



Methodology for accepting to studies and schooling foreign citizens from non-EU states, that are not part of the European Economic Space and from the Helvetic Confederation

I. GENERAL PROVISIONS

Acceptance to study and schooling of foreign citizens from European Union third states, within the University POLITEHNICA of Bucharest, is carried out in accordance with:

- OMECS 3473/05.04.2017, *Methodology of accepting to studies and schooling foreign citizens starting with school/academic year 2017 – 2018*, modified and completed by Order of the Ministry of Education and Research No. 4151/24.04.2020,
- provisions of Law of National Education No. 1/2011, with further modifications and completions,
- Law No. 288/2004 regarding the organization of academic studies, with further modifications and completions,
- provisions of the Government Emergency Ordinance No. 194/2002 regarding the regime of foreigners in Romania, with further modifications and completions, and of the Government Ordinance No. 22/2009 regarding the establishing of the minimal quantum of school fees, in foreign currency, of the citizens that study on their own expenses in Romania, from countries that are not European Union members, as well as from those that do not belong in the European Economic Space and the Helvetic Confederation, approved with modifications by Law No. 1/2010,
- provisions of the Government Decision No. 24/2020 regarding the organization and operation of the Ministry of Education and Research.

Art. 1. Foreign citizens are those persons that have the citizenship of a European Union third state, proven by having a valid passport.

Art. 2. Schooling of foreign citizens in University POLITEHNICA of Bucharest (UPB) is carried out in function of the number of places approved for foreign citizens by the UPB Senate, on places for studies with payment of schooling fees in foreign currency, on their own currency expense (CPV).

I. ADMISSION TO STUDY IN THE ROMANIAN LANGUAGE

Art. 3. For those study programs in which the tuition is carried out in the Romanian language, admission is conditioned by the acquisition of the necessary knowledge of Romanian. Foreign citizens can be enrolled in the preparatory year for the learning of Romanian, that takes 9 months, within the University POLITEHNICA of Bucharest, in accordance with the legal provisions regarding the organization and unfolding of the preparatory year of Romanian.

Art. 4. The following categories of candidates are exempted from the obligation of presenting the graduation diploma of the preparatory year of Romanian:

a) candidates that present Romanian study documents (diplomas and certificates) or study documents, study transcripts attesting at least 4 consecutive study years attended, in Romanian, in a school unit in the national education system of Romania;

b) candidates who, in view of enrolling in the higher education system, present certificates or linguistic competence certificates of the minimum level B1, according to the CEFR framework for foreign languages, released by the accredited higher education institutions in Romania that organize the preparatory year of Romanian for foreign citizens, by the lectorates of Romanian language, literature, culture and civilization in universities abroad/the Institute of the Romanian Language or by the Romanian Cultural Institute.

Art. 5. For the programs of study in which tuition is carried out in foreign languages, admission is conditioned by passing a linguistic proficiency test organized by UPB. There is an exemption from this test for the candidates who:

a) originate from countries where the state official language is the language in which the tuition takes place and who prove, with school documents, that they have attended classes in that language;

b) present a certificate of linguistic competence that is internationally recognized (for English - TOEFL, IELTS or Cambridge; for French - DELF; for German - Goethe).

II. ADMISSION TO BACHELOR LEVEL ACADEMIC STUDY

Art. 6. Foreign citizens can accede to academic studies at bachelor level in UPB if they fulfil in a cumulative manner the following conditions:

a) they have documents to confirm citizenship of a European union third state;

b) they are graduates with baccalaureate diploma or its equivalent, according to the list in Annex I, an integral part of this Methodology. For graduates of the current school year only official attestation documents replacing diplomas can be accepted, and that comprise the results that will be included in the future diploma

Art. 7. The candidature file of the foreign citizens mentioned under art. 6 comprises the following:

a) birth certificate – copy and certified translation;

b) copy of the document confirming the stable residence abroad;

c) copy of the passport;

d) application for the issuance of the letter of acceptance to studies, included in Annex II, which is an integral part of this methodology, filled in for all rubrics;

e) copy and certified translation of the baccalaureate diploma or its equivalent, authenticated by the competent authorities in the issuing country. For the study programs within UPB, it is compulsory to have studied minimum 2 specialty disciplines (mathematics, informatics, statistics, physics, chemistry, economics or technology);

f) copy and certified translation of the attestation document for the passing of the baccalaureate examination for the current year's graduates;

g) transcripts of grades – copies and certified translations, for the completed studies;

h) certificate of graduation of the preparatory year of Romanian or linguistic competence certificate, as appropriate;

i) health certificate, in a language of international circulation, to attest the fact that the person that is going to enrol for study does not suffer from infectious diseases or of other diseases that are not compatible with the future profession. The health certificate must comprise information that show the current health condition of the owner and, possibly, personal antecedents as to chronic diseases and SARS-COV2, respectively;

j) declaration regarding processing of personal data for the enrolment process (Annex V)

k) declaration engagement for payment of study tax (Annex VI).

Art. 8. The procedure of admission of the candidates mentioned under art. 6 unfolds as follows:

a) files are sent to University POLITEHNICA of Bucharest, as scanned copy, to the email address internationalstudents@upb.ro , starting 15.05.2020 and up to 31.08.2020;

b) University POLITEHNICA of Bucharest evaluates the file, 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 persons proposed for releasing the letter of acceptance to studies;

c) the list of candidates will be sent online to the Ministry of Education and Research, according to the electronic template;

d) the list will be accompanied by a scanned copy of the candidate's file according to art.7;

e) the number of files transmitted will have to correspond to the maximum number of students that can be accepted for schooling, according to regulations in effect;

f) after analyzing the file, the Ministry of Education and Research issues the letter of acceptance;

g) the Ministry of Education and Research transmits to the University POLITEHNICA of Bucharest the letters of acceptance to studies and, as appropriate, to the diplomatic missions, both on paper and electronically;

h) Incomplete files shall not be processed, and they shall be declared as rejected. In the case of files completion, UPB shall restart the stages described in the admission procedure, in view of their processing by the Ministry of Education and Research.

Art. 9. The foreign citizens who had partial studies in another state can continue their studies within UPB, at academic studies - bachelor level, if they meet in a cumulative manner the following conditions:

a) they have documents attesting their citizenship of a European Union third state;

b) they are graduates with baccalaureate diploma or its equivalent, according to Annex 1;

c) they were enrolled in a higher education institution recognized by the respective state authorities;

d) they possess partial study transcripts and the syllabus pertinent to the studies they attended;

e) they have UPB acceptance to study within the university.

Continuation of studies within UPB can be done after the first year and up to the end of the last but one year of study, at the same specialization, with observance of the provisions under art. 8 let. e). Continuing the studies within the university is conditioned by obtaining the letter of acceptance to studies.

Art. 10. The candidature file of the foreign citizens mentioned under art. 9 comprises the following:

- a) birth certificate – copy and certified translation;
- b) copy of the document confirming the stable residence abroad;
- c) copy of the passport;
- d) application for the issuance of the letter of acceptance to studies, included in Annex II, filled in for all rubrics;
- e) copy and certified translation of the baccalaureate diploma or its equivalent, authenticated by the competent authorities in the issuing country; for the study programs within UPB, it is compulsory to have studied minimum 2 specialty disciplines (mathematics, informatics, statistics, physics, chemistry, economics or technology);
- f) study transcripts and the syllabus – copies and certified translation, for the studies done;
- g) official certificate from which the grading system applied in the institution where they studied results, its equivalent for the European System of Transferable credits (the ECTS system) and its certified translation, as appropriate;
- h) certificate of graduation of the preparatory year of Romanian or linguistic competence certificate, as appropriate, according to articles 5 and 6;
- i) health certificate, in a language of international circulation, to attest the fact that the person that is going to enrol for study does not suffer from infectious diseases or of other diseases that are not compatible with the future profession. The health certificate must comprise information that show the current health condition of the owner and, possibly, personal antecedents as to chronic diseases and SARS-COV2, respectively;
- j) the minutes from the commission of equivalence/acceptance of the studies, from which it should be made clear what year of study the candidates can be enrolled in and possible equivalence examinations they may have to sit for, established by UPB, by comparing the syllabi and curricula;
- k) declaration regarding processing of personal data for the enrolment process (Annex V)
- l) declaration engagement for payment of study tax (Annex VI). The obligation to verify the authenticity of the documents presented is incumbent on UPB, by direct correspondence with the educational institutions that issued the study documents.

Art. 11. The admission procedure applied to candidates mentioned under art. 9 is carried out as follows:

- a) files are sent to University POLITEHNICA of Bucharest, as scanned copy, to the email address internationalstudents@upb.ro , starting 15.05.2020 and up to 31.08.2020;
- b) University POLITEHNICA of Bucharest evaluates the file, 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 persons proposed for releasing the letter of acceptance to studies;
- c) the list of candidates will be sent online to the Ministry of Education and Research, according to the electronic template;
- d) the list will be accompanied by a scanned copy of the candidate's file according to art.7;

- e) the number of files transmitted will have to correspond to the maximum number of students that can be accepted for schooling, according to regulations in effect;
- f) after analyzing the file, the Ministry of Education and Research issues the letter of acceptance;
- g) the Ministry of Education and Research transmits to the University POLITEHNICA of Bucharest the letters of acceptance to studies and, as appropriate, to the diplomatic missions, both on paper and electronically;
- h) Incomplete files shall not be processed, and they shall be declared as rejected. In the case of files completion, UPB shall restart the stages described in the admission procedure, in view of their processing by the Ministry of Education and Research.

III. ADMISSION TO MASTER LEVEL ACADEMIC STUDIES

Art. 12. Foreign citizens can accede to master studies at bachelor level in UPB if they fulfil in a cumulative manner the following conditions:

- a) they have documents to confirm citizenship of a European union third state;
- b) they are graduates with bachelor level diploma or its equivalent.

Art. 13. The candidature file of the foreign citizens mentioned under art. 12 comprises the following:

- a) birth certificate – copy and certified translation;
- b) copy of the document confirming the stable residence abroad;
- c) copy of the passport;
- d) application for the issuance of the letter of acceptance to studies, included in Annex II, filled in for all rubrics;
- e) copy and certified translation of baccalaureate or its equivalent, authenticated by competent authorities of the issuing country;
- f) copy and certified translation of bachelor level diploma or its equivalent, authenticated by competent authorities of the issuing country;
- g) grading transcripts/supplements to diploma – copies and certified translations, for the studies done (high school and university);
- h) certificate of graduation of the preparatory year of Romanian or linguistic competence certificate, as appropriate, according to articles 3 and 4;
- i) health certificate, in a language of international circulation, to attest the fact that the person that is going to enrol for study does not suffer from infectious diseases or of other diseases that are not compatible with the future profession. The health certificate must comprise information that show the current health condition of the owner and, possibly, personal antecedents as to chronic diseases and SARS-COV2, respectively;
- j) declaration regarding processing of personal data for the enrolment process (Annex V);
- k) declaration engagement for payment of study tax (Annex VI).

Art. 14. The admission procedure applied to candidates mentioned under art. 12 is carried out as follows:

- a) files are sent to University POLITEHNICA of Bucharest, as scanned copy, to the email address internationalstudents@upb.ro , starting 15.05.2020 and up to 31.08.2020;
- b) University POLITEHNICA of Bucharest evaluates the file, in accordance with the legal regulations in effect, and communicates to the General Direction of International Relations and European Affairs within the Ministry of Education and Research the list of the persons proposed for releasing the letter of acceptance to studies;
- c) the list of candidates will be sent online to the Ministry of Education and Research, according to the electronic template;
- d) the list will be accompanied by a scanned copy of the candidate's file according to art.13;
- e) the number of files transmitted will have to correspond to the maximum number of students that can be accepted for schooling, according to regulations in effect;
- f) after analyzing the file, the Ministry of Education and Research issues the letter of acceptance;
- g) the Ministry of Education and Research transmits to the University POLITEHNICA of Bucharest the letters of acceptance to studies and, as appropriate, to the diplomatic missions, both on paper and electronically;
- h) incomplete files shall not be processed, and they shall be declared as rejected. In the case of files completion, UPB shall restart the stages described in the admission procedure, in view of their processing by the Ministry of Education and Research.

IV. ADMISSION TO DOCTORAL ACADEMIC STUDIES

Art. 15. Foreign citizens can accede to master studies at doctoral level in UPB if they fulfil in a cumulative manner the following conditions:

- a) they have documents to confirm citizenship of a European union third state;
- b) they are graduates with master level diploma or its equivalent.

Art. 16. The candidature file of the foreign citizens mentioned under art. 15 comprises the following:

- a) birth certificate – copy and certified translation;
- b) copy of the document confirming the stable residence abroad;
- c) copy of the passport;
- d) application for the issuance of the letter of acceptance to studies, included in Annex 2, filled in for all rubrics;
- e) copy and certified translation of baccalaureate or its equivalent, authenticated by competent authorities of the issuing country;
- f) copy and certified translation of bachelor level diploma or its equivalent, authenticated by competent authorities of the issuing country;
- g) copy and certified translation of master level diploma or its equivalent, authenticated by competent authorities of the issuing country;

- h) copy and certified translation of master level diploma or its equivalent, for the graduates of the current year;
- i) grading transcripts/supplements to diploma – copies and certified translations, for the studies done (high school, bachelor and master);
- j) certificate of graduation of the preparatory year of Romanian or linguistic competence certificate, as appropriate, according to articles 3 and 4;
- k) acceptance from the supervising professor;
- l) health certificate, in a language of international circulation, to attest the fact that the person that is going to enrol for study does not suffer from infectious diseases or of other diseases that are not compatible with the future profession;
- m) declaration regarding processing of personal data for the enrolment process (Annex V);
- n) declaration regarding commitment to pay the studies fee (Annex VI);

Art. 17. The admission procedure applied to candidates mentioned under art. 15 is carried out as follows:

- a) files are sent to University POLITEHNICA of Bucharest, as scanned copy, to the email address internationalstudents@upb.ro , starting 15.05.2020 and up to 31.08.2020;
- b) the admission is carried out for the approved domain of doctoral academic studies, in accordance with the legal provisions in effect;
- c) UPB transmits online to the General Direction of International Relations and European Affairs (DGRIAE) within the Ministry of Education and Research the list of the persons proposed for release of the letter of acceptance to doctoral studies, in accordance with the calendar of the admission to doctoral academic studies, according to the electronic template;
- d) the list will be accompanied by a scanned copy of the candidate's file according to art.16;
- e) after analyzing the file, the Ministry of Education and Research issues the letter of acceptance;
- f) the Ministry of Education and Research transmits to the University POLITEHNICA of Bucharest the letters of acceptance to studies and, as appropriate, to the diplomatic missions, both on paper and electronically;
- g) incomplete files shall not be processed, and they shall be declared as rejected. In the case of files completion, UPB shall restart the stages described in the admission procedure, in view of their processing by the Ministry of Education and Research.

Art. 18. The duration of the doctoral academic studies program is of 3 years, with the possibility of extension by 2 years, and it ends with the public defence of the doctoral thesis and acquiring of the title of doctor.

V. FINAL INTERNAL ACADEMIC MOBILITY

Art. 19. The final internal academic mobility is implemented in accordance with the Order of the Minister of National Education and of the Minister Delegate for Higher Education, Scientific Research and Technological Development No. 651/2014 for the approval of the Methodology regarding the students' academic mobility, with the acceptance of UPB, of the institution of provenance, and of that institution receiving, respectively, and with the approval of the Ministry of Education and Research, by releasing of a new letter of acceptance to studies.

The final internal academic mobility is achieved only after the conclusion of one year of studies, after fulfilling of all requirements included in the tuition program. 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. 20. The final internal academic mobility file shall include the following:

- a) birth certificate – copy and certified translation;
- b) copy of the document confirming the stable residence abroad;
- c) copy of the passport;
- d) copy of the residence permit in Romania;
- e) application for the issuance of the letter of acceptance to studies, included in Annex 2, filled in for all rubrics;
- f) copy and certified translation of the documents attesting graduation from studies, as appropriate (high school diploma, bachelor diploma, master diploma);
- g) grading transcripts/supplements to diploma – copies and certified translations, for the studies done, as appropriate (high school, bachelor and master) and the grading transcripts/academic records of the studies for which final internal academic mobility is requested – certified true copies;
- h) certificate of graduation of the preparatory year of Romanian or linguistic competence certificate, as appropriate, according to articles 3 and 4;
- i) health certificate, in a language of international circulation, to attest the fact that the person that is going to enrol for study does not suffer from infectious diseases or of other diseases that are not compatible with the future profession. The health certificate must comprise information that show the current health condition of the owner and, possibly, personal antecedents as to chronic diseases and SARS-COV2, respectively;
- j) declaration regarding processing of personal data for the enrolment process (Annex V);
- k) declaration regarding the commitment to pay the studies fee (Annex VI);
- l) the minutes from the commission of equivalence/acceptance of the studies, from which it should be made clear what year of study the candidates can be enrolled in and possible equivalence examinations they may have to sit for, established by UPB, by comparing the syllabi and curricula or the research projects, as appropriate;

The obligation to verify the authenticity of the documents presented is incumbent on UPB, by direct correspondence with the educational institutions that issued the study documents.

VI. MATRICULATION FOR STUDIES

Art. 21. Matriculation for academic studies is conditioned by the passing of the admission contest and obtaining of the letter of acceptance to studies released by the Ministry of Education and Research.

Art. 22. Matriculation of foreign citizens at all cycles of academic studies can be carried out after the Rector's approval, up to, at the latest, the last day of the first semester of the academic year for which the Letter of acceptance was issued.

Art. 23. Upon matriculation, the candidates shall present the studies and identity documents in the candidature files, in the original, as well as copies and certified translations, in

Romanian or in French or in English, together with the letter of acceptance to studies in the original and the passport with valid visa for the purpose of “Studies”. The original studies documents issued in states that are parties in the Convention of Hague Apostille shall be legalised by the competent authorities in the issuing countries with the Hague Apostille. The original documents of studies issued in states that are not parties in the Convention of Hague Apostille shall be extra legalised by the Ministry of Foreign Affairs in the issuing country and by the embassy/consular office of Romania in the issuing country.

Art. 24. Upon matriculation, UPB shall register in the school documents the integral name of the foreign citizens, according to the data in the birth certificate. The same name shall be also registered in the documents released upon the end of the studies (diploma and supplement to diploma).

Art. 25. UPB has the obligation to conclude studies contracts between the matriculated students and the university Rector, in accordance with the legal provisions in effect.

Art. 26. After matriculation, the foreign citizens are registered in the matriculation register under a unique number, valid over the entire schooling period at the specialization/study program for which they were admitted.

VII. FINAL DISPOSITIONS

Art. 27. The school fees quantum for foreign citizens in third states is mentioned in Annex 4 to this Methodology, according to the Government Ordinance No. 22/2009 regarding the setting of minimal quantum of schooling fees, in currency, of the citizens who study on their own account in Romania, coming from states that are not members of the European Union, as well as from those that do not belong to the European Economic Space and the Helvetic Confederation, approved by Law No.1/2010, with the further modifications and completions.

Art. 28. UPB shall transmit to MEC the places at the disposal of foreign citizens from EU third states, which falls within the maximum number of students that can be schooled, in accordance with the regulations in effect.

Art. 29. The foreign citizens who obtain the Romanian citizenship can occupy a place financed from the state budget or in tax regime, at the quantum set by the UPB Senate for the Romanian citizens, on condition they pass the admission contest organized in a legally set session, in accordance with the UPB own regulations.

Art. 30. The letter of acceptance is valid only for the higher education institution for which it was issued, starting with the academic year for which it was issued and for the respective academic cycle. Any change in the academic course, that runs against the mention in the initial letter of acceptance, shall be regulated, upon UPB request, by the issuing by MEC of a new letter of acceptance.

Art. 31. Matriculation for studies, academic mobility, whether temporary or final, the change of the study domain and re-matriculation are done only upon approval of MEC.

Art. 32. The foreign citizens have the following obligations:

- a) to respect the Constitution of Romania and the Romanian state laws;
- b) to respect the provisions in the UPB Charter;
- c) to respect the UPB own regulations and methodologies;
- d) to respect the provisions in this methodology and of the studies contract.

Art. 33. Annexes I-VI are an integral part of this methodology.

Art. 34. The Department of International Relations, by means of the Foreign Students Management Service, shall put into effect the provisions of this methodology.

Mihnea COSTOIU
Rector
President of the Board of Administration

**LIST OF HIGH SCHOOL DIPLOMAS ACKNOWLEDGED BY THE MINISTRY OF
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COMPULSORY CONDITIONS**

Country	Diploma
Afghanistan	Baccalaureate Certificate/12 Grade Graduation Certificate minimum 2 disciplines *
Albania	Deftese Pjekurie (Maturity Certificate) minimum 2 disciplines *
Algeria	Diplôme de Bachelier de l'enseignement secondaire general + Releve de notes du baccalaureat, minimum 11/20 and minimum 2 disciplines*
Republic of South Africa	National Senior Certificate final score minimum 60% and minimum 2 disciplines *
Angola	Certificado de Ensino Medio / Certificado de Estudios Pre-Universitarios / Habilitações minimum 2 disciplines *
Argentina	Bachiller/Bachillerato minimum 2 disciplines*
Armenia	From 2018: Atestat mijnakarg (Iriv) andhanur krtutyany Before 2018: Attestat/Certificate of maturity "Hasunutian Vkaikakan"/ Atestat midzinakarg krtoitjan , minimum 2 disciplines*
Saudi Arabia	General Secondary Education Certificate (Shahadat Al-Thanawiyah) final score minimum 60% and minimum 2 disciplines*
Australia, Capital Territory	ACT Year 12 Certificate minimum 2 disciplines*
Australia, New South Wales	Higher School Certificate + Examination with Results Notice minimum 11 units
Australia, Queensland	Queensland Senior Certificate/ Queensland Certificate of Education minimum 2 disciplines*
Australia, South Australia	South Australian Certificate of Education minimum 2 disciplines*
Australia, Northern Territory	Northern Territory Certificate of Education minimum 2 disciplines*
Australia, Tasmania	Tasmanian Certificate of Education minimum 2 disciplines*
Australia, Western	Western Australian Certificate of Education minimum 2 disciplines*
Australia, Victoria	Victorian Certificate of Education minimum 2 disciplines*
Austria	Reifezeugnis/Reifeprüfungszeugnis/Reife-und Diplomprüfungszeugnis minimum 2 disciplines*
Azerbaijan	Orta Tahsil Haqqında Attestat / Orta mekteb attestati / Svidetel'stvo/o Srednem Obrazovanii minimum 2 disciplines*
Bahamas	Bahamas General Certificate of Education minimum 2 disciplines*
Bahrain	Tawjihiya (Secondary School Leaving Certificate) minimum final score 60% and minimum 2 disciplines*

European Bacalaureat	Diplôme du Baccalauréat Européen/Europeisk Baccalaureat Diploma minimum 2 disciplines*
International Bacalaureat	International Baccalaureate Diploma minimum 2 disciplines*
Bangladesh	Higher Secondary School Certificate/ Intermediate final score minimum 80% and minimum 2 disciplines*
Belarus	Atestat ab agul'naj sjarednjaj adukatsyi / Attestat o (Obschem) Srednem Obrazovanii minimum 2 disciplines*
Belgia	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 disciplines*
Benin	Diplôme de Bachelier de l' Enseignement Moyen Général (1984-1991)/ Diplôme de Bachelier de l' Enseignement de Second Degré (1991-)/ Baccalauréat de l'Enseignement Secondaire + relevé des notes Releve des notes minimum 2 disciplines*
Bhutan	Bhutan Higher Secondary Education Certificate (Class XII) / Indian School Certificate examination minimum 2 disciplines*
Bolivia	Diploma Bachiller en Humanidades minimum 2 disciplines*
Bosnia and Hertegovina	Diploma o polozenom završnom ispitu / Diploma o Završenoj Srednjoj Skoli / Matura / Svjedodžba o Završenoj Srednjoj Skoli (Secondary School Leaving Certificate) minimum 2 disciplines*
Botswana	Cambridge Higher Overseas School Certificate with GCE A Levels/Botswana General Certificate of Secondary Education minimum 2 disciplines*
Brazil	Diploma de Ensino Médio / Certificado de Conclusao do Ensino Medio Supletivo / Certificado de Conclusao de Segundo Grau minimum 2 disciplines*
Brunei Darussalam	Brunei Cambridge Advanced Level Certificate of Education / Brunei Matriculation Examination Certificate minimum 2 disciplines*
Bulgaria	Diploma za Sredno Obrazovanie minimum 2 disciplines*
Burkina Faso	Diplôme de Bachiller / Baccalauréat de l'Enseignement du Second Degré + Relevé des notes minimum 2 disciplines*
Burma (Myanmar)	Basic Education High School Examination/Standard X Examination (Matriculation) minimum 2 disciplines*
Burundi	Diplôme d'Etat / Diplôme des Humanités Générales / Certificat Homologue des Humanités Complètes minimum 2 disciplines*
Cambodia	Certificate of Upper Secondary Education /Senior High School Certificate /Attestation de Fin d'Etudes Secondaires de l'Enseignement General minimum 2 disciplines*
Camerun – British system	Cameroon GCE Ordinary Level Examinations + Cameroon GCE Advanced Level Examinations minimum 2 disciplines*
Camerun – French system	Baccalaureat de l'Enseignement Secondaire/ Baccalauréat Technique, Brevet de Technicien l'Enseignement Secondaire minimum 2 disciplines*, minimum 11/20
Canada, Alberta	Alberta High School Diploma/Advanced High School

	Diploma/General High School Diploma minimum 2 disciplines*
Canada, British Columbia	Secondary School Diploma /Senior Secondary Graduation Diploma (Dogwood Diploma) /Certificate of Graduation, minimum 2 disciplines*
Canada, Manitoba	High School Graduation Diploma /Final Secondary School Leaving Certificate minimum 2 disciplines*
Canada, New Brunswick	High School Graduation Diploma /Diplôme de Fin d'Etudes Secondaires minimum 2 disciplines*
Canada, Newfoundland and Labrador	High School Graduation Diploma minimum 2 disciplines*
Canada, North West Territories	NWT High School Diploma minimum 2 disciplines*
Canada, Nova Scotia	Nova Scotia High School Graduation Diploma /High School Completion Certificate minimum 2 disciplines*
Canada, Nunavut	High School Graduation Diploma /School Leaving Certificate minimum 2 disciplines*
Canada, Ontario	Ontario Secondary School Diploma (OSSD)/Secondary School Graduation Diploma (SSGD)/ Secondary School Honours Graduation Diploma (SSHGD) minimum 2 disciplines*
Canada, Prince Edward Island	High School Graduation Diploma minimum 2 disciplines*
Canada, Quebec	Diplôme d'Etudes Collégiales / Diploma of Collegial Studies minimum 2 disciplines*
Canada, Saskatchewan	Complete Grade 12 Standing /Division IV Standing (Record of High School Standing) minimum 2 disciplines*
Canada, Yukon	Yukon Secondary School Graduation Diploma minimum 2 disciplines*
Cape Verde	Ensino Secundario – 2 ° ciclo / Certificado de Habilitações Literarias minimum 2 disciplines*
Carribbean (Anguila/Antigua și Barbuda / Barbados/Belize/ Insulele Virgine Britanice/ Insulele Cayman / Dominica/Granada/Guiana/Jamaica/ Montserrat/St Kitts & St Nevis/ St Lucia / St Vicent & Grenadines / Trinidad &Tobago/Turks & Insulele Caicos)	Caribbean Secondary Education Certificate (CSEC) + Caribbean Advanced Proficiency Certificate (CAPE) – minimum 2 disciplines* A-level, minimum C
Czech Republic	Vysvědčení o maturitní zkoušce obținută la un Gimnaziium/ Vysvedceni o maturitni zkoušce (educație generală) de la Stredni odborná skola / Maturitn zkouška minimum 2 disciplines*
Chile	Licencia de Educacion media /Licencia de Enseñanza Media Humanístico/ Científica/ Técnico-Profesional or Artistica minimum 2 disciplines*
China	Senior Secondary School Examination minim 2 materii*
Chad	Baccalauréat/ Diplôme de Bachelier de l'Enseignement de Second Degré + Releve des notes minimum 2 disciplines*
Cyprus	Lise Diploması / Apolytirion minimum 2 disciplines*
Columbia	Diploma de Bachiller Academico/Comercial/Técnico + certificado notas minimum 2 disciplines*
Comore	Baccalauréat de l'Enseignement du Second Degré + Releve des notes minimum 2 disciplines*
Congo (Brazzaville)	Baccalauréat de l'Enseignement du Second Degré (Enseignement Général) + Releve des notes minimum 2 disciplines*, minimum 11/20

Congo (Zair)	Diplôme d'Etat d'Etudes secondaires du Cycle long/ Baccalauréat + Releve des notes minimum 2 disciplines* , minimum 11/20
Ivory Coast	Diplôme de Bachelier de l'Enseignement du Second Degré /Baccalaureat de l'Enseignement Secondaire+ Releve des notes minimum 2 disciplines*
Republic of Korea	Ibankye Kodung Hakkyo (General High School Diploma)/ Certificate of Graduation + Transcript minimum 2 disciplines*
People's Democratic Republic of Korea	Graduation Certificate of Senior Middle School minimum 2 disciplines*
Costa Rica	Bachillerato/Diploma Conclusión de Estudios de Educación Diversificada/Bachiller Educación Media + certificado notas minimum 2 disciplines*
Croatia	Svjedodžba o završnom ispitu / Svjedodžba (državnoj) o maturi / Maturatna svjedodžba / Svjedodžba o završenom srednjem obrazovanju minimum 2 disciplines*
Cuba	Diploma de Bachiller en Ciencias y Letras /Título de Bachiller (nivel medio superior de la Education General) - Certificado de Estudios Secundarias/Terminados minimum 2 disciplines*
Denmark	Højere Handelseksamen (HHX) / Højere Teknisk Eksamen (HTX) /Bevis for Højere Forberedelseksamen (HF)/Studentereksamensbevis (STX) minimum 2 disciplines*
Djibouti	Baccalaureat de l'Enseignement Secondaire + Releve des notes minimum 2 disciplines*
Dominican Republic	Diploma de Bachiller / Diploma de Conclusion de la Educacion Media / Certificacion (Pruebas Nacionales de Conclusion de la Educación Media) minimum 2 disciplines*
East Timor	Diplomas do Ensino Secundário minimum 2 disciplines*
Ecuador	Título de Bachiller Unico Integral / Diploma Bachiller en Arte/Ciencias/Técnico
Egypt	Thanaweya Am'ma (General Secondary Education Certificate) minimum scoring 60%, minimum 2 disciplines*
Hellenic Republic	Apolytirion (Secondary School Leaving Certificate) minimum 2 disciplines*
El Salvador	Diploma Bachiller General minimum 2 disciplines*
Helvetic Confederation	Certificat de Maturité / Maturity Certificate/ Maturitätszeugnis/ Maturitätsausweis / Baccalauréat minimum 2 disciplines*
United Arab Emirates	General Secondary Education Certificate (Shahadat Al-Tawjihya) minimum scoring 60%, minimum 2 disciplines*
Eritreea	Eritrean Secondary Education Certificate Examination (ESECE) minimum 2 disciplines*
Estonia	Gümnaasiumi lõputunnistus + Riigieksamitunnistus minimum 2 disciplines*
Eswatini (fost Swaziland)	Cambridge Overseas School Certificate (COSC) A level, minimum 2 disciplines*
Etiopia	Ethiopian General Secondary Education Certificate (junior secondary education) + Ethiopian Higher Education

	Entrance Examination Certificate minimum 2 examinations * passed with 50 points/ C/ Grade Point Average minimum 3
Feroe Islands	Gymnasialt miðnámsprógv/ Studentereksamen/ Højere handelseksamen (HHX)/ Højere teknisk eksamen (HTX)/ Højere forberedelseksamen (HF)/ Højere eksamen inden for fiskeri (HTX) minimum 2 disciplines*
Republic of Fiji Islands	Fiji School Leaving Certificate Examination / New Zealand School Certificate/ Fiji Seventh Form Examination Certificate minimum 3 disciplines*
Philippines	High School Diploma minimum 2 disciplines*
Finland	Ylioppilastutkintotodistus (Studentsexamensbetyg) minimum 2 disciplines*
France	Diplôme de baccalauréat général, Diplôme de baccalauréat technologique/Diplôme de Baccalauréat Professionnel/Diplôme de Baccalauréat de l'Enseignement du Second Degré minimum 2 disciplines*
Gabon	Baccalauréat + Relevé de notes minimum 2 disciplines* , minimum 11/20
Gambia	West African Examinations Council Senior Secondary School Leaving Certificate/West African Senior School Certificate Examination (WASSCE) minimum 3 disciplines* passed with C6
Georgia	Sashualo Skolis Atestati/Secondary School Leaving Certificate + transcript with all subjects and grades minimum 2 disciplines*
Germania	Zeugnis der Allgemeinen Hochschulreife (Abitur) minimum 2 disciplines*
Ghana	West African Senior Secondary School Certificate (WASSSCE) at least 6 disciplines out of which 2* passed at minimum C
Greece	Apolytirion (Secondary School Leaving Certificate) minimum 2 disciplines*
Guadalupe	Baccalauréat Deuxième Partiemimum 2 disciplines*
Guatemala	Diploma de Bachiller en Ciencias y Letras
Guinea (Conakry)	Baccalauréat Unique/ Baccalauréat 2eme Partie + Relevé de notes average scoring minimum 11/20, minimum 2 disciplines*
Guinea Bissau	Certificado de Conclusao do Ensino Secundario minimum 2 disciplines*
Haiti	Certificat de Fin d'Etudes Secondaires Classiques (Première + Deuxième Partie) /Diplôme d'Etudes Secondaires (Première + Deuxième Partie) (système traditionnel)/Baccalauréat/Diplôme d'Enseignement Secondaire (système réformé) minimum 2 disciplines*
Honduras	Bachillerato /Titulo de Bachiller en Ciencias y Letrasminimum 2 disciplines*
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 3 disciplines* A Level , minimum C
India	All India Senior School Certificate (AISSC) de la Central Board of Secondary Education (CBSE)/Indian School

	Certificate (ISC) de la Council for the Indian School Certificate (CISCE)/Higher Secondary Certificate (HSC)/Intermediate Certificate / Pre-University Certificate, + Statement of Marks final average scoring 60%, minimum 2 disciplines*
Indonesia	Surat Tanda Tamat Belajar Sekolah Menengah Unum/ IJAZAH Sekolah Menengah Atas (SMA)/ Madrasah Aliyah (MA)/ Certificate of Completion of Upper Secondary School minimum 2 disciplines*
Jordan	Tawjihi/ General Secondary Education Certificate/Vocational Secondary Education Certificate (excussively for the technical domain) average final scoring 60%, minimum 2 disciplines*
Iraq	Secondary School Certificate (Baccalauréat examination) / Certificate (Baccalauréat examination) / Preparatory Baccalauréat / Sixth Form Baccalauréat (Adadiyah) - average final scoring 70%, minimum 2 disciplines*
Iran	Diplom-e-Motavasete (High School Diploma) + Peeshdaneshgahe (Pre-University year) for the promotions previous to the year 2020 minimum 2 disciplines*
Ireland	Leaving Certificate (Ardeistmeireacht) at least 6 disciplines out of which 2* passed at advanced level (Higher level) C3
Iceland	Stúdentispróf (Matriculation Examination) minimum 2 disciplines*
Israel	Israil Te'udat Bagrut / Matriculation Certificate + Psychometric Entrance Test (PET) minimum 2 disciplines*
Italy	Diploma di superamento dell'esame di stato conclusivo dei corsi di studio di istruzione secondaria superiore /Diploma di Maturita minimum 2 disciplines*
Japan	Kotogakko Sotsugyo Shomeisho (High School Certificate of Graduation) minimum 2 disciplines*
Kazakhstan	Attestat (Certificate of Secondary Education) minimum 2 disciplines*
Kenya	Kenya Certificate of Secondary Education (KCSE) 3 disciplones passed at minimum C+, minimum 2 disciplines*
Kosovo	Diploma de finalizare a studiilor liceale (Matura/Diploma për kryerjen e shkollës së mesme te pergjithsme – gjimnazin) + Testi i Maturës Shtetërore minimum 2 disciplines*
Kuweit	Shahadat Al-Thanawiya-Al-A'ama (General Secondary School Certificate)) average final scoring 60%, minimum 2 disciplines*
Kyrgystan	Attestat (Certificate of Secondary Education) minimum 2 disciplines*
Laos	Baccalauréat de l'Enseignement General + Releve des notes 3 disciplines*
Lesotho	Cambridge Overseas School Certificate 2 disciplines* „pass with credit”
Letonia	Atestāts par visparejo videjo izglitību (Certificate of Secondary Education) minimum 2 disciplines*
Lebanon	Baccalauréat général (Libanais), /Baccalauréat Technique, for continuing the studies in the same domain average finl

	scoring 60%/ minimum 11/20 minimum 2 disciplines*
Liberia	Senior School Certificate (SSC) / Senior High School Certificate (SHSC) released by West African Examination Council 3 disciplines* minimum „Good”
Libia	General Secondary Certificate punctaj final average scoring 60%, minimum 2 disciplines*
Liechtenstein	Maturazeugnis des Lichtensteinischen Gymnasiums minimum 2 disciplines*
Lituania	Brandos atestatas (Maturita-certificate) minimum 2 disciplines*
Luxemburg	Diplôme/Certificat de Fin d'Etudes secondaires/Diplôme de Fin d'Etudes Secondaires Techniques minimum 2 disciplines*
Macedonia de Nord	Svidetelstvo za zavreno sredno obrazovanie (Secondary School Leaving Certificate) minimum 2 disciplines*
Madagascar	Baccalauréat de l'Enseignement secondaire + Relevé des notes minimum 11/20, minimum 2 disciplines*
Malawi	Malawi School Certificate of Education minimum 2 disciplines*
Malaysia	Sijil Pelajaran Malaysia + Sijil Tinggi Persekolahan Malaysia/Matriculation Certificate minimum 2 disciplines*
Mali	Baccalaureat Malien – 2eme Partie + Relevé des notes minimum 11/20, minimum 2 disciplines*
Malta	Matriculation Certificate minimum 2 disciplines* minimum C
Morocco	Attestation/Diplome du Baccalauréat + Relevé des notes – minimum 11/20, minimum 2 disciplines*
Mauritania	Baccalauréat de l'Enseignement du Second Degré + Relevé des notes minimum 2 disciplines*
Mauritius	School Certificate / General Certificate of Education Ordinary Level + Higher School Certificate / General Certificate of Education Advanced Level 2 disciplines*, minimum C for A Level
Mexico	Diploma de Bachiller General minimum 2 disciplines*
Republica Moldova	Diploma de bacalaureat cu Tabelul de note generale minimum 2 disciplines*
Monaco	Baccalauréat de l'Enseignement Général + Releve des notes minimum 2 disciplines*
Mongolia	Gerchilgee Certificate of Secondary Education minimum 2 disciplines*
Mozambic	Certificado de Habilitações Literarias minimum 2 disciplines*
Muntenegro	Diploma o Završenoj Srednjoj Školi/Diploma o položnom završnom ispitu (Secondary School Leaving Certificate) minimum 2 disciplines*
Namibia	Namibia Senior Secondary Certificate (Higher and Ordinary level) / Higher International Secondary Certificate of Education (Higher and Ordinary level) 3 disciplines* at advanced level (Higher), minimum grade 3
Nepal	School Leaving Certificate + Higher Secondary Certificate final scoring 60%, 3 disciplines*
New Zealand	National Certificate of Educational Achievement Level 3 / University Entrance, Bursaries and Scholarships Examination / Sixth Form Certificate minimum 2

	disciplines*
Nicaragua	Bachillerato en Ciencias y Letras + Certificado notas minimum 2 disciplines*
Niger	Diplôme de Bachelier de l'Enseignement du Second Degré/ Baccalauréat + Releve des notes 3 disciplines*
Nigeria	Senior School Certificate 5 materii dintre care 3* promovate la nivel B3/ West African Senior School Certificate -5 disciplines out of which 3* passed with minimum 3/ NECO Senior School Certificate + code PIN, by displaying copies face/overleaf of the NECO Results Card/ WAEC Scratch Card
Norway	Vitnemål videregående opplæring (generell studiekompetanse) Eksamenskarakter minimum 2 disciplines*
Holland	Diploma Voorbereidend wetenschappelijk onderwijs minimum 2 disciplines*
Oman	Thanawiya Amma (General Certificate/ General Education Diploma) final scoring minimum 60%, minimum 2 disciplines*
Pakistan	Intermediate / Higher Secondary School Certificate (recognized by Inter Board Committee of Chairmen) final scoring minimum 80%, minimum 2 disciplines*
Palestine	Al-Tawjihi / Al-Injaz (General Secondary Education Certificate) released according to Egyptian or Jordanian curriculum, final scoring minimum 60%, minimum 2 disciplines*
Panama	Diploma Bachiller + certificado notas minimum 2 disciplines*
Papua NewGuinee	Higher School Certificate minimum 2 disciplines*
Paraguay	Diploma Bachiller + certificado notas minimum 2 disciplines*
Peru	Certificado Oficial de Estudios /Educación básica regular nivel de education secundaria + certificado notas minimum 2 disciplines*
Polonia	Świadectwo dojrzałości Liceum Ogólnokształcącego minimum 2 disciplines*
Portugal	Diploma de estudos /ensino secundários/Certidão de habilitações minimum 2 disciplines*
Puerto Rico	High School Diploma + transcript of studies minimum 2 disciplines*
Qatar	Al-Thanawiya Aama Qatari (Qatar General Secondary Education Certificate) final scoring minimum 60%, minimum 2 disciplines*
Russian Federation	Attestat minimum 2 disciplines*
United Kingdom of Great Britain and Northern Ireland	General Certificate of Secondary Education + General Certificate of Education minimum 2 A Level*
Wales	Welsh Baccalaureate / Advanced diploma minimum 2 A L*
Scotland	Scottish Certificate of Secondary Education/Scottish Qualifications Certificate 5 disciplines out of which 2* advanced Higher
Rwanda	Rwanda Advanced Certificate of Education/Diplôme de Fin d'Etudes secondaires /Certificat du Cycle Supérieur de l'Enseignement Secondaire / Diplôme d'Humanités

	Générales/ Advanced General Certificate of Secondary Education (eliberat de Rwanda Education Board) + Relevé des notes minimum 2 disciplines*
Samoa	Pacific Senior Secondary Certificate / Western Samoa School Certificate minimum 2 disciplines*
San Marino	Diploma di maturita minimum 2 disciplines*
Senegal	Diplôme de Baccalauréat /Diplôme de Baccalauréat de l'Enseignement Secondaire/ Diplôme de Bachelier de l'Enseignement de Second Degré + Relevé des notes – minimum 11/20, minimum 2 disciplines*
Serbia	Diploma/Uverenje o polozenom maturalnom ispitu / Diploma o stečenom srednem obrazovanju/ Diploma o Završenoj Srednjoj Školi minimum 2 disciplines*
Seychelles	General Certificate of Secondary Education / Cambridge Overseas Higher School Certificate minimum 2 disciplines*
Sierra Leone	West African Senior School Certificate Examination / General Certificate of Education (GCE) minimum 5 disciplines out of which 2 disciplines* passed at A-Level
Singapore	Cambridge General Certificate of Education Ordinary + Cambridge General Certificate of Education Advanced Level minimum 2 disciplines* A Level
Syria	Al Shahâda Al Thânawiyya al-Imma (General Secondary Education Certificate) / Baccalaureat final scoring minimum 60%, minimum 2 disciplines*
Slovakia	Vysvedcenie o maturitnej skuske (Gymnazium) minimum 2 disciplines*
Slovenia	Spricevalo o splosni maturi (Splosna Matura) minimum 2 disciplines*
Solomon Island	Pacific Senior Secondary Certificate / Solomon Island School Certificate minimum 2 disciplines*
Somalia	Shahaadada Dugsiga Dare (Secondary School Leaving Certificate)/Somaliland Certificate of Secondary Education Examination (issued by Somaliland National Examination and Certification Board, SLNECB minimum 2 disciplines*
Spain	Titulo de Bachiller (Baccalaureate) + Pruebas de Aptitud para el Acceso a la Universidad, calificación Apto minimum 2 disciplines*
Sri Lanka	Sri Lanka General Certificate of Education Ordinary Level 6 materii + Sri Lanka General Certificate of Education Advanced Level (A level) minimum 2 disciplines*
United States of America	High School Diploma/General Educational Development (GED) / High School Equivalency Diploma + Scholastic Aptitude Test (SAT) / Advanced Placement Test (APT) / American College Testing (ACT) minimum 2 disciplines*
Sudan	Sudanese School Certificate/ Sudanese Secondary School Certificate/Higher Secondary School Certificate final scoring minimum 60%, minimum 2 disciplines*
Sweden	Examensbevis Högskoleförberedande examen /Slutbetyg Fran Gymnasieskola minimum scoring 2350 credits, 2 disciplines*, level A, score VG
Surinam	Voorbereidend Wetenschappelijk Onderwijs minimum 2 disciplines*
International Schools	High school studies diplomas issued by private education

	institutions that unfold education activities corresponding to an educational system in another country than the country in which the respective institution operates and that are issued in accordance with the educational system adopted. Cumulative condition for international schools that operate in Romania: registering in the ARACIP Register, minimum 2 disciplines*
Taiwan	Senior High School Leaving Certificate minimum 2 disciplines*
Tajikistan	Attestat (Certificate of Secondary Education) minimum 2 disciplines*
Thailand	Certificate of Secondary Education/Certificate of Completion grade 12 / Matayom VI / Maw 6, minimum 2 disciplines*
Tanzania	Certificate of Secondary Education and Advanced Certificate of Secondary Education (ACSE) /National Form VI Examination Certificate / General Certificate of Secondary Education (O level) + National Form VI Examination Certificate / Advanced Certificate of Secondary Education 5 disciplines out of which 2* A level
Timorul de Est	Diplomas do Ensino Secundário minimum 2 disciplines*
Togo	Diplome de Bachelier de l'Enseignement du Troisième Degré/ Baccalaureat de l'Enseignement du Troisième Degré + Releve des notes minimum 2 disciplines*
Tonga	Tonga National Form Seven Certificate + Pacific Senior Certificate minimum 2 disciplines*
Tunisia	Baccalauréat / Diplôme de Bachilier de l'Enseignement secondaire + Relevé des notes final scoring minimum 11/20, minimum 2 disciplines*
Turkey	Lise Diplomasi – acces general / Teknik Lisesi Diplomasi – exclusive access to the technical domains /Associate degree – exclusive access to the same domain minimum 2 disciplines*
Turkmenistan	Attestat / Orta bilim hakynda Sahadatnama (Certificate of Secondary Education) minimum 2 disciplines*
Ukraine	Atestat (Certificate of Secondary Education) minimum 2 disciplines*
Uganda	Uganda Certificate of Education (UCE) + Uganda Advanced Certificate of Education 2 disciplines A L*, minimum C
Hungary	Gimnazium Érettségi Bizonyítvány minimum 2 disciplines*
Uruguay	Bachillerato Oficial / Bachillerato Tecnico + Certificado de estudios minimum 2 disciplines*
Uzbekistan	Attestat o srednem obrazovanii / Orta malumot togrisida shahodatnoma minimum 2 disciplines*
Vanuatu	Pacific Senior Secondary Certificate minimum 2 disciplines*
Vatican	Testimonio Maturitatis minimum 2 disciplines*
Venezuela	Título de Educación Media General /Título de Educación Media Técnica/ Título de Bachiller + Certificado notas minimum 2 disciplines*
Vietnam	Bang Tốt Nghiệp Phó Thông (Certificate of Secondary

	School Graduation) / Bang Tu Tai Hai (Baccalaureate II) minimum 2 disciplines*
Yemen	Al Thanawiya (General Secondary Education Certificate) final scoring minimum 60%, minimum 2 disciplines*
Zambia	Zambian School Certificate / Cambridge Overseas School Certificate minimum 5 disciplines out of which 2*, passed with grade 4
Zimbabwe	General Certificate of Education (GCE) Ordinary level + Zimbabwe General Certificate of Education at Advanced Level/Zimbabwe General Certificate of Education at Ordinary Level/General Certificate of Education (GCE) 2 disciplines*, minimum C

Abbreviations –

* Disciplines relevant for the domain for which registering is requested: mathematics, informatics, statistics, physics, chemistry, economics, technology.

MINISTERUL EDUCAȚIEI ȘI CERCETĂRII
 MINISTRY OF EDUCATION AND RESEARCH
 MINISTÈRE DE L'ÉDUCATION ET DE LA RECHERCHE

DIRECȚIA GENERALĂ RELAȚII INTERNAȚIONALE ȘI AFACERI EUROPENE
 GENERAL DIRECTION FOR INTERNATIONAL RELATIONS AND EUROPEAN AFFAIRS
 DIRECTION GÉNÉRALE DES RELATIONS INTERNATIONALES ET DES AFFAIRES EUROPÉENNES

28-30 G-ral Berthelot Street/12 Spiru Haret Street, 010168 Bucharest
 Tel. (+4021) 4056200; 4056300

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

(Se completează cu majuscule/ to be filled in with capital letters/ à compléter en majuscules)

1. NUMELE _____ PRENUMELE _____
 (SURNAME/NOMS) (GIVEN NAMES/PRENOMS)

2. NUMELE PURTATE
 ANTERIOR _____
 (PREVIOUS SURNAMES/NOMS ANTERIEURS)

3. LOCUL ȘI DATA NAȘTERII Țara _____ Localitatea _____ Data _____
 (DATE AND PLACE OF BIRTH/ (COUNTRY/PAYS) (PLACE/LIEU) (DATE/DATE) Z Z L
 L A A A A A
 DATE ET LIEU DE NAISSANCE (D D M
 M Y Y Y Y Y)

4. PRENUMELE
 PĂRINȚILOR _____
 (PARENTS GIVEN NAMES/PRENOMS DES PARENTS)

5. SEXUL (SEX/SEXE) : M F

6. STAREA CIVILĂ : CĂSĂTORIT(Ă) NECĂSĂTORIT(Ă) DIVORȚAT (Ă)
 VĂDUV(Ă)
 (CIVIL STATUS/ETAT CIVIL) (MARRIED/MARIE) (SINGLE/CELIBATAIRE) (DIVORCED/DIVORCE)
 (WIDOWER)/VEUV(VEUFE))

7. CETĂȚENIA (CETĂȚENIILE) ACTUALE _____ CETĂȚENII
 ANTERIOARE _____
 (ACTUAL CITIZENSHIP(S)/NATIONALITE(S) ACTUELE(S)) (PREVIOUS CITIZENSHIPS/NATIONALITES ANTERIEURES)

8. DOCUMENT DE CĂLĂTORIE : TIPUL _____ SERIE _____
 NR. _____
 (TRAVEL DOCUMENT/DOCUMENT DE VOYAGE) (TYPE/TYPE) (SERIE/SÉRIE) (NO/NO)

ELIBERAT DE ȚARA: _____ LA DATA
 VALABILITATE _____
 (COUNTRY ISSUED BY/ EMIS PAR PAYS) (DATE OF ISSUE/A) Z Z L L A A A A
 (VALIDITY/EXPIRANT LE)

9. DOMICILIUL PERMANENT ACTUAL : ȚARA _____
 LOCALITATEA _____
 (PERMANENT RESIDENCE/DOMICILE (COUNTRY/PAYS) (PLACE/LOCALITE)
 PERMANENT ACTUEL)

11. ADRESA COMPLETĂ UNDE POATE FI TRIMISĂ SCRISOAREA DE ACCEPTARE
(THE COMPLETE ADDRESS WHERE THE LETTER OF ACCEPTANCE CAN BE SENT TO YOU / L'ADRESSE COMPLÈTE OÙ ON PEUT ENVOYER LA LETTRE D'ACCEPTATION)

12. EMAIL/ COURRIEL:

13. MOTIVAȚIA DEPLASĂRII ÎN ROMÂNIA (PURPOSE OF VISIT/BUT DE SEJOUR)

STUDII (STUDIES /

ÉTUDES)

**I. Previous education / Études précédentes (Fill in all columns which are applicable to you/
Remplissez toutes les colonnes qui vous concernent)**

Certificate issued/ Certificat rețu	Country/ Pays	Name of School/ Nom du Lycée/université	Year of admission/ Year of graduation Année d'admission/Année d'obtention du diplôme

II. Studies applied for in Romania / Option d'études en Roumanie

Studies applied in Romania Option d'études en Roumanie	Branch /Speciality Domaine /Spécialité	High School/ University Lycée / Université	Language of instruction Langue d'enseignement	I apply for the Romanian language course (For YES you have to mention the University) Je désire suivre le cours préparatoire de langue Roumaine (Pour OUI il faut mentionner l'Université)	
				YES / OUI	NO / NON
Secondary, in the grade Pré-universitaire, classe					
Undergraduate Universitaire					
Master					
Postgraduate medical education/ Études médicales postuniversitaires					
Ph.D. Doctorat					

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

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

IV. Statement of the applicant / Déclaration du solliciteur

I oblige myself to observe the laws in force in Romania, the school and university rules, regulations and norms, as well as those for social life. / Je suis obligé de respecter les lois en vigueur en Roumanie, les normes et les réglementations des écoles et des universités, ainsi que les règles de cohabitation sociale.

I have taken note of the fact that school fees may change during the years of study and must be paid, in free currency, in advance for a period of at least 9 months for full time courses and at least 3 months for part time

courses. / J'ai pris note que la valeur des fees d'études peut être changée pendant l'année d'études et qu'il faut les payer, en devise étrangère, 9 mois en avance pour les cours complets et 3 mois en avance pour les cours partiels.

I am aware that any untrue information will lead to my disqualification. / Je comprends et j'accepte que toute information incorrecte ou fausse, toute omission vont entraîner ma disqualification.

V. Annex (authenticated copies and translations of the documents, in an internationally wide-spread language)

Annexes (photocopies et traductions légalisées des documents, dans une langue de circulation internationale)

1. The certificate of studies / Les certificats des études.
2. The birth certificate / L'acte de naissance.
3. Passport / Passeport
4. Medical certificate / Certificat médical.
5. The list of results of the completed study years (Academic Transcripts) for postgraduate studies applicants and for those wishing to continue studies begun in other countries / La liste complète des résultats des études pour chaque année, pour les sollicitateurs des études postuniversitaires et pour les étudiants qui désirent se transférer d'un autre pays.

On my arrival in Romania I should submit the original documents.

À mon arrivée en Roumanie je vais présenter tous les documents en original.

Date _____

Signature

**Scheduler of foreign citizens' admission on their own currency expenses
in the academic year 2020-2021**

Activities	Period	Complementary activities
Receiving of candidature files in online format	15.05.2020-31.08.2020	<ul style="list-style-type: none"> • Confirmation of receiving complete files; • Transmitting to candidates/delegates of the registering numbers of the candidature files; • Informing the candidates /delegates who did not send complete files.
Verifying the files	15.05.2020-31.08.2020	Completing the data basis with the files received online from the candidates
Transmitting of the templates and files in electronic format to the ministry	01.06.2020-10.09.2020	Electronic correspondence with the representatives of the General Direction of International Relations and European Affairs within the Ministry of Education and Research
Informing the candidates that have received the Letter of acceptance from the Ministry of Education and Research	01.07.2020-30.09.2020	Transmitting to the candidates via mail, courier or delegates of the Letters of acceptance in the original
Payment of school fees by the candidates	15.07.2020-15.10.2020	Signing of confirmation of admission ad reservation of places in the hostel for the candidates that request these documents
Verifying of school fees of the candidates in the bank statement	15.07.2020-01.12.2020	Transmitting of payment confirmations to the candidates in view of obtaining the study visa
Matriculation of the candidates	Semester I of the academic year 2020-2021	<ul style="list-style-type: none"> • Verifying the physical file; • Approving of the matriculation application by the Rector; • Transmitting the file to the faculty.

List of fees for foreign students from non-EU states

Crt. No.	Fee Denomination	Amount (Euro)
1	Fee of schooling for bachelor level studies	2430/academic year (9 months)
2	Fee of schooling for master level studies	2430/academic year (9 months)
3	Fee of schooling for doctoral studies	3480/calendar year (12 months)
4	Fee of matriculation	100 (to be paid only in the first year)
5	Fee of foreign language test	270
6	Fee of retake of a discipline	100
7	Fee of retake of bachelor level examination	270
8	Fee of retake of dissertation examination	270
9	Fee of redefending the doctoral thesis examination	540
10	Fee of repeating the academic year	Nx100 (N=number of disciplines to be passed)
11	Sitting for equivalence examinations	Nx100 (N=number of equivalence examinations)
12	Fee of schooling for preparatory year of Romanian, for bachelor studies in the technical domain, agricultural, sciences, mathematics and applied mathematics	2430
13	Fee of schooling for preparatory year of Romanian, for master studies in the technical domain, agricultural, sciences, mathematics and applied mathematics	2430
14	Fee of schooling for preparatory year of Romanian, for doctoral studies in the technical domain, agricultural, sciences, mathematics and applied mathematics	2610
15	Fee of schooling for preparatory year of Romanian, for bachelor studies in the domain architecture	3150
16	Fee of schooling for preparatory year of Romanian, for master studies in the domain architecture	3150
17	Fee of schooling for preparatory year of Romanian, for doctoral studies in the domain architecture	3330
18	Fee of schooling for preparatory year of Romanian, for bachelor studies in the domains: socio humanistic, psychology, economic	1980
19	Fee of schooling for preparatory year of Romanian, for master studies in the domains: socio humanistic, psychology, economic	1980
20	Fee of schooling for preparatory year of Romanian, for doctoral studies in the domains: socio humanistic, psychology, economic	2160

21	Fee of schooling for preparatory year of Romanian, for bachelor studies in the domain medicine	2880
22	Fee of schooling for preparatory year of Romanian, for master studies in the domain medicine	2880
23	Fee of schooling for preparatory year of Romanian, for doctoral studies in the domain medicine	3060
24	Fee of schooling for preparatory year of Romanian, for bachelor studies in the domain music and arts	3780
25	Fee of schooling for preparatory year of Romanian, for master studies in the domain music and arts	3780
26	Fee of schooling for preparatory year of Romanian, for doctoral studies in the domain music and arts	3960
27	Fee of schooling for preparatory year of Romanian, for bachelor studies in the domain musical performing, theatre	6750
28	Fee of schooling for preparatory year of Romanian, for master studies in the domain musical performing, theatre	6750
29	Fee of schooling for preparatory year of Romanian, for doctoral studies in the domain musical performing, theatre	6930
30	Fee of schooling for preparatory year of Romanian, for bachelor studies in the domain film	8550
31	Fee of schooling for preparatory year of Romanian, for master studies in the domain film	8550
32	Fee of schooling for preparatory year of Romanian, for doctoral studies in the domain film	8730
33	Accommodation in UPB hostels	60/month

Declaration
regarding personal data processing upon matriculation
in the academic year 2020/2021

1. LAST NAME AND FIRST 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 phoneemail.....

in the capacity as a CANDIDATE, declare the following:

I was informed about the provisions of the Regulations 679/26 April 2016 as to the protection of physical persons regarding the 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 the University POLITEHNICA of 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 the University POLITEHNICA of Bucharest, as an operator of data with personal character registered under number 3291, to publish on the university site the following information: last and first name, results obtained.

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 in this sense within this document:

- Data with personal character: means that any information on an identified or identifiable physical person; an identifiable physical person 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 the use of 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 the data that are processed from me, 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 obtain deletion of data with personal character concerning me, without unjustified delays, and the University POLITEHNICA of Bucharest has the obligation to delete these data in the conditions of observance of the legislation in force. Exercising the right to deletion of personal character data must be carried out so that it should not affect the matriculation conditions, otherwise the candidate assumes all consequences that derive from exercising the right to deleting of data, including, in certain situations, the impossibility of matriculation;
- The right to restricting 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 data with personal character, in a structured format, currently used and that can be automatically read, and to transmit these data to another operator, under certain circumstances;
- The right of not being the object of a decision based exclusively on the automated processing, including creating of 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 and without affecting the legality of personal data processing carried out by UPB 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 matriculated in the academic year 2020-2021 and I give my consent that the University POLITEHNICA of Bucharest, in the capacity as an authorized personal data operator, process the data in view of matriculation in the academic year 2020-2021, in agreement with the institution activity and in accordance with the legislation in effect.**

Last name, first name
SIGNATURE

DECLARATION

1. LAST NAME AND FIRST 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 phoneemail.....

in the capacity as a CANDIDATE, I declare that I agree to be matriculated in the academic year 2020-2021 and I commit myself to paying the tuition fee within 20 days from receiving the Letter of acceptance, confirming occupying the place by sending to the e-mail address internationalstudents@upb.ro the copy or order of payment (OP), which proves the payment of the tuition fee.

The undersigned,, hereby declare that I took 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 declared REJECTED, and my place could be occupied by another candidate.

Last name, first name
SIGNATURE

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