 Annex 52

METHODOLOGY OF ORGANIZATION AND DEVELOPMENT OF THE ADMISSION CONTEST TO BACHELOR STUDIES

The organization and development of the admission contest to “Aurel Vlaicu” University in Arad will take place:
- According to stipulations of art. 142, 145, 151, 156, 158, 163, 174, 176, 199, 200 and 277- from the National Law of Education No. 1/2011, with further amendments and additions,
- Under Law No. 288/2004 regarding the organization of academic studies, with further amendments and additions
- Under the Governmental Emergency Ordinance No. 133/2000 regarding chargeable public university and postgraduate education, in addition to the rooms financed by the State budget, approved with amendments by Law No. 441/2011, with further amendments,
- Under the Government Resolution No.1.004/2002 regarding the encouragement of pupils and students who got awards at international educational Olympiads organized for pre-university education and trainers for a Doctor’s degree who got extremely good results in the research activity, with further amendments and additions,
- According to Government Resolution No. 966/2011 for the approval of the Classified List of domains and specializations/ academic programs of studies, of the structure of higher education institutions, of domains and accredited or authorized academic programs of studies to work temporarily, of geographic locations of development, of the number of transferable study credits for each program of academic studies, the type of learning or language of instruction, as well as of the maximum number of students who can be schooled, with further amendments,
- According to Government Resolution No. 404/2006 regarding the organization and development of the academic Master’s degree studies,
- Under the Government Resolution No. 681/2011 regarding the approval of the Code of academic studies of Doctor’s degree,
- Under the Government Resolution No. 536/2011 regarding the organization and performance of the Ministry of Education, Research, Youth and Sports, with further amendments and additions,
- The admission to “Aurel Vlaicu” University of Arad in all the faculties and departments of the University, will take place according to The Disposition of the Ministry of Education, Research and Sports No. 3.3.13/ 23.02.2012 on the general framework of organization and development of the admission to Bachelor Studies, Master’s Degree and Doctor’s degree Studies for the academic year 2012-2013.
INTRODUCTION

“Aurel Vlaicu” University (still called AVU) is an institution of higher education which has in its structure not only accredited or authorized specializations. That is why the university has the right to organize the admission contest. The admission to AVU is held in two sessions: July and September 2012. According to the principle of academic autonomy, the organization of admission is the competence of the University Senate.

CH. I. GENERAL CONDITIONS ON THE ORGANIZATION OF ADMISSION

Art. 1. In AVU, the higher education is organized on cycles: university degree (three or four years), master’s degree and doctor’s degree. University degree education unfolds both attendance and distance learning, with an even course of studies.

Art. 2. At the attendance form of learning, there are budgetary rooms (without charges) and unfinanced rooms (with charges). At distance learning there are only unfinanced rooms (with charges).

Art. 3. The education for attendance Bachelor’s academic programs and distance learning unfolds inside faculties on domains and specializations. The number of chargeable and budgetary rooms is distributed on specializations by the University Senate, according to academic autonomy and development strategy. The budgetary rooms are established by Disposition of the Ministry, based on education figures approved by Government Resolution.

Art. 4. In AVU the admission unfolds on faculties.

Art. 5. The admission is based on the specific methodology of each faculty, strictly in its decreasing order, in association with the priorities of the specializations determined by the candidate and in the limited rooms (budgetary and chargeable) approved for the academic year 2012-2013.

Art. 6. After finishing the operations of establishing the results of the admission contest, on the admitted candidates lists no amendments or additions are allowed.

Art. 7. The organization and development of the admission contest are the competence of the AVU Central Board of admission and faculties commissions, named by the Rector’s decision, who are responsible for the accurate implementation of the current contest methodology. Faculties will elaborate specific methodologies regarding the organization and development of contest, which will be brought to the knowledge of the candidates by posting.

Art. 8. In AVU there are two distinct admission systems:

For attendance academic bachelor study programs
For distance learning bachelor academic study programs.

Art. 9. The two admission systems are independent; two distinct and invisible to each other data bases are made up. A candidate who wants to sign up to both types of learning has two registrations at the admission to AVU.

Art. 10. The central Admission Board of AVU can decide, in the case the rooms are not taken, the organization of a new admission contest.

Art. 11. At the admission contest can take part high school graduates with high school diploma (or its equivalent). The following can put in for admission in all cycles of academic studies:
the citizens of the member states of European Union, of states belonging to European Economic Area and the Swiss Confederation, in the same conditions provided by the law for Romanian citizens, including scholar fees. The recognition of the studies they made abroad will be accomplished by the specialty direction of The Ministry of Education, Research, Youth and Sports before the registration of the candidates to the admission contest, each candidate having the obligation to advance, at the contest registration, the certification of studies.

**Art. 12.** The candidates who are students or graduates with a Bachelor’s Diploma or a diploma of graduating higher education can attend the second specialization budgetary or chargeable, if the admission requests are complied hereby:

If the first specialization was budgetary (without fee), the second specialization will be charged.
If the first specialization was chargeable, the second specialization can be budgetary (without fee).

**Art. 13.** The candidates who study at budgetary education or graduated budgetary higher education or have been financially supported by the state on a certain period have the obligation to declare that at the registration. An admitted candidate can attend only one specialization on budgetary rooms, for a normal course of studies.

**Art. 14.** Through the regulations of the Ministry of Education, Research, Youth and Sports can appear categories of candidates who compete for distinct places (Roma, citizens of the Republic of Moldavia a. s. o.), but according to the rules of the current methodology.

**Art. 15.** For all activities related to the admission (registration, withdrawal, renouncement a. s. o.) the physical attendance is compulsory.

**Art. 16.** The Central Admission Board of AVU will bring to the knowledge of the candidates the necessary documents for the registration by posting them at the headquarters of the institutions and will publish on the internet information about the development of the admission contest, on HYPERLINK “http://www.uav.ro” www.uav.ro.

**CH. II. ADMISSION TO ATTENDANCE ACADEMIC BACHELOR STUDY PROGRAMS**

**Art. 17.** Admission to attendance academic study programs is carried out by contest, based on the mean value achieved at the matriculation exam and on the results obtained in the years of studies in high school.

**Art. 18.** Admission to attendance academic study programs has two phases:
Stage July 2012, when all registered candidates compete for rooms determined in the Admission Leaflet 2012, enclosed;
Stage September 2012, when the competition is for rooms made available by the withdrawal of some candidates or by the elimination of others, because of the non-compliance with the requests of the current methodology.

**Art. 19.** The diagram of the development of the admission is presented in the Admission Leaflet 2012, enclosed.

**Art. 20.** Registration to the admission contest is accomplished by respecting the following conditions:
The candidate will advance a clasped folder including the following documents:
- Application form (it is received at registration)
- Matriculation diploma (original) or the equivalent diploma. If a candidate registers for contest to another university (faculty), instead of the Matriculation diploma or
the certificate, he/she will enclose the certified copy as well as the copy of the registration card from the first university (faculty), which is legalized after the original by the Admission Board; the failure to submit the matriculation diploma or the original certificate, from the exclusive fault of the admitted candidate, by the deadline set by the specific admission methodology, leads to the deprivation of the budgetary room.

Birth certificate (certified copy);
Marriage certificate (certified copy);
Medical certificate type M.S. 18.1.1.
Two ID type color photographs.

Registration is made at the Admission Board of the faculty. The candidate receives an application form which will be filled in with personal information as well as options regarding the sequence of specializations which he/she would like to attend. After verifying the accuracy of information, the application form is subscribed by the candidate and is enclosed to the file. The candidate receives a registration card. The number of registration cards handed out is identical with the number of the file.

The documents submitted, remain during the admission period as well as after the registration in the first year, at the faculty where the registration was made (representing the first option).

At registration, there are listed priorities for specializations and priorities regarding the form of financing.

After the admission period, the options, their sequence as well as other information in the application form can not be modified.

Art. 21. Evaluation of the admission contest

The minimum average for admission can not be less than 5 (five).

The classification of candidates is made based on the average value of the matriculation exam and the priorities of study programs determined by the candidate in the application form, like this:

Stage I – budgetary rooms are filled up, at every faculty specializations;
Stage II – chargeable rooms are filled up, at every faculty specializations.

If there are more candidates with equivalent average values to the last admitted candidate, they are detached by the application of the criteria specific to each faculty.

The earned room is ensured as long as the candidate does not file a withdrawal form and the requests of the current methodology are honored.

At the Physical Education and Sports specialization, the admission contest includes the following tests:

**Psychomotor aptitude test:**
- Speed – 50 m flat/ boys – girls;
- Strength of legs – long jump on the place, without moose/ boys – girls;
- Strength of upper limbs – pushups.

The three tests represent **test no. I** and it has a weight of **40%** of the final grade.

**The specific aptitude test of a sports branch:**
- At choice:
  - Gymnastics;
  - Basketball;
  - Volleyball;
  - Handball;
  - Football
Of the five tests at choice one is selected and this will represent test no. II and has a weight of 40% of the final grade.

g) At the Faculty of Design and Faculty of Theology, where aptitude tests are requested, these will be elaborated in the specific methodology of the respective faculty.


At registration, candidates will fill up an application form, in which they will mention, under specific signature, all information requested in the form. The sports branch will be mentioned for the specific aptitude test (Test II). On request, a medical certificate handed out by the sports physician will be enclosed.

**Date of contest:** 30.07.2012 for stage July 2012 and 22.09.2012 for stage September 2012.

**Development of contest:**

In order to inform the candidates, the admission board nominated by the University, will post:
- The methodology of the deployment of admission contest;
- At least 24 hours before, there will be posted the nominal lists of the registered candidates, in alphabetical order, on standardized tables, in which will be pointed out the discipline for the specific aptitude test;
- The sample program will be posted before the day they start;
- Examination of the candidates will be accomplished by a board built up of 3 – 5 specialty teachers;

**Determination of the final result of the contest:**

At test A, candidates will get a grade which represents, the average value of the grades for each test, according to (Test I)
At test B, candidates will get a grade according to (Test II)
The third grade represents 20% of the Matriculation grade.
The final grade results from the sum of the three grades.
The final average value is done by taking into account the grades obtained related to the total number of tests which the candidate should have attended.
The candidates, who withdraw their documents before the display of the results, are eliminated from the contest.

**Art. 22. Display of the results of stage July 2012**

a) Within the term of 24 hours from finishing the registration period, the admission boards of faculties will display the contest results, like this:
- The table of admitted candidates to budgetary education, arranged descending by the average value of the Matriculation exam; the table is posted at the faculties’ notice boards;
- The table of admitted candidates to chargeable education arranged descending by the average value of the Matriculation exam, the table is posted at the faculty the candidates were admitted to. The candidates on this table can compete in stage September 2012 for the budgetary rooms, under the conditions stipulated in art. 24 characters a and b in the current methodology;
- The table of rejected candidates alphabetically arranged; the table is posted at the faculty the registration was made at.

b) Final results of the admission contest, examined and approved by the Central Admission Board of AVU, are made public according to the Admission Leaflet 2012.

**Art. 23. Acknowledgement of the results of stage July 2012**

a) To validate the room he/she was admitted on, the admitted candidates on budgetary rooms
must hand in until the 3rd of September 2012 the original Matriculation diploma (if they did not hand it in at registration) at the faculty secretary ship, and those from chargeable education must pay half of the annual tuition fee. The candidates who do not fulfill these requests are eliminated, their rooms being made available.

b) The Matriculation diplomas are handed in at the faculty where the registration took place, and half of the annual tuition fee is paid at the AVU pay desk. Both activities are assisted by computer, with adequate updates in the database, the candidate receiving automatically listed acknowledgements.

c) The failure to submit the original diploma within the term established by the admission methodology drags the elimination from the admission contest established by the respective faculty.

Art. 24. Development of stage September 2012

a) The stage in September 2012 is evolved only if rooms will be available, according to the same methodology as in the stage July 2012.

b) The results of the stage September 2012 will be posted on the following type of tables:
The table of admitted budgetary candidates arranged decreasing by the mean value of the Matriculation exam; it is posted at the faculty where the candidates were admitted;
The table of admitted chargeable candidates arranged decreasing by the mean value of the Matriculation exam; it is posted at the faculty where the candidates were admitted.
The table of rejected candidates alphabetically arranged; the table is posted at the faculty where the registration was done.

Art. 25. Other directives

a) The documents of the rejected candidates will be returned to them on request, without an additional fee. The documents will be returned at the faculty where the registration was done, in less than 48 hours from handing in the request.

b) After the stage September 2012, the original competition file for the admitted candidates who want to draw back is issued without a fee in less than 48 hours from handing in the request.

c) The admission Boards of faculties and the Central Board will determine the date and hour of the results display.

Art. 26. Admission of national and international Olympic candidates

a) Candidates who achieved in one of the last two years of study (2010-2011, 2011-2012) distinctions at international educational Olympiads and the ones who achieved first prize or the golden medal in one of the last four years (2008-2009, 2009-2010, 2010-2011, 2011-2012) at international educational Olympiads will be registered without admission, according to the number of rooms allocated by the Ministry of Education, Research, Youth and Sports, at specializations adequate to disciplines at which they were distinguished at and/or faculties which have as disciplines of contest the ones they have been distinguished at. Their nominal table is approved by the ordinance of the Ministry of Education, Research, Youth and Sports. They can attend two specializations of the same faculty or different faculties or institutions devoid of tuition fees, according to Government Resolution No. 1004/2002, with further amendments and additions.

b) The candidates who achieved in the last two years of studies (2010-2011, 2011-2012) prizes I, II, III at national educational Olympiads (or equivalents) will be registered without admission, according to the number of rooms allocated by the Ministry of Education, Research, Youth and
Sports at specializations adequate to the disciplines they have been distinguished at or faculties which have as disciplines of contest the ones they have been distinguished at. Their nominal table is approved by the ordinance of the Ministry of Education, Research, Youth and Sports. They receive funding from the budget at only one specialization.

c) If the number of requests outruns the number of rooms allocated to Olympics in faculties, the tie break will be done based on the grades achieved in high school at profile disciplines which are studied in the faculty determined by the candidate in the application form.

d) National or international Olympic candidates, who benefit by the stipulations of art. 26 characters a, and b, must show at registration, besides the stipulated documents, the original diploma which attest the achievement of the distinction.

e) Registration of Olympics is done at the level of Central Admission Board of AVU.

f) Admitted Olympics can receive other advantages too from the Ministry of Education, Research, Youth and Sports.

CH. III. ADMISSION CONTEST TO DISTANCE LEARNING ACADEMIC BACHELOR STUDY PROGRAMS

Art. 27. Admission to distance learning academic Bachelor study programs is done by contest, based on the mean value achieved at the Matriculation exam.

Art. 28. Admission to distance learning academic Bachelor study programs has two stages:
Stage July 2012, when they run for the rooms determined in the Admission Leaflet 2012, enclosed.
Stage September 2012, when they run for the rooms remained unoccupied and /or available.

Art. 29. The diagram of the development of the admission 2012 is presented in the Admission Leaflet 2012, enclosed.

Art. 30. Registration to the admission contest is done respecting the following provisions:
The candidate will hand in a clasped file including the following documents:

- Application form (it is received at registration)
- Matriculation diploma (original) or the equivalent diploma. If a candidate registers for contest to another university (faculty), instead of the Matriculation diploma or the certificate, he/she will enclose the certified copy as well as the copy of the registration card from the first university (faculty), which is legalized after the original by the Admission Board;
- Birth certificate (certified copy);
- Marriage certificate (certified copy);
- Medical certificate type M.S. 18.1.1.
- Two ID type color photographs.

Registration is made at the Admission Board of the faculty. The candidate receives an application form which will be filled in with personal information as well as options regarding the sequence of specializations which he/she would like to attend. After verifying the accuracy of information, the application form is subscribed by the candidate and is enclosed to the file. The candidate receives a registration card. The number of registration cards handed out is identical with the number of the file.
The documents submitted, remain during the admission period at the faculty where the registration was made.
At registration, there are listed priorities for specializations.
After the admission period, the options, their sequence as well as other information in the application form can not be modified.

**Art. 31.** Display of the results of stage July 2012

a) The classification of candidates is made based on the average value of the matriculation exam and the priorities of specializations determined by the candidate in the application form.

If there are more candidates having an equal mean value as the last admitted, they are distinguished by the application of the specific criteria of each faculty.

b) The tables posted in the stage July 2012 include the admitted candidates and the rejected candidates.

c) The room earned in this stage is ensured as long as the candidate does not file a withdrawal form and the requests of the methodology are honored.

d) The results of the admission contest, examined and approved by the Central Admission Board of AVU are being made public at the date determined in the Admission Leaflet 2012.

e) The candidates have the obligation to check the accuracy of the information in the posted tables and to appeal to the admission boards for the possible inconsistencies with real facts.

**Art. 32.** To validate the room occupied as a result of the development of the admission contest, the candidates must pay half of the annual tuition fee until the 15th of August 2012 for the first session of admission, respectively the 30th of September 2012 for the second session of admission. The candidates who do not accomplish this thing will be eliminated from the admission tables.

**Art. 33.** Development of stage September 2012

f) In the stage September 2012 the competition will be for the unoccupied and available rooms.

g) The classification of candidates is made based on the average value of the matriculation exam and the priorities of specializations determined by the candidate in the application form.

If there are more candidates having an equal mean value as the last admitted, they are distinguished by the application of the specific criteria of each faculty.

h) The room earned in this stage is ensured as long as the candidate does not file a withdrawal form and the requests of the methodology are honored.

i) The results of the admission contest, examined and approved by the Central Admission Board of AVU are being made public at the date determined in the Admission Leaflet 2012.

**Art. 34.** Other directives

a) The documents of the rejected candidates will be returned to them on request, without an additional fee.

b) After the stage September 2012, the candidates who want to draw back will be returned the whole amount of money paid as tuition fee, before the subscription of the contract by the student or a part of it, according to the stipulations of the signed contract.

c) The admission boards and the Central Board will specify on their programs the date and hour of display.

**CH. IV. RIGHTS TO DISPROOF**

**Art. 35.** The possible appeals on the admission contest are handed in within the term of 48 hours from the display of the result tables at the board they registered at and are solved by the Central Admission Board or the faculty boards. The term for appeal will be determined along with the display of the table with the results.

**Art. 36.** The candidate whom was admitted the contestation after the display of the final
classified result tables achieves the student position, but without the modification of the situation of initially admitted candidates.

Art. 37. The Central Board of AVU, the admission boards of faculties are capable to decide over the solidity of the contestations handed in. **No complaints are admitted for oral, sports aptitude or artistic examinations according to the Ordinance of M.E.R.Y.S. no. 3313/23.02.2012.**

**CH. V. REGISTRATION IN FIRST YEAR**

Art. 38. Candidates admitted to attendance academic Bachelor study programs must hand in, in the first week of the academic year 2012-2013 at the faculties’ secretaries, an application form for the first year and pay the registration fee. In addition, admitted candidates must fill in and subscribe the learning agreement. The failure to submit to faculties of the admitted candidates within the term of five days from the beginning of the academic year leads to the loss of the right earned through contest.

Art. 39. To register in the first year of distance learning academic Bachelor study programs, the admitted candidates must come at the time established in the diagram of the 2012 admission contest development to the secretaries to sign the learning agreement and the application form for the first year. The failure to submit within established term leads to the loss of the room earned by contest.

Art. 40. The admitted candidates who were being prepared registration documents are registered in the first year for the academic year 2012-2013 by the decision of the Rector.

Art. 41. AVU students who were admitted in previous years on chargeable rooms can pass to budgetary room on the same specialization as a result of the admission on budgetary rooms the faculty boards following to establish the year of study they can be registered in; this stipulation can be received by students who completed all credits successfully who at the moment of registration have the minimum mean value of 8.00.

Art. 42. The students in private higher education institutions with accredited or authorized specializations, who were admitted on budgetary rooms, on the same specialization, can benefit by the accreditation of their studies, the faculty boards being able to establish the year they can be registered in as well as the possible inequality examinations; this stipulation is benefit for the students who completed all credits successfully, who at the moment of registration have the minimum average of 8.00.

Art. 43. AVU students in distance learning academic Bachelor study programs or in private higher education institutions with accredited or authorized specializations who were admitted on chargeable rooms on the same specialization, can benefit by the accreditation of their studies, the faculty boards being able to determine the year they can be registered in, as well as the possible inequality examinations; this stipulation is benefit for the students who completed all credits successfully at the moment of registration.

Art. 44. The chargeable student status is kept during the entire period of tuition. The fee amount for each year of study is approved by the AVU Senate depending on the specific costs of tuition.

Art. 45. The budgetary student status (without fee) is kept, according to law, over a tuition period equivalent with the normal period of studies at the respective specialization.

Art. 46. The AVU Senate Office will evaluate, at the beginning of every academic year, the available budgetary rooms, in order to be filled by chargeable students, in the decreasing arrangement of educational performances.

Art. 47. In organizing the study teams there is no distinction made between the two categories of candidates admitted, budgetary or chargeable.
**Art. 48.** Scholarships, material assistance and other facilities are given according to law. AVU offers its’ admitted candidates accommodation in hostels and meals at the cafeteria within possibilities depending on the professional performances and number of requests.

**Art. 49.** Higher education graduates with a License diploma (or its equivalent) who want to attend the second specialization will add to the registration file the following documents:
- Original license diploma (or its equivalent diploma) or certified copy (the graduates of 2011 and 2012 promotions who were not handed in their license diplomas can put forward the certificate of graduation with diploma exam, specifying the mean value of the years of study and the average of the diploma exam);
- Diploma supplement (transcript) the original or the certified copy.

**Art. 50.** Students who want to attend at the same time the second specialization will add to the registration file the certificate which attests the student position.

**Art. 51.** The budgetary admitted candidates who were previously financed by the budget must declare this, following that in AVU to receive such a financing only for the unequal years above three or four (which is the normal study period in AVU).

**CH. VI. STIPULATIONS REGARDING THE REGISTRATION FEE FOR THE ADMISSION CONTEST AND TUITION FEES**

**Art. 52.** The registration fees for the admission contest are:
- For attendance academic Bachelor study programs: 50 RON for each faculty option requested by the candidate;
- For distance learning Bachelor study programs: 50RON for each faculty option requested by the candidate;

**Art. 53.** The following candidates are exempted of registration fee, only for the faculty they handed in their first option and for a single type of learning:
- Orphans of both parents – certified copy of the parents’ death certificates
- Candidates coming from children’s home – certificate from the children’s home
- Candidates orphans of a parent as a result of his/her death as a hero-martyr of the Revolution in December 1989 – certified copy of the parents’ death certificate
- Candidates heroes of the Revolution in December 1989 – certified copy of the revolutionary certificate

The children of teaching personnel in activity are exempted of registration fee at the admission contest and take advantage of free accommodation in hostel (depending on the financing received from the M.E.R.Y.S.) – certificate attesting the quality of teaching personnel.

**Art. 54.** The exempt of registration fee is done only based on the documents put forward by the candidates who attest their belonging to one of the justified categories. Approval of exemption is done by the admission board of the faculty.

**Art. 55.** The registration fee to the admission contest is paid at the admission board of the faculty. Tuition fees are paid at the AVU pay desk.

**Art. 56.** The candidates admitted in stage September 2012 on budgetary rooms at attendance academic Bachelor study programs, are returned totally the possible paid tuition fee.

**Art. 57.** The amount of the tuition fees for the academic year 2012-2013 is established by the AVU Senate and will be posted at the departments’ or faculties’ secretaries.

**Art. 58.** During the years of study there are given no exempt of tuition fees.
CH. VII. FINAL DIRECTIVES

**Art. 61.** Up to the registration in the first year, the candidates can not be issued certificates that attest their situation of admission, because until then they are not in institutional relationships with AVU.

**Art. 62.** Registration at the admission contest confirms the full acceptance, by the candidates, of the current methodology.

**Art. 63.** During the years of academic training, students must know and obey all the Regulations of AVU.

**Art. 64.** By the stipulations of the current methodology initial regulations and decisions are repealed. Any modification can be implemented only with the approval of the “Aurel Vlaicu” University Senate.

**Consented in the Senate Ruling no. 120/03.04.2012**
METHODOLOGY OF ORGANIZATION AND DEVELOPMENT OF THE ADMISSION CONTEST TO ACADEMIC PROGRAMS OF MASTERS’ DEGREE 2012

INTRODUCTION

The organization and development of the admission contest to “Aurel Vlaicu” University in Arad will take place according to the following normative acts:
The National Law of Education no. 1/2011, art. 120, 137,140,143,145,146,
Law no. 288/2004 regarding the organization of academic studies, with further amendments and additions,
Emergency Ordinance no. 75/2005 regarding the assurance of educational quality, with further amendments and additions,
Law no. 60/2000, art. 1, art. 2 and art. 3 regarding the rights of private higher education graduates to take the study finalization exam at accredited higher education institutions,
Government Resolution no. 1.004/2002 regarding the stimulation of students and pupils who have got distinctions at international education Olympiads organized for pre academic education and of trainers for a Doctors’ degree who obtained special results in the research activity, with further amendments and additions,
Government Resolution for the approval of the domains of the classified list, of higher education institution structures and specializations /programs of accredited academic Masters’ degree studies, published in the Official Gazette no. 617 bis/ 31.VIII.2011,
Government resolution no. 404/2006 regarding the organization and development of Masters’ degree studies,
Government Resolution no. 81/2010 regarding the organization and functioning of the Ministry of Education, Research, Youth and Sports, with further amendments and additions,
O.M.E.R.Y.S. no. 3313/23.02.2012 regarding the to the general framework of organization and development of admission in academic Bachelor studies, Masters’ degree and Doctors’ degree for the academic year 2012-2013;

“Aurel Vlaicu” University (still named AVU) is a higher education institution which has in its structure only accredited or authorized specializations which also consequently promotes academic reform. AVU has an integration strategy in the European academic system and it is deeply interested in the assurance of its competitiveness in the world. Assuming its initiative of Masters’ degree studies renewal, regarding the accenting of the value of these studies, and student’s scientific research, AVU organizes admission contest based on the following approved methodology of the University Senate similar to Academic Autonomy Principle.

CH. I. GENERAL PROVISIONS

Art. 1. Masters’ degree academic studies appeal to those graduates who have Bachelor studies diploma. They ensure the improvement and extension of the preparation of certified specialities through Bachelors’ diploma, in order to form a new generation of researchers and academic professors as well as of some competitive specialists in socio-economical activity sphere.

Art. 2. Master’s degree studies are interdisciplinary studies, structured around accredited bachelor programs. The interdisciplinary character is assured by including in the educational projects of master’s specializations of some representative disciplines, from different
specialization domains and, as it is possible, from at least two departments of the University. People who develop instructive activities during Masters’ degree studies are consecrated specialists of the University, from the country or abroad.

Art. 3. Master’s degree studies are organized at the attendance form of learning.

Art. 4. Specializations and the number of rooms for Masters’ degree studies are established annually by the University Senate, based on the advanced propositions teachers Councils of Faculties, keeping in mind the performances of the graduates of anterior Masters’ degree promotions, research programs of the University and of the research directions through Doctors’ degree, suggested by Doctor’s degree leaders of the University (Appendix 1).

Art. 5. Rooms offered for Master’s degree studies are both budgetary and chargeable. They are occupied based on an admission contest which takes place on a date established by the University Senate, at the faculty’s proposal. The minimal number of students for a masters’ degree study group at daytime lectures is 10.

Art. 6. To increase the importance of Masters’ degree studies in the Romanian educational framework and to sustain the international efforts of creating a European academic environment, the University does not offer in-depth studies. From the same reasons, the graduates of some higher educational institutions, after 1995, who want to occupy a didactic position and who are not trainers for a Doctors’ degree or Masters, can sign up to the position occupation contest only if they have an in depth study diploma or Masters’ degree diploma in the domain.

CH. II. THE WAY OF UNFOLDING AND THE CONTENT OF MASTERS’ DEGREE STUDIES

Art. 7. Masters’ degree studies are 3 or 4 terms long, each term containing 14 weeks of didactic activities (courses, seminars, practical works/research). Inside the educational plan are stipulated 14-16 hours a week for didactic activities. The number of hours per week stipulated for courses has to be approximately equal with the one stipulated for the applicative didactic activities (seminars, practical works/research). Masters’ degree programs can be realized based on international academic cooperative agreements or at the request of some companies, organizations or administrative authorities. If making compatible the educational plans of Masters’ degree specializations with those of the similar programs from European universities involve an increased number of teaching activity hours, the Senate can approve the increase of the number of hours of the educational plan up to 18 hours a week.

Art. 8. Instructional activities take place at day specializations in the working days (Monday-Friday) of the week. At the end of each term, a minimum number of 4 ways of testing are stipulated, from which at least two exams.

Art. 9. All teachers who develop teaching activities at Masters’ degree studies have to have the Doctors’ degree. Only teachers (who have at least the position of lecturer) or scientific researchers (having grade I or II), who have published works, from specialization domains, in magazines or international reference publishing houses, can teach at Masters’ degree courses. A person can have instructional activities at least at two Masters’ degree specializations and at most two half yearly disciplines in the same Masters’ degree specialization. Tutors and academic assistants can not have teaching activities at Masters’ degree studies.

Art. 10. Each Masters’ degree program has a manager, who belongs to a department involved in the teaching learning process. He is named by the faculty’s teaching Council. This chief has at least the position of a lecturer and he is responsible for the good development of all instructive activities stipulated in the educational plan.
Art. 11. The educational plan of a Masters’ degree specialization is worked out together with all teachers involved in the instructional process and it is approved by the faculty’s teaching Council where the specialization belongs. Analytic programs must come along with a current bibliography, including top works. It’s recommended that the bibliography to prevail works of some writers from the University. Most of the works in the bibliography must be easy to access to students. Analytic programs and bibliographies are communicated to students at the latest in the first week of the term in which those disciplines are taught.

Art. 12. The University supports faculties in the organization of some Masters’ degree specializations together with the universities abroad, keeping in mind EUA’s recommendations. The exams promoted inside international academic mobility are recognized by the teachers’ Committee of the faculties, at the students’ request and based on official documents.

Art. 13. Business proposals of some Masters’ degree specializations are approved by the teachers’ Councils of faculties and are handed in with an internal accreditation file, signed by the Dean to the pro Rector who is responsible for the postgraduate studies. They are analyzed by the internal Committee of academic an accrediting evaluation. This committee examines the quality of all proposals based on the handed documents by faculties and recommends in writing to the responsible postgraduate pro rector those proposed specializations, which satisfy the demands of a modern, high standardized, scientific postgraduate education and which can be submitted to approval by the University Senate. Can not be submitted to Senates’ discussions those Masters’ degree specialization proposals which have not got the favorable opinion of the Internal Committee of academic and accrediting evaluation.

Art. 14. Students who attend the Masters’ degree studies must be integrated in departments’ research activity. Professors, who develop instructive activities at academic masters’ degree studies, give students research tasks, which they make public by display, folders or brochures. For special achievements in scientific research, Masters’ degree students can be rewarded by the scientific research and publishing activities Committee of the University.

Art. 15. Students who attend Masters’ degree studies can hold seminaries and practical works at academic study specializations, without exceeding the weekly rate of an academic preparatory. The stuffing of these activities is done in the pay by hour scheme.

CH. III. ADMISSION TO MASTERS’ DEGREE STUDIES

Art. 16. For registration, candidates will fill in an application form in which they will mention, under specific subscription, all solicited data of the respective form. It will be specified the option for specialization and financing arrangements (budgetary rooms or chargeable ones).

Art. 17. At the application form the following will be enclosed:
The Matriculation diploma or its original equivalent;
Original Bachelor diploma and transcript. 2012 graduates can show up instead of Bachelor diploma and the transcript a certificate from which to result the mean value of the license exam and the mean value of the academic years of study;
A simple copy of the certificate of competency in Linguistics
Certified copy of the birth certificate;
Two ID type color photos
Clasped file.

Art. 18. The admission to Masters’ degree studies is based on a contest, in decreasing arrangement of average values achieved by the candidate at the license exam and within the limits of the rooms for which the contest is organized.
Art. 19. The achieved average values accomplished by the candidates are valid for establishing the arrangement of classification only at the faculty, profile, specialization, mentioned by the candidate in the application form. 
The average admission value is minimum 6.00.
Art. 20. In case of the existence on the last spot of more than one candidate with the same average value it will appeal to additional distinguish criteria. For the admission contest to Masters’ degree studies in 2012/2013 academic year the additional distinguish criteria are:
The average value of faculty years of study;
The average value achieved at license exam.
Art. 21. Masters’ degree specializations can be attended by any student with an achieved diploma at the end of his Bachelor studies, or its equivalent, regardless of the profile or specialization he attended.
Art. 22. Masters’ degree specialization to which will be given an admission contest will publicly be announced by faculties with at least 6 months before the contest date, specifying on this occasion the teaching languages, competition tests, and the number of allocated rooms. They must be popularized at universities from the country and abroad.
Art. 23. The admission Committee of the faculty will prepare a list of the accepted candidates – with the specification of the financing regime of the room he was admitted on, for each specialization – and a list of the rejected candidates.
Art. 24. The results of the admission contest, verified and approved by the University Admission Committee, are published, by display on the Faculties’ notice board in less than 48 hours from the time of its support.
Art. 25. Appeals regarding the admission results can be handed in the time of 24 hours from displaying the results. The deadline for handing in the appeals and the place they can be handed in will be told by displaying them on the admission note board, right after the publication of the contest results. The results of the appeal solution must be communicated in less than 3 days from the end of the deadline for handing in appeals.
Art. 26. The University is the only one extended to decide over the solidity of appeals. Solution of appeals will be done by a Committee including three professors having at least the title of lecturer and the title of scientific doctor.
Art. 27. The candidate whose appeal was admitted is declared admitted if in the new ranking he is in a prior position to the last candidate initially admitted to the specialization he made his option for. Regardless of the way of solution appeals, the situation of those who were initially admitted will not change.
Art. 28. The communication of the results of appeals is made by displaying, under the supervision of the Faculty Admission Committee. After the expiry time of the response and solution of appeals, the results of the admission contest are considered peremptory and can not me modified.

No complains are admitted for oral, sports aptitude or artistic examinations (Ordinance of M.E.R.Y.S. no. 3313/23.02.2012)
Art. 29. After announcing the admission contest results to Masters’ degree studies, the candidates who were declared admitted on chargeable rooms, have the obligation that in time of 20 days from the announcement of the results to pay the tuition fee or the first part of it, according to the University Senate decision.
Art. 30. The documents of the rejected candidates will return to them on demand.

CH. IV. FINALIZATION OF MASTERS’ DEGREE STUDIES
Art. 31. Masters’ degree studies finish with taking a dissertation exam in front of a Committee. The Committee appreciates it with a full grade between 1 and 10. The minimal promotion grade of the dissertation exam is 6. The graduates who promoted the dissertation exam get a Masters’ diploma.

Art. 32. The dissertation exam Committees and their secretaries name themselves for every specialization through the Rectors’ decision, to the Faculties teachers’ committee proposal. Every Committee is formed of at least three members: a president, who is professor or associate academic professor, and at least three, two members having at least the professional title of lecturer and doctor. The Committee members for dissertation works and their secretaries must be part of the involved departments of specializations instruction.

Art. 33. The results of the dissertation exam are communicated/ displayed by the secretary of the Committee at the Faculty headquarter in the day of the exam. The eventual appeals regarding the results of the dissertation exam can be handed in, by people in question, at the Faculty secretariat, in maximum 24 hours from the communication/display of the results. Appeals are solved, in 48 hours from their hand in, by an analysis committee of appeals, named by the Dean of the exam organizer Faculty.

Art. 34. A not promoted dissertation exam can be repeated once in one of the following years, during the scheduled dissertation exam for the graduates of the respective year and paying the expenditure review which have been established by the University Senate.

Art. 35. Masters’ degree graduates who have not promoted the dissertation exam get, on demand, Masters’ study certificate and a copy of the transcript.

Art. 36. Dissertation exams are scheduled by Faculties’ Deans Office, either in the winter session (January-February), or in summer session (June-July), depending on the period of the Masters’ degree studies. On demand, teachers’ councils of faculties can schedule an extra dissertation exam in autumn session (August-September) for those graduates who on justified reasons (state of health attested with certificates, Rectorship approved abroad studies a. s. o.) could not attend the dissertation exam which was scheduled in winter time or in summer time.

Art. 37. At the dissertation exam can only attend those graduates who have accomplished all obligations stipulated in the educational plan for the study terms. At least with 30 days before the dissertation exam time, they have to apply for that exam at the Faculty Secretariat and at least within 7 days before the dissertation exam time they have to hand in the typed dissertation work at the Faculty secretariat.

Art. 38. The dissertation work is elaborated under the surveillance of a teacher who has at least the position of academic lecturer and the grade of doctor. It is recommended that the dissertation work tutors to be professors who have teaching activities in the group the student belongs to, and the subject to be chosen from the list of research subjects offered by these teachers or units (departments, ministries, institutes a. s. o.) of the University.

Art. 39. The dissertation work has to include authentic scientific research elements. At its uphold the tutor professor assists.

CH. V. FINAL DIRECTIVE

Art. 40. The stipulations of the current Methodology are applied starting 2012/2013 academic year. All previous regulations, related to the Masters’ degree studies in the University are repealed.

Consented in the Senate Ruling no. 120/03.04.2012
DOCTORAL SCHOOL

THE REGULATIONS OF THE ORGANIZATION AND DEVELOPMENT OF ADMISSION TO DOCTORS’ DEGREE ACADEMIC STUDY CYCLE

General directives
Art. 1. According to National law of Education no. 1/2011 and the Code of Doctors’ degree academic studies, consented by the Romanian Government Resolution no. 681/2011 regarding the approval of the of the Code of Doctors’ degree academic studies and according to The Regulation of “Aurel Vlaicu” University regarding the organization and development of Doctors’ degree academic studies, the admission contest to Doctors’ degree can be attended by long term academic education graduates, with academic degree diploma and graduates of the cycle II (Masters’ degree) in Bologna type academic education.
Art. 2. a) The diplomas of long term academic education graduates, issued up to the year 1993, inclusively, are tantamount to academic degree diplomas.
b) Long term academic education graduates, up to the year 2009, are not requested at registration the Masters’ degree diploma.
Art. 3. “Aurel Vlaicu” University in Arad is accredited to organize a single type of Doctors’ degree: scientific Doctors’ degree for the domains: Philology and Theology
Art. 4. Inside “Aurel Vlaicu” University in Arad, the Doctors’ degree is organized in attendance system.
Art. 5. The length of the development of Doctors’ degree is included between the Doctors’ degree registration date and the date of the public take of the doctoral thesis and it consists of: The advanced academic preparation program with a length of 2-3 terms (8-10 hours/ a week for the attendance system and 30 credits/ term) and The scientific research and elaboration of doctoral thesis program with a length of 3-4 terms. The two components of the Doctors’ degree academic study cycle – advanced academic study program and the scientific research program – are compulsory.
Art. 6. On the basis of the Ordinance of the Ministry of Education, Research, Youth and Sports and of the decision of “Aurel Vlaicu” University Senate in Arad financed rooms by the budget (with scholarship, without scholarship and chargeable) are put up.
Art. 7. The rooms put up on domains are posted on the sites of universities and faculties, as well as at the headquarters of the faculties which have Doctors’ degree domains.
Art. 8. Doctors’ degree candidates are admitted, by contest, based on the results achieved at the tests of the admission exam.
Art. 9. The graduates who bring forward a certificate of Linguistic competence issued by the Department of Modern Languages of “Aurel Vlaicu” University in Arad can register to the Doctors’ degree admission contest.
Art. 10. International certificates or certificates issued by Departments of foreign languages in other accredited academic centers are accepted too.
Art. 11. The candidates who graduated a specialization in the area of international languages (English, French, German, Russian, Italian and Spanish) must not bring forward the certificate of linguistic competence. Doctoral Schools can establish for these graduates too in their specific regulation the criteria for linguistic competence.
Art. 12. Doctors’ degree admission contest is organized in an exam which will value the knowledge level of the specialty problem.

Art. 13. The knowledge specific to the study area is examined based on a posted bibliography, through the care of faculties with Doctors’ degree domains on their own site and at the faculties’ headquarter.

Art. 14. The Doctors’ degree admission contest is available only for the domain of the Doctors’ degree at which the candidate registered at. The contest is organized at the same time for budgetary rooms and chargeable ones, the status of the admitted candidates being established based on the option determined at the registration date and on the mean value achieved at the admission contest.

Art. 15. The organization and development of the admission contest are under the competence of the Doctoral Schools and admission boards.

The organization of Doctors’ degree admission contest

Art. 16. The admission board is organized on domains of Doctors’ degree and is made up of all leaders of Doctors’ degree in the respective domain. If there are not minimum 3 leaders of Doctors’ degree the board is completed with professors or Associate Professors having a Doctors’ title, specialists in the domain.

Art. 17. The responsibilities of the admission organization board are:

- Coordination of the action of issuing exam topics;
- Organization of professional examination;
- Display of the results and finalization of the admission contest.

Art. 18. The examination boards are established for each domain.

Art. 19. The admission contest is organized on Doctors’ degree domains in September.

Registration to admission contest

Art. 20. The admission contest schedule for each domain is posted on the site of universities and faculties which have put up Doctors’ degree rooms and at their note boards.

Art. 21. Registration to Doctors’ degree admission contest is done at the faculties’ headquarter which has the Doctors’ degree domain.

Art. 22. To register to Doctors’ degree admission contest the candidates will advance a clasped file with the following text on its cover:

“AUREL VLAICU” UNIVERSITY IN ARAD

The basic domain………………………………..
The Doctors’ degree domain………………….
Name, fathers’ initial, first name………………

The telephone number the candidate can be reached at during the development of the contest (landline phone and/or mobile phone)……………………………………..

The file includes the following documents:

Application;
Registration form;
Birth certificate (certified copy);
Marriage certificate or any other document which attests the change of the name (certified copy);
Matriculation diploma (certified copy);
Academic degree diploma (certified copy);
Transcript or the appendix of the academic degree diploma (certified copy);
Advanced studies, Masters’ degree or professional postgraduate studies diploma (certified copy);
Linguistic competence certificate;
Curriculum vitae;
List of elaborated and published scientific works;
Script for the payment of the registration fee.

Art. 23. The registration fee for the Doctors’ degree admission contest, the matriculation fee and the tuition fee are established by the “Aurel Vlaicu” University Senate in Arad.
Art. 24. Registration to Doctors’ degree of foreign citizens – see Appendix 1.

Development of admission contest
Art. 25. The admission organization board will post at the headquarters of faculties, 48 hours before the beginning of the test, the nominal list of the registered candidates, alphabetically arranged and the program of its development, specifying the date and time of the beginning of the test.
Art. 26. Candidates must verify the accuracy of the information written on the posted lists and appeal to the admission organization board for the possible disparities with real information.
Art. 27. Embezzlement or attempted embezzlement is punished with the expulsion from the admission contest.
Art. 28. The professional examination is developed based on the topics established by the board, which will value the knowledge level of the bibliography posted at the faculties’ headquarters and on its site.

Evaluation of admission contest
Art. 29. Evaluation of professional examination is done by the mean value of the grades given by the members of the examination board. Each member of the examination board will evaluate the accomplishment of the candidate with grades between 10 and 1. The results of the contest are registered in a protocol of the candidate at the examination.
Art. 30. The grade at the admission exam is calculated as mean value of the grades given by the members of the board. The minimal admission grade is 8,00 (eight %).
Art. 31. The admission on budgetary rooms or on chargeable ones is strictly based on the number of rooms, the option of the candidates and the arrangement of the achieved mean values. If, on the last position, are more candidates having the same average, complementary separation criteria will be used established by the contest board based on the previously published works of the candidate.

Final directives
Art. 32. The validation of the admission contest results at Doctors’ degree is done by the chief of Doctors’ degree study programs and the registration of the admitted candidates is done by the decision of “Aurel Vlaicu” University Rectorship in Arad. The results of the admission contest are transmitted to the Doctors’ degree Study Office, electronically and on paper, until the 30th of September. The registration of admitted candidates is done by the decision of the rector at 01st of October.
Art. 33. The expelled candidates form Doctors’ degree studies, with attendance have the right to
register again at a new admission contest only on chargeable rooms.

Art. 34. The registration at the admission contest confirms the total acceptance, by students, of the current regulation.

Head of Doctoral School,
Professor Doctor Corneliu Pădurean

In order to issue
APPENDIX 1
The organization of admission exam to Doctors’ degree studies for foreign candidates

In advance, foreign citizen candidates at academic Doctors’ degree studies have to bring forward at M.E.R.Y.S. – International relation Department a study folder an acceptance letter to study in Romania.

The admission of foreign citizen candidates regardless of the type of learning is done annually, by an organized contest of the Doctoral School at the same time with the Romanian citizen candidates. In exceptional cases it can be organized an admission contest in an other admission session but not later than two months from the beginning of the academic year and depending on the provision that on the Ministry’s letter to appear the time up to which the candidate can be registered.

Registration of foreign citizens both as scholars of the Romanian State and on own currency, and citizens from the European Union member states and the citizens from states belonging to the European Economic Area and from the Swiss Confederation is done in the September admission session, based on the study allowing Ordinance issued by M.E.R.Y.S. Foreign citizens are registered through the ordinance of the rector of “Aurel Vlaicu” University in Arad.

The Doctors’ degree study unfolds in Romanian language or in an international language on the demand of the trainer for a Doctors’ degree according to the priggish learning agreement enclosed between I.O.D.S. “Aurel Vlaicu” University in Arad, Doctors’ degree leader and the trainer for a Doctors’ degree. The preparation language of the Doctors’ degree can be Romanian or an international language.

Preparation classes of Romanian language are organized in the Center of preparation year of “Aurel Vlaicu” University in Arad.

Candidates must take a linguistic competence exam at “Aurel Vlaicu” University in Arad at the Romanian language Desk at the Modern Language Department of “Aurel Vlaicu” University in Arad. Foreign citizens who come from countries where the states’ official language is an international one are bared from taking the linguistic competence exam for an international language.

For citizens from European Union member states and citizens belonging to European Economic Area and from the Swiss Confederation Doctors’ registration fee and tuition fee are the same as for the Romanian citizens.

For citizens outside the European Union and from states belonging to the European Economic Area and the Swiss Confederation Doctors’ degree study tuition fees are established according to G.O. no. 22/2009 in the following way:
On their own currency: 290 €/ month for exact science area, 240 €/ month for Human and Social and Economic areas, and the tuition fees are paid in advance in the following way:

For the advanced preparation program:
In equivalent amount with 10 months of study for attendance;
For the viva voce admission will be paid the equivalent of the established monthly fee;
For the scientific research program will only be paid the stipulated activities in the individual study plan with the equivalent of the monthly fee;
At the sustenance of the Doctors’ degree thesis 540 € fee is paid for the exact science area, 440 € for Social Human area and Economic area.

Foreign citizens enjoy the trainer for a Doctors’ degree position and implicitly the rights which come along with this position (permit to stay in Romania) only for the period for which they paid the fees due to it.

Foreign citizens, Romanian state scholars are spared of registration and matriculation fees.

Foreign citizens pay the registration and matriculation fees as well as Romanian candidates.

The file handed in at registration must include:

Registration form;
Copy of the study acceptance ordinance, which attests the study circumstances of that trainer for a Doctors’ degree;
Application for permission to study on own currency;
A document from the consular services of the country of origins of the trainer for a Doctors’ degree which attests the accurate graph of his/ her name in Latin type – if it’s appropriate;
The preparation year graduate certificate or its substitute, and the Romanian language test promotion proof, in case his doctoral activity will evolve in Romanian language; Affidavit which attests that the trainer for a Doctors’ degree shows that his study documents allows him, in his country of origin, to attend to Doctoral programs, equivalent to those from Romania;
A statement at their own risk, that in case the documents are not suitable, he will be expelled, without the possibility of taking back the paid tuition fees (only for the trainers for Doctors’ degree on their own country);
Written confirmation for M.E.R.Y.S., of the validness of study documents;
Curriculum vitae;
The list of published works;
Marriage certificate or another document of changing the name;
The script that attests the payment of the admission fee;
A certified and translated copy of the birth certificate or its equivalent, two copies;
A translated and certified copy of the graduation diploma of a long term higher education institution and the transcript or the diploma supplement, two copies;
Translated and certified copies of postgraduate diplomas, two copies.