where the diploma was issued and certified translation into Romanian;
- c. Transcript of the baccalaureate/equivalent diploma - certified/suprantified copy (depending on the issuing country) in the official language of the country where the diploma was issued and certified translation into Romanian;
- d. Transcripts with grades obtained during high school - certified/suprantified copy (depending on the issuing country) in the official language of the country where the diploma was issued and certified translation into Romanian;
- e. **Bachelor's degree or equivalent** - certified / super-certified copy (depending on the issuing country) in the official language of the country where the degree was issued and certified translation into Romanian;
- f. **Supplement to the diploma** - certified copy in the official language of the country where the diploma was issued and certified translation into Romanian;
- g. Passport, valid at least 6 months from the beginning of the academic year - copy;
- h. Permanent residence papers/ID card - certified copy and certified translation into Romanian;
- i. Birth certificate - certified copy and certified translation into Romanian;

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- j. Marriage certificate, if applicable - certified copy and certified translation into Romanian;
- k. Notarized statement that the candidate does not have a permanent residence/domicile in Romania;
- l. Affidavit, on the basis of freely expressed will, of assuming the Romanian cultural identity, according to the legislation in force, (except for candidates from Moldova and those who have Romanian citizenship and reside abroad)
- m. Certificate of language proficiency for Romanian, minimum level B1, issued by authorized institutions of the Romanian Ministry of Education / Certificate of graduation from the preparatory year of Romanian language / Certificate of studies issued by educational institutions in Romania or abroad, teaching in Romanian, at least 4 consecutive years.

n. Medical certificate

III.3.1. According to the current provisions of the Ministry of Education, respectively, of the Romanian Government, documents issued in original, in Romanian, may be submitted in copies. This provision does not apply to translations into Romanian from another language.

III.3.2. Candidates are required to ensure that there are no discrepancies in the spelling of their names in the documents submitted. If they do not, a notarial declaration of the correctness of the name in the documents submitted must be submitted.

III.3.3. Overseas Romanians graduating from the preparatory year are subject to all provisions of this methodology.

III.3.4. In order to ensure compliance with the specific legal conditions laid down for Romanian candidates from abroad, the Prorectorate of International Relations of the University will endorse, in advance, with the mention "The documents allow registration", their files.

III.8. Language competence

III.8.1. Candidates registered for the entrance examination for Romanian language study programmes are required to submit one of the following documents:

- Language proficiency certificate for Romanian language, minimum level B1, issued by authorized institutions of the Romanian Ministry of Education;
- Certificate of completion of the preparatory year of Romanian language;
- educational certificates issued by educational institutions in Romania or abroad, taught in Romanian, for at least 4 consecutive years.

III.4.2. Applicants are exempt from the obligation to submit one of the documents referred to in the previous article if:

- a) present Romanian educational documents (diplomas and certificates) or academic records, school transcripts certifying at least 4 consecutive years of studies completed in Romanian in an accredited school, teaching in Romanian;
- b) present certificates or attestations of language proficiency of a minimum level B1, according to the Common European Framework of Reference for Languages, issued by accredited higher education institutions in Romania that organize a preparatory year of Romanian language for foreign citizens, by Romanian language, literature, culture and civilization lectureships in universities abroad/Institute of Romanian Language or by the Romanian Cultural Institute.

III.8.2. UMF „Victor Babeș” in Timișoara does not organize language tests for Romanian.

III.9. Conduct of admission

III.9.1. The subjects of the competitive examinations are determined on the basis of the topics posted on the notice board of the secretariat of the Master's degree programmes and on the university's website, Admissions - Master's degree programmes section.

III.9.2. The verification and marking criteria are specified in Article II.7. of this Regulation, taking into account the specificities of the field. Scoring scales are displayed during the admission competition.

III.9.3. The admission competition will be held for master's degree programmes that have provided for places in lei for Romanian candidates from abroad, according to the enrolment figure approved by the University Senate.



III.10. Admission results

II.8.8. The results of the admission competition will be made known to candidates by posting them at the University's premises and on its website, www.umft.ro, in the following stages, according to the admission calendar:

- Provisional results, generated on the day of the admission competition;
- Results after any appeals have been resolved, for study programmes where changes in average and classification have taken place,
- Results after each place confirmation stage,
- Results after the deadline for payment of tuition and registration fees,
- Results after redistribution of places.

III.10.1. Candidates are ranked in descending order of the grades (averages) obtained in the entrance exam and within the limit of the places approved for each study programme.

III.10.2. The minimum overall average for admission to a Master's degree programme may not be less than 6 (six).

III.10.3. The provisional results of the entrance exam will be published on **24.09.2024** on the University's notice board and on the University's website, www.umft.ro.

In the case of equal averages on the last place, the following criteria will be used to decide:

- Written test mark
- Licence exam grade
- Average years of undergraduate studies

III.10.4. The lists contain the following categories of information:

- Candidates admitted for the fee-paying places in lei, within the limit of the number of places allocated,
- Rejected candidates, if applicable.

III.11. Submission and settlement of appeals

III.11.1. Any possible contestations regarding the results of the admission competition will be submitted, after the results have been posted, at the University's Registrar's Office, room 1, or electronically at masterat@umft.ro on **25.09.2024**, between **09.00 and 12.00**. Only appeals concerning own work will be admitted.

III.11.2. The decision on appeals is the exclusive responsibility of the **Appeals Committee**.

If there is a difference in marks, the candidate will be awarded the mark resulting from the verification of the work for the contested test.

III.11.3. The committee's decision is final and will be communicated by posting at the University's premises and on the website.

III.11.4. After the deadline for resolving and replying (by posting) to appeals, the result of the admission competition is final and cannot be changed.

III.12. Confirmation of place and display of results

Stage I

III.12.1. On **25 - 26 September 2024**, the candidates **declared admitted** are obliged to confirm their place by paying the confirmation fee and uploading it on the admission platform, respectively signing the study contract, under penalty of losing the place obtained through the competition, in case of failure to comply with this obligation;

Stage II

III.12.2. On the date set in the Admission Competition Calendar for the start of the second stage of seat confirmation, a report of the remaining unfilled seats after confirmation will be posted.

III.12.3. During the period established according to the Admissions Calendar, the second confirmation stage

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will take place for candidates with an average above 6 (six) initially declared "rejected" (pending), who have slid, through the admissions computer application, in the order of the options expressed and the admission averages obtained, on the remaining unfilled places;

III.12.4. The remaining vacancies are distributed to the next candidates in the order of their choices and admission averages via the admissions computer application, which is communicated to the candidate's e-mail and account.

(2) Candidates will be required to confirm their place, within the period established in the admission competition timetable, by:

a. payment of the confirmation fee, signing of the contract and uploading them on the admission platform, under penalty of losing the place obtained through the competition, in case of failure to comply with this obligation;

III.12.5. The confirmation fee (registration) is 400 lei, is non-refundable and is payable on the online admission platform (by credit card) or by bank transfer to the University's account opened at the Timișoara Treasury: RO29TREZ62120F330800XXXX tax code: 4269215, with the following mention: "*confirmation fee - name, surname, year of study, study programme*".

III.12.6. The files of rejected candidates or those who give up the place obtained through admission, will be returned within 48 hours of submitting the application. There is no fee for the return of applications.

III.12.7. A maximum of two Master's degree programmes can be confirmed

III.13. Provisions concerning the registration of successful candidates

III.13.1. The registration of candidates is subject to:

- a. passing the entrance exam and confirmation of place;
- b. payment of the tuition fee,
- c. presentation of the proof of graduation from the preparatory year for the Romanian language / certificate attesting knowledge of the Romanian language / certificate that they have studied at least 4 years in Romanian;
- d. obtaining the approval for study tuition issued by the Directorate General for International Relations and European Affairs of the Ministry of Education, in accordance with the legal regulations in force;
- e. obtaining a study visa/presenting a residence permit - where applicable.

III.9.2. For the purposes of enrolment and registration, successful candidates are required to:

- The obligation to pay the tuition fee, in full, within the deadlines laid down in these regulations and in the Calendar of the admission competition;
- The obligation to register for the first year at the Master's Studies Secretariat **within the deadline set by these regulations**. In justified cases, with the approval of the Faculty management, enrolment may be made at a later date.

III.9.3. In order for the university staff to certify the conformity with the original of the documents uploaded to the admissions computer platform when registering for the competition, successful candidates must submit the following documents in **original/copy** to the secretariat in physical format:

- a. The application form for the admission competition, signed by the candidate; it is downloaded from the account created by the candidate on the admission platform;
- b. Personal data protection statement;
- c. Baccalaureate diploma or equivalent - certified/super-certified copy (depending on the issuing country) in the official language of the country where the diploma was issued and certified translation into Romanian;
- d. Transcript of the baccalaureate/equivalent diploma - certified/suprantified copy (depending on the issuing country) in the official language of the country where the diploma was issued and certified translation into Romanian;
- e. Transcripts with grades obtained during high school - certified/suprantified copy (depending on the issuing country) in the official language of the country where the diploma was issued and certified translation into Romanian;
- f. **Bachelor's degree or equivalent** - certified / super-certified copy (depending on the issuing country) in the official language of the country where the degree was issued and certified translation into Romanian;
- g. **Supplement to the diploma** - certified copy in the official language of the country where the diploma was issued and certified translation into Romanian;
- h. Passport, valid at least 6 months from the beginning of the academic year - copy;
- i. Permanent residence papers/ID card - certified copy and certified translation into Romanian;

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- j. Birth certificate - certified copy and certified translation into Romanian;
- k. Marriage certificate, if applicable - certified copy and certified translation into Romanian;
- l. Affidavit that he/she has never benefited from a place of study financed by the Romanian state budget (scholarship or tuition fee exemption) for the level of studies requested;
- m. Notarized statement that the candidate does not have a permanent residence/domicile in Romania;
- n. Affidavit, on the basis of freely expressed will, of assumption of Romanian cultural identity, according to the legislation in force, (except for candidates from Moldova and those who have Romanian citizenship and reside abroad);
- o. Certificate of language proficiency for Romanian, minimum level B1, issued by authorized institutions of the Romanian Ministry of Education / Certificate of graduation from the preparatory year of Romanian language / Certificate of studies issued by educational institutions in Romania or abroad, teaching in Romanian, at least 4 consecutive years.
- p. Medical certificate
- q. Proof of payment of tuition fees (copy of receipt/payment order);
- r. Signed **study contract** in duplicate;
- s. 4 passport photos
- t. Envelope dosing.

III.13.2. The Prorectorate of International Relations, after checking and approving the candidates' files, will send to the Ministry of Education the list of the candidates admitted to the Master's degree programmes, according to the required formats.

III.13.3. Once the Ministry of Education has given its approval(s) for enrolment, successful candidates are enrolled in the first year by decision of the Rector. Enrolled students must sign the study contract by the deadline set for enrolment in accordance with these regulations. Failure to sign the study contract results in the loss of the right won through the competition.

CAPITOLUL IV. SPECIFIC PROVISIONS FOR THE ADMISSION OF FOREIGN NATIONALS FROM THIRD COUNTRIES (CPV-NON EU) TO STUDY ON THEIR OWN ACCOUNT

IV.1. General provisions

IV.1.1. Candidates are eligible to take part in the entrance examination for admission to the Master's degree programmes at UMFVBT, with payment of the fee in foreign currency (CPV):

- a. who are nationals of a third country of the European Union, as evidenced by a passport valid for at least 6 (six) months from the start of the academic year.
- b. who are graduates with a bachelor's degree or its equivalent, regardless of the year of graduation, according to the minimum requirements for access to higher education in Romania. For graduates of the current school year, only official transcripts can be accepted in lieu of a diploma (until the diploma is issued) and containing the final results to be recorded in the future diploma.

IV.1.2. This regulation is the only official material concerning the organization and conduct of the admission competition for foreign candidates to the University of Medicine and Pharmacy „Victor Babeș” in Timișoara, at the Master's degree cycle, and is supplemented by the provisions of subsequent regulations.

IV.1.3. References appearing in various publications or otherwise communicated cannot replace the official ones and, consequently, do not commit UMF „Victor Babeș” in Timișoara.

IV.1.4. The University does not have any kind of cooperation or representation agreement with agencies that mediate the enrolment of candidates. Candidates who apply for admission and submit their applications through agents do not benefit from any advantage in terms of admission over candidates who apply on their own.

IV.1.5. The Board of Directors has the right to make this methodology compatible with mandatory regulations.

IV.1.6. This methodology may be subject to subsequent changes depending on the regulations of the Ministry of

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Education and candidates are obliged to inform themselves periodically of any changes that may occur and to proceed accordingly.

IV.1.7. All communication between the university and candidates registered for the admission competition is in writing, in written or electronic format. The status of the application file, i.e. the status of the candidate will be found in the candidate account on the admission platform.

IV.1.8. The enrolment figure, i.e. the number of places/faculties/programmes of study, will be determined by the university management in accordance with the regulations of the Ministry of Education and will be published at a later date on the university website. The university management determines and approves the number of tuition fees and study programmes available for each admission session in accordance with the legal regulations in force.

IV.1.9. The Prorectorate for International Relations will endorse the files ("documents allowing for registration")

IV.2. Registration calendar

IV.2.1. Admission to the Master's degree programme will be organised in the September 2024 session according to the following timetable:

➤ **16.09.2024 - 19.09.2024, 14.00** - online filling in of the application form and uploading of documents (application file) by candidates;

➤ **16.09.2024 - 20.09.2024** - verification of the content of the file and validation of the application by the university staff;

➤ **24.09.2024** - evaluation of the candidates' files and publication of the provisional results of the admission competition on the University notice board and on the University's own website, www.umft.ro;

➤ **25.09.2024** - submission and resolution of appeals;

➤ **25.09.2024, 9.00 a.m. - 26.09.2024, 3.00 p.m.** - **STAGE I** confirmation of the place obtained by the candidates declared admitted to the places with fee, by paying the confirmation fee and uploading it on the admission platform, under penalty of losing the place obtained through the competition, in case of failure to comply with this obligation.

➤ **27.09.2024** - publication of a report on the places remaining unfilled after the first stage of confirmation of places;

➤ **27.09.2024, until 15.00** - **STAGE II of confirmation of the place obtained by the candidates initially declared "rejected" (pending), with an average above 6 (six), in the order of the averages obtained, on the remaining unfilled places**, by paying the confirmation fee and uploading it on the admission platform, under penalty of losing the place obtained through the competition, in case of failure to comply with this obligation.

➤ **30.09.2024** - results will be posted after confirmation of place.

➤ **15.11.2024** - deadline for enrolment for candidates who have confirmed their place following the admission competition by submitting the application form to the International Relations Office, paying the tuition fee and signing the study contract.

➤ **20.11.2024** - publication of the lists on the university's website after the deadline for enrolment.

IV.2.2. Places remaining unfilled after the end of the admission session are managed with the approval of the university management.

IV.3. Application procedure for the admission competition

IV.3.1. During the period established in the Admissions Calendar, candidates will fill in the online application form and upload the application documents (application file) to the computerised admissions platform, indicated on the university's website, Master Admissions section, assuming responsibility for the authenticity and correspondence between the digital/scanned documents and the originals, as well as the veracity of the personal data entered, without exceeding the deadline set for registration. The documents required for registration under these rules, which cannot be uploaded onto the admission platform, will be sent in PDF format to the following e-mail address: masterat@umft.ro.

IV.3.2. When registering for the entrance exam, candidates may choose a maximum of 2 study programmes from those available according to the number of students. Candidates' choice(s) and the final admission average obtained

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determine their ranking.

IV.3.3. The registration of candidates for the entrance exam by filling in the online application form and uploading the application documents (dossier) online is completed on the date set according to the Admissions Exam Calendar. Online application forms not completed and incomplete/not completed by the deadline set in the Admission Calendar will not be validated.

IV.3.4. The university staff verifies the documents uploaded online and validates the registration of candidates with complete applications by the date set according to the Admissions Calendar.

IV.3.5. By completing the online application form, candidates consent to the processing of personal data for this purpose.

IV.3.6. After filling in the application form, respectively after the registration for the competition has been completed and validated, candidates will receive an e-mail confirmation and details of the next steps, according to these rules.

IV.3.7. After the closing date for registration for the admission competition, candidates may not change their choices, their order and other information on the application form.

IV.3.8. Contact details: e-mail masterat@umft.ro

IV.3.9. Candidates assume full responsibility for the accuracy of the information and authenticity of the documents submitted, even if the documents have been uploaded via an agent/agency.

IV.3.10. Candidates are responsible for the email address information provided to the university when applying on the online admissions platform.

IV.3.11. Candidates are required to ensure that their e-mail addresses comply with the requirements of the European Union so that the university does not encounter errors in electronic communication (e-mail addresses must be internationally accepted, e.g. yahoo, gmail, hotmail, etc.). The university does not assume responsibility for non-receipt of electronic messages.

IV.3.12. Candidates who have completed the preparatory year are subject to all the provisions of this methodology, regarding deadlines, admission competition, number of places available for each study programme, fees, documents required for registration for the admission competition.

IV.3.13. Applications for admission to the entrance examination submitted to the university by means or through channels other than those provided for in this methodology will not be validated, in accordance with the established timetable.

IV.4. Documents required for the application to the admission competition

IV.4.1. The application file and its upload by candidates to the online platform, with the assumption of responsibility by them for the authenticity and correspondence between the digital/scanned documents and the originals, will contain the following scanned documents, **double-sided**, as appropriate:

a. Personal Data Protection Declaration - as per the form in the useful documents, posted on the university website;

b. Application for the issuance of the Letter of Acceptance for Studies - according to the form, posted on the university website;

c. Baccalaureate diploma/equivalent diploma - certified or super-certified copy (Hague Apostille/Ministry of Foreign Affairs, Romanian Embassy) in the official/original language in which it was issued and certified translation (if applicable) into Romanian/English/French;

d. Baccalaureate/Equivalent transcript - certified or super-certified copy (Hague Apostille/Ministry of Foreign Affairs, Romanian Embassy) in the official/original language in which it was issued and certified translation (if applicable) in Romanian/English/French;

e. Transcript of records for high school years - certified or super-certified copy (Hague Apostille/Ministry of Foreign Affairs, Romanian Embassy) in the official/original language in which it was issued and certified translation (if applicable) into Romanian/English/French;

f. Bachelor's degree or equivalent - certified / super-certified copy (depending on the issuing country) in the

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official language of the country where the degree was issued and certified translation into Romanian;

g. Supplement to the diploma - certified copy in the official language of the country where the diploma was issued and certified translation into Romanian;

h. Birth certificate/equivalent - certified copy in the official/original language in which it was issued and certified translation (if applicable) into Romanian/English/French;

i. Marriage certificate (if applicable) - certified copy in the official/original language in which it was issued and certified translation (if applicable) into Romanian/English/French;

j. Passport (valid for at least 6 months from the start of the academic year) - copy;

k. Identity card/document proving permanent residence abroad - certified copy and certified translation into Romanian/English/French in case of documents issued in a language other than one of these three;

l. Medical certificate according to the model approved by the university or containing all the information according to the model approved by the university, see the form in the useful documents, posted on the university website, in Romanian, English or French;

m. Notarised declaration/official document certifying that all documents uploaded by the applicant correspond to one and the same person, in case of discrepancies, differences in documents regarding the full name of the applicant (only if applicable, i.e. if the full name is not written identically in all documents submitted);

n. Proof of language proficiency - copy

o. Notarized declaration from Romanian citizens residing in third countries who wish to enroll in a study program with payment of the fee in foreign currency, stating that they choose to study in the financial regime "on their own currency account";

p. Proof of payment of the file processing fee (non-refundable if the file has been processed, i.e. if the documents uploaded online have been checked)

IV.4.2. For information on the obligation to apostille or super-legalize documents issued by countries covered by this provision, please contact the Ministry of Foreign Affairs or the Ministry of Education in Romania (National Centre for the Recognition and Equivalence of Diplomas - CNRED).

IV.4.3. If the university has any doubts regarding the study documents submitted by the candidates, the university will request the official point of view of the Ministry of Education-DGRIAE. As a result, the Ministry of Education may request additional documents in addition to those mentioned above.

IV.4.4. In the case of study documents issued by educational establishments operating on the UK system, predictive results are not accepted. The University will only accept academic documents containing final grades obtained in the baccalaureate/equivalent examination. The GCE (General Certificate of Education) is compulsory;

IV.4.5. In the case of study documents issued in Iran, the Pre-University Diploma is compulsory for the graduating classes prior to 2019.

IV.4.6. In the case of educational documents issued in Israel, the graduation certificate is not accepted; it is mandatory to submit the baccalaureate diploma/final equivalent-Bagrut;

IV.4.7. According to the current provisions of the Ministry of Education and the Romanian Government, documents issued in original by the Romanian authorities, in Romanian, can be sent in copies. This provision does not apply to translations into Romanian from another language.

IV.5. Language competence

IV.5.1. For admission to the entrance exam, proven language proficiency is a mandatory requirement.

IV.5.2. Candidates registered for the entrance examination **for Romanian language study programmes** are required to submit one of the following documents:

- Language proficiency certificate for Romanian language, minimum level B1, issued by authorized institutions of the Romanian Ministry of Education;
- Certificate of completion of the preparatory year of Romanian language;
- educational certificates issued by educational institutions in Romania or abroad, taught in Romanian, for at least 4 consecutive years.

IV.5.3. Applicants are exempt from the obligation to submit one of the documents referred to in the previous article if they:

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a) present Romanian educational documents (diplomas and certificates) or academic records, school transcripts certifying at least 4 consecutive years of studies completed in Romanian in an accredited school, teaching in Romanian;

b) present certificates or attestations of language proficiency of a minimum level B1, according to the Common European Framework of Reference for Languages, issued by accredited higher education institutions in Romania that organize a preparatory year of Romanian language for foreign citizens, by Romanian language, literature, culture and civilization lectureships in universities abroad/Institute of Romanian Language or by the Romanian Cultural Institute. UMF „Victor Babeș” in Timișoara does not organize language tests for Romanian.

IV.5.4. UMF „Victor Babeș” in Timișoara does not organize language tests for Romanian.

IV.5.5. For admission to **English-taught Master's degree courses**, candidates certify their language proficiency by:

- a. Presentation of an international certificate of proficiency in English, minimum level B2, as per the table below:

Language of study	Language proficiency certificates accepted (minimum B2)
English	Cambridge ESOL certificates: - FCE / First Certificate in English - CAE / Cambridge Advanced in English - CPE / Cambridge Proficiency in English Certificates issued by Michigan University: - ECCE / Examination for the Certificate of Competency in English - ECPE / Examination for the Certificate of Proficiency in English IELTS certificate: - minimum 6 / "competent user" - Pearson LCCI Certificate in ESOL International TOEFL certificate: - TOEFL iBT - TOEIC Trinity College London certificates: - ISE II - minimum pass in all skills

- b. Presentation of school documents proving that they have studied in English (secondary school/high school/college/university degree in the language of the study programme for which they are applying), in the case of applicants coming from countries where the official language coincides with the language of the study programme for which they are applying (English).
- c. Presentation of school documents proving that they have studied in English, in the case of candidates who have studied and graduated from a secondary school/college with the same language of instruction as that of the study programme for which the candidate is applying, regardless of the candidate's nationality or country of origin;
- d. Presentation of an International Baccalaureate (IBDP / International Baccalaureate Diploma Programme, EB / European Baccalaureate Diploma, IGCE - International General Certificate of Education, GCE / General Certificate of Education - Advanced Level) in the language of the study programme for which they have opted;

IV.6. Conduct of the admission competition

IV.6.1. For Master's degree programmes, the admission competition for candidates from third countries (non-EU/EEA/CH countries) will take the form of an admission competition with a portfolio assessment.

IV.6.2. The admission competition will consist of ranking the candidates in the order of the scores obtained by applying the selection criteria below:

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Selection criteria	Score	Number of points awarded (to be filled in by the Admission Committee)
I. Final average obtained in the licensing exam		
60-69,99% (D)	10 points (minimum requirement)	
70-79,99% (C)	20 points	
80-89,99% (B)	30 points	
90-100% (A)	40 points	
II. Average years of study (arithmetic)		
60-69,99% (D)	5 points (minimum requirement)	
70-79,99% (C)	10 points	
80-89,99% (B)	15 points	
90-100% (A)	30 points	
III. Diploma:		
Bachelor's degree in a field related to "health"	30 points	
Bachelor's degree in a non-medical field	15 points	
TOTAL		

IV.6.3. Candidates are ranked in the order of the options expressed and the final admission average.

IV.6.4. The final admission average is the score obtained by the candidate.

IV.6.5. The calculation of the undergraduate average will be done by equating the grade obtained in the country of origin according to the Romanian education grading system.

IV.7. Admission test results and ranking of candidates

IV.7.1. The Admission Committee will calculate the admission average and validate the results thus obtained by each candidate.

IV.7.2. The results of the admission competition will be published on the date set according to the Admission Competition Calendar, on the university's website, *Master Admissions* section, depending on the time when the ranking of the candidates is completed, with the number/code of the online application form, which will replace the candidate's identification data (name and surname).

IV.7.3. An applicant may be admitted to a maximum of one Master's degree programme.

IV.7.4. Candidates will be ranked in descending order of average scores, within the limit of available places approved for each study programme.

IV.7.5. If, after the ranking of the candidates, there are several candidates with equal average in the last place, their

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ranking will be based on the following criteria:

- a. Final average obtained in the Bachelor's exam;
- b. Arithmetic average of years of study

IV.7.6. Depending on the stage of the admission competition, the results will be as follows:

- Provisional results, generated on the day of the entrance exam;
- Results after any appeals have been resolved, for study programmes where changes in average and classification have taken place,
- Results after each place confirmation stage,
- Results after the deadline for payment of tuition and registration fees set and approved by the university management;

IV.7.7. The lists will be displayed with the number/code of the online application form of the validated applications, which will replace the candidate's identification data (first and last name).

IV.7.8. It is not allowed to exceed the tuition/programme of study figure approved by the University Senate and legislation.

IV.8. Transmission and settlement of appeals

IV.8.1. Any appeals must be sent by e-mail to masterat@umft.ro within the period set out in the Admissions Calendar.

IV.8.2. Only appeals concerning your own admission average obtained in the admission competition will be admitted.

IV.8.3. The Appeals Committee is solely responsible for resolving appeals and will consider and resolve appeals on the date set in the Admissions Calendar. The committee's decision is final and will be published on the university's website on the date set out in the admissions competition timetable.

IV.8.4. If differences in marks are found, the candidate will be awarded the average resulting from the recalculation of the average, according to the requirements set out in this methodology.

IV.8.5. No appeals based on ignorance of the admission rules will be admitted.

IV.8.6. After any appeals have been resolved, lists of admitted and rejected candidates will be drawn up and displayed for the study programmes where changes in classification and average have taken place, including the final, definitive and indisputable admission averages.

IV.8.7. After the deadline for resolving and replying (by posting) to appeals, the final admission average is final and cannot be changed.

IV.9. Place confirmation

Stage I

IV.9.1. During the period established in the Calendar of the admission contest, **the candidates declared admitted** following the admission contest organized by UMF „Victor Babeș” in Timișoara, current year sessions, **are obliged to confirm their place** in the online platform, by paying the confirmation/option fee, non-refundable fee, respectively uploading the proof of payment on the admission platform, under penalty of losing the place obtained through the contest, in case of non-fulfillment of this obligation.

IV.9.2. During the period set out in the Admissions Calendar, **unsuccessful candidates** who have been registered **and validated** in the admissions competition and have obtained a final admission average above 6.00, **can confirm their place** by paying the confirmation fee per option or by uploading the proof of payment on the online admission platform, in case of vacancy; in this case, the payment of the confirmation fee does not represent a guarantee for the admission of the rejected candidates, as it depends on the number of available places approved by the university/programmes of study and on the management of places as decided by the university management.

IV.9.3. Proof of payment of the confirmation fee, which is not uploaded online to the admissions platform according

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to the established timetable, is not considered as confirmation of place.

IV.9.4. The confirmation fee is non-refundable even if no vacancy occurs.

IV.9.5. After stage I confirmation, an applicant's status can be:

- Admit confirmed;
- Rejected confirmed (pending);
- Rejected unconfirmed- candidate admitted/not confirmed in stage I.

Stage II

IV.9.6. If, after the first confirmation stage, there are still free places (vacancies) within the period established in the admission calendar, **candidates who did not confirm in the first confirmation stage (unconfirmed rejections)**, will have the possibility to confirm a vacancy within 48 hours (Romanian time) from the moment of announcing the vacancy on the email address and/or in the candidate's account on the admission platform, respecting the order of the options, respectively the final admission averages.

IV.9.7. Candidates who have formally withdrawn (in writing, by e-mail) from the admission competition/ have given up their application/place will be permanently excluded from the list and will not be considered for any further stage of the competition.

IV.9.8. The filling of vacant/vacant places by unsuccessful candidates will be done in the order of their choices and final admission averages, with priority being given to unsuccessful candidates who have confirmed their place in stage I.

IV.9.9. Applicants can confirm for a maximum of two study programmes, according to the option on the online application form.

IV.10. Provisions on registration, confirmation, tuition and enrolment fees

IV.10.1. Types of taxes:

- File processing fee (non-refundable if the file has been processed, i.e. if the documents uploaded online have been verified): 200 euro, non-refundable;
- Place/option/programme confirmation fee: 300 euro, non-refundable;
- Tuition fee (studies)/year of study/programme of study must be uploaded on the admission platform by the application deadline;
- Registration fee: 100 lei, to be paid in cash at the university cashier's office upon final registration.

IV.10.2. The amount of the fees can be found in the Regulation on the amount of tuition and other fees at UMFVBT.

IV.10.3. All proofs of payment of fees in euro that have not been paid on the admission platform shall be uploaded by the candidate to the platform by the deadlines set out in the calendar.

IV.10.4. Beneficiary bank data:

Beneficiary: University of Medicine and Pharmacy "Victor Babeș" of Timișoara.

Beneficiary address: Timișoara, Piața Eftimie Murgu Nr. 2, Code 300041.

Beneficiary bank: BANCA TRANSILVANIA.

Beneficiary bank address: Timișoara, Str. Palanca nr. 2, Piața Unirii, Timișoara, Romania.

IBAN: RO53BTRL03604202A6896600 (Euro account)

SWIFT: BTRLRO22

IV.10.5. Proof of payment must contain the full name of the candidate (first and last name) and the type of payment made - file processing, place confirmation, tuition fee.

IV.10.6. In case the fees are paid by other persons and not by the candidate, there is a possibility that the receiving bank may request additional information and personal data (via the university's Financial-Accounting Service, e.g. identity card/passport etc.) of the persons who made the payment/transfer and their consent to process their personal data for verification by the bank.

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IV.10.7. It is the candidate's responsibility to ensure that proof of payment contains all the required information so that it can be properly processed by the university's Financial Accounting Service.

IV.10.8. Tuition fee information can only be obtained from the University's Finance and Accounting Service, contab@umft.ro.

IV.10.9. Tuition fees do not change during an academic year.

IV.10.10. The amount of the tuition fee does not change until the end of the university study programme if there are no situations that exceed the duration of tuition provided by law.

IV.10.11. The tuition fee must be paid before enrolment.

IV.10.12. Successful candidates who do not pay the tuition fee and do not upload proof of payment to the admission platform by the deadline for registration are automatically considered to have withdrawn from the competition.

IV.10.13. Proof of tuition payment (copy of receipt/payment order) will be uploaded to the online admission platform.

IV.11. Application procedure for candidates admitted to university studies, master's degree courses with a view to enrolment

IV.11.1. The enrolment of third-country nationals who have been declared admitted to study on their own account is subject to the fulfilment of all the following provisions:

a. obtaining the Letter of Acceptance to study issued by the Ministry of Education;
b. meeting the language proficiency requirements;
c. confirmation of place within the deadlines set in accordance with the admission competition timetable and the conditions laid down in this methodology;

d. payment of all fees provided for in this methodology and in the Regulation on the amount of tuition and other fees at UMFVBT;

e. obtaining a study visa (D-SD) from the Romanian Embassy/Consulate in the country of origin - where applicable;

f. submission of the application file containing the original academic documents and forms, as well as the documents in physical/electronic format in original certified copies, together with the original certified translations of the documents submitted in the application file uploaded to the online platform. The original certified translations in Romanian are mandatory for the baccalaureate/equivalent diploma, the baccalaureate/equivalent transcript and the birth certificate;

IV.11.2. The University manages the submission of the files to the Ministry of Education - DGRIAE in order to obtain the Letter of Acceptance to study.

IV.11.3. If a candidate submits his/her application to more than one university in Romania, this may lead to the late issuance of the Letter of Acceptance to study, and there is a risk that the candidate will not obtain the study visa in due time and will not meet the legal deadlines for enrolment at our university!

IV.11.4. The Letter of Acceptance to study is a compulsory document for the enrolment of the candidates declared admitted after passing the admission competition.

IV.11.5. The documents submitted by candidates from third countries (non-EU countries, EEA, CH) admitted will be examined by the Prorectorate of International Relations of the university, which will draw up the Decision of admission to studies approved and signed by the rector of the university;

IV.11.6. In order to apply, successful candidates must submit the following documents in a cardboard envelope to the secretariat of the Prorectorate of International Relations by the closing date for registration, in block letters:

(1). Declaration on the protection of personal data - according to the form posted on the university website;

(2). Baccalaureate diploma/equivalent diploma - original, certified or super-certified copy (Hague Apostille/Ministry of Foreign Affairs, Romanian Embassy) in the official/original language in which it was issued and certified translation (if applicable) into Romanian/English/French;

(3). Baccalaureate/Equivalent Transcript - original, certified or super-certified copy (Hague Apostille/Ministry of Foreign Affairs, Romanian Embassy) in the official/original language in which it was issued and certified translation (if applicable) into Romanian/English/French;

(4). **Bachelor's degree or equivalent** - legalised / super-legalised copy (depending on the issuing country) in the



official language of the country where the degree was issued and certified translation into Romanian;

(5) **Supplement to the diploma** - certified copy in the official language of the country where the diploma was issued and certified translation into Romanian;

(6) Transcript of records for high school years - certified or super-certified copy (Hague Apostille/Ministry of Foreign Affairs, Embassy of Romania) in the official/original language in which it was issued and certified translation (if applicable) in Romanian/English/French;

(7). Birth certificate/equivalent - certified copy and certified translation into Romanian;

(8). Passport (valid for at least 6 months from the start of the academic year) - copy;

(9). Identity card/document proving permanent residence abroad - certified copy and certified translation into Romanian/English/French in the case of documents issued in a language other than one of these three;

(10) Marriage certificate (if applicable) - certified copy and certified translation into Romanian;

(11). Medical certificate according to the model approved by the university or containing all the information according to the model approved by the university and which can be found on the university's website, in Romanian, English or French;

(12). 4 passport photos;

(13). Proof of payment of tuition fee - copy;

(14) International Language Proficiency Certificate - copy (if applicable);

(15). Notarized declaration from Romanian citizens residing in third countries who wish to enrol in a study programme with payment of the fee in foreign currency, stating that they choose to study financially "on their own currency account";

(16). Notarized statement/official document proving that all documents uploaded by the applicant correspond to one and the same person, in case of discrepancies, differences in documents regarding the full name of the applicant - if applicable (only if the name or/and surname is not written identically in all documents submitted);

(17). Copy of study visa/residence permit - if applicable.

IV.11.7. In order to sign the university study contract and for enrolment purposes, foreign citizens admitted to the university must present the decision of admission to study (in copy) to the secretaries of the faculties, accompanied by copies of the following documents:

- Letter of Acceptance to study issued by the Ministry of Education;
- Proof/Certificate of language proficiency;
- Official supporting documents showing exemption from taking the language test, where applicable;
- Passport;
- Proof of payment of tuition fees;
- Proof of payment of the registration fee.

IV.11.8. The decision of admission to studies is valid until the date of the drawing up of the enrolment decisions and the definitive enrolment of the admitted foreign citizens, after the transmission of the complete files of the admitted foreign citizens by the Prorectorate of International Relations to the secretariats of the faculties.

IV.11.9. Successful candidates are required to submit their original academic documents when applying. The original study documents remain at the faculty for the entire duration of the schooling (in accordance with the Romanian legislation in force).

IV.11.10. For admitted candidates who do not register in the first year and do not pay the tuition fee by the deadline set out in the admission calendar, they are considered, ex officio, to have withdrawn and to have definitively given up the place obtained through the admission competition and the status of admitted candidate, by not complying with the provisions, procedures and deadline for registration and are not students of the University of Medicine and Pharmacy "Victor Babeș" of Timișoara.

IV.11.11. The University may request, if there are suspicions, verification of study documents by the D.G.R.I.A.E., of the Ministry of Education.

CAPITOLUL V. FINAL PROVISION

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- V.1.** This regulation is the only official document concerning the organization and conduct of the admission examination at the University of Medicine and Pharmacy "Victor Babes" of Timisoara, at the Master's degree cycle and is complemented by the provisions of the normative acts that have subsequently appeared, as well as by the Methodologies for the admission of foreign candidates, approved by the University Senate.
- V.2.** After enrolment, the faculty secretariats generate and display the final lists of candidates declared admitted and enrolled.
- V.3.** In order to register, candidates admitted to places financed by the state budget must submit the original diploma/document of recognition of the degree/certificate of bachelor's degree to the faculty secretariat by the date established in these regulations. The certificate is valid only for candidates who have passed the licensing examination in the current academic year. The aforementioned diploma may be returned to the holder from the second semester onwards, in which case a copy certified "true to the original" by the faculty secretariat will remain on file.
- V.4.** References appearing in various publications or otherwise communicated cannot replace the official ones and therefore do not commit UMF "Victor Babes" Timisoara in any way.
- V.5.** With the adoption of the present Methodology, previous decisions and regulations are repealed. Any amendment may be made only with the approval of the University Senate or by the publication of mandatory regulations.
- V.6.** In exceptional and justified circumstances, derogations from these regulations may be approved by the University's Administrative Board, by decision of the Rector.
- V.7.** The Board of Directors of the university has the right and the obligation to make these Regulations compatible with the Orders of the Ministry of Education issued up to the date of the entrance exam.
- V.8.** This Regulation was approved in the meeting of the University Senate on 27.03.2024, amended and supplemented in the meeting of 24.04.2024, in accordance with the provisions of the Law on Higher Education No. 199/2023, as amended and supplemented.

**Rector,
Prof. Dr. Octavian Marius Cretu**

The holograph signature is affixed to the original version of the document which is kept in the archives of the University Senate. This act shall have the same legal force as the original document.

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