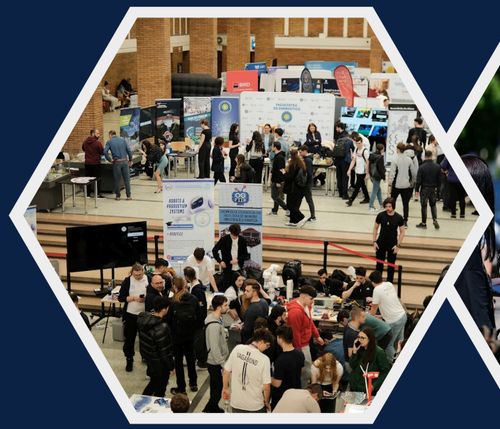
# POLITEHNICA BUCHAREST

## APPLICATION GUIDE







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# ABOUT US

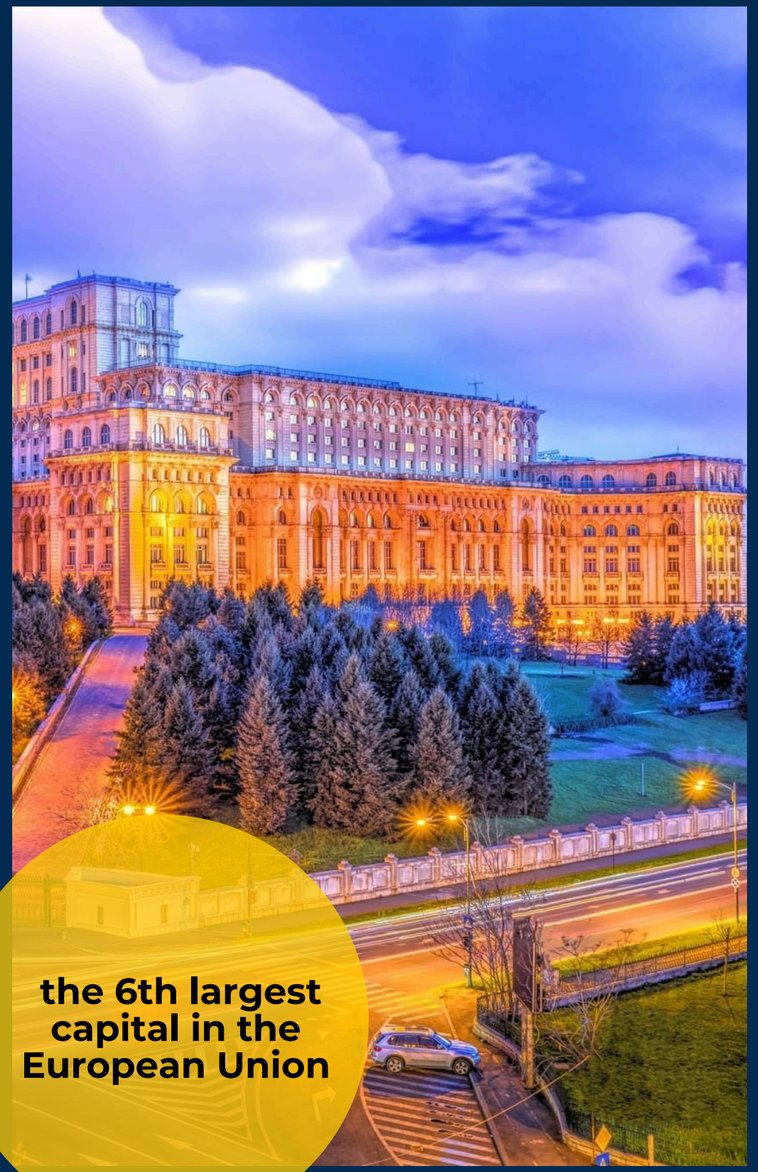
Welcome to POLITEHNICA Bucharest! This guide is designed to assist you, a prospective international student, in successfully navigating the university admission process. We are excited to have you consider joining our diverse and vibrant academic community.

We offer a broad range of undergraduate and graduate programs across various disciplines (408 bachelor and master programs, 67 of which are taught in English, French and German), ensuring students have opportunities for interdisciplinary learning and the acquisition of versatile skills.

Our academic community includes over 40,000 students enrolled in 21 faculties, with access to more than 46 research centers across two campuses in Bucharest and Pitești.

With internship agreements spanning over 1,000 companies and 2,000 research projects completed in the last six years—1,200 national, 400 international, and 400 industry collaborations—our impact in academia and industry continues to grow.





the 6th largest capital in the European Union

## BUCHAREST CAMPUS

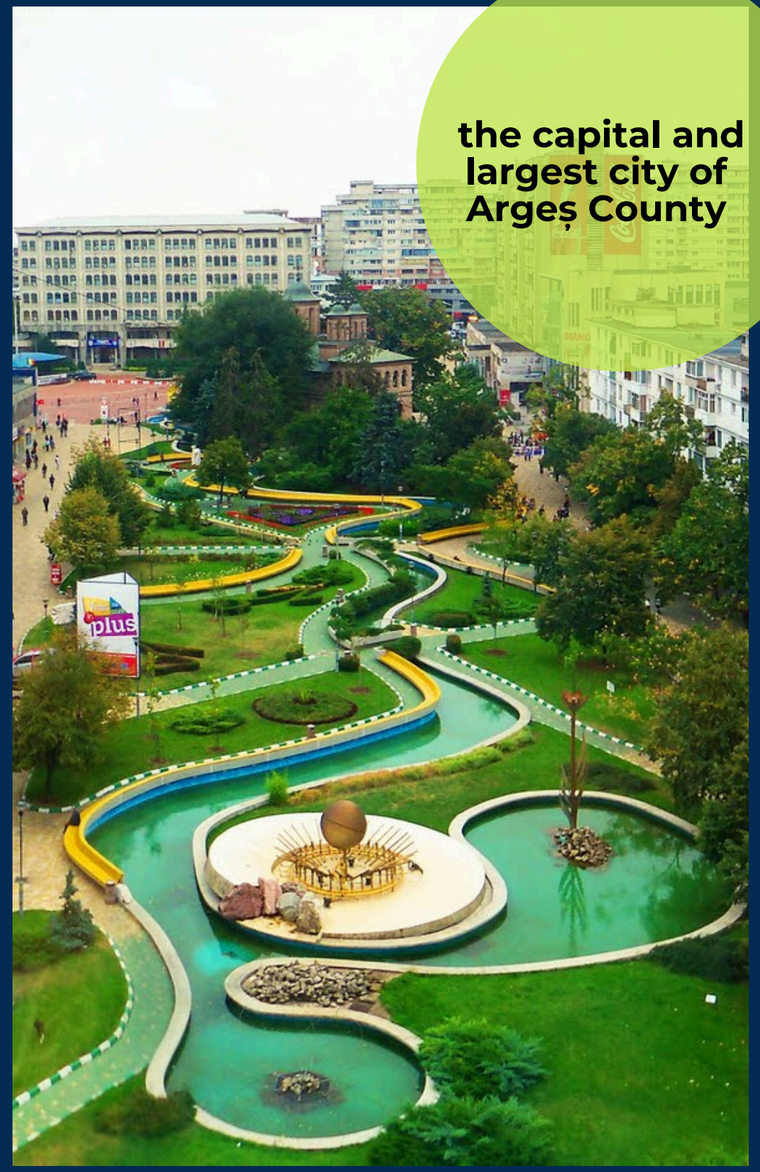
Bucharest is also known as "the Little Paris". The city's rich cultural diversity is evident in its eclectic architectural styles, which range from Baroque and Neoclassical to Art Nouveau.
Bucharest Campus encompasses a wide range of academic offerings, allowing students to study in 15 faculties and acquire valuable skills and knowledge in their fields of interest.

DISCOVER BUCHAREST

## PITEȘTI CAMPUS

The capital and largest city of Argeș County, Pitești is located 117 km from Bucharest and serves as a significant commercial and industrial hub.
With its rich cultural heritage and vibrant urban atmosphere, Pitești offers visitors a unique blend of modern amenities and traditional charm.

DISCOVER PITESTI




the capital and largest city of Argeș County

# FACULTIES

## BUCHAREST CAMPUS

- Faculty of Electrical Engineering
- Faculty of Energy Engineering
- Faculty of Computers and Automatics
- Faculty of Electronics, Telecommunications and Information Technology
- Faculty of Medical Engineering
- Faculty of Mechanical Engineering and Mechatronics
- Faculty of Industrial Engineering and Robotics
- Faculty of Biotechnical Systems Engineering
- Faculty of Transports
- Faculty of Aerospace Engineering
- Faculty of Material Science and Engineering
- Faculty of Chemical Engineering and Biotechnologies
- Faculty of Engineering in Foreign Languages
- Faculty of Applied Sciences
- Faculty of Entrepreneurship, Business Engineering and Management

## PITEȘTI CAMPUS

- Faculty of Science, Physical Education and Informatics
- Faculty of Mechanics and Technology
- Faculty of Electronics, Communications and Computers
- Faculty of Education, Social Sciences and Psychology
- Faculty of Economics and Law
- Faculty of Theology, Philology, History and Arts



# ROMANIAN LANGUAGE PREPARATORY YEAR

The Romanian language preparatory year serves as a bridge for international students, enabling them to thrive in a Romanian-speaking academic environment. It not only enhances language skills but also facilitates cultural adaptation and academic success.

Join our intensive 2-semester program (9 months) and immerse yourself in our language and culture, developing proficiency and confidence.

## BENEFITS:

**Cultural Immersion:** Exposure to Romanian culture, fostering a deeper understanding and appreciation.

**Academic Readiness:** Better prepared to tackle the linguistic challenges of academic studies conducted in Romanian.

**Community Integration:** Enhanced ability to engage with the local community and participate in extracurricular activities.



APPLY NOW



# APPLICATION PROCESS

## 1. ELIGIBILITY CRITERIA

It's important for international students to carefully review the specific admission requirements of the university and program to which they are applying, as these can vary significantly.

### Overview of admission requirements:

- Documents to confirm the citizenship of a European Union third-state
- For Bachelor Programs* - Baccalaureate diploma or its equivalent ***(check if your high school diploma is recognized in Annex 1 of the Admission Methodology)***;
- For Master Programs** – Undergraduate diploma or its equivalent;
- For PhD Programs - Master diploma or its equivalent;
- For study programs in which the teaching process is conducted in Romanian, a language proficiency certificate at the minimum B1 level or graduation of the Romanian Language Preparatory Year.

  *We advise you to contact the university's International Students Office for further guidance and clarification if needed.*

**** The Baccalaureate/High School Graduation Diploma required for the Bachelor programs must not exceed 5 years prior to the submission of the application file***

***** The Bachelor Diploma required for the Master programs must not exceed 5 years prior to the submission of the application file***

# REQUIRED DOCUMENTS

## 2. APPLICATION AND REQUIRED DOCUMENTS

Application of non-EU students to POLITEHNICA Bucharest is made through the Apply platform. This involves various steps including the submission of application forms, uploading required documents, and providing necessary information for admission. The online registration system facilitates a more accessible and streamlined process for international students who wish to apply and join our academic programs.

***WHEN TO APPLY? BETWEEN FEBRUARY - JULY***

### How should your documents be uploaded:

- Scanned documents in PDF format
- Clearly label each file with your name and the type of document (e.g., John_Doe_Transcript.pdf). This helps in organizing and processing your application.

*Citizens with dual citizenship, including the Romanian one, must follow the admission procedure dedicated to Romanian citizens organized by the POLITEHNICA Bucharest faculties. They will be enrolled to studies as Romanian citizens, according to the current law.*

**APPLY HERE**

# REQUIRED DOCUMENTS

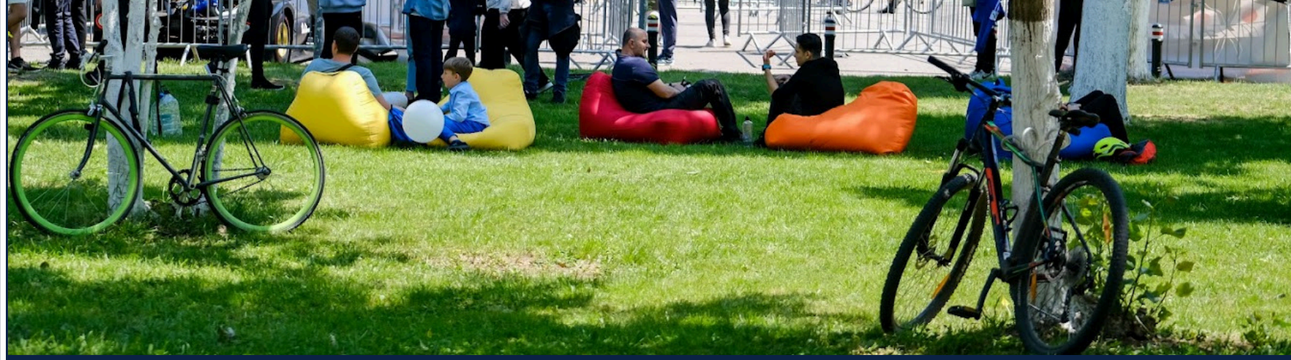


## Bachelor Studies

- ✓ Application form;
- ✓ Statement of documents authenticity;
- ✓ Consent for processing personal data;
- ✓ Declaration of commitment to pay the tuition fee;
- ✓ Copy of the legalized birth certificate, and legalized translation if the original is not issued in Romanian, English or French;
- ✓ National Identity Card or any other document proving the permanent residence (home address);
- ✓ Copy of the passport (must be valid minimum another 6 months after you applied);
- ✓ Copy of the legalized high school diploma or equivalent and legalized translation (at the relevant authorities in the issuing country);
- ✓ Copies of the legalized transcript of records for high school diploma, and legalized translation if the original is not issued in Romanian, English or French;
- ✓ Copy of the legalized certificate of passing the high school baccalaureate (for current-year graduates), and legalized translation if the original is not issued in Romanian, English or French;
- ✓ Certificate of completion of the Preparatory Year of Romanian Language or a certificate (TOEFL, IELTS, Cambridge, DELF TCF, GOETHE) attesting their knowledge of Romanian / English / French / German language with a minimum B1;
- ✓ Medical certificate (translated into a language widely spoken internationally) attesting the current health condition of the applicant and the potential antecedents regarding chronic affections. The medical certificate should contain information indicating the current health status;
- ✓ Power of attorney, if the application of the candidate is carried out by a representative and the passport of the representative.

## For Master Studies, you will also need:

- ✓ Copy of the legalized Bachelor's diploma or equivalent, and authenticated translation (at a public notary);
- ✓ Copies of the legalized transcripts of records for the Bachelor's diploma, and legalized translations if the originals are not issued in Romanian, English or French.



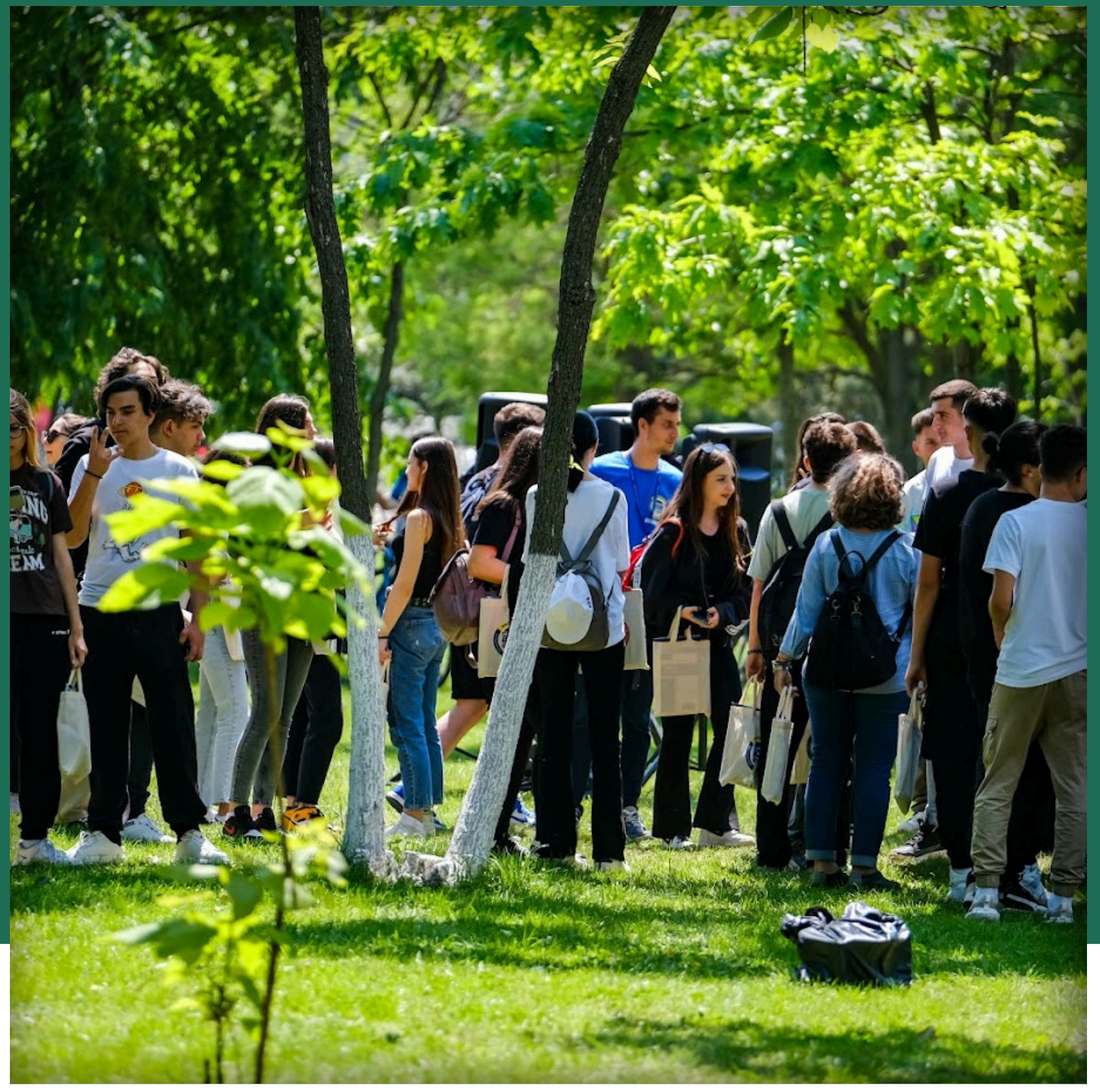
## PhD Studies

- ✓ Application form;
- ✓ Statement of documents authenticity;
- ✓ Consent for processing personal data;
- ✓ Declaration of commitment to pay the tuition fee (if that's the case);
- ✓ Copy of the legalized birth certificate, and legalized translation if the original is not issued in Romanian, English or French;
- ✓ National Identity Card or any other document proving the permanent residence (home address);
- ✓ Copy of the passport;
- ✓ Copy of the legalized high school diploma or equivalent and legalized translation (at the relevant authorities in the issuing country);
- ✓ Copy of the legalized Bachelor's diploma or equivalent, and authenticated translation (at a public notary);
- ✓ Copy of the legalized Master's diploma or equivalent, and authenticated translation (at a public notary);
- ✓ Copies of the legalized transcripts of records for high school diploma, Bachelor's diploma and Master's diploma, and legalized translations if the originals are not issued in Romanian, English or French;
- ✓ Certificate of completion of the Preparatory Year of Romanian Language or a certificate (TOEFL, IELTS, Cambridge, DELF, etc) attesting their knowledge of Romanian / English / French / German language with a minimum B1;
- ✓ Approval of the prospective supervisor/coordinator of the thesis (National University of Science and Technology POLITEHNICA Bucharest) does not automatically provide a thesis supervisor);
- ✓ Medical certificate (translated into a language widely spoken internationally) attesting the current health situation of the applicant and the potential antecedents regarding chronic affections. The medical certificate should contain information indicating the current health status;
- ✓ Power of attorney, if the application of the candidate is carried out by a representative and the passport of the representative (if that's the case).

## 3. OBTAINING THE LETTER OF ACCEPTANCE

Obtaining the letter of acceptance from POLITEHNICA Bucharest is essential for international students. These are the necessary steps to follow in order to receive it:

- Bucharest Campus and Pitești Campus will verify the applicants' files and ask for further information if necessary (check email);
- If your files are acceptable, we will submit them to the Romanian Ministry of Education (the minimum period for processing the application is 60 days);
- If the Ministry of Education approves your application, you will receive from us the official Letter of acceptance;
- Next step is to confirm the place within 20 days (September-October) by paying the tuition fees in advance for one year. *(Please check the Practical Guide for Non-EU students);*
- The Office for Non-EU admission will issue a document confirming the payment, necessary for completing the file for obtaining the study visa.



*****_Failure to pay the tuition fees will automatically result in the loss of places which will be filled in by the next candidate._

*****_Change of study field, extension/suspension of doctorate and re-enrolling request the approval of the Ministry of Education and a new letter of acceptance._

# DEPARTMENT OF INTERNATIONAL RELATIONS

## BUCHAREST CAMPUS

Splaiul Independentei 313
060042 Bucharest, Romania

- upb.ro
- international.upb.ro
- mfr.upb.ro
- apply.upb.ro
- mobility.upb.ro

- international@upb.ro
- internationalstudents@upb.ro

+40 214 029 872

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## PITEȘTI CAMPUS

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110040, Pitesti, Romania

- upit.ro
- apply.upb.ro
- mobility.upb.ro

- international@upit.ro
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# CONTACT US

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