

-Excerpt from *Regulation on the organisation and conduct of the admission competition undergraduate programmes and undergraduate programmes offered jointly within the University of Medicine and Pharmacy "Victor Babes" Timisoara*

CHAPTER V. METHODOLOGY FOR TYPE III ADMISSION AND ENROLMENT OF THIRD-COUNTRY NATIONALS (WHO ARE NOT CITIZENS OF THE EUROPEAN UNION, THE COUNTRIES OF THE EUROPEAN ECONOMIC AREA AND THE SWISS CONFEDERATION) IN STUDY PROGRAMMES TAUGHT IN ROMANIAN/ENGLISH/FRENCH

V. 1. General provisions

V.1.1. In accordance with the Order of the Minister of Education no. 3693/2024 for the approval of the Framework Methodology on the organisation of admission to higher education in the cycles of short university studies, bachelor, master and doctorate and the Order of the Minister of Education no. 5.655/2024 for the approval of the Methodology for the admission of foreign citizens to study in undergraduate and postgraduate programmes, on study places with tuition fees paid in foreign currency, on the basis of university autonomy and with public accountability, the University of Medicine and Pharmacy "Victor Babes" of Timișoara, organises an admission competition for citizens from third countries (non-EU) to study programmes in Romanian/English/French, under the conditions set out below.

V.1.2. This methodology is addressed to foreign citizens, i.e. candidates who have the citizenship of a third country (who are not citizens of the European Union, the European Economic Area and the Swiss Confederation) and who wish to study on Romanian/English/French language study programmes on places with tuition fees in foreign currency.

V.1.3. The present methodology is the only official material related to the organisation and conduct of the admission contest for foreign candidates at the "Victor Babes" University of Medicine and Pharmacy of Timisoara, for the Bachelor's degree cycle/university studies offered in a combined programme, and is supplemented by the provisions of subsequent normative acts.

V.1.4. References appearing in various publications or those communicated in any other way cannot replace the official ones and, consequently, do not commit UMF „Victor Babes" in Timisoara.

V.1.5. The University has no co-operation or representation agreement of any kind with agents who broker 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.

V.1.6. By filling in the online application form, candidates to the admission competition assume and declare that all contact details provided (email address, telephone number) belong to them and not to a third party (agent, agency, etc.) and that they have access to all means of communication sent to the university.

V.1.7. The Administrative Board has the right to harmonise this methodology with the mandatory normative acts.

V.1.8. The present methodology may be subject to subsequent modifications, according to the regulations of the Ministry of Education, and candidates are obliged to regularly inform themselves about any changes that may occur and to proceed accordingly.

V.1.9. All communication between the university and the candidates registered for the admission competition will be in writing, in written or electronic format. The status of the application file and the status of the candidate will be reflected in the candidate account on the admission platform.

V.1.10. Candidates are eligible to apply for admission to study programmes taught in Romanian/English/French:

a. who have the nationality of a non-EU Member State of the European Union, as proven by a passport valid for at least 6 (six) months from the starting date of the academic year.

b. who are graduates with a baccalaureate diploma or its equivalent, regardless of the year of graduation, according to the minimum requirements for access to higher education in Romania, respectively the list of high school diplomas recognised by the Ministry of Education mentioned on the university website, under useful documents. For graduates of the current school year, only official attestations in lieu of a diploma (until the diploma

is issued) containing the final results to be included in the future diploma can be accepted.

V.1.11. The above-mentioned candidates may opt for study programmes taught in Romanian, English or French.

V.1.12. The enrolment figure, i.e. the number of places/faculties/study programmes will be established by the university management in accordance with the regulations of the Ministry of Education and will be published on the university's website at a later date.

V.1.13. The management of the university determines and approves the number of enrolments and study programmes available for each admission session, in accordance with the legal regulations in force.

V. 2. Timetable for the admission competition

V.2.1. The admission of third-country nationals to undergraduate degree programmes taught in Romanian/English/French is organised in the July/September session, according to the calendar approved by the University's Administrative Council, upon the proposal of the Vice-Rector for International Relations.

V.2.2. In the study programmes where the number of candidates in the admission contest organised in the first session of the current year does not cover/does not fill the number of places established for the programme in question, a second admission session is organised for the remaining places (vacancies), according to the calendar and the number of places approved by the university management for the second session, under the same conditions and with the same admission committee as in the first session, at the proposal of the Vice-Rector for International Relations or it is managed according to the official decision of the university management.

V.2.3. In the case of unoccupied places, after the end of the admission procedure, the management of UMF "Victor Babes" Timisoara is entitled to decide on the redistribution of places according to the level of competition and the requests of candidates who have participated in one of the competitions organised by the university

V. 3. Application procedure for the admission competition

V.3.1. During the period established in the Admission Calendar, candidates will fill in the online application form and upload the application documents (application file) on the university's website, International Admission Section, current year, assuming their responsibility for the authenticity and correspondence between the digital/scanned and original documents, as well as for the veracity of the personal data entered, without exceeding the deadline set for the application deadline.

V.3.2. When applying for the admission competition, candidates' choices are limited to a maximum of 2 study programmes, specifying their choice, or choices in order of preference (as the case may be), from those available according to this methodology. Candidates' option(s) as well as the final admission average obtained determine their ranking.

V.3.3. In the online application form, you must specify exactly which two study programmes and languages you have chosen.

V.3.4. The registration of candidates for the admission competition by filling in the online application form and uploading the online application documents (application file) is finalised on the date set in the Admission Calendar. Online application forms not finalised and incomplete/non-completed application files by the closing date set in the admission calendar will not be validated.

V.3.5. The university staff checks the documents uploaded online and validates the enrolment of candidates with complete applications by the set date, according to the Admission Calendar.

V.3.6. Only complete, validated applications will be taken into consideration, any other status of the application will not be valid for the admission competition.

V.3.7. By completing the online application form, candidates consent to the processing of their personal data for this purpose.

V.3.8. Candidates applying for more than one study programme offered by UMF "Victor Babes" in Timisoara will upload online their application documents (application file) only once. As a consequence, candidates holding dual citizenship (EU and NON-EU) must choose one of these categories: EU or NON-EU.

V.3.9. After filling in the application form and validating and validating your registration for the competition, candidates will receive a confirmation e-mail and details of the next steps, as outlined in this methodology.

V.3.10. After the closing date for the admission competition, candidates may not change their choices, the order in which they are listed and other information on the application form.

V.3.11. Contact: Prorectorat International Relations: e-mail: international@umft.ro

V.3.12. Applicants take full responsibility for the accuracy of the information and the authenticity of the documents submitted, even if the documents have been uploaded via an agent/agency.

V.3.13. Candidates are responsible for the e-mail address information provided to the university when registering on the online admissions platform.

V.3.14. Candidates are responsible for ensuring that their e-mail addresses correspond to the requirements of the European Union, so that the university does not encounter any errors when communicating electronically (e-mail addresses must be internationally accepted, e.g. yahoo, gmail, hotmail, etc.). The University accepts no responsibility for non-receipt of e-mails.

V.3.15. 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 enrolment in the admission competition.

V.3.16. Applications for admission to the admission competition, sent to the university by other means or by other channels than those provided for in this methodology, according to the established timetable, will not be validated.

V. 4. Documents needed to enrol for the admission competition

V.4.1. The application file and its uploading to the online platform by the candidates, assuming responsibility for the authenticity and correspondence between the digital/scanned and the original documents, will contain the following scanned documents, **front and back**, as appropriate:

- a.** Personal data protection statement - as per the form in the useful documents posted on the university website;
- b.** Application for issuing the Letter of Acceptance to Studies - according to the form in useful documents, posted on the university website;
- c.** Baccalaureate diploma/equivalent diploma - certified or super-certified copy (The 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 - legalised or suprlegalised copy (Apostille from The Hague/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.** Graduation certificate (only for graduates who have not received the final diploma) of the baccalaureate/equivalent exam (containing and explicitly reflecting the passing of the baccalaureate/ equivalent exam and the final results obtained by the candidate in this exam) - legalised or super-legalised copy (Apostille from The Hague/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;
- f.** School transcripts for high school years - legalised or suprlegalised copy (Apostille from The Hague/Ministry of Foreign Affairs, Romanian Embassy) in the official/original language in which it was issued and authorised translation (if necessary) into Romanian/English/French;
- g.** Birth certificate/equivalent - certified copy in the official/original language in which it was issued and authorised translation (if necessary) into Romanian/English/French;
- h.** Marriage certificate (if applicable) - certified copy in the official/original language in which it was issued and authorised translation (if applicable) into Romanian/English/French;
- i.** Passport (valid at least 6 months from the start of the academic year) - copy;
- j.** Identity card / Document proving permanent residence abroad - certified copy and authorised translation into Romanian/English/French in the case of documents issued in a language other than one of these three;
- k.** 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 useful documents, posted on the university

website, in Romanian, English or French;

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

m. The document regarding the consent of the parents or guardian regarding the stay in Romania for study purposes, if the foreigner is a minor;

n. Proof of language proficiency - copy (as per chap. Language Competence - Language Test of this Methodology)

o. Proof of payment of the language proficiency (language) test fee, if applicable, in accordance with the Fees Regulation;

p. Notarised declaration from Romanian citizens residing in third countries who wish to enrol in a study programme with payment of the tuition fee in foreign currency, stating that they choose to pursue studies in a financial regime "on their own account";

q. Proof of payment of the processing fee (non-refundable in case of processing, i.e. if the documents uploaded online have been checked), according to the Fees Regulation.

V.4.2. For information on the obligation to apostille or supralegalise documents issued by countries that fall under this scope, please contact the Romanian Ministry of Foreign Affairs or the Romanian Ministry of Education (National Centre for the Recognition and Equivalence of Diplomas - CNRED).

V.4.3. In case the university is unclear about the study documents submitted by the candidates, the university will ask for the official point of view of the Ministry of Education-DGRIAE. Consequently, the Ministry of Education may request additional documents in addition to those mentioned above.

V.4.4. If the Ministry of Education finds that a dossier is not complete or does not comply with its requirements, the Ministry of Education reserves the right to reject the dossier and not to issue a Letter of Acceptance to the citizen concerned.

V.4.5. 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 study documents containing the final marks obtained in the baccalaureate/equivalent examination. The GCE (General Certificate of Education) is compulsory;

V.4.6. In the case of study documents issued in Iran, in addition to the high school diploma, the Pre-University diploma is mandatory for the graduating classes prior to 2019, the admission average being the arithmetic average of the averages obtained according to the two documents.

V.4.7. In the case of study documents issued in Israel, the certificate of graduation is not accepted; it is mandatory to submit the baccalaureate diploma/final equivalent-Bagrut, together with the Psychometric Entrance Test (PET), the admission average being the arithmetic average of the averages obtained according to the two documents.

V.4.8. In the case of study documents issued in the United States of America, in addition to the high school diploma/equivalent diploma, one of the following documents is mandatory: the Scholastic Aptitude Test (SAT)/Advanced Placement Test (APT)/American College Testing (ACT), the admission average being the arithmetic average of the averages obtained according to the two documents.

V.4.9. Candidates who have subjects other than biology/chemistry in their enrolment form, but which correspond to biology/chemistry, are required to submit a certificate issued by the secondary school/official document certifying that the subject/subjects in question are equivalent to biology/chemistry.

V.4.10. In accordance with the current provisions of the Ministry of Education and of the Romanian Government, the documents issued in original by the Romanian authorities, in Romanian, may be submitted in copies. This provision does not apply to translations into Romanian from another language.

V. 5. Language competence - language test

V.5.1. Proven language proficiency is a compulsory requirement and passing the language test is a compulsory and eliminatory condition for admission to the admission competition.

V.5.2. For study programmes in Romanian/English/French, candidates **must** take the language test ONLINE, before the date of the admission exam, which will be organised by the Department of Modern Languages of the

UMF „Victor Babeș” University of Timișoara, during the period foreseen in the Admission Calendar, and will be marked by the teachers with "admitted" or "rejected". The results of the language tests will be recorded in the admission platform by the technical committee on the same day, after the language tests have been finalised.

V.5.3. The list of candidates who have to take the language test organised by the Department of Modern Languages and Romanian Language of the UMF „Victor Babeș” University of Timisoara, will be posted on the university website, on the date set according to the admissions calendar. Links and access details for taking the language tests ONLINE will be sent to candidates through the admission platform.

V.5.4. Candidates who do not take and pass the language test organised by the university will be excluded from the admissions competition, as fulfilment of the language proficiency requirements is a mandatory requirement for admission to the admissions competition.

V.5.5. By way of exception to the provisions of point. V.5.2, the categories of candidates who **do not have to** take the language test (provided that they can produce official supporting documents) are:

- candidates from countries where the official language is the same as the language of the programme of study (Romanian, English or French) and who can prove with school documents that they have studied in that language (secondary school / high school / college / undergraduate studies in the language of the programme of study for which they are applying).
- candidates who have studied and graduated from a secondary school with the same language of instruction as the language of the programme of study for which the candidate is applying, irrespective of the candidate's nationality or country of origin, and who can provide documentary evidence that they studied in that language;
- candidates who hold 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 programme of study for which they have opted;
- Applicants who hold an International Certificate of Language Competence level B2 or higher, as listed in 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: - Pearson LCCI Certificate in ESOL International TOEFL certificate: - TOEFL iBT - TOEIC Trinity College London certificates: - ISE II - minimum pass in all skills EPO - BEC Vantage, BEC Higher - OET TEST
French	DELF DALF

V.5.6. Only the international certificates of language proficiency, as listed in the table above, of candidates applying for a programme of study in the language for which the certificate has been issued will be taken into consideration by the admissions committee.

V.5.7. Candidates applying for admission to **Romanian-language study programmes** must submit one of the following documents:

- Language proficiency certificate for Romanian, minimum level B1, issued by authorised institutions of the Romanian Ministry of Education;
- Attestation of completion of the preparatory year of Romanian;
- study certificates issued by educational institutions in Romania or abroad, taught in Romanian, for at least 3 consecutive years.

V.5.8. You are exempt from the obligation to submit one of the documents referred to in point. V.5.8., candidates who:

a) present Romanian study documents (diplomas and certificates) or study documents, school reports attesting at least 3 consecutive years of studies in Romanian, in an accredited school, with Romanian teaching;

b) present certificates or attestations of language proficiency of at least level B1, according to the Common European Framework of Reference for Languages, issued by accredited higher education institutions in Romania that organise the preparatory year of Romanian language for foreign citizens, by the Romanian language, literature, culture and civilisation lecturers in Romanian language, literature, culture and civilisation in universities abroad / Romanian Language Institute or by the Romanian Cultural Institute.

V.5.9. The University Department of Modern Languages and Romanian of our institution organises Romanian/English/French language tests according to the timetable and under the conditions set by the representatives of this department and which will be reflected in the fee regulations, timetable and admission methodology.

V.6. Organisation of the admission competition

V.6.1. For undergraduate programmes, admission of candidates from third countries (non-EU/EEA/CH/EU countries) will be by admission competition.

V.6.2. Candidates are admitted on the basis of a competitive examination and candidates are ranked in order of the options expressed and their baccalaureate/ equivalent. The final admission average consists of the mark obtained in the baccalaureate/equivalent examination or the average of the years of study in countries which do not have a baccalaureate/equivalent examination, plus the marks awarded by the school.

V.6.3. The mark awarded is equivalent to a 3.00 grade, according to the Romanian marking system.

V.6.4. The minimum final admission average for undergraduate studies cannot be lower than 5.00 (five), according to the Romanian education marking system.

V.6.5. The final admission average is expressed to a maximum of four decimal places, without rounding.

V.6.6. For candidates with educational qualifications issued in countries which do not award an average for the baccalaureate/ equivalent, the general average of the secondary school years will be taken instead of the baccalaureate average.

V.6.7. The baccalaureate average will be calculated by equalising the mark obtained in the country of origin according to the Romanian marking system.

V.6.8. The maximum mark obtained in your home country in the baccalaureate/equivalent exam is equivalent to a grade 7, plus 3 points automatically.

V.6.9. For candidates with school-leaving certificates issued in countries which do not award an average for the baccalaureate/ equivalent, the general average of the secondary school years will be taken instead of the baccalaureate average!

V.6.10. In the case of baccalaureate diplomas issued in Morocco, the average obtained in the national exam will be taken into account.

V. 7. Admission results and ranking of candidates

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

V.7.2. The results of the admission competition will be published on the date set in accordance with the Admission Calendar, on the University's website, in the International Admission section, depending on when the ranking of candidates is finalised, indicating the number/code of the online application form, which will replace the candidate's identification data (first and last name).

V.7.3. The lists will be posted on the university website according to the following criteria:

a) The order of the options expressed in the online application form, respecting the general criterion of option beats average;

b) The descending order of the final admission averages obtained by the candidates according to the university's requirements (baccalaureate average/equivalent average, application of the tie-breaking criteria in the case of candidates with equal final admission averages, after appeals, after confirmations).

V.7.4. The final admission average consists of the mark obtained in the baccalaureate/equivalent examination or the average of the years of study in countries which do not have a baccalaureate/equivalent examination plus 3 points automatically.

V.7.5. The final admission average is minimum 5.00 (five), according to the Romanian marking system.

V.7.6. Candidates will be ranked according to the order of the options expressed in the application form, based on the general principle "option beats average" and in descending order of average, within the limit of available places approved for each study programme.

For example:

- Candidate A has as his first option Medicine (in French) and second option Pharmacy (in French), and has obtained an average of 10. He is assigned to his first option.
- Candidate B has Pharmacy (in French) as his first option and Medicine (in French) as his second option, and has obtained an average of 9; 14 places were filled in his first option by 14 candidates with admission averages higher than his average. He will be the 15th candidate allocated to his first option, in the sense that, in the allocation for the Pharmacy (French-language) option, candidate B has priority over candidate A, who has a higher average than candidate B.
- Candidate C has Pharmacy (in French) as his first option and Medicine (in French) as his second option, and has obtained an average of 8; if all the places in his first option have been filled by candidates with higher averages than his, he will be allocated to his second option, if there are places available.

V.7.7. If, after the candidates have been ranked, there are several candidates with the same average in the last place, their ranking will be based on the following criteria:

- The arithmetic average of the marks obtained in biology during the high school years;
- The arithmetic average of the marks obtained in chemistry during the high school years;

V.7.8. 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 there have been changes in average and classification;
- Results after each place confirmation stage, reflecting the status of the candidate;
- Results after the deadline for enrolment has expired, the list of candidates admitted and provisionally enrolled in year 1;

V.7.9. The lists will be displayed with the online application form number/code of the validated files, which will replace the candidate's identification data (surname and forename).

V.7.10. It is not allowed to exceed the tuition fee/programme of study approved by the University Senate and legislation.

V. 8. Submitting and settling appeals

V.8.1. Any appeals must be sent by e-mail torelint@umft.ro, within the period set in the Admission Calendar.

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

V.8.3. The decision on appeals is exclusively the responsibility of the Appeals Committee, which will analyse and settle the appeals on the date set in the Admission Calendar. The board's decision is final and will be published on the university's website on the date set in the timetable for the admission competition.

V.8.4. If there is a difference in marks, the candidate will be given the average resulting from the recalculation of the average, in accordance with the requirements set out in this methodology.

V.8.5. Appeals based on a lack of knowledge of the Admission Regulations will not be accepted.

V.8.6. Once any appeals have been resolved, lists of admitted and rejected candidates will be drawn up and displayed for study programmes where there have been changes in classification and averages, including the final, definitive and uncontestable admission averages.

V.8.7. Once the deadline for resolving and replying (by posting) to appeals has expired, the final admission average is definitive and cannot be changed.

V. 9. Confirm your place

Stage I

V.9.1. During the period established in the Admission Calendar, **candidates declared admitted** following the admission competition organised by UMF „Victor Babeș” in Timișoara, sessions of the current year, **are obliged to** confirm their place in the online platform, by paying the confirmation/option fee, as well as a deposit of 50% of the tuition fee and uploading the proof of payment on the admission platform, under penalty of losing the place obtained through the competition, in case of failure to fulfil these obligations; as a result, an admitted candidate who has not confirmed his/her place and has not paid the advance of 50% of the tuition fee within the period set out in the admission timetable will be considered as rejected and will automatically appear, according to the order of the choices and the final admission average, on the list of rejected candidates who have not confirmed their place and have not paid the advance of 50% of the tuition fee.

V.9.2. The advance of 50% of the tuition fee is non-refundable in the case of admitted candidates who have confirmed their place and subsequently withdraw from their studies/resign their place obtained through the competition//do not finalise their enrolment by the deadline set in the admission calendar. Exempted from this provision are the candidates who do not obtain the Letter of Acceptance from the Ministry of Education or the study visa in due time or who are subsequently admitted to a place of study financed from the Romanian State budget or with a fee in lei (following the successful completion of an admission competition at our university, type I, II or type III competition - RDP category only). Any other exceptional situations proven by official documents require the express approval of the university management for the reimbursement of the 50% advance of the tuition fee.

V.9.3. During the period established in the Admission Calendar, **unsuccessful candidates**, who have been registered **and validated** in the admission competition and have obtained a final admission average above 5.00, **may confirm their place**, through by paying the confirmation fee per option **and** uploading the proof of payment on the online admission platform, in the event of a vacancy; in this case, the payment of the confirmation fee is not a guarantee for the admission of the rejected candidates, as it depends on the number of places available and approved by the university/study programmes and the management of places as decided by the university management.

V.9.4. If a place becomes vacant, the unsuccessful candidate who has confirmed their place within the periods set out in the admission calendar has 48 hours to pay the 50% tuition fee deposit and the deposit of 50% of the tuition fee to keep their place. Failing this, the list rolls to the next candidate on the list.

V.9.5. Candidates can pay the confirmation fee for a maximum of two study programmes, the same ones they opted for in the online application form.

V.9.6. Proof of payment of the confirmation fee, which is not uploaded online in the admissions platform according to the established timetable, will not be considered as confirmation of place.

V.9.7. The place confirmation fee is non-refundable, even if there is no vacancy.

V.9.8. Confirmation of place on the admission platform includes the choice of optional subjects by the candidate, one of which becomes compulsory/semester. The optional subjects will be included in the study contract/attached to the candidate's study contract and cannot be changed later.

V.9.9. After stage I confirmation, a candidate's status can be:

- Admitted confirmed;
- Rejected confirmed (pending);
- Rejected unconfirmed - admitted/rejected candidate who did not confirm in stage I.

Stage II

V.9.10. If, after the first stage of confirmations, there are still free places (vacancies), during the period established in the admission calendar, **candidates who did not confirm in the first stage of confirmations (unconfirmed rejects)** will have the possibility to confirm a vacant place, within 48 hours (Romanian time) and pay 50% of the tuition fee in advance, from the moment of the announcement of the vacancy on the email address and/or on the candidate's account on the admission platform, respecting the order of the options, respectively the final admission averages.

V.9.11. If the list of unsuccessful candidates who have not confirmed their place includes only one candidate in this situation, the list will be repeated a maximum of 2 (two) times every 48 hours. If, even after the second run of the list at 48 hours, the candidate has still not confirmed his/her place and has not paid the 50% deposit of the tuition fee, the place will be managed according to the official decisions of the University management.

V.9.12. Candidates who have formally withdrawn (in writing, by e-mail) from the admission competition/ have withdrawn their application/ have withdrawn their application/ have withdrawn their place, will be permanently excluded from the roll and will not be considered at any stage of the competition.

V.9.13. Candidates who have not obtained a final admission average of at least 5 (five) are not entitled to confirm a place.

V.9.14. Candidates who have opted for two study programmes and have been admitted and have confirmed their place on both programmes are required to choose within 48 hours from the moment of admission the final study programme they wish to enrol in and to officially withdraw from the platform from the option that is no longer of interest or to decide whether to keep their place on both options under the conditions specified in this methodology.

V.9.15. Rejected candidates will fill the vacancies/vacancies in the order of their choices and final admission averages, with priority being given to rejected candidates who have confirmed their place in Stage I.

V. 10. Rules on enrolment, confirmation, tuition and enrolment fees

V.10.1. Types of taxes:

- o File processing fee (non-refundable in case the file has been processed, i.e. if the documents uploaded online have been checked by university staff);
- o Romanian/English/French language test fee - 150 euro, where applicable;
- o Confirmation fee for place/option/study programme: 300 euro, non-refundable;
- o Tuition fee (tuition)/year of study/study programme must be uploaded on the admission platform by the application deadline; 50% tuition deposit/admitted candidate who has confirmed his/her place/study programme - non-refundable according to Chap. V.9.1. of this methodology.
- o Enrolment fee: 100 lei, payable in cash at the university cashier's office, upon final enrolment.
- o Fees **set in euros** can be paid by bank transfer to the university's account or by credit card through the admissions platform.

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

V.10.3. All proofs of payment of fees in euro that have not been paid on the admissions platform are uploaded by the candidate to the platform by the deadlines set in the calendar.

V.10.4. Beneficiary bank details:

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

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

Beneficiary bank: BANCA TRANSILVANIA.

Address of the beneficiary's bank: Timișoara, Str. Palanca nr. 2, Piața Unirii, Timisoara, Romania.

IBAN: RO53BTRL03604202A6896600 (Euro Account)

SWIFT: BTRLRO22

V.10.5. Proof of payment must contain the candidate's full name (surname and forename) and the type of payment made - file processing, place confirmation, tuition fee.

V.10.6. If the fees are paid by other persons and not by the candidate, the receiving bank may request additional information and personal data (through the Financial - Accounting Service of the university, 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.

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

V.10.8. Full details of fees and tuition fees can be obtained exclusively from the University's Financial and Accounting Service, contab@umft.ro.

V.10.9. The amount of tuition fees does not change during an academic year.

V.10.10. The amount of the tuition fee remains unchanged until the end of the university study programme, unless the duration of tuition provided for by law is exceeded.

V.10.11. Tuition fees must be paid before enrolling.

V.10.12. Successful candidates who do not pay the tuition fee and do not upload proof of payment on the admission platform by the deadline set for enrolment are automatically considered to have forfeited their place by default.

V.10.13. The proof of tuition fee payment (copy of the receipt/payment order) must be uploaded in the online admission platform.

V.10.14. The nominal report/study programme/candidate category report regarding the payment of tuition fees and containing the situation of candidates admitted and provisionally enrolled in year 1 will be generated from the platform with the advice of the Financial Accounting Service and sent to the Deans' Offices and the Prorectorate for International Relations before the date set in the calendar for the posting of the results of the candidates provisionally enrolled in year 1

V. 11. Application procedure for enrolment of candidates admitted to undergraduate programmes

V.11.1. The enrolment of third-country nationals who have been declared admitted to study in Romanian, English or French on their own currency, on study programmes in Romanian, English or French is subject to the fulfilment of all the provisions below:

- a.** obtaining the Letter of Acceptance to study issued by the Ministry of Education;
- b.** fulfil the language competence requirements;
- c.** confirmation of place within the deadlines set in accordance with the timetable for the admission competition and the conditions laid down in this methodology;
- d.** payment of all fees as stipulated in this methodology and in the Regulation on the amount of tuition fees 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 of the study documents and the attached forms, as well as the documents in physical/electronic format in certified original copies, together with the authorised original translations of the documents submitted in the application file uploaded to the online platform. Authorised original translations into Romanian are mandatory for the baccalaureate/ equivalent baccalaureate diploma, the baccalaureate/ equivalent baccalaureate transcript of records and the birth certificate;

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V.11.2. The University manages the submission of the applications to the Ministry of Education - DGRIAE in order to obtain the Letter of Acceptance for studies.

V.11.3. If an applicant submits his/her application to several universities in Romania, this may lead to a delay in issuing the Letter of Acceptance for studies, with the risk that the applicant may not obtain the study visa in time and may not meet the legal deadlines for enrolment at our university!

V.11.4. The Letter of Acceptance to study is a compulsory document for the enrolment of candidates who have passed the admission competition.

V.11.5. Candidates from third countries (countries outside the EU, EEA, CH) admitted to study programmes taught in Romanian/English/French submit the original application documents within the legally stipulated deadlines to the Prorectorate for International Relations of the university, which will draw up the provisional decision of admission to studies, approved and signed by the rector of the university.

V.11.6. In order to issue the provisional admission decision, the admitted candidates must physically present themselves at the Prorectorate for International Relations, during the period established in the admission calendar, in order to fill in the application form and to submit the complete application file with the following documents in letter format:

- (1). Personal data protection statement - as per the form in the useful documents posted on the university website;
- (2). Baccalaureate diploma/equivalent diploma - in original, certified or super-certified copy (The Hague Apostille/Ministry of Foreign Affairs, Romanian Embassy) in the official/original language in which it was issued and certified translation into Romanian;
- (3). Transcript of Baccalaureate / equivalent - in original, certified or super-certified copy (The Hague Apostille / Ministry of Foreign Affairs, Romanian Embassy) in the official / original language in which it was issued and authorised translation into Romanian;
- (4). Certificate of graduation (only for high school graduates who have not obtained the final diploma) of the baccalaureate/ equivalent exam (containing and explicitly reflecting the passing of the baccalaureate/ equivalent exam and the final results obtained by the candidate in this exam) - in original, certified or super-certified copy (Apostille from The Hague/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;
- (5). Notarised declaration - only for candidates submitting the document specified in sub-chapter V.11.6. point (4) - undertaking to submit to the university the baccalaureate/ equivalent diploma in original, in original, certified/super-certified copy and certified translation into Romanian immediately after obtaining it from the issuing secondary school. The deadline depends on the issuing country
- (6). transcripts of secondary school years - certified or super-certified copy (The Hague Apostille/Ministry of Foreign Affairs, Romanian Embassy) in the official/original language in which it was issued and authorised translation (if necessary) into Romanian/English/French;
- (7). Birth certificate/equivalent - certified copy and authorised translation into Romanian;
- (8). Passport (valid at least 6 months from the start of the academic year) - copy;
- (9). Identity card / document proving permanent residence abroad - certified copy and authorised translation in 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 authorised 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 found in useful documents, posted on the university's website, in Romanian, English or French;
- (12). 4 passport photos;
- (13). Proof of tuition fee payment - copy;
- (14) International Language Proficiency Certificate - copy (if applicable);
- (15). Notarised declaration from Romanian citizens residing in third countries who wish to enrol in a study programme with payment of the tuition fee in foreign currency, stating that they choose to pursue studies in a financial regime "on their own currency";

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

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

V.11.7. In order to sign the university study contract and for enrolment, foreign citizens admitted to the university will have to submit to the secretariats of the faculties the decision of admission to study (in copy), accompanied by copies of the following documents:

- Letter of Acceptance to study issued by the Ministry of Education;
- Proof/Certificate of language proficiency in Romanian/English/French, as appropriate;
- Official documentary evidence of exemption from the language test, where applicable;
- Passport;
- Proof of payment of tuition fees;
- Proof of payment of the registration fee.

V.11.8. The decision of admission to studies is valid until the date of the enrolment decisions and the final enrolment of the admitted foreign citizens, after the complete files of the admitted foreign citizens have been sent by the Prorectorate for International Relations to the secretariats of the faculties.

V.11.9. Candidates declared admitted are required to submit the original of their study documents upon enrolment. The original transcripts will remain with the faculty for the duration of your studies (in accordance with the Romanian legislation in force).

V.11.10. Admitted candidates who do not enrol in the first year and do not pay the tuition fee by the deadline established in the admission calendar, are considered, ex officio, to have withdrawn and have definitively renounced the place obtained through the admission competition and the status of admitted candidate, by not complying with the provisions, procedures and deadline for enrolment and are not considered as students of the "Victor Babes" University of Medicine and Pharmacy of Timisoara.