



**Methodology for Admission and Tuition of Foreign Citizens
from non-EU states, out of the European Economic Area and Swiss
Confederation**



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I. GENERAL PROVISIONS

The admission and tuition for foreign citizens from non-European Union countries to POLITEHNICA Bucharest are carried out in accordance with:

- a) Law on Higher Education no. 199/2023, with its subsequent amendments and additions
- b) Government Emergency Ordinance no. 194/2002 on the regime of foreigners in Romania, with its subsequent amendments and additions
- c) Government Ordinance no. 22/2009 on establishing the minimum amount of tuition fees, in foreign currency, for citizens studying on a self-funded basis in Romania, from states that are not members of the European Union, as well as from those that are not part of the European Economic Area or the Swiss Confederation, approved with amendments by the Law on Higher Education no. 199/2023
- d) Order of the Minister of Education no. 5552/16.04.2024, published in the Official Gazette no. 742/30.07.2024, for the approval of the Methodology regarding the schooling conditions of Romanians from abroad and foreign citizens within accredited public, private, and denominational higher education institutions in Romania
- e) Order of the Minister of Education no. 4262/2024 for the approval of the Methodology regarding the academic mobility of students
- f) Order of the Minister of Education no. 5655/2024 of July 23, 2024, for the approval of the Methodology regarding the admission of foreign citizens to university and postgraduate study cycles, in tuition-based programs with fees paid in foreign currency.

Art. 1. Foreign citizens are individuals who do not hold Romanian citizenship or the citizenship of another member state of the European Union, the European Economic Area, or the Swiss Confederation, as proven by holding a valid passport. This also excludes citizens who are requesting or have obtained a form of protection in Romania, as well as stateless persons whose stay on Romanian territory is officially recognized according to the law.



Art. 2. The enrolling of foreign citizens at the POLITEHNICA Bucharest is carried out within the limits of the enrolment figures approved for each program/field of study, in the following categories:

- a) Without tuition fees, with a monthly scholarship
- b) Without tuition fees, without a monthly scholarship
- c) With tuition fees paid in foreign currency, on a self-funded basis (CPV).

II. ADMISSION TO ACADEMIC PROGRAMS IN ROMANIAN LANGUAGE

Art. 3. For the academic programs in Romanian language, one of the admission conditions is the level of Romanian. The foreign citizens can be enrolled in the preparatory year to study Romanian in 9 months within the POLITEHNICA Bucharest, in accordance with the legal provisions regarding the organization and development of the preparatory year of Romanian language.

Art. 4. The following categories of candidates are exempted from applying with the graduation degree of the preparatory year of Romanian language:

a) candidates applying with Romanian study documents (diplomas and certificates) or degree documents, study transcripts certifying at least 4 consecutive years attended in Romanian language at an institution of the Romanian national education system

b) candidates who, in view of enrolling in the higher education system, apply with certificates or linguistic competence certificates of the minimum level B1, according to the Common European Framework of Reference for Languages for foreign languages, issued by the accredited higher education institutions in Romania that organize the preparatory year of Romanian for foreign citizens, by the lectures of Romanian language, literature, culture and civilization organized in universities abroad/the Institute of the Romanian Language or the Romanian Cultural Institute



Art. 5. For the study programs in foreign languages, the programs in Romanian language respectively, the admission is conditioned by applying with a linguistic proficiency internationally recognized certificate (for English language - TOEFL, IELTS or Cambridge; for the French language – DELF or TCF; for German language - Goethe), at least B1-Level.

The candidates from countries where the official language is the one the academic program is taught in shall apply with documents certifying they have attended classes in that language.

III. ADMISSION TO UNDERGRADUATE ACADEMIC PROGRAMS

Art. 6. Foreign citizens can apply to undergraduate academic studies at POLITEHNICA Bucharest if they concomitantly fulfill the following conditions:

- a) they have documents to confirm the citizenship of a non-European Union country
- b) they are graduates with baccalaureate diploma or its equivalent certificate, according to the list in Annex I. For high school graduates of the current school year only official certificates and grades transcript can be accepted, with the results that will be included in the graduation diploma.
- c) they hold a passport valid for at least 6 months from the start of the study program
- d) no restrictive measures have been taken against them by the Romanian authorities, or by European or international institutions.

Art. 7. The applying procedure for the foreign citizens mentioned under art. 6 develops as follows:

- a) The candidates access the apply.upb.ro platform and upload their application file in the Bucharest University Center or the Pitești University Center section, depending on the study program they choose, starting, as a rule, in February, until the end of July of the current academic year. The period of application/submission/acceptance of application files can be changed with the approval of the POLITEHNICA's Administrative Council

- b) The applying documents consist of the following:



- The application document for the issuance of the Letter of Acceptance to academic programs (Annex II)
- The birth certificate – copy and certified translation, if the document has not been issued in Romanian, English or French
- The copy and certified translation of the document certifying the candidate's permanent residence abroad
- A copy of the passport (the first 3 pages), valid for at least 6 months from the start of the study program
- The copy and certified translation of the baccalaureate diploma or its equivalent certificate, authenticated by the competent authorities in the issuing country (for the academic programs within the POLITEHNICA, it is compulsory to have studied minimum 2 specialty courses for the final high school examinations)
- The date of completion of high school studies with a baccalaureate diploma or its equivalent must not exceed 5 years prior to the submission of the application file
- The copy and certified translation of the grades transcript
- The copy and certified translation of the baccalaureate equivalent document for the high school graduates of the current school year
- The graduation certificate of the preparatory year of Romanian language or linguistic competence certificate, as appropriate, in accordance with Art. 4 and 5
- A medical certificate issued in the candidate's country of residence confirming that the person intending to enrol in studies does not suffer from contagious diseases or other conditions incompatible with university studies, translated, as applicable, into Romanian, English, or French
- A copy of the marriage certificate or any other document proving a name change, if applicable
- Parental or guardian consent for staying in Romania for study purposes, if the foreign applicant is a minor
- Declaration regarding the processing of personal data for the enrolment process (Annex IV)
- Commitment declaration to pay the tuition fee (Annex V)



- Notarized power of attorney, if the application is submitted by another person, accompanied by the identity document of the authorized person
- Declaration regarding the authenticity of the documents.
 - c) POLITEHNICA Bucharest evaluates the application files, in accordance with the legal regulations in effect, and communicates to the General Direction of International Relations and European Affairs (DGRIAE) within the Ministry of Education and Research the list of the candidates proposed to have issued the letter of acceptance to studies and the applicable selection criteria
 - d) The printed and the electronic versions of the list of candidates will be sent to the Ministry of Education and Research, according to the electronic template
 - e) The list will be uploaded to the drive of the Ministry of Education and Research, together with the university's letter of request, the template and the scanned copy of the candidate's file
 - f) The number of files sent to the Ministry of Education and Research will have to correspond to the maximum number of students that can be accepted for tuition, according to regulations in effect
 - g) The Ministry of Education and Research evaluates complete application files in accordance with the applicable regulations and may issue a letter of acceptance within 30 working days from the date of receipt of the complete files. This deadline may be extended accordingly if additional verifications are required
 - g) The Ministry of Education and Research sends the letters of acceptance for studies to the National University of Science and Technology POLITEHNICA Bucharest, specifically to the Bucharest University Center and the Pitești University Center, and, where applicable, to diplomatic missions
 - i) Incomplete application files will not be processed and will be declared rejected. If the files are subsequently completed, POLITEHNICA Bucharest will resume the steps outlined in the admission procedure within a maximum of 45 working days from the date of notification; otherwise, the file will be closed by the Ministry of Education and Research. For eligible files, the Ministry of Education and Research issues letters of acceptance within 15 working days from the date the missing documents are received



j) POLITEHNICA Bucharest sends the letters of acceptance to the candidates. The enrolment to studies is carried out according to Chapter VII of this Methodology.

IV. ADMISSION TO GRADUATE ACADEMIC PROGRAMS

Art. 8. Foreign citizens can apply to graduate academic studies, accredited programs at POLITEHNICA Bucharest, if they concomitantly fulfill the following conditions:

- a) they have documents to confirm the citizenship of a non-European Union country
- b) they are graduates with license diploma or its equivalent certificate
- c) they hold a passport valid for at least 6 months from the start of the study program
- d) no restrictive measures have been taken against them by the Romanian authorities, or by European or international institutions.

Art. 9. The applying procedure for the foreign citizens mentioned under art. 8 develops as follows:

a) The candidates access the apply.upb.ro platform and upload their application file in the Bucharest University Center or the Pitesti University Center section, depending on the study program they choose, starting, as a rule, in February, until the end of July of the current academic year. The period of application/submission/acceptance of application files can be changed with the approval of POLITEHNICA Bucharest's Administrative Council

b) The applying documents consist of the following:

- The application document for the issuance of the Letter of Acceptance to academic programs (Annex II)
- The birth certificate – copy and certified translation, if the document has not been issued in Romanian, English or French
- The copy and certified translation of the document certifying the candidate's permanent residence abroad
- A copy of the passport (the first 3 pages), valid for at least 6 months from the start of the study program



- The copy and certified translation of the baccalaureate diploma, authenticated by the competent authorities in the issuing country
- The copy and certified translation of the license diploma, authenticated by the competent authorities in the issuing country
- The date of completion of university studies, with a bachelor's degree or its equivalent, must not exceed 5 years prior to the submission of the application file
- The copy and certified translation of the (high school and university) grades transcripts
- The graduation certificate of the preparatory year of Romanian language or linguistic competence certificate, as appropriate, in accordance with Art. 4 and 5
- A medical certificate issued in the candidate's country of residence, confirming that the person intending to enrol in studies does not suffer from contagious diseases or other conditions incompatible with university studies, translated, as applicable, into Romanian, English, or French
- A copy of the marriage certificate or any other document attesting to a name change, if applicable
- Declaration on the protection of personal data regarding the procedures of the enrolment process (Annex IV)
- The payment declaration engagement for the tuition (Annex V)
- The notarial power of attorney, if the candidate's application is made by another person, accompanied by the identity document of the person authorized by power of attorney.
- Declaration regarding the authenticity of the documents.

c) POLITEHNICA Bucharest, respectively the University Center of Bucharest and the University Center of Pitești, evaluate the application files, in accordance with the legal regulations in effect, and communicate to the General Direction of International Relations and European Affairs (DGRIAE) within the Ministry of Education and Research the list of the candidates proposed to have issued the letter of acceptance to studies and the applicable selection criteria

d) both the candidates' printed and the electronic versions of the application file will be sent to the Ministry of Education and Research, according to the electronic template



e) the list will be uploaded to the drive of the Ministry of Education and Research, together with the university's letter of request, the template and the scanned copy of the candidate's file.

f) the number of files sent to the Ministry of Education and Research will have to correspond to the maximum number of students that can be accepted for tuition, according to regulations in effect

g) The Ministry of Education and Research evaluates complete application files in accordance with current regulations and may issue the letter of acceptance within 30 working days from the date of receipt of the complete files. This timeframe may be extended accordingly in the case of additional verifications

h) The Ministry of Education and Research sends the letters of acceptance for studies to the National University of Science and Technology POLITEHNICA Bucharest, specifically to the Bucharest and Piteşti University Centres, and, as applicable, to diplomatic missions

i) Incomplete application files will not be processed and will be declared rejected. If the files are subsequently completed, POLITEHNICA Bucharest will resume the steps described in the admission procedure within a maximum of 45 working days from the date of notification; otherwise, the file will be closed by the Ministry of Education and Research. For eligible files, the Ministry issues letters of acceptance within 15 working days from the date the missing documents are received

j) POLITEHNICA Bucharest sends the letters of acceptance to the candidates. Enrolment is carried out in accordance with Chapter VI of the present Methodology.

V. ADMISSION TO DOCTORAL DEGREE PROGRAMS

Art. 10. Foreign citizens can apply to doctoral degree programs at POLITEHNICA Bucharest if they concomitantly fulfill the following conditions:

- a) they have documents to confirm the citizenship of a non-European Union country
- b) they are graduates with a master's diploma or its equivalent certificate
- c) they hold a passport valid for at least 6 months from the start of the study program



d) no restrictive measures have been taken against them by the Romanian authorities, European institutions, or international bodies.

Art. 11. The applying procedure for the foreign citizens mentioned under art. 10 develops as follows:

a) The candidates access the apply.upb.ro platform and upload their application file in the Bucharest University Center or the Pitești University Center section, depending on the study program they choose, starting, as a rule, in February, until the end of July of the current academic year. The period of application/submission/acceptance of application files can be changed with the approval of POLITEHNICA Bucharest's Administrative Council

b) The admission is organized for the approved field of doctoral studies, in accordance with the legal provisions in effect

c) The applying documents consist of the following:

- The application document addressed to the Ministry of Education and Research for the issuance of the Letter of Acceptance to academic programs (Annex II)
- The birth certificate – copy and certified translation, if the document has not been issued in Romanian, English or French
- A copy of the marriage certificate or any other document that proves a name change, if applicable
- The copy and certified translation of the document certifying the candidate's permanent residence abroad
- A copy of the passport (the first 3 pages), valid for at least 6 months from the start of the study program
- The copy and certified translation of the baccalaureate diploma, authenticated by the competent authorities in the issuing country
- The copy and certified translation of the license diploma, authenticated by the competent authorities in the issuing country
- The copy and certified translation of the master diploma, authenticated by the competent authorities in the issuing country
- The copy and certified translation of the (high school, university, master) grades transcripts



- The Baccalaureate diploma or its equivalent, apostilled/authenticated by the competent authorities in the issuing country, with a copy and a legalized translation
- The Bachelor's degree diploma or its equivalent, apostilled/authenticated by the competent authorities in the issuing country, with a copy and a legalized translation
- Master's degree diploma or its equivalent, apostilled/authenticated by the competent authorities in the issuing country, with a copy and a legalized translation
- Academic transcripts/supplements to the diploma, with copies and legalized translations, corresponding to the completed studies (high school, university – bachelor's and master's)
- The graduation certificate of the preparatory year of Romanian language or linguistic competence certificate, as appropriate, in accordance with Art. 4 and 5
- The preliminary agreement of a doctoral supervisor/doctoral school, as applicable, the doctoral research project related to the doctoral topic for which the candidate is applying, and the curriculum vitae, if applicable
- A medical certificate issued in the candidate's country of residence, confirming that the person intending to enrol in studies does not suffer from contagious diseases or other conditions incompatible with university studies, translated, as applicable, into Romanian, English, or French.
- Declaration on the protection of personal data regarding the procedures of the enrolment process (Annex IV)
- The payment declaration engagement for the tuition (Annex V)
- The notarial power of attorney, if the candidate's application is made by another person, accompanied by the identity document of the person authorized by power of attorney.

d) POLITEHNICA Bucharest, respectively the University Center of Bucharest and the University Center of Pitești, evaluate the application files, in accordance with the legal regulations in effect, and communicate to the General Direction of International Relations and European Affairs (DGRIAE) within the Ministry of Education and Research the list of the candidates proposed to have issued the letter of acceptance to doctoral studies

e) Both the candidates' printed and the electronic versions of the application file will be sent to the Ministry of Education and Research, according to the electronic template



f) The list will be uploaded to the drive of the Ministry of Education and Research, together with the university's letter of request, the template and the scanned copy of the candidate's file

g) Further to the application file analysis, the Ministry of Education and Research issues the Letter of acceptance

h) The Ministry of Education and Research sends the printed and the electronic versions of the letters of acceptance to studies to POLITEHNICA Bucharest, respectively the University Center of Bucharest and the University Center of Pitești, and eventually to the diplomatic missions

i) The incomplete application files shall not be processed, and they shall be declared as rejected. In case additional documents should be added to the application file, POLITEHNICA Bucharest shall restart the stages described in the admission procedure for the Ministry of Education and Research to evaluate the file

j) POLITEHNICA Bucharest sends the letters of acceptance to the candidates. The enrolment to studies is carried out according to Chapter VI of this Methodology.

Art. 12. The doctoral academic study program lasts 4 years, it could be eventually extended by 2 years, and it ends with the public defense of the thesis and the doctorate title is granted.

VI. ENROLMENT IN ACADEMIC PROGRAMS

Art. 13. Enrolment in academic programs is conditional upon passing the admission exam or following a definitive academic mobility, as well as obtaining the letter of acceptance for studies issued by the Ministry of Education and Research.

Art. 14. The enrolment of foreign citizens in all cycles of academic programs can take place with the approval of the Rector, no later than the last working day of the second week of December of the academic year for which the Letter of Acceptance was issued. Exceptionally, in justified cases, with the approval of the Rector/ Vice-Rector responsible for international relations, enrolment is allowed after this date, but no later than the last day of the first semester



of the academic year for which the Letter of Acceptance was issued. After the start of the academic year, POLITEHNICA Bucharest, depending on the approved enrolment capacity for each study program, may offer candidates who have already received their Letter of Acceptance an alternative study program with an amendment to the letter of acceptance, without charging the associated fee.

Art. 15. (1) Foreign citizens may be enrolled in Preparatory year of Romanian language courses/short-term studies/undergraduate/graduate/doctoral/postdoctoral academic programs if they meet the following conditions, as applicable:

- a) they have passed the admission exam/competition organized by the accredited higher education institution, in accordance with the institution's own methodology
- b) they have passed specific tests for art, sports, or architecture profiles
- c) they hold the letter of acceptance for studies, issued by the specialized department of the Ministry of Education and Research
- d) they present the original study documents, as well as copies or certified translations of these documents, in Romanian or in an internationally recognized language, in accordance with the regulations of the higher education institutions
- e) they submit other documents requested by the higher education institution, according to its own regulations
- f) they hold a certificate of language proficiency in the Romanian language, with a minimum level of B1, according to the Common European Framework of Reference for Languages, issued by pre-university educational institutions organizing the introductory Romanian language course, by Romanian higher education institutions that have accredited the preparatory Romanian language program for foreign citizens, by the Romanian language, literature, culture, and civilization departments in foreign higher education institutions, or by the Romanian Language Institute. Foreign citizens who present Romanian study documents (diplomas and certificates) or study documents, school records certifying at least three consecutive years of studies followed in Romanian, are exempted
- g) they present a certificate of foreign language proficiency, as required by the higher education institution, in the case they have been admitted to a study program organized in a foreign language. Foreign citizens from countries where the official language is the same as



the language in which the courses are conducted, and who can prove with school documents that they have followed courses in the teaching language of the university study program, are exempted

- h) they present a valid passport with an entry visa for the purpose of studies
- i) they present a diplomatic card issued by the Ministry of Foreign Affairs, in the case of foreign citizens, diplomats accredited in Bucharest, and their family members
- j) they present proof of payment of tuition fees, if applicable.

(2) Original study documents issued in states that are parties to the Hague Apostille Convention must be endorsed by the competent authorities of the issuing countries with the Hague Apostille. Original study documents issued in states that are not parties to the Hague Apostille Convention must be legalized by the Ministry of Foreign Affairs of the issuing country.

Art. 16. Upon enrolment, POLITEHNICA Bucharest will record the full name of foreign citizens in the school documents, in accordance with the data from the passport. The same name will be recorded on the documents issued upon completion of studies (diploma and diploma supplement).

Art. 17. POLITEHNICA Bucharest is obliged to conclude study contracts between the enrolled students and the Rector of the university, in accordance with the legal provisions in force.

Art. 18. After enrolment, foreign citizens are registered in the matriculation register with a unique number, valid for the entire duration of their education in the specialization/study program to which they were admitted.

VII. FINAL INTERNAL ACADEMIC MOBILITY

Art. 19. The final internal academic mobility is implemented in accordance with the Order of the Minister of National Education No. 4262/15.04.2024 for the approval of the Methodology regarding the students' academic mobility, with the acceptance of POLITEHNICA Bucharest, of the initial institution, respectively the receiving institution, and



with the approval of the Ministry of Education and Research that issues a new Letter of acceptance to studies.

Art. 20. The final internal academic mobility is achieved only after the graduation of one year of studies, after fulfilling all the requirements included in the study program. The enrolment is carried out at the beginning of the new academic year, on condition that the number of places for enrolment be respected for the same specialization, and that the Letter of acceptance to studies be obtained.

Art. 21 (1) For short-term studies, bachelor's studies, and master's degree programs, permanent academic mobility may be carried out only at the beginning of a semester, after the first semester and up to the end of the penultimate semester, between study programs with the same total number of mandatory transferable study credits, within the same fundamental field, provided that enrolment capacity is respected for the same specialization and a letter of acceptance for studies is obtained.

(2) For doctoral studies, permanent academic mobility may take place within the same doctoral field, between accredited doctoral schools, after completing the training program based on advanced university studies, in accordance with the provisions of the framework regulation on doctoral studies.

(3) Permanent academic mobility of doctoral students may also occur within the same doctoral school in well-justified cases involving doctoral supervisors (e.g., retirement, death, etc.).

Art. 22. In the case of internal permanent academic mobility between higher education institutions, for the positions mentioned in Article 2 letters (a) and (b), funding will follow the student only if the field of undergraduate/master's/doctoral study is maintained and the minimum number of transferable credits required for advancement to the next academic year has been obtained at the sending institution.

Art. 23. In the case of foreign citizens enrolled in the positions mentioned in Article 2, points (a) and (b), academic mobility can take place after receiving a favorable opinion from the accredited diplomatic mission in Bucharest for the citizens nominated based on bilateral agreements, or from the ministries responsible for their selection.

Art. 24. The final internal academic mobility file shall include the following:



- The application document for the issuance of the Letter of Acceptance to studies (Annex II)
- The birth certificate – copy and certified translation, if the document has not been issued in Romanian, English or French
- The copy and certified translation of the document certifying the candidate's permanent residence abroad
- The copy of the passport
- The copy of the residence permit in Romania
- The copy and certified translation of the degrees (baccalaureate/ license/ master) as the case
- The copy and certified translation of the (high school/university/master) grades transcripts and the grades transcripts/academic reports of the studies the final internal academic mobility serves for – certified copies
- The graduation certificate of the preparatory year of Romanian language or linguistic competence certificate, as appropriate, in accordance with Art. 4 and 5
- The health certificate, issued in an international language, which certifies that the candidate does not suffer from infectious diseases or other diseases that are not compatible with the future profession. The health certificate must comprise information showing the candidate's current health condition and personal antecedents as to chronic diseases eventually
- Declaration on the protection of personal data regarding the procedures of the enrolment process (Annex IV)
- The payment declaration engagement for the tuition (Annex V)
- The minutes of the commission of equivalence/acceptance of the studies, that should clearly state the year of study the candidates can be enrolled in and possible equivalence examinations the students should pass, as established by POLITEHNICA Bucharest, by comparing the syllabi and curricula or the research projects, as appropriate.

POLITEHNICA Bucharest shall verify the authenticity of the documents, by direct correspondence with the educational institutions that issued the study documents.



VIII. CONTINUATION OF ACADEMIC STUDIES

Art. 25. Foreign citizens who have completed partial studies in another country may continue their studies at accredited higher education institutions only in fee-paying places, with tuition fees in Romanian lei or foreign currency, if they meet the following conditions:

- a) They have been enrolled in a higher education institution recognized by the authorities of that country
- b) They hold transcripts and the curriculum/course description corresponding to the studies completed
- c) They have the acceptance of the accredited higher education institution in Romania where they wish to study
- d) They hold a certificate of Romanian language proficiency at a minimum level of B1, according to the Common European Framework of Reference for Languages, issued by pre-university education institutions that organize Romanian language initiation courses, Romanian higher education institutions that have accredited the preparatory year program for Romanian language for foreign citizens, Romanian language, literature, culture, and civilization lectureships in foreign higher education institutions, or by the Romanian Language Institute, as applicable. Foreign citizens who present Romanian academic documents (diplomas and certificates) or academic records showing at least three consecutive years of studies followed in Romanian are exempted
- e) They hold a certificate of linguistic competence in a foreign language, as required by the higher education institution, in case they were admitted to a study program conducted in a foreign language, if applicable. Foreign nationals from countries where the official language is the one in which the courses are taught, and who can prove with school documents that they attended courses in the teaching language of the university study program, are exempted.

Art. 26. The continuation of studies in higher education institutions in Romania will be carried out in accordance with the internal regulations of POLITEHNICA Bucharest, provided that the enrolment capacity is respected.

Art. 27. POLITEHNICA Bucharest will submit to the Ministry of Education and Research the request for the continuation of studies, accompanied by the approval of the



committee for the equivalence of studies and with the mention of the academic year in which the student is to be enrolled.

Art. 28. (1) The continuation of studies at POLITEHNICA Bucharest is conditional upon obtaining the letter of acceptance for studies issued by the Ministry of Education and Research.

(2) In the event that the student exceeds the standard duration of the study program to which they were admitted, POLITEHNICA Bucharest shall submit the file to the Ministry of Education and Research for the issuance of a new letter of acceptance for studies. The file shall include the following documents:

- a) An official letter from the higher education institution
- b) A copy of the initial letter of acceptance for studies issued in favour of the candidate
- c) A certificate attesting the student's academic status.

IX. INTERRUPTION OF STUDIES, WITHDRAWAL FROM STUDIES, EXCLUSION

Art. 29. Foreign citizens can benefit from an interruption of studies, starting from the second year of studies, for a maximum period of 2 years. Regaining the initial status is possible only for interruptions of studies for medical reasons, including maternity. In other situations, resuming studies can only be done by paying tuition fees, in accordance with the internal regulations of each higher education institution.

Art. 30. Foreign students who withdraw from their studies or are expelled may re-enrol at the same level of study only by paying tuition fees in foreign currency, in accordance with the specific regulations of each higher education institution. Exceptions are made for medical cases, approved based on the university charter.

Art. 31. In the case of failing the preparatory year of the Romanian language, for the places mentioned in Article 2, letter (a), the continuation of studies can only be done by paying tuition fees.

Art. 32. The conditions regarding exclusion, interruption of studies, and the minimum number of transferable study credits (ECTS) required for promotion in the following



academic year are established by POLITEHNICA Bucharest in its specific regulations concerning the organization and conduct of university studies.

X. FINAL DISPOSITIONS

Art. 33. The tuition fees for foreign citizens from non-European Union countries is approved by the University Senate through this methodology (Annex VI), according to Government Ordinance no. 22/2009 regarding the establishment of the minimum amount of tuition fees, in foreign currency, for citizens studying on their own expenses in Romania, from states that are not members of the European Union, as well as from those that are not part of the European Economic Area and the Swiss Confederation, approved by Law of Higher Education no. 199/2023, with subsequent amendments and additions. The fees related to the issuance of certificates, documents, study documents are regulated by the system of administrative fees approved by the University Senate. In case of withdrawal from studies (for enrolled students), the paid tuition fee is no longer refunded.

Art. 34. POLITEHNICA Bucharest shall send to the Ministry of Education and Research the places at the disposal of foreign citizens from non-European Union countries, which falls within the maximum number of students that can be enrolled, in accordance with the regulations in effect.

Art. 35. The foreign citizens who obtain the Romanian citizenship can take a place financed from the state budget or in tax regime, at the quantum set by POLITEHNICA Bucharest's Senate for the Romanian citizens, on condition they pass the admission exam organized in a legally organized session, in accordance with POLITEHNICA Bucharest's own regulations.

Art. 36. A foreign student who is admitted to university studies on a tuition-free place, with a monthly scholarship, and, respectively, tuition-free without a scholarship, can benefit from budget funding for only one field of study within the same cycle of university studies. A second field of study can only be pursued under a tuition-paying regime in foreign currency.



Art. 37. The letter of acceptance is valid only for the higher education institution it was issued for, starting with the academic year for which it was issued and for the respective academic cycle. Any change during the academic course, which contradicts the documents in the initial Letter of acceptance (university, field of study, subfield of study, extension/interruption of doctorate etc.), will be regulated, at the request of POLITEHNICA Bucharest, by the Ministry of Education and Research that shall issue a new Letter of acceptance.

Art. 38. Enrolment to studies, academic mobility, change of field of study and re-enrolment are carried out exclusively with the approval of the Ministry of Education and Research.

Art. 39. The foreign citizens have the following obligations:

- a) to respect the Constitution of Romania and the laws of the Romanian state
- b) to respect the provisions of POLITEHNICA Bucharest's Charter
- c) to respect POLITEHNICA Bucharest's own regulations and methodologies
- d) to respect the provisions of this methodology and of the contract of studies.

Art. 40. The annexes I-VI are integral parts of this methodology.

This Methodology was approved in the meeting of the Board of Directors on 04.06.2025 and in the meeting of the Senate on 12.06.2025.

Art. 41. The Department of International Relations, with the Department of the Management of International Students within POLITEHNICA Bucharest, shall put into effect the provisions of this methodology.

Mihnea COSTOIU

Rector

President of the Board of Administration



ANNEX I. List of recognized degrees for undergraduate studies

**LIST OF HIGH SCHOOL DEGREES RECOGNIZED BY THE MINISTRY OF
EDUCATION AND RESEARCH FOR THE ADMISSION OF FOREIGN CITIZENS
TO UNDERGRADUATE ACADEMIC STUDIES AND THE MINIMUM
MANDATORY REQUIREMENTS**

Country	Diploma
Afghanistan	Baccalaureat Certificate/12 Grade Graduation Certificate, minimum 2 subjects*
Republic of South Africa	National Senior Certificate, minimum final score 60% (70% for the fields: Computer Science and Information Technology, Systems Engineering, and Electronic Engineering, Telecommunications, and Information Technology) and minimum 2 subjects*
Republic of Central Africa	Baccalauréat/Diplôme d Bachelier de l'Enseignement du Second Degré + Relevé de notes, minimum 2 subjects* <ul style="list-style-type: none">• Série C: Mathématiques et sciences physiques• Série D: Mathématiques et sciences de la nature
Albania	Diplomë e Maturës Shtetërore obtained at Gjimnazi/ Dëftëse Pjekurie, minimum 2 subjects* NB. Starting with 2025, the Albanian authorities will issue pre-university education graduation diplomas electronically, with an electronic stamp.
Andorra	Títol de batxiller + Prova Oficial de Batxillerat (POB)
Algeria	Diplôme de Bachelier de l'enseignement secondaire général + Relevé de notes du baccalaureat, minimum 11/20 (12/20 for the fields: Computer Science and Information Technology, Systems Engineering and Electronic Engineering, Telecommunications and Information Technology), and minimum 2 subjects*
Angola	Ensino General Certificado de Habilidades/ Certificado (Curso Técnico/Médio/Nível III)/ Certificado de Estudos Pré-Universitários/Certificado de Habilidades Literárias + Certificado de Estudos, minimum 2 subjects*
Antigua and Barbuda	<ul style="list-style-type: none">• Caribbean Advanced Proficiency Examinations(CAPE) with 6 passing CAPE units.• General Certificate of Education, 3 A Levels, for Senior Education.



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	<ul style="list-style-type: none">• Caribbean Secondary Education Certificate (CSEC)+1 Year of University Education.
Saudi Arabia	Thawjiliya Amma (General Secondary Education Certificate) + School transcripts, minimum final score 60% (70% for the fields: Computer Science and Information Technology, Systems Engineering and Electronic Engineering, Telecommunications and Information Technology), and minimum 2 subjects*
Argentina	Bachiller/Bachillerato, minimum 2 subjects*
Armenia	Since 2018: Atestat Mijnakarg (Yndhanu) Krtutyam Before 2018: Attestat/Certificate of maturity “Hasunutian Vkaikan”/ Attestat midzinakarg krtoitjan, minimum 2 subjects*
Australia, Capital Territory	ACT Senior Secondary Certificate, minimum 2 subjects*
Australia, New South Wales	Higher School Certificate + Examination with Results Notice, minimum 11 units
Australia, Queensland	Queensland Senior Certificate/ Queensland Certificate of Education (QCE), minimum 2 subjects*
Australia, South Australia	South Australian Certificate of Education, minimum 2 subjects*
Australia, Northern Territory	Northern Territory Certificate of Education and Training (NTCET), minimum 2 subjects*
Australia, Tasmania	Qualifications Certificate/Tasmanian Certificate of Education, minimum 2 subjects*
Australia, Victoria	Victorian Certificate of Education, minimum 2 subjects*
Australia, Western	Western Australian Certificate of Education (WACE), minimum 2 subjects*
Austria	Reifezeugnis/Reifeprüfungszeugnis/Reife-und Diplomprüfungszeugnis, minimum 2 subjects*
Azerbaijan	Tam Orta Tahsil Haqqında Attestat, minimum 2 subjects*
Bahamas	Bahamas General Certificate of Education, minimum 2 subjects*
Bahrain	Shahadat Al-Thanawaya Al-Aama -General Secondary Education Certificate (literary track,scientific track) + School transcripts minimum final score 60% (70% for the fields: Computer Science and Information Technology, Systems Engineering and Electronic Engineering, Telecommunications and Information Technology), and minimum 2 subjects*
Bangladesh	Secondary School Certificate + Higher Secondary School Certificate/ Intermediate minimum final score 80% (90% for the fields: Computer Science and Information Technology, Systems Engineering and Electronic Engineering, Telecommunications and Information Technology), and minimum 2 subjects*



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	N.B: Dakhil and Alim Certificate will not be considered for admission.
Belarus	Atestat ab agul'naj sjarednjaj adukatsyi / Attestat o (Obschem) Srednem Obrazovanii, minimum 2 subjects*
Belgium	Diploma van secundair onderwijs/ Certificat d'Enseignement Secondaire Supérieur (C.E.S.S.) / Abschlusszeugnis der Oberstufe des Sekundarunterrichts (allgemein bildender und künstlerischer Sekundarunterricht), minimum 2 subjects*
Benin	Diplôme de Bachelier de l'Enseignement Moyen Général (1984-1991) / Diplôme de Bachellier de l'Enseignement de Second Degré (1991-) / Baccalauréat de l'Enseignement Secondaire + Releve des notes, minimum 2 subjects* <ul style="list-style-type: none">• Série A1 lettres – langues• Série A2 lettres - sciences humaines• Série B lettres - sciences sociales• Série C sciences et techniques• Série D biologie – géologie
Bhutan	Bhutan Higher Secondary Education Certificate (Class XII) / Indian School Certificate examination, minimum 2 subjects*
Bolivia	<ul style="list-style-type: none">• Diploma Bachiller en Humanidades• Bachillerato técnico humanístico (BTH), exclusively for technical fields, minimum 2 subjects*
Bosnia and Herzegovina	Matura / Svjedodzba/ Diploma o položenom maturskom ispitu obtained at a Gimnazija/ Diploma o zavrsenoj srednjoj školi obtained at a Gimnazija, minimum 2 subjects*
Botswana	Cambridge Higher Overseas School Certificate with GCE A Levels (IGCSE)/Botswana General Certificate of Secondary Education (BGCSE), minimum 2 subjects*
Brazil	Certificado de Conclusão do 2º Grau / Certificado de Conclusão de Ensino Médio, minimum 2 subjects*
Brunei Darussalam	Brunei Cambridge Advanced Level Certificate of Education / Brunei Matriculation Examination Certificate, minimum 2 subjects*
Bulgaria	Diploma za (Zavarseno) Sredno Obrazovanie, minimum 2 subjects*
Burkina Faso	Diplôme de Bachiller / Baccalauréat de l'Enseignement du Second Degré + Relevé des notes, minimum 2 subjects* <ul style="list-style-type: none">• Série C mathématiques et sciences physiques



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	<ul style="list-style-type: none">• Série D mathématiques et sciences de la nature
Burma (Myanmar)	Basic Education High School Examination (Matriculation Examination), minimum 2 subjects*
Burundi	Diplôme d'Etat / Diplôme des Humanités Générales / Certificat Homologue des Humanités Complètes + Relevé des notes, minimum 2 subjects*
Cambodia	Certificate of Upper Secondary Education /Senior High School Certificate/Attestation de Fin d'Etudes Secondaires de l'Enseignement General, minimum 2 subjects*
Cameroon – British System	Cameroon GCE Ordinary Level Examinations + Cameroon GCE Advanced Level Examinations, minimum 2 subjects*
Cameroon – French System	Baccalaureat de l'Enseignement Secondaire (A: Lettres – philosophie; C: Mathématiques et sciences physiques; D: Mathématiques et sciences de la vie et de la terre) + Relevé des notes, minimum 11/20 (12/20 for the fields: Computer Science and Information Technology, Systems Engineering and Electronic Engineering, Telecommunications and Information Technology), minimum 2 subjects*
Canada, Alberta	Alberta High School Diploma/ Diplôme d'études secondaires de l'Alberta Advanced High School Diploma/General High School Diploma, minimum 2 subjects*
Canada, British Columbia	British Columbia Certificate of Graduation - Dogwood Diploma), minimum 2 subjects*
Canada, Manitoba	High School Graduation Diploma /Final Secondary School Leaving Certificate, minimum 2 subjects*
Canada, New Brunswick	High School Graduation Diploma /Diplôme de Fin d'Etudes, minimum 2 subjects*
Canada, Newfoundland and Labrador	High School Graduation Diploma, minimum 2 subjects*
Canada, North West Territories	NWT High School Diploma, minimum 2 subjects*
Canada, Nova Scotia	Nova Scotia High School Graduation Diploma /High School Completion Certificate, minimum 2 subjects*
Canada, Nunavut	Nunavut Senior Secondary School Graduation Diploma, minimum 2 subjects*
Canada, Ontario	Ontario Secondary School Diploma (OSSD)/Secondary School Graduation Diploma (SSGD)/ Secondary School Honours Graduation Diploma (SSHGD), minimum 2 subjects*
Canada, Prince Edward Island	Prince Edward High School Graduation Diploma, minimum 2 subjects*
Canada, Quebec	Diplôme d'Etudes Collégiales (D.E.C.) préuniversitaire, minimum 2 subjects*



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Canada, Saskatchewan	Record of Secondary Level Achievement (Transcript) for complete Grade 12 standing, minimum 2 subjects*
Canada, Yukon	Yukon Secondary School Graduation Diploma, minimum 2 subjects*
The Republic of Cabo Verde	Ensino Secundario – 2º ciclo / Certificado de Habilidades Literarias, minimum 2 subjects*
Caribbean (Anguilla/Antigua and Barbuda / Barbados/Belize/ British Virgin Islands/ Cayman Islands / Dominica/Granada/Guiana/Jamaica/Montserrat/St Kitts & St Nevis/ St Lucia / St Vincent & Grenadines / Trinidad & Tobago/Turks & Caicos Islands)	GCE O-Levels and A-Levels/ Caribbean Secondary Education Certificate (CSEC) + Caribbean Advanced Proficiency Certificate (CAPE) + official final transcript of records, minimum 2 subjects* A-level, minimum C
Chad	Baccalauréat/ Diplôme de Bachelier de l'Enseignement de Second Degré + Releve des notes, minimum 2 subjects*
Chile	Licencia de Educacion media /Licencia de Enseñanza Media Humanístico/ Científica/ Técnico-Profesional or Artistica, minimum 2 subjects*
China	Gaozhong Biye Zhengshu (General secondary education certificate) / Senior High School Graduation Certificate + Gaokao (national entrance exam), minimum 2 subjects*
Ivory Coast	Diplôme de Bachelier de l'Enseignement du Second Degré /Baccalaureat de l'Enseignement Secondaire+ Releve des notes, minimum 2 subjects*
Columbia	Diploma de Bachiller Academic/Comercial/Técnico + certificado notas, minimum 2 subjects*
Comoros	Baccalauréat de l'Enseignement du Second Degré + Releve des notes, minimum 2 subjects*
Congo, Republic	Baccalauréat de l'Enseignement du Second Degré + Releve des notes/ Baccalauréat Général + Relevé des notes, minimum 2 subjects*, minimum 11/20 (12/20 for the fields: Computer Science and Information Technology, Systems Engineering and Electronic Engineering, Telecommunications, and Information Technology)
Congo, Democratic Republic	Diplôme d'Etat d'Etudes secondaires du Cycle long/ Baccalauréat + Releve des notes, minimum 2 subjects*, minimum 11/20 (12/20 for the fields: Computer Science and Information Technology, Systems Engineering and Electronic Engineering, Telecommunications, and Information Technology) <ul style="list-style-type: none">• Section scientifique• Section littéraire et pédagogique



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Costa Rica	Bachillerato/Diploma Conclusión de Estudios de Educación Diversificada/Bachiller Educación Media + certificado notas, minimum 2 subjects*
Croatia	Svjedodžba o završnom ispitu / Svjedodzba (drzavnoj) o maturi / Maturatna svjedodzba / Svjedodzba o završenom srednjem obrazovanju, minimum 2 subjects*
Cuba	Bachiller, Ciencias y Letras + Certification de Estudios Terminados (certificado notas) / Bachiller, Nivel Medio Superior de la Education General Politenica Laboral + Certification de Estudios Terminados) - Certificado de Estudios Secundarias/Terminados (certificado notas), minimum 2 subjects*
Cyprus	Lise Diplomasi/Apolytirio Lykeíou, minimum 2 subjects*
Czech Republic	Vysvědčení o maturitní zkoušce obtained from a Gimnazium/ Vysvedčení o maturitní zkoušce (general education) from Střední odborná škola / Maturitní zkouška, minimum 2 subjects*
Denmark	Højere Handelseksamen (HHX) / Højere Teknisk Eksamen (HTX) /Bevis for Højere Forberedelseseksamen (HF)/Studentereksamensbevis (STX), minimum 2 subjects*
Djibouti	Baccalaureat général de l'Enseignement Secondaire + Relevé des notes, minimum 2 subjects*
Dominican Republic	Diploma de Bachiller / Diploma de Conclusion de la Educacion Media / Certificacion (Pruebas Nacionales de Conclusion de la Educacion Media), minimum 2 subjects*
East Timor	Diplomas do Ensino Secundário, minimum 2 subjects*
Ecuador	Título de Bachiller Unico Integral / Diploma Bachiller en Arte/Ciencias/Técnico
Egypt	Thanaweya Am'ma (General Secondary Education Certificate) + School transcripts, minimum score 60%, (70% for the fields: Computer Science and Information Technology, Systems Engineering and Electronic Engineering, Telecommunications and Information Technology), minimum 2 subjects*
Hellenic Republic (Greece)	<ul style="list-style-type: none">• Apolytirion (Secondary School Leaving Certificate),• Apolytirio Epangelmatikou Lykeiou /Bebaiosi Epangelmatikis Katartisis, exclusively, for further studies in the same field, minimum 2 subjects*
El Salvador	Diploma Bachiller General + certificado notas, minimum 2 subjects*
United Arab Emirates	Shahadat Al-Thanawiya-Al-Amma (Secondary School Leaving Certificate – General) + School transcripts, minimum score 60% (70% for the fields: Computer Science



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	and Information Technology, Systems Engineering and Electronic Engineering, Telecommunications and Information Technology), minimum 2 subjects*
Eritrea	Eritrean Secondary Education Certificate Examination (ESECE) + School transcripts, minimum 2 subjects*
Estonia	Gümnaasiumi lõputunnistus + Riigiekspertise, minimum 2 subjects*
Eswatini (former Swaziland)	Cambridge Overseas School Certificate (COSC) A-Level, minimum 2 subjects*
Ethiopia	Ethiopia Secondary School Leaving Examination (ESSLE), issued by Educational Assessment and Examination Services (EAES) + Ethiopian University Entrance Examination Certificate (EUEEC), minimum 2 exams*, score 50 points/ C/ Grade Point Average minimum 3 Before 2022, Ethiopian General Secondary Education Certificate (EGSEC), issued by National Educational Assessment and Examinations Agency (NEAEA) + Ethiopian University Entrance Examination Certificate (EUEEC).
Faroe Islands	Since 2016: <ul style="list-style-type: none">• Gymnasialt miðnámsprógv Before 2016: <ul style="list-style-type: none">• Student exam.• Højere handensexam (HHX)• Højere teknisk exam (HTX)• Højere preparatory exam (HF) Since 2010: <ul style="list-style-type: none">• Højere exam in fisheries (HTX), minimum 2 subjects*
Republic of Fiji Islands	Fiji School Leaving Certificate Examination / New Zealand School Certificate/ Fiji Seventh Form Examination Certificate, minimum 3 subjects*
Finland	Lukion Päättödistus + Ylioppilastutkintodistus (Abschlusszeugnis des Gymnasiums + Matriculation Examination Certificate), minimum 2 subjects*
France	Diplôme de baccalauréat général, Diplôme de baccalauréat technologique/ Diplôme de Baccalauréat Professionnel/ Diplôme de Baccalauréat de l'Enseignement du Second Degré, minimum 2 subjects*
Gabon	Diplôme de Bachelier de l'Enseignement du Second Degré/Baccalauréat (Série A, Série B, Série C, Série D + Relevé de notes, minimum 2 subjects*, minimum 11/20 (12/20 for the fields: Computer Science and Information Technology, Systems Engineering and Electronic



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	Engineering, Telecommunications and Information Technology)
Gambia	West African Examinations Council Senior Secondary School Leaving Certificate/West African Senior School Certificate Examination (WASSCE) + PIN code, by presenting front and back copies of NECO Results Card/ WAEC Scratch Card, minimum 3 subjects*, passed with C6-Level
Georgia	Sruli zogandi ganatlebis atestati/Secondary School Leaving Certificate + transcript with all subjects and grades, minimum 2 subjects*
Germany	<ul style="list-style-type: none">• Zeugnis der Allgemeinen Hochschulreife (Abitur)• Fachhochschulreife/Zeugnis der Fachgebundenen Hochschulreife, exclusively, for further studies in the same field, minimum 2 subjects*
Ghana	West African Senior Secondary School Certificate (WASSSCE) + PIN code, by presenting front and back copies of NECO Results Card/ WAEC Scratch Card, at least 6 subjects and minimum C-Level for 2* of the subjects
Groenlanda	The Gymnasian Education (GUX)/The Greenland Gymnasian Education (GU)/The Higher Business Examination (HHX)/The Higher Technical Examination (HTX).
Guadalupe	Baccalauréat Deuxième Partie, minimum 2 subjects*
Guatemala	Diploma de Bachiller en Ciencias y Letras
Guinea (Conakry)	Baccalauréat Unique/ Baccalauréat 2eme Partie + Relevé de notes, minimum score 11/20 (12/20 for the fields: Computer Science and Information Technology, Systems Engineering and Electronic Engineering, Telecommunications and Information Technology), minimum 2 subjects*
Guinea Bissau	Certificado de Conslusao do 12 ano de Ensino Secundario, minimum 2 subjects*
Haiti	<ul style="list-style-type: none">• Diplôme de fin d'études secondaires/baccalauréat unique + Relevé de notes (Série Sciences de la vie et de la terre (SVT), Série Sciences mathématiques et physique (SMP), Série Sciences économiques et sociales (SES), Série Littéraire, lettres et arts (LLA))• Baccalauréat II (Philosophie) / Certificat de Fin d'Etudes, Secondaires Classiques (Première and Deuxième Partie) + Diplôme d'Etudes Secondaires (Première and Deuxième Partie) - the traditional system



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	<ul style="list-style-type: none">• Baccalauréat/Diplôme d'Enseignement Secondaire—the reformed system, minimum 2 subjects*
Honduras	Titulo de Bachiller científico humanista, minimum 2 subjects*
Hong Kong	Hong Kong Diploma of Secondary Education/Hong Kong Certificate of Education Examination (HKCEE) + Hong Kong Advanced Level Examination (HKALE)/ Hong Kong Advanced Supplementary Level Examination, minimum 3 subjects* A-Level, minimum C
Hungary	Gimnazium Érrettségi Bizonyitvány, minimum 2 subjects*
India	All India Senior School Certificate (AISSC) from the Central Board of Secondary Education (CBSE)/Indian School Certificate (ISC) from the Council for the Indian School Certificate (CISCE)/Higher Secondary Certificate (HSC)/Intermediate Certificate/Pre-University Certificate, + Statement of Marks/ Migration Cum Transfer Certificate obtained at the Senior Secondary School Examination (NIOS), final score medium 60% (70% for fields: Computers and Information technology, System Engineering and Electronic Engineering, Telecommunications and Information Technology), minimum 2 subjects* N.B.: cumulative condition for the fields of medicine, dentistry and pharmacy National Eligibility cum Entrance Test (NEET-UG) organized by The National Testing Agency (NTA)
Indonesia	Surat Tanda Tamat Belajar Sekolah Menengah Umum/ IJAZAH Sekolah Menengah Atas (SMA)/ Madrasah Aliyah (MA)/ Certificate of Completion of Upper Secondary School, minimum 2 subjects*
Iran	Diplom-e-Motevaseste (High School Diploma) + Peeshdaneshgahe (Pre-University year) for the graduates before 2020 promotion, minimum 2 subjects*
Iraq	Secondary School Certificate (Baccalauréat examination) / Certificate (Baccalauréat examination) / Preparatory Baccalauréat / Sixth Form Baccalauréat (Adadiyah), final medium score 70% (80% for the fields: Computer Science and Information Technology, Systems Engineering and Electronic Engineering, Telecommunications and Information Technology), minimum 2 subjects*
Ireland	Leaving Certificate (Ardteistmeireacht): Upper secondary education diploma at least 6 subjects, of which at least 2 at higher level.



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	N.B. For regulated professions, cumulative condition: university admission certificate in the desired academic field, issued by a recognized Irish university.
Iceland	Stúdentspróf (Matriculation Examination), minimum 2 subjects*
Israel	Israel Te'udat Bagrut / Matriculation Certificate + Psychometric Entrance Test (PET), minimum 2 subjects*
Italy	Diploma di superamento dell'esame di stato conclusivo dei corsi di studio di istruzione secondaria superiore /Diploma di Maturita (liceo classico, liceo linguistico, liceo scientifico, liceo scientifico opzione scienze applicate, liceo delle scienze umane, liceo delle scienze umane opzione economico-sociale), minimum 2 subjects*
Japan	Upper Secondary School (Koto-gakko Sotsugyo Shomei-sho) Certificate of Graduation and Transcript of Grades, minimum 2 subjects*
Jordan	Tawjihi/ General Secondary Education Certificate/Vocational Secondary Education Certificate (exclusively for technical study field) + School transcripts, medium final score 60% (70% for the fields: Computer Science and Information Technology, Systems Engineering and Electronic Engineering, Telecommunications and Information Technology), minimum 2 subjects*
Kazakhstan	Chalpy Orta Bilim Turaly Attestat (Certificate of Secondary Education), minimum 2 subjects*
Kenya	Kenya Certificate of Secondary Education (KCSE) + School transcripts, Minimum C+ for 3 subjects, minimum 2 subjects*
Republic of Korea	Ilbankye Kodung Hakkyo (General High School Diploma)/ Certificate of Graduation + Transcripts, minimum 2 subjects*
Democratic People's Republic of Korea	Graduation Certificate (Secondary School Leaving Certificate) + Transcripts, minimum 2 subjects*
Kosovo	Diplomë për kryerjen e shkollës së mesme të lartë – gjimnazit/ Diploma o zavrsenoj visojsrednjoj skoli - gimnaziji, minimum 2 subjects*
Kuwait	Shahadat Al-Thanawiya-Al-A'ama (General Secondary School Certificate) + School transcripts, medium final score 60% (70% for the fields: Computer Science and Information Technology, Systems Engineering and Electronic Engineering, Telecommunications and Information Technology), minimum 2 subjects*
Kyrgyzstan	Dschalpi orto bilim dschönündö attestat -Attestat o srednem obscem obrazovani (Certificate of Secondary Education), minimum 2 subjects*



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Laos	Upper Secondary School Diploma/ Baccalauréat de l'Enseignement General + Releve des notes, 3 subjects*
Latvia	Atestāts par visparejo video izglītību (Certificate of Secondary Education), minimum 2 subjects*
Lebanon	Baccalauréat général (Libanais), /Baccalauréat Technique, for continuing undergraduate studies in the same field, medium final score 60% (70% for the fields: Computer Science and Information Technology, Systems Engineering and Electronic Engineering, Telecommunications and Information Technology), minimum 11/20 (12/20 for the fields: Computer Science and Information Technology, Systems Engineering and Electronic Engineering, Telecommunications and Information Technology), minimum 2 subjects*
Lesotho	Lesotho General Certificate of Secondary Education (LGCSE) + School transcripts, minimum 2 subjects* “pass with credit”
Liberia	Senior School Certificate (SSC) / Senior High School Certificate (SHSC) issued by West African Examination Council, minimum “Good” for at least 3 subjects*
Libya	Secondary Education Certificate + Transcript of Grades, final medium score 60%, minimum 2 subjects*
Liechtenstein	Lichtensteinischen Maturitätsausweis, minimum 2 subjects*
Lithuania	Brandos atestatas (Maturita-certificate), minimum 2 subjects*
Luxemburg	Diplôme de Fin d'Etudes secondaires classiques, minimum 2 subjects*
North Macedonia	Svidetelstvo za zavreno sredno obrazovanie (Secondary School Leaving Certificate)/Diploma za polozena drzavna matura = Diplomë për dhënen e matures shtetërore (4 years), minimum 2 subjects*
Madagascar	<ul style="list-style-type: none">• Baccalauréat de l'Enseignement secondaire (Série A philosophie-lettres, Série C mathématiques et sciences physiques, Série D mathématiques et sciences naturelles) + Relevé des notes, minimum 11/20 (12/20 for the fields: Computer Science and Information Technology, Systems Engineering and Electronic Engineering, Telecommunications and Information Technology), minimum 2 subjects*• Baccalauréat de l'Enseignement Général (Série L littéraire, Série OSE Organisation-Société-Economie, Série S scientifique) + Relevé des notes
Malawi	Malawi School Certificate of Education (MSCE) + School transcripts), minimum 2 subjects*



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Malaysia	Sijil Pelajaran Malaysia (SPM) + Sijil Tinggi Persekolahan Malaysia (STPM)/Matriculation Certificate + School transcripts, minimum 2 subjects*
Mali	Baccalaureat Malien – 2eme Partie + Relevé des notes, minimum 11/20 (12/20 for the fields: Computer Science and Information Technology, Systems Engineering and Electronic Engineering, Telecommunications and Information Technology), minimum 2 subjects*
Malta	Matriculation Certificate, minimum C for at least 2 subjects*
Mauritania	Diplôme de Bachelier/Baccalauréat de l'Enseignement du Second Degré + Relevé des notes, minimum 2 subjects*
Mauritius	General Certificate of Education Ordinary Level + Higher School Certificate / General Certificate of Education Advanced Level cu 2 AL/ Cambridge Higher School Certificate cu 2 AL, minimum 2 subjects*, minimum C for A-Level
Mexico	Bachillerato General (Educación media superior, formación propedéutica), minimum 2 subjects*
Republic of Moldova	Diploma de bacalaureat cu Tabelul de note generale, minimum 2 subjects*
Monaco	Baccalauréat de l'Enseignement Général + Relevé des notes, minimum 2 subjects*
Mongolia	Buren dund bolovsrolyn unemlekh/Gerchilgee Certificate of Secondary Education, minimum 2 subjects*
Montenegro	Diploma o polozenom maturskom ispitu/Diplomë për dheniën e provimit të matures (Secondary School Leaving Certificate), minimum 2 subjects*
Morocco	Attestation/Diplome du Baccalauréat + Relevé des notes, cumulative condition for candidates who passed the baccalaureate exam in other session than the one in the year of graduation: "Brevet d'Enseignement Collégial"/ School transcripts classes 10-12 – minimum 11/20 (12/20 for the fields: Computer Science and Information Technology, Systems Engineering and Electronic Engineering, Telecommunications and Information Technology), minimum 2 subjects*
Mozambique	Certificado de Habilidades, minimum 2 subjects*
Namibia	Namibia Senior Secondary Certificate Ordinary level (NSSCO) + Namibia Senior Secondary Certificate Advanced Subsidiary level (NSSCAS), minimum 3 subjects* Advanced (Higher), minimum 3-Level
Nepal	School Leaving Certificate Examination (Grade XI & XII), + Higher Secondary Academic Transcript with all subjects and grades + Provisional Certificate, Intermediate



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	Certificate Examination or Proficiency Certificate (School transcripts), final score 60% (70% for the fields: Computer Science and Information Technology, Systems Engineering and Electronic Engineering, Telecommunications and Information Technology), minimum 3 subjects*
The Netherlands	Diploma Voorbereidend wetenschappelijk onderwijs (VWO), minimum 2 subjects*
New Zealand	National Certificate of Educational Achievement (NCEA) Level 3, minimum 2 subjects*
Nicaragua	Bachillerato en Ciencias y Letras + Certificado notas, minimum 2 subjects*
Niger	Diplôme de Bachelier de l'Enseignement du Second Degré/ Baccalauréat + Releve des notes, minimum 3 subjects*
Nigeria	Senior School Certificate - 5 subjects, Level B for 3* of them / West African Senior School Certificate - 5 subjects, 3-Level for 3* of them / NECO Senior School Certificate + PIN code, along with copies on both sides of the NECO Results Card/ WAEC Scratch Card
Norway	Vitnemål videregående opplæring mit Vermerk: "og har oppnadd generell studiekompetanse", minimum 2 subjects*
Oman	Thanawiya Amma (General Certificate/ General Education Diploma) + School transcripts, minimum final score 60% (70% for the fields: Computer Science and Information Technology, Systems Engineering and Electronic Engineering, Telecommunications and Information Technology), minimum 2 subjects*
Pakistan	<ul style="list-style-type: none">Secondary School Certificate / Higher Secondary (School) Certificate (HSC)/Intermediate (Examination) Certificate (recognized by the Inter Board Committee of Chairmen)Secondary School Certificate (SSC) + Diploma of Associate Engineer (DAE), for further studies in the same field, minimum final score 80%, (90% for the fields: Computer Science and Information Technology, Systems Engineering and Electronic Engineering, Telecommunications and Information Technology), minimum 2 subjects*
Palestine	Al-Tawjihi / Al-Injaz (General Secondary Education Certificate), issued in accordance with the Egyptian or Jordanian curriculum + School transcripts, minimum final score 65% (70% for the fields: Computer Science and Information Technology, Systems Engineering and Electronic Engineering, Telecommunications and Information Technology), minimum 2 subjects*



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Panama	Diploma Bachiller + certificado notas, minimum 2 subjects*
Papua New Guinea	Higher School Certificate + School transcripts, minimum 2 subjects*
Paraguay	Diploma Bachiller + certificado notas, minimum 2 subjects*
Peru	Certificado Oficial de Estudios /Certificado de Educación Secundaria Común Completa/Baccalaureate + certificado notas, minimum 2 subjects*
Philippines	Senior High School Diploma Academic Track, minimum 2 subjects*
Poland	Świadectwo ukończenia liceum ogólnokształcącego + Świadectwo Dojrzałości, minimum 2 subjects*
Portugal	Diploma Nivel Secundário de Educação/Certificado Nivel Secundário de Educação, minimum 2 subjects*
Puerto Rico	High School Diploma + transcript of studies, minimum 2 subjects*
Qatar	Shahadat Al-Thanawaya Al-Aama (General Secondary Education Certificate) + School transcripts, minimum final score 60% (70% for the fields: Computer Science and Information Technology, Systems Engineering and Electronic Engineering, Telecommunications and Information Technology), minimum 2 subjects*
Russian Federation	<ul style="list-style-type: none">• Attestat Srednem (Polnom) Obshchem Obrazovanii, minimum 2 subjects*• Diplom o nacialnom professionalnom obrazovanii s polucheniem srednego (polnogo): диплом о начальном профессиональном образовании с получением среднего (полного)
Scotland	Scottish Qualifications Certificate (SQC) – Standard Grade + Scottish Qualifications Certificate (SQC) – Higher + Scottish Qualifications Certificate (SQC) – Advanced Higher (minimum 2 AL), 5 subjects, 2* of them with Advanced Higher
Rwanda	Rwanda Advanced Certificate of Education (Advanced Level Certificate of Education) + Relevé des notes, minimum 2 subjects*
Samoa	Pacific Senior Secondary Certificate / Western Samoa School Certificate + School transcripts, minimum 2 subjects*
San Marino	Diploma di maturità/ Diploma di superamento dell'esame di stato conclusivo dei corsi di studio del liceo classico, liceo linguistico, liceo scientifico, minimum 2 subjects*
Senegal	Diplôme de Baccalauréat /Diplôme de Baccalauréat de l'Enseignement Secondaire/ Diplôme de Bachelier de



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	l'Enseignement de Second Degré + Relevé des notes – minimum 11/20 (12/20 for the fields: Computer Science and Information Technology, Systems Engineering and Electronic Engineering, Telecommunications and Information Technology), minimum 2 subjects*
Serbia	Diploma/Uverenje o polozenom maturskom ispitу / Diploma o stečenom srednjem obrazovanju/ Diploma o Završenoj Srednjoj Školi/Diplomë për kryerjen e shkollës së mesme të përgjithshme - Gjimnazin, minimum 2 subjects*
Seychelles	General Certificate of Secondary Education / Cambridge Overseas Higher School Certificate + School transcripts, minimum 2 subjects*
Sierra Leone	West African Senior School Certificate Examination / General Certificate of Education (GCE), minimum 5 subjects, A-Level for 2 of them*
Singapore	Cambridge General Certificate of Education Ordinary + Cambridge General Certificate of Education Advanced Level, minimum 2 subjects*, A-Level
Slovakia	Vysvedcenie o maturitnej skuske (Gymnasium), minimum 2 subjects*
Slovenia	Spričevalo o splošni maturi (Splošna Matura), minimum 2 subjects*
Solomon Islands	Pacific Senior Secondary Certificate / Solomon Island School Certificate, minimum 2 subjects*
Somalia	Shahaadada Dugsiga Dare (Secondary School Leaving Certificate)/Somaliland Certificate of Secondary Education Examination (issued by Somaliland National Examination and Certification Board, SLNECB + School transcripts, minimum 2 subjects*
Spain	Titulo de Bachiller (Baccalaureate) + Pruebas de Aptitud para el Acceso a la Universidad, calificación Apto, minimum 2 subjects*
Sri Lanka	Sri Lankan General Certificate of Education Ordinary Level, 6 subjects* + Sri Lankan General Certificate of Education Advanced Level (Official Statement of O-level and A-level, issued by the Department of Examination, National Evaluation and Testing Service (NETS) + School transcripts, minimum 2 subjects*, A-Level
Sudan	Sudanese School Certificate/ Sudanese Secondary School Certificate/Higher Secondary School Certificate + School grades transcript, minimum final score 60% (70% for the fields: Computer Science and Information Technology, Systems Engineering and Electronic Engineering,



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	Telecommunications and Information Technology), minimum 2 subjects*
Surinam	Voorbereidend Wetenschappelijk Onderwijs, minimum 2 subjects*
Sweden	<p>Examensbevis Högskoleförberedande examen /Slutbetyg</p> <ul style="list-style-type: none">- Before 2010: Slutbetyg - promotability 90% out of the total subjects studied- After 2010: Slutbetyg – minimum score 2250 from 2500, compulsory subjects: Swedish A+B, English A and Mathematics A- 2011: Gymnasieexamen – minimum score 2250 from 2500, compulsory subjects: Swedish 1+2+3, English 5+6, Mathematics 1a, 1b or 1c <p>Note: the disciplines are structured on levels: A/1 (elementary) – E/5 (highly advanced)</p> <p>Examensbevis -2011, 2 subjects*, Level A</p> <p>Due to the governmental reform that came into force July 2011; courses, grades and titles of diplomas has been changed. First, the title "Slutbetyg" was replaced by "Examensbevis". This is the new title of the final diploma. One could either graduate a Swedish high school with a "Högskoleförberedande examen" which is always meeting the general entry requirements for undergraduate studies at Swedish universities; Fran Gymnasieskola</p> <p>N.B. To meet the specific admission requirements for the Faculty of Medicine and Dentistry, the candidate must have completed the courses Chemistry 2, Biology 2, Physics 2, Mathematics 4 and Swedish as a Second Language 3.</p>
Swiss Confederation	Certificat de Maturité / Maturity Certificate/ Maturitätszeugnis/ Maturitätsausweis / Baccalauréat, minimum 2 subjects*
Syria	Al Shahâda Al Thânahîyya al-Amma (Baccalaureat /General Secondary Certificate) + School transcripts, minimum final score 60% (70% for the fields: Computer Science and Information Technology, Systems Engineering and Electronic Engineering, Telecommunications and Information Technology), minimum 2 subjects*
Taiwan	Senior High School Leaving Certificate, minimum 2 subjects*
Tajikistan	Attestat dar borai malumoti mijona (Certificate of Secondary Education), minimum 2 subjects*



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Tanzania	Certificate of Secondary Education (CSE) + Advanced Certificate of Secondary Education (ACSE), minimum 5 subjects, A-Level for 2* of them
Thailand	Mathayom Suksa 6, minimum 2 subjects*
Togo	Diplome de Bachelier de l'Enseignement du Troisième Degré/ Baccalaureat de l'Enseignement du Troisième Degré + Relevé des notes, minimum 2 subjects*
Tonga	Tonga National Form Seven Certificate + Pacific Senior Certificate, minimum 2 subjects*
Tunisia	Baccalauréat / Diplôme de Bachelier de l'Enseignement secondaire + Relevé des notes, minimum final score 11/20 (12/20 for the fields: Computer Science and Information Technology, Systems Engineering and Electronic Engineering, Telecommunications and Information Technology), minimum 2 subjects*
Turkey	Lise Diplomasi Teknik Lisesi Diplomasi, İmam-Hatip Lise Diplomasi Meslek Lisesi Diplomasi + cumulative condition for the fields of medicine, dentistry, pharmacy, midwife, general nurse, law and architecture a minimum score 75% to the University entrance exam (YKS/OSYM, Yerleştirme Sonuçları), minimum 2 subjects* N.B.: these conditions apply to candidates enrolled in studies in Romania, starting with the 2025-2026 academic year.
Turkmenistan	Attestat / Orta bilim hakynda Sahadatnama (Certificate of Secondary Education), minimum 2 subjects*
Uganda	Uganda Certificate of Education (UCE) + Uganda Advanced Certificate of Education, 2 subjects*, minimum C Level
Ukraine	Attestat (Certificate of Secondary Education) and final school grades transcript including final state examination/ Svidotstvo pro zdobutia povnoi zagalnoi serednoi osvity, minimum 2 subjects*
United Kingdom of Great Britain and Northern Ireland	<ul style="list-style-type: none">General Certificate of Secondary Education (GCSE) / International General Certificate of Secondary Education (IGCSE) + General Certificate of Education (GCE) with 2 relevant A levelsGeneral Certificate of Education (GCE), Ordinary Level + General Certificate of Education (GCE) with 2 relevant A levels



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	<ul style="list-style-type: none">• General Certificate of Secondary Education (GCSE) + Cambridge Pre-U Diploma with 3 Principal subjects AL• General Certificate of Secondary Education (GCSE) + Advanced Subsidiary Level (GCE AS) + General Certificate of Education - Advanced Level (GCE with 2 relevant A levels)• General Certificate of Education (GCE) Advanced Subsidiary Level (AS) + Cambridge Advanced International Certificate of Education (AICE) Advanced Level with 2 relevant A levels• General Certificate of Secondary Education (GCSE) / International General Certificate of Secondary Education (IGCSE) + a combination of A-levels and Cambridge Pre-U Principal Subjects in 3 different subjects• General Certificate of Secondary Education (GCSE) / International General Certificate of Secondary Education (IGCSE) + BTEC National Level 3 Extended Diploma + Higher National Certificate (HNC)• General Certificate of Secondary Education (GCSE) / International General Certificate of Secondary Education (IGCSE) + BTEC National Level 3 Extended Diploma + Higher National Diploma (HND), minimum 2* <p>N.B. AS-levels will not be considered for admission</p>
United States of America	High School Diploma/General Educational Development (GED) / High School Equivalency Diploma + Official transcript for all years (9-12 or 10-12) + Scholastic Aptitude Test (SAT) / Advanced Placement Test (APT) / American College Testing (ACT), minimum 2 subjects*
Uruguay	<ul style="list-style-type: none">• Bachillerato Diversificado + Certificado de estudios• Bachillerato Técnico + Certificado de estudios, minimum 2 subjects*
Uzbekistan	Akademik litsey diploma (Diploma of Academic Lyceum) / Umumiy o'rta ta'lim to'g'risida attestat / shahodatnoma – Certificate of General Secondary Education (after 11 years), minimum 2 subjects*
Vanuatu	Pacific Senior Secondary Certificate, minimum 2 subjects*
Vatican	Testimonio Maturitatis, minimum 2 subjects*
Venezuela	Título de Educación Media General /Título de Educación Media Técnica/ Título de Bachiller + Certificado notas, minimum 2 subjects*



Vietnam	Bang Tót Nghiep Phó Thông Trung Hoc (Certificate of Upper Secondary School Graduation) / Bang Tu Tai Hai (Baccalaureat II) + final transcript of grades with all upper secondary years (year 10-12) Học Bà (Trung Hoc Pho Thong), minimum 2 subjects*
Wales	Welsh Baccalaureate / Advanced diploma - minimum 2 subjects, A-Level*
Yemen	Al Thanawiya (General Secondary Education Certificate) + School transcripts, minimum final score 60% (70% for the fields: Computer Science and Information Technology, Systems Engineering and Electronic Engineering, Telecommunications and Information Technology), minimum 2 subjects*
Zambia	Zambian School Certificate / Cambridge Overseas School Certificate, minimum 5 subjects, 4-Level for 2* of them
Zanzibar	National Form VI Examination/Advanced Certificate of Secondary Education (ACSE) with 3 Principal Pass Levels.
Zimbabwe	Zimbabwe General Certificate of Education at Ordinary Level + the Zimbabwe General Certificate of Education at Advanced Level/, minimum 2 subjects*, C Level
European Baccalaureate	Diplôme du Baccalauréat European/Europeisk Baccalaureat Diploma, minimum 2 subjects*
International Baccalaureate	International Baccalaureate Diploma, minimum 2 subjects*
International Education Institutions	High school studies diplomas issued by private education institutions that unfold education activities correspond to an educational system in another country than the country in which the respective institution operates and that are issued in accordance with the adopted educational system. Cumulative condition for international institutions that operate in Romania: to be registered in the ARACIP's National High Schools Ledger, minimum 2 subjects*
High school studies completed in alternative systems	Foreign citizens who have graduated from alternative forms of schooling - such as home schooling, online schooling, hybrid/blended learning or other similar forms - regulated and recognized by the legislation of the state in which they were organized, may participate in the admission process to university studies in Romania, with the cumulative fulfillment of the following conditions: <ul style="list-style-type: none">• they followed a study program organized by an accredited and authorized institution according to the legislation of the state in which they operate, recognized by the competent educational authority;• presents annual transcripts and diplomas issued by accredited educational institutions, evaluated and



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	authorized by internationally recognized accreditation agencies
Diplomas that give access to restrictive fields in the issuing country	Pre-university education certificates that, in the country of origin, offer limited access to certain study programs may be recognized, on a case-by-case basis, for enrollment in similar programs in Romania, in accordance with the criteria of the educational institution.

*) Relevant subjects for the field of study to which admission is requested: mathematics, computer science, statistics, physics, chemistry, economics, technology, biology, physical education and sports, social sciences, communication sciences, foreign languages (English, French, Spanish, German), humanities, history, and arts.



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ANNEX II. Application for the Issuance of the Letter of Acceptance for Studies

**MINISTRY OF EDUCATION AND RESEARCH
MINISTÈRE DE L'ÉDUCATION ET DE LA RECHERCHE**

GENERAL DIRECTION FOR INTERNATIONAL RELATIONS, EUROPEAN AFFAIRS
AND THE RELATION WITH OECD
DIRECTION GÉNÉRALE DES RELATIONS INTERNATIONALES, DES AFFAIRES EUROPÉENNES
ET LA RELATION AVEC OCDE

28-30 G-ral Berthelot Street/12 Spiru Haret Street, 010168 Bucharest
international@edu.gov.ro

**FOTO
3/4**

**CERERE PENTRU ELIBERAREA SCRISORII DE ACCEPTARE LA STUDII
APPLICATION FOR THE ISSUANCE OF LETTER OF ACCEPTANCE TO STUDIES
DEMANDE D'APPLICATION POUR LA LETTRE D'ACCEPTATION AUX ÉTUDES**
(To be filled in with capital letters/ à completer en majuscules)

1. SURNAME/NOMS _____ NAMES/PRENOMS _____

2. PREVIOUS SURNAMES/ NOMS ANTERIEURS _____

3. DATE ET LIEU DE NAISSANCE:
COUNTRY/PAYS _____ PLACE/LIEU _____ DATE/DATE _____
(D D M M Y Y Y Y)

4. PARENTS' GIVEN NAMES/PRENOMS DES PARENTS _____

5. SEX/SÈXE: M F

6. CIVIL STATUS/ÉTAT CIVIL: MARRIED/
MARIÉ (E) SINGLE/
CÉLIBATAIRE DIVORCED/
DIVORCÉ (E) WIDOWER/
VEUV(FE)

7. CURRENT CITIZENSHIP(S) / NATIONALITÉ (S) ACTUELLE(S) _____

PREVIOUS CITIZENSHIP (S) / NATIONALITÉ (S) ANTIÉRIEURE (S) _____

8. PASSPORT / PASSEPORT: SERIES/SÉRIE _____ No./No. _____

ISSUED BY / DÉLIVRÉ PAR: _____ EXPIRY DATE/ VALABLE JUSQU'AU _____

9. PERMANENT RESIDENCE/DOMICILE PERMANENT : COUNTRY/PAYS _____
PLACE/LOCALITE _____
(D D M M Y Y Y Y)

10. PROFESSION/PROFESSION _____ WORK PLACE/ LIEU DE TRAVAIL _____



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11. CONTACT DETAILS

a) Email/ Adresse électronique _____

b) Phone/Numéro de téléphone _____

c) Social media accounts like/ Comptes de réseaux sociaux par exemple
Facebook/ Instagram/ X/ LinkedIn/ Others

12. APPLICATION METHOD/ MÉTHODE DE CANDIDATURE:

I applied on my own/ J'ai déposé ma candidature en mon nom

I applied through an agency/ authorized representative/ J'ai déposé ma candidature par l'intermédiaire d'une agence/ un représentant autorisé

Name of the agency/ authorized representative/ Nom de l'agence / du représentant autorisé

a) Email/ Adresse électronique _____

b) Phone/ Numéro de téléphone _____

c) Website/ Social media accounts like/ Comptes de réseaux sociaux par exemple
Facebook/ Instagram/ X/ LinkedIn/ Others

I. Educational background / Parcours éducatifs

Study level / Niveau d'études	Name of the educational institution/ Nom d'Établissement d'enseignement	Years in school/Années scolaires	Name of certificate/ Nom de diplôme
High-school/ Études préuniversitaires			
Bachelor/ Licence			
Master			
PhD/ Doctorat			
Post university studies/ Études postuniversitaires			



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II. Study option in Romania / Option d'études en Roumanie

1. Study level / Niveau d'études

Bachelor studies/ Études universitaires de licence
 Master studies/ Études de master
 Postgraduate medical education/ Études medicale posuniversitaire
 PhD studies / Études de doctorat
 Post university studies/ Études postuniversitaires

2. A) University / Université _____

B) Study program / Program d'études _____

C) I apply for the Romanian language course

YES

NO

Je désire suivre le cours préparatoire de langue roumaine

OUI

NON

III. Proficiency in other languages (fill in as appropriate: excellent, good, poor) / Langues connues (à remplir: excellent, bonne, faible)*

Language / Langue	Writing Écrit	Speaking Parlée	Institution that issued the certificate / Institution qui a émis le certificat
Romanian / Roumain			

*Level of competences according to the European levels of the Common European Framework of Reference for Languages (A1-Beginner, A2 - Elementary, B1- Intermediate, B2 – Upper Intermediate, C1 - Advanced)/ Niveau de compétences selon les niveaux européens du Cadre européen commun de référence pour les langues (A1- Débutant, , A2 - Élémentaire, B1 - Intermédiaire, B2 – Intermédiaire supérieur, C1 - Avancé)

**IV. Annexes (authenticated copies and legalised translations of the documents, in Romanian, English or French)
Annexes (photocopies authentifiés et traductions légalisées des documents, dans la langue roumaine, anglaise ou française)**

1. Photo
2. Study certificates / Les diplômes d'études;
3. The list of results achieved during the graduated study years (Academic Transcripts) / La liste des résultats obtenus pour chaque année d'études complétée (relevés de notes);
4. The birth certificate / L'acte de naissance ;
5. Passport / Passeport ;
6. Medical certificate / Certificat médical ;
7. Provisional agreement from a PhD thesis coordinator, if applicable / Accord provisoire d'un coordinateur de thèse de Doctorat, selon le cas.

V. Declaration by the applicant / Déclaration du candidat

I will observe the Romanian laws, the rules, regulations and norms of the university, as well as those of social life.

Je m'engage à respecter les lois de la Roumanie, les règles, règlements et normes de l'université, ainsi que celles de la vie sociale.



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I have taken note of the fact that the scholarship covers accommodation in student dormitories within the national subsidy limit, which may lead to additional costs for students, set by the host university.

J'ai pris note du fait que la bourse couvre l'hébergement dans les résidences étudiantes dans la limite de la subvention nationale, ce qui peut entraîner des frais supplémentaires pour les étudiants, fixés par l'université d'accueil.

I agree to the use and processing of my personal data by the Ministry of Education and Research, in order to carry out specific activities, in compliance with the legal provisions.

Je suis d'accord avec l'utilisation et le traitement de mes données personnelles par le Ministère de l'Éducation et de la Recherche, afin de réaliser des activités spécifiques, en respectant les dispositions légales.

By signing the present application form, I assume the responsibility to provide correct and complete information. The candidate who provides incomplete or counterfeit data will be disqualified / expelled.

Par la signature de la présente application, je m'engage à fournir des informations correctes et complètes. Le candidat qui fournira des données incomplètes ou contrefaites sera disqualifié / expulsé.

On my arrival in Romania I will submit the original documents to the host university.

À mon arrivée en Roumanie, je soumettrai les documents originaux à l'université d'accueil.

Date _____

Signature _____

NOTE: All the fields are mandatory and have to be accompanied by the documents mentioned in Section IV, or else your application will not be processed.

Tous les champs sont obligatoires et doivent être accompagnés par les documents mentionnés à la Section IV, sinon votre demande ne sera pas analysée.



ANNEX III. Admission calendar

Admission calendar for the foreign citizens that study on their own expenses

Activities	Estimated Time	Complementary Activities
Uploading the files of the candidates on apply.upb.ro	February – July	Informing the candidates/delegates who uploaded incomplete application files
Checking the application files	February – July	Filling the data base with the application files of the candidates
Sending the application files and the electronic templates to the Ministry of Education	March – September	Electronic correspondence with the representatives of the General Direction of International Relations and European Affairs within the Ministry of Education
Informing the candidates who have the Letter of Acceptance to studies issued by the Ministry of Education	July - September	Sending the original copy of the Letter of acceptance to the candidates via mail, courier or delegates
Payment of the tuition fee by the candidates	July – October	Signing the admission confirmations and dormitory reservations for the candidates that ask for these documents
Verifying the tuition fees of the candidates in the bank statement	July – December	Sending the payment confirmations to the candidates in view of obtaining the study visa
Enrolling the candidates	Semester I of the academic year	Checking the original documents of the candidates. The Signing of the enrolment form by the Rector. Sending the file to the faculty.



ANNEX IV. Declaration on the protection of personal data

Declaration on the protection of personal data upon the enrolment process of the academic year _____

SURNAME and NAME:

CNP:

SEX:

Date of birth:

Place of birth:

Marital status: Married / Single

Citizenship:

Permanent address:

Identity document: Series..... number.....

Passport: SERIES..... number.....

Contact data: mobile phone email.....

In my capacity as a CANDIDATE, I declare the following:

I was informed about the provisions of the Regulations 679/26 April 2016 as to the protection of physical persons regarding personal data processing and regarding the free circulation of these data.

I was informed that I can benefit from the right to access, intervention on my data and the right of not being subjected to an individual decision.

I was informed that the personal character data are to be processed and stored within POLITEHNICA Bucharest for the aims provided in the legislation as regards my capacity as a candidate.

I was informed that my data processing is necessary in view of fulfilling the legal obligations incumbent to POLITEHNICA Bucharest, as a personal data operator registered under number 3291, to publish on the university site the following information: name and surname, admission result



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In accordance with the Regulations EU 2016/679 (GDPR), the terms used in what follows have the meaning defined in the regulation and they are used as such within this document:

- Data with personal character: mean that any information on an identified or identifiable individual; an identifiable individual is a person that can be identified, directly or indirectly, especially by reference to an identification element, such as a name, an identification number, localization data, an online identifier, or to one or more specific elements, specific to its physical, physiological, genetic, psychical, economic, cultural or social identity
- Processing: means any operations or set of operations carried out on the personal character data or on the sets of personal character data, with or without using automated means, such as collecting, registering, organization, structuring, storing, adapting or modifying, extracting, consulting, using, disclosing by transmission, dissemination or providing in any other manner, alignment or combination, restricting, deleting or destroying.

In accordance with the provisions of art. 15-22 in GDPR, the undersigned _____

_____ was informed as regards my rights and on the conditions and consequences of exercising these rights, namely:

- The right to access data, the right to obtain a confirmation of my processed data, as well as the right to access these data
- The right to correct, the right to obtain correction or completion of inaccurate or incomplete data
- The right to delete data, the right to delete data with personal character concerning me, without unjustified delays, and POLITEHNICA Bucharest, has the obligation to delete the afore mentioned data in compliance with the legislation in force. Exercising the right to delete the personal character data must be carried out so that it should not affect the enrolment conditions, failing which the candidate undertakes all consequences that derive from exercising the right to delete the data, particularly including the impossibility of matriculation
- The right to restrict the processing, under the stipulations of art. 18 GDPR you have the right to obtain from us the restriction of your data processing, on condition that such restriction should not affect matriculation
- The right to data portability, the right to receive your personal character data, in a structured format that is currently used and can be automatically read, and to transmit these data to another operator, under certain circumstances



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- The right not to be taken as the object of a decision based exclusively on the automated processing, including creating profiles

- The right to make a complaint under the art. 77 GDPR with the National Supervisory Authority for Personal Character Data Processing

- The right to withdraw my consent at any moment, assuming in this case all the consequences with no impact on the legal status of personal data processing carried out by POLITEHNICA Bucharest on the basis of the consent, before its withdrawal.

Taking into account the pre-enrolment procedure I have passed through and taking note of the university briefing about personal data processing by expressing my consent, I agree to be enrolled in the academic year **and I give my consent that the POLITEHNICA Bucharest, in its capacity as an authorized personal data operator, process the data in view of matriculation in the academic year, in agreement with the institution activity and in accordance with the legislation in effect.**

Surname, name

SIGNATURE



ANNEX V. Declaration on payment of tuition fee

DECLARATION - Payment commitment for tuition fee

1. Surname and Name:
2. CNP:
3. SEX:
4. Date of birth:
5. Place of birth:
6. Marital status: Married / Single
7. Citizenship:
8. Permanent address:
9. Identity document: Series..... number.....
10. Passport: Series..... number.....
11. Contact data: mobile phone email.....

As a candidate, I declare that I agree to be enrolled in the academic year and I commit myself to paying the tuition fee within 20 days from receiving the Letter of acceptance, confirming my study place by sending a copy or the receipt or the order of payment (OP), that proves the payment of the tuition fee to the e-mail address: internationalstudents@upb.ro for the University Center of Bucharest and to internationalstudents@upit.ro for the University Center of Piteşti

The undersigned, , hereby declare that I have taken note of the fact that, if within 30 days from the date of receiving the Letter of acceptance, I do not confirm the place in accordance with the provisions above, I will be rejected and my place could be taken by other candidate.

Surname, name

Signature



ANNEX VI. List of tuition fees*

List of tuition fees for non-EU foreign students

No.	Fee	Sum (Euro)*
1.	Tuition fee for undergraduate studies in the fields of technology, agronomy, sciences, mathematics and applied mathematics	2600/academic year (9 months)
2.	Tuition fee for undergraduate studies in the fields of socio-humanities, psychology, economics	2200/academic year (9 months)
3.	Tuition fee for undergraduate studies in the fields of music and arts	4200/academic year (9 months)
4.	Tuition fee for undergraduate studies in the fields of music performance, theatre	7500/academic year (9 months)
5.	Tuition fee for graduate studies in the fields of technology, agronomy, sciences, mathematics and applied mathematics	2700/academic year (9 months)
6.	Tuition fee for graduate studies in the fields of socio-humanities, psychology, economics	2200/academic year (9 months)
7.	Tuition fee for graduate studies in the fields of music and arts	4200/academic year (9 months)
8.	Tuition fee for graduate studies in the fields of music performance, theatre	7500/academic year (9 months)
9.	Tuition fee for doctoral studies in the fields of technology, agronomy, sciences, mathematics and applied mathematics	3800/calendar year (12 months)



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10.	Tuition fee for doctoral studies in the fields of socio-humanities, psychology, economics	3200/calendar year (12 months)
11.	Enrolment fee	100 (first year of study)
12.	Fee for foreign language test	270
13.	Fee for the reexamination of a subject	100
14.	Fee for the reexamination of the license examination	270
15.	Fee for the reexamination of the dissertation examination	270
16.	Fee for the reexamination of the doctoral thesis	540
17.	Academic year repetition fee	Nx100 (N= number of the passed subject exams)
18.	Fee for the equivalence subject exams	Nx100 (N=number of equivalence subject exams)
19.	Tuition fee for the Preparatory year of Romanian language for undergraduate studies in the field of technology, agronomy, sciences, mathematics and applied mathematics	2430
20.	Tuition fee for the Preparatory year of Romanian language, for graduate studies in the field of technology, agronomy, sciences, mathematics and applied mathematics	2430
21.	Tuition fee for the Preparatory year of Romanian language for doctoral studies in the field of technology, agronomy, sciences, mathematics and applied mathematics	2610
22.	Tuition fee for the Preparatory year of Romanian language for undergraduate studies in the field of architecture	3150



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23.	Tuition fee for the Preparatory year of Romanian language, for graduate studies in the field of architecture	3150
24.	Tuition fee for the Preparatory year of Romanian language for doctoral studies in the field of architecture	3330
25.	Tuition fee for the Preparatory Year of Romanian Language for undergraduate studies in the fields of socio-humanities, psychology, economics	1980
26.	Tuition fee for the Preparatory Year of Romanian Language for graduate studies in the fields of socio-humanities, psychology, economics	1980
27.	Tuition fee for the Preparatory Year of Romanian Language for doctoral studies in the fields of socio-humanities, psychology, economics	2160
28.	Tuition fee for the Preparatory Year of Romanian Language for undergraduate studies in the field of medicine	2880
29.	Tuition fee for the Preparatory Year of Romanian Language for graduate studies in the field of medicine	2880
30.	Tuition fee for the Preparatory Year of Romanian Language, doctoral studies in the field of medicine	3060
31.	Tuition fee for the Preparatory Year of Romanian Language for undergraduate studies in the fields of music and arts	3780
32.	Tuition fee for the Preparatory Year of Romanian Language for graduate studies in the fields of music and arts	3780
33.	Tuition fee for the Preparatory Year of Romanian Language for doctoral studies in the fields of music and arts	3960



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34.	Tuition fee for the Preparatory Year of Romanian Language for undergraduate studies in the fields of music performance, theatre	6750
35.	Tuition fee for the Preparatory Year of Romanian Language for graduate studies in the fields of music performance, theatre	6750
36.	Tuition fee for the Preparatory Year of Romanian Language for doctoral studies in the fields of music performance, theatre	6930
37.	Tuition fee for the Preparatory Year of Romanian Language for undergraduate studies in the field of film	8550
38.	Tuition fee for the Preparatory Year of Romanian Language for graduate studies in the field of film	8550
39.	Tuition fee for the Preparatory Year of Romanian Language for doctoral studies in the field of film	8730
40.	Fee for changing the Letter of acceptance issued by the Ministry of Education	100
41.	Fee for tuition fee refund	100
42.	The refund of any requested amount shall be charged with a percentage of 2% of the paid amount, to cover bank fees (except for the tuition fee, reference 34)	
43.	Accommodation in dormitories of POLITEHNICA Bucharest**	

*) It does not apply to citizens of the member states of the European Union, citizens of the states belonging to the European Economic Area and the Swiss Confederation, British citizens and members of their families, as beneficiaries of the Agreement on the withdrawal of the United Kingdom of Great Britain and Northern Ireland from the European Union and from European Atomic Energy Community 2019/C 384 I/01, to Romanian candidates from everywhere, to incoming free-moving students from the EU/EEA/Swiss Confederation, as well as to non-EU citizens who represent special cases with the approval of the EM, who have acquired refugee status or subsidiary protection as well as the stateless persons whose stay on the territory of Romania is lawfully recognized.



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The tuition fee for the Preparatory year of the Romanian language for all citizens of the EU, the Swiss Confederation and the EEA, for Romanian candidates from everywhere, admitted to fee study programs and for foreign citizens - family members of Romanian citizens, as well as foreigners with a right of long term residence on the territory of the member states of the European Union, it will be paid in lei (CPL), in the amount of the university studies fee (for the 1st cycle license) for Romanian citizens, approved by the decision of POLITEHNICA Bucharest's Senate.
**) It is established annually at the level of the Board of Administration of POLITEHNICA Bucharest.