

**REGULATIONS REGARDING THE STUDENTS’
PROFESSIONAL ACTIVITY**
on the basis of
THE EUROPEAN CREDIT TRANSFER SYSTEM (ECTS)
valid from 2009 – 2010 academic year

CH. I. GENERAL PROVISIONS

Art. 1. The regulations regarding the students’ professional activity on the basis of the European Credit Transfer System comprises a set of norms applicable within the University of Oradea.

Art. 2. The provisions of the present regulations apply to all the categories of students and to all the educational forms at the University of Oradea, observing the provisions in effect.

CH. II. STUDENTS’ MATRICULATION AND DOCUMENTS

Art. 3. The matriculation of the students who passed the entrance examination for the first year, of the students transferred from other universities or faculties, of the short term university education alumni who were approved to continue in the first cycle in order to obtain an undergraduate diploma, is done at the suggestion of the faculties’ management, through the Rector’s decision, under a unique registration number, valid for the whole university period for the faculty they were admitted to. These numbers are allotted successively (continuously) for each new series of students. The student, who is re-matriculated, on the Rector’s Decision, will receive a new registration number.

Art. 4. When registering the student in the registry book, a personal file is prepared, a file which will include:

- Papers from the entrance examination (if any);

- Baccalaureate diploma (equivalent) or original undergraduate diploma, if the student registers for a second faculty. The baccalaureate diploma can be presented in a legalized copy, accompanied by a certificate issued by the faculty's secretariate where the original is, if the student is concomitantly studying two specializations.
- Application form which includes CNP;
- Legalized copy of the birth certificate;
- Documents attesting name changes, legalized copy;
- 2 photographs;
- Medical certificate;
- Education contract.

During schooling, the student's file will be completed with:

- Annual study contracts, between the student and the faculty, represented by the dean, not later than the end of the first week, registered in at most 15 days, from the beginning of the academic year. It is mandatory that they include the disciplines (compulsory, optional and non-compulsory) contracted by the student, consisting of disciplines of the curriculum specific to the year of study in which the student is registered, failed disciplines from the previous year/years, for which the student wants to retake the activity and possible disciplines credited in advance;
- Necessary documents for obtaining a scholarship, according to the laws in force;
- Application forms regarding the absences' justification (in case of illness) approved by the faculties' management, accompanied by medical documents;
- The documents according to which some rights were given (study interruptions, schooling extensions, transfer, difference exams etc), commendations or applied sanctions;
- Documents that certify studies performed in other

universities in the country and abroad and the obtained results;

- Proof of payment of requested fees.

Art. 5. When matriculating, each student will be issued the following documents:

- student identity card;
- student card;

The student identity card serves as an identity document in all situations in which they are required to prove their student status.

In the student card all grades for exams and other knowledge evaluation forms will be registered. The student is obliged to show the student card to the examining professor.

The student identity card and the student card are countersigned by the faculty secretariate at the beginning of each academic year.

In the student's documents, no corrections or false data registrations are admitted, these constituting falsifying public documents and being sanctioned accordingly. In case of loss of personal documents, duplicates will be issued, after the publication of the loss in the media. In case of transfer, peremptory dropout or expulsion, the faculty' secretariate will withdraw these documents.

Art. 6. Annual study contracts between the student and the faculty, represented by the dean, will substitute the application forms for matriculation in a year of study.

CH. III. STUDENT'S RIGHTS AND OBLIGATIONS

Art. 7. The student, in his/her capacity of member of the academic community, has rights and obligations which are included in the specific legislative provisions of the Charter of the University of Oradea, of the regulations established by the Senate of the University and of the regulations herein.

Student's Rights

Art. 8 During schooling, the students have the following rights:

- a. To benefit from the gratuitousness of education, according to the laws and to the governmental decisions in force.

b. To attend concomitantly two specializations under the conditions provided by the laws and rules in force.

c. To use the spaces of the faculty (laboratories, course rooms, project and seminar rooms, libraries, reading rooms, and sports grounds) and all means provided by the university for a professional training as thorough as possible, under the conditions established by the University Senate.

d. To participate in the students' scientific activity, in the activity of the artistic bands of the faculty or university, of the literary circles, clubs, Student's Culture Houses, in the university mass and performance sports activity, within the university, clubs and university sports associations.

e. To receive scholarships and other forms of material support according to the legal norms and regulations established by the university and the laws in force.

f. To benefit from free medical assistance according to the law.

g. To be accommodated in hostels and eat at the university canteen under the conditions provided by the regulations in force.

h. To elect and be elected as students' representative, in the Faculty Council and University Senate or in other structures of the university, on the basis of the legislation in the field, of the Charter and the Regulation of Operation of the University of Oradea, of the regulations established by the Senate, as well as of the criteria established by the legally set up students' organisations.

i. To benefit from mobility scholarships for studies at other universities in the country and abroad.

The mobility scholarships abroad are granted according to the specific laws in force.

The mobilities, specific to the undergraduate study cycle, are accepted in the country, one time during the legal period of schooling, under the following conditions:

- The student has to hold all credits associated with the previous years of study of the year he is enrolled for;
- The balanced average of previous, graduated years, must be at least eight;
- The period of studies attended at the partner university, with which the University from Oradea has a

cooperation agreement, signed by the rectors and deans implied, lasts for one or two semesters;

- The student benefits from academic acknowledgement for the period of studies completed at the partner university as well as for the results obtained at the exams or other forms of assessment, only if he initially has the written acceptance of the teaching staff of the University of Oradea implied through the disciplines associated with this period;

- The mobility is approved by the Faculty Council, at the dean's proposal, following the written application of the student, application expressed until the beginning of a semester;

- Mobilities are not accepted for students enrolled in the first year of studies or in the final year.

j. To benefit from counselling of a professor established by the Faculty Council for educational problems, credits and professional training.

k. To benefit from reduced prices in all situations provided by the laws and regulations in force.

l. During the period of studies' interruption, the student does not benefit from the rights conferred to students by law.

Student's Obligations

Art. 9 The students are obliged:

a. To severely fulfil under good conditions and in due time all their obligations according to the curriculum and university programs in the interest of a good professional training;

b. To observe the order, morality and rights of others both within the university territory and outside of it. The student is responsible for his whole behaviour.

c. To observe the provisions of the University Charter and of the internal regulations derived from it;

d. To carefully use the material goods existent within the areas of education, hostels, canteens, etc. The occurrence of damage will be punished according to the regulations in force;

e. To observe the authority of the teaching, research and administrative staff, as well as the authority of the management structures from the faculties and university;

f. To pay on time the taxes established. The amount of the taxes and the exemption from their payment is decided by the Senate.

CH. IV. ATTENDANCE

Art. 10 The student is obliged to attend all educational activities (courses, seminars, laboratories, practical activities, projects, probations, etc) provided with compulsory attendance in the regulations of the faculties, established by the departments and approved by the faculties' councils. These are presented to the students by posting, at the same time with the curriculum, at the beginning of each academic year.

Attendance at laboratory activities, projects, probations, etc, with compulsory statute, will be recorded in the presence journal, issued by the secretariates of the faculties, under the signature of the discipline holder. The presence journal will be managed by the chief of the group (subgroup) who has the obligation to ask the discipline holder the confirmation through the signature of presence of the students, at the end of the courses accomplished. At the end of the semester, before the examination session, the presence journal will be submitted to the secretariate of the faculty.

In isolated, well justified cases the discipline holder with compulsory attendance, can accept the partial accomplishment or their redoing by the student with another group or subgroup. The presence of the respective student will be written down in the journal of the group (subgroup) he is a member of (mentioning the date of accomplishing that activity) following the written confirmation, through a standard type certificate for this purpose, signed by the discipline holder and the student who is the chief of the group (subgroup) with whom the activity was performed.

The Faculties establish, through their own regulations, the way of enrolling for the compulsory, optional and non-compulsory disciplines. The enrolment for these courses is made through the annual study contract concluded between the dean of the faculty and the student. The student is free to choose the courses from the curriculum, observing the conditionings. The students will choose through written application the optional and non-compulsory disciplines until the last week of teaching activity of the previous university year. The students in the first year will enrol for these courses in the first week of the first semester of the academic year in question.

The attendance of classes of teaching activity, of fulfilment of the requirements, is established according to the specific character of the disciplines, by the Faculty Council, at the proposal of the discipline holder. The requirements will be mentioned in the discipline sheet and will be presented to the students at the beginning of the teaching activity.

The non-observance of the provisions regarding the compulsory attendance at a certain discipline is sanctioned with the non-acceptance of the student at the exam and with the obligation to re-do the activities pertaining to the discipline, under the conditions stipulated by the Faculty Council.

During semesters, within the classes of teaching activity, case analyses, essay presentations, thematic debates, etc are organized; the students' participation in all these activities and the obtained results will be taken into consideration at the final evaluations with a certain weight, according to the specific character of the discipline, according to its sheet (analytical syllabus).

Art. 11 In well-grounded cases, on the basis of the supporting documents and of the student's application, the absences from the activity provided with compulsory attendance by the dean of the faculty can be motivated. These cases are stipulated by the laws in force. The exceptions are: the activities from laboratory works, practical works, probations and projects, which will be rescheduled under the conditions and according to a program established by the discipline holder (who performs these activities).

The absences are motivated for medical cases, participations in performance sports events and other special cases, approved by the dean of the faculty.

Medical cases will be taken into account only through the certificates issued by the qualified institutions. If the hospitalization period exceeds 60 days, studies are interrupted for the academic year in question. Upon studies' recommencement, students can apply for a budgeted position.

The dean of the faculty can approve partial attendance exemption for the pregnant student on the basis of the demonstrative medical documents. In case of repeating activities with compulsory attendance, she will be exempted from fee payment.

For other situations, the dean can approve motivation of the absences under the conditions established by the Faculty Council.

The maximum level admitted for the absences at practical activities (laboratories, probations, projects, etc) is up to 30% of their duration and will be established by the Faculty Council. These absences can be recovered with tuition until the end of the semester, according to the program established by the discipline holder.

In case the absences exceed the maximum level admitted established by the Faculty Council, the student will re-do the discipline, paying the fee for redoing the discipline.

CH. V. PROMOTION

Art.12. The evaluation of the student's professional training is made during the whole period of studies during seminars, practical courses, projects and other forms established by the curriculum (in-semester assessment – VP), as well as through oral or written exams, which are taken in the established sessions according to the structure of the academic year.

In the present Regulations, by examination we will understand any of the forms of evaluation, according to the context.

The student from day-school, evening-school, reduced attendance and distance education will take the exams and the colloquia during the two exam sessions established by the structure of the academic year (winter and summer) and in the re-examination session.

The requirements for passing the exams are stipulated in the discipline sheet and are communicated to the students at the beginning of every semester, by the discipline holder.

Art. 13. The University of Oradea applies The European Credit Transfer System (ECTS) in all students' assessment.

Art. 14. ECTS is based on the principle that 60 credits measure a student's volume of work during an academic year.

Art. 15. The credits are numeric values, normally between 1 and 30, assigned to some units of lectures and other curricular activities in a semester. The credits reflect the quantity (volume) of work, in all its aspects (lecture, seminar, practical courses, laboratory, project, individual study, practical activity etc), invested by the student in order to assimilate a subject. The credits assigned to a subject have whole values or fractions of 0.5. The credits do not measure either the quality of learning or the importance of the subject. The evaluation of the student is made through grades.

Art. 16. Academic undergraduate studies correspond to a number between minimum 180 and maximum 240 of transferable study credits, in compliance with ECTS.

The Master studies correspond to a number of transferable study credits between 60 and 120 in accordance with the period of the Academic undergraduate studies.

The total, cumulated period of the first cycle - of Academic undergraduate studies and of the second cycle – of master studies, has to

correspond to obtaining at least 300 transferable study credits.

The Diplomas of alumni of 5-6 years higher education studies are by right equated with the Master Diploma.

Art. 17. The basic unit in the curriculum is the semester, consisting of 14 weeks of didactic activity and 2-4 weeks of exam sessions, which are each completed by one week of extra session.

In autumn, in September, there is a one week re-examination session, in which the student can attend only the exams in which he did not take part in one of the two re-examination sessions which complete the winter and summer sessions.

In the re-examination sessions the student can be assessed for grade enhancements.

In the last semester two weeks may be provided for preparing the licence/dissertation paper. This activity is distinctively credited, according to the curriculum, taking into account the specific requirements and standards of ARACIS.

The minimum number of credits in a semester of 14 weeks (12 respectively for the last semester of the final years, according to ARACIS norms) is 30. The convention 30 credits/semester was chosen lest it should create differences with regard to the Credit Transfer System applied in Romanian and foreign Universities.

Art. 18. The curricula comprise, according to their contribution in the formation of the specialist: fundamental disciplines (general or of common trunk), field of undergraduate studies disciplines, speciality disciplines and complementary disciplines, in the proportion established by the study program authorization and accreditation standards. The standard duration for a discipline is of one semester. In their turn, each of the three categories of disciplines, in regard to the compulsoriness of their attendance, are compulsory, optional and non-compulsory, distributed during the period of studies according to the specific standards, issued by The Romanian Agency for Quality Assurance in Higher Education.

- The compulsory disciplines target the accumulation, by the students of basic knowledge specific for the field.
- Optional disciplines and optional specialty subjects' packages target to ensure the further study in a certain direction of study as well as students' specialization.

- Non-compulsory disciplines aim at broadening the horizon of specific and general knowledge of the students usually targeting complementary fields. These can be chosen from an offer transmitted by the study contract or published annually by the Dean's Office.

The students of the University of Oradea may enrol in the courses of other faculties or specializations (observing the conditionings), the contracted disciplines being considered non-compulsory disciplines in relation with the academic program (specialization) for which he/she was enrolled. The results obtained for these disciplines will be recorded in the school register and in the Diploma Supplement issued by the faculty where the student is matriculated.

Art. 19. The following general measures are applied at the University of Oradea:

- 30 credits per semester are granted for the compulsory and optional disciplines;
- The graduation examination may be credited separately. Up to 10 credits are granted for the elaboration of the licence/dissertation paper or a number of credits provided by the ARACIS norms;
- The modern language and physical education (sports discipline) are to be included in the curricula. The credits granted for these disciplines are obtained through the forms of assessment provided by the curricula;
- The non-compulsory disciplines are offered during the period of studies and are credited distinctly, being recorded in the Diploma Supplement;
- The disciplines included in the teacher training package (non-compulsory) from The Teacher Training Department are credited separately, according to the specific requirements mentioned in the respective curriculum. For the graduates of this package of disciplines distinct certificates are issued. For the first module (30 credits), a level A certificate, and after the graduation of the second module (30 credits), a level B certificate.

Art. 20. Granting the credit units pertaining to every discipline (lecture, seminar, practical courses, laboratories, training courses, projects,

individual study, teaching practice etc) is conditioned by the fulfilment of all the obligations included in the discipline sheet. The discipline holder and the persons responsible for seminars, practical courses, training courses, projects etc, will describe these duties at the beginning of the activity.

Art. 21. The credits granted for a certain discipline – by the curriculum – are achieved by the student by promoting the discipline in question, i.e. by obtaining the minimum mark of 5 (five) or the “admitted” qualificative. The credits granted to a discipline cannot be achieved in stages.

Art. 22. The credits and assessments achieved in a discipline are valid during the whole academic period. Their recognition is not affected by the modifications of the syllabus or curriculum, within the same specialization, even though only the number of credits is modified.

This provision is also applied when a one semester discipline is divided into two semester disciplines or when a two semesters’ discipline is fused together into a one semester discipline, providing the discipline sheet (syllabus) remains unchanged.

Art. 23. The credits may be obtained in advance and may be carried over for the next semesters. In the study contract one will emphasize distinctively the disciplines whose credits will not be taken into account in the semester in which they were obtained, but will be carried over for a future semester. The formulated option is irrevocable.

In order to be able to apply for credits in advance, by the Annual Study Contract concluded with the dean, the student must hold the whole number of credits pertaining to the disciplines from the previous year of study, and the balanced average of the preceding years of study must be at least eight. The first year students may not contract credits in advance. The maximum number of credits that may be taken in advance is 30, for the whole period of study. Exceptional cases shall be approved by the Senate.

Art. 24. A student is considered to have integrally completed a year of study if he/she achieved all the credits granted for the compulsory and optional disciplines. The students’ value hierarchy, including for obtaining certain facilities (scholarships, tickets for rest or treatment etc) are made by calculating the balanced average of the semester prior to the moment these facilities are requested. For accommodation in the students’

hostels the balanced average of the preceding year is taken into account.

Art.25. The Faculties establish the enrolling for compulsory, optional and non-compulsory subjects on the basis of their own regulations. Students may enrol for these courses through the Annual study contract concluded between the dean of the Faculty and the student. The deadline for the registration of study contracts is no longer than 15 days since the beginning of the academic year. The student is free to choose the courses in the curriculum observing the conditions imposed. The students will register for the chosen subjects during the last week of the previous academic year. The 1st year students will register in the first week of the first semester of the academic year.

Art.26. In an academic year students may take an examination in each subject that is to be found in the curriculum for the academic year in question no more than two times: once in the exam session at the end of each semester and once in the re-examination session which lasts for a week, either at the end of the exam session or in the fall re-examination session. Failure to take the examination in the scheduled exam session or in the re-examination session means using up the two possibilities available at that moment. For the winter and summer exam sessions the dates for the exams will be set well in advance, mentioning the group of students that is supposed to take the examination at that date, the students being under the obligation to take the examination with their scheduled group. In strongly justified cases, the examiner may approve for the student to take the exam with another group. The exams from the winter exam session can be re-scheduled only in the re-examination session following the winter exam session or in the fall re-examination session. At the end of each semester the discipline holder will establish how to assess the students at those disciplines for which the examination form mentioned in the curriculum is through in-semester assessment. Under no circumstances can exams be repeated in the same exam session.

Art.27. In exceptional, well-justified circumstances (medical certificates, maternity leaves, participation in performance sports or artistic activities, scholarships abroad etc.) the students may take the examinations at a date scheduled by the discipline holder, which has already been communicated to the Secretariat of the faculty and approved by the dean.

Art.28. The students involved in performance sports (according to the laws in force) or artistic activities and those who have participated in programmes of international mobility may benefit from a prolonged exam

session, under the conditions established by the Faculty Council.

Art.29. The grade enhancement exams for the subjects mentioned in the contract and which have been taught and passed in the scheduled exam sessions of the academic year in question can be taken only in the fall re-examination session. No grade enhancement applications will be admitted for the exams passed in the fall re-examination session. The faculties establish the conditions under which students can take these examinations and the grade will be modified only if it is higher than the previous one, respecting the principle 'a passed exam is definitively passed'.

Art.30. If a student has not passed the exam after the second examination, but has acquired the minimum number of credits during the year of study in question, necessary to pass in the following year of study (according to Art.32), he may request to enrol once again for that discipline. The student will re-do the entire teaching activity established in the curriculum for the discipline in question, and only after that he/she may take the examination again twice.

In the case of failing to take an examination in an optional subject after the second enrolment, the student can choose a different optional course for which he/she will have to pay a fee.

The student who does not pass a non-compulsory discipline is under no obligation of re-doing the subject again, or any other non-compulsory subject.

Non-compulsory disciplines take place on tuition, the fee being established by the Faculty Council, at the beginning of each academic year.

Art.31. In order to re-do a discipline, the student has to pay a discipline fee, the fee being established by the University Senate at the beginning of each academic year. The student will be allowed to re-do the teaching activity and take an examination only in those disciplines listed in the study contract.

Art.32. The students who accumulate a minimum of 30 credits during the academic year in question may enrol in the following year of study. If the student fails to accumulate the requested number of credits, he/she will be expelled or, upon request, re-enrolled in the same year of study, in tuition-paying system.

The students of the Faculty of Medicine and Pharmacy, whose specialisations last for 5-6 years, may pass in the 4th year of study only if they have accumulated the requested number of credits for all the previous

years. If not, they will be expelled or, upon request, re-enrolled in the same year of study, in tuition-paying system.

The students of the Faculty of Architecture may pass in the following year of study only if they accumulate the minimum of 30 credits in the academic year in question and have no more than 30 credits of failed exams from previous years. If not, they will be expelled or, upon request re-enrolled in the same year of study, in tuition-paying system.

After a year of study, a student may be in one of the following situations:

a student with passed years of study – when the student has accumulated the total number of credits (60) of the academic year in question and has no failed exams from previous years.

a student with credited year of study – when the student is enrolled in the following year of study, without having passed all his exams but observing the provisions of the current article.

a student in a complementary year (re-enrolled) – when the student does not observe the provisions of the current article.

Art. 33. The students who have not accumulated the necessary credits in order to enrol in the following year of study and are re-enrolled in the same year of study must meet the requirements of the curriculum of the respective class (the class with which they resume their studies).

Art. 34. Students who were enrolled in the following study year but did not pass the exam in a discipline for which the old curriculum has established a single exam and the new curriculum establishes two exams, will take both examinations, paying the associated fee.

Art. 35. The credits obtained by students on the basis of contract studies between the University of Oradea and other Universities in the country or abroad (through programmes of European integration or international programmes) will be equated through written conventions between faculties with the same or similar specialisations (internal and external transferability of credits), observing the credit equating procedure approved by the University Senate.

The credits accumulated under the stipulations of the current article shall be deemed to be obtained in the semester in which this discipline appears in the annual study contract. The equating of courses and the granting of corresponding credits shall be carried out by a standing

committee established by the Faculty Council at the beginning of each academic year. In the case of equated exams, the student's Diploma Supplement will mention that the discipline in question was equated.

Art. 36 If, at the end of the legal period of the study programme, the student has not obtained all the necessary credits which were established in the curriculum, he/she can ask (in a written application form) for the extension of the study period with 1-2 semesters by paying taxes for the disciplines which have not been passed and also for the disciplines which appeared as differences in the case of possible changes of the curriculum, registered in the annual study contract.

The student in this situation must meet the demands of the curriculum of the class he/she graduates with. As a consequence, he/she will be considered to be a graduate of the class in which he/she obtains all the necessary credits to complete the studies.

If after the extension period the student has not obtained all the credits, he/she will be expelled. Upon request, the student can be re-enrolled, by paying educational fees, in the year of study which is determined by the compatibility of the curricula, to comply with the demands of the curriculum of his/her class in which he/she graduates. After graduating one academic year, the student can apply for a budgeted place, according to the procedure regarding the accession to State financing of the tuition students, which is approved by the University Senate.

Art. 37 The disciplines of the curriculum will be codified by a unique system for the entire university, as follows:

- The abridged denomination of the faculty, established by the university, made of 4 letters;
- The abridged denomination of undergraduate studies field in which the discipline fits, according to the MECI list, made of 4 letters;
- The reference number of the discipline in the curriculum, established by the administrator of the application for the whole university together with the representative of the faculty, made of a combination of 3 figures.

Art. 38 There will be designated tutors or credit coordinators for each faculty and specialization and they will ensure the students' advising.

Art. 39 The evaluation forms referred to in the curricula are: the exam, the colloquium and the in-semester assessment. The number of disciplines referred to in the curriculum for a semester as the “exam” checking form is specified by specific standards issued by the Romanian Agency for the Quality Assurance in Higher Education (ARACIS).

The exams and the colloquia are held only in the examination sessions. The day and hour of their deployment, for all educational forms, are established by the Dean’s Offices, at the proposal of a students’ groups and the approval of the discipline holder.

The students are allowed to enter an examination only if they have completely covered laboratory activities, projects, stages etc., referred to in the curricula of the disciplines which are included in the annual study contract. The Faculty Council will allow a number of absences which will be retrieved. If not, the student will have to redo the discipline during the next academic year. Until the end of the semester the retrieval will be established by the teacher who organizes these activities, this one having a clear, signed record to present before the exam to the course holder.

Art. 40 The exam procedure – in a written form, in an oral form or in a written and oral form - is established for each discipline within the departments and with the approval of the Faculty Council and is posted at the notice board of the faculties, at the beginning of each academic year and is communicated at the beginning of each semester in the discipline sheet.

Art. 41 The examination will be done by the teacher of the discipline, assisted by the teacher who was in charge of the seminars, the practical courses, the stages or by another teacher in the same area of interest. When the discipline holder is not present, due to well-grounded reasons, the Dean will establish, for the examination, a commission made of 3 teachers which is suggested by the department in question.

Art. 42 The grading of the students’ answers at exams, colloquia, tests, projects, is usually done by marks from 10 to 1, conceived in full numbers, the minimum required mark being 5 (five). In some cases, established by instructions (for non-credited activities), the assessment can be graded by “admitted-rejected”.

The examining teacher will explain the given marks to the students, if there are any requests.

The students are allowed to participate at all forms of assessment, if they have observed all the demands of the discipline, having

upon them the student's card in which the examining teacher will put down the mark at the end of the examination.

For disciplines with several forms of examination, the teacher will establish only one mark expressed in full figures by taking into consideration all the results the students have obtained. The weighting of every test appears in the discipline sheet.

It is compulsory for the catalogues to be filled out at all the headings, signed by the examiner and given to the secretariates within a day after the oral examination or within 3 days after the written exam. The examining teachers, through the faculties' secretariates, will post the results in no more than 3 days after the examinations.

At the end of each semester, the faculties' secretariates will post the results for all the examination forms which the students have had in their sessions. After the fall re-examination session, the faculties' secretariates will post the centralized situation regarding the passed or non-passed exams of every student for the current and previous years.

The students who do not attend scheduled exams are recorded as "absent" in the exam catalogue. There is an exception for those who benefit from the closure extension of the school situation.

Art. 43 The closure of the semestrial school situation at the disciplines which appear in the curriculum as an in-semester assessment will be done a week before the scheduled exam session.

Art. 44 The closure of the school situation of the student at the day, evening school, reduced attendance and distance learning education is made at least 10 days before the beginning of the new academic year. The performance sportspersons benefit from the provisions of the M.E.C.I Order in force.

Art. 45 The student who is trying to pass an exam by fraud will be expelled by Rector's decision, at the suggestion of the Faculty Council.

Art. 46 The student who has been hospitalized or on medical leave for more than 60 days, out of which a minimum of 20 successive days confirmed by medical certificates, can be re-enrolled in the same academic year, thus extending that year of study and being entitled to candidate for a budgeted place. The approval of the school period extension will be made by the Dean of the faculty, based on the certificates issued or confirmed by medical units.

Art. 47 The specialized practical activities are compulsory for the student whose specialization comprises this type of activity. The assessment of the student's knowledge for the practical activity is done through examinations. The examination commission consists of teachers who have coordinated and guided this activity. The pedagogical practice will be made according to the curriculum and the methodology issued by the Teacher Training Department.

Art. 48 The student who chooses the didactic profession is obliged, according to the Educational Law, to participate and finalize the activities (courses, seminars, pedagogical practice) of the Teacher Training Department.

Art. 49 A year of study is considered to be passed if the student obtains all the 60 associated credits. In this situation it is considered that the student has passed all exams.

CH. VI. CONTINUING STUDIES, INTERRUPTION, TRANSFER, RE-ENROLLMENT

Art. 50. Students who have completed their short term academic studies may continue their learning process in order to obtain their license degree within the 1st cycle – undergraduate studies.

Registration, by entrance examination, is possible only for the specializations of the same license area completed within the short term university education program.

Transferable study credits, on whose basis graduates are matriculated in undergraduate studies, are obtained by comparative analysis of curricula and syllabuses (discipline sheets) pertaining to disciplines passed in short term academic studies' disciplines, respectively to disciplines provided in the curricula of undergraduate studies.

Admitted applicants are to pass the difference exams set by the Faculties' Councils and are to be enrolled in the academic year corresponding to the recognized exams and to the number of accumulated credits, observing Art. 32. Difference examinations are parts of the failed examinations pertaining to the failed disciplines, disciplines for which the students have to redo their academic training.

If the selected candidates choose the teacher training program, they are required to also pass the exams provided in the curriculum of the

Teacher Training Department.

Responsibility regarding observance of these provisions lies solely on faculties' deans.

Art. 51. Graduates with undergraduate diploma can pursue a second specialization observing the conditions stipulated by the methodology of entrance examinations approved by the Senate and by the faculties' methodologies, following an entrance examination.

Students attending a second faculty (specialisation/study program), re-enrolled students, transferred students or in continuance of their studies are to be matriculated or re-matriculated, if necessary, in the appropriate academic year in accordance to the recognized exams and to the number of accumulated credits, observing the conditions stipulated in Art. 32, 49 and 50 of the current Regulations.

Difference examinations are parts of the failed examinations and are to be taken in the corresponding frame session semester which provides the respective disciplines related to the class's curriculum in which the matriculated or the re-matriculated students complete their academic training, or in their re-examination session.

In the cases of the Faculty of Medicine and Pharmacy, a second specialisation/study program may be attended as a result of entrance examination starting with the 1st academic year. Credits previously accumulated are not recognized, except for those belonging to fundamental subjects included in each specialisation's curriculum/in each graduated education and training programs, belonging to the same license area, with a duration at least equal to that of the specialty training that they are going to attend, if the current standards and regulations allow it.

Art. 52. In the case of a properly motivated request on behalf of the student, the Faculty Council may approve the interruption of studies over a period of 1 year throughout the entire academic period. The deadline for such submissions is the date of the current academic year's beginning. The restart of studies is to be done under specific academic curriculum of that particular year of study when the application has been submitted, allowing the student to compete for a budgeted place.

The application for the interruption of studies cannot be approved for students who are undergoing the expulsion procedure at the date of application.

Art. 53. Students may be transferred from one form of

education to another, from one specialization to another or from one faculty to another, in accordance to the proper implementation of the transfer credits system (a minimum number of credits required for the year of study in which the student is to be enrolled) and by observing the compatible curricula. Transfer requests are to be submitted to the faculty's secretariate where the student is to be enrolled by September 15, and the answer is to be given to the student at least 5 days before the beginning of the academic year.

In exceptional cases, the transfer requests may be filled after September 15, but they are to be solved at the latest by October 15 the current year.

Students may be transferred only on the second year of study and onwards, with the exception of the last year of study and exclusively within the same license area or within related license areas.

In the case of the Faculty of Medicine and Pharmacy, transfer is an option only for students enrolled in Health department. Transfer is to be allowed only between Medicine-Dentistry specialisations, between specializations of 3-4 years of study duration, and also from 5-6 years of study specialization to one of 3-4 years of study, observing their degree of vicinity.

Applications for transfer must include the deans' and the approvals of the rectors of the involved institutions. If the transfer is concluded between the faculties belonging to University of Oradea, the applications are to be approved by both the faculties' deans and the University's rector.

Students' transfer between specializations belonging to the same faculty is to be approved by the Faculty Council.

The Bureau of Faculty Council receiving the transferred student stipulates:

- recognition or equivalence of exams and credits by comparative analysis of curricula and discipline sheets;
- difference exams, similar to the failed exams, and other teaching obligations, so that the transferred student may be familiar with the same curriculum as all the other students belonging to that particular academic series.

The provision of registration (a copy) is to be sent to the

educational institution where the student comes from, for successfully issuing the proper educational papers to the faculty where the student got transferred (baccalaureate diploma, transcript of records of all years of education, birth certificate – legalized copy etc.).

Art. 54. Students expelled under these Regulations can always be re-matriculated within the same specialization (except the 1st year of study expelled students – who may not be re-matriculated), upon request, with the consent of the Faculties Councils, through the Rector's decision, under the tuition conditions, in the academic year resulted from recognition of credits previously acquired by matching curricula and discipline sheets. They are to pass the proper difference exams set under the same conditions as those provided in the previous article regarding the transferred student.

Art. 55. Those who have held the status of student at one of the faculties belonging to the University of Oradea and who have requested their withdrawal based on personal reasons may be re-matriculated, upon request, in the same license specialization area, observing the provisions of the previous article, without exceeding two years from the date of their withdrawal; if not, they are to be re-matriculated following only an entrance examination.

Those who have been students to other faculties at most two years ago and who have chosen to withdraw benefit from the provisions of the current article only if they regain the college student status after participating in the entrance examination process during one of the organized sessions that have to comply with the specific methodology developed by the faculties belonging to the University of Oradea.

CH. VII. REWARDS AND SANCTIONS

Art. 56. For exceptional academic achievement in his/her professional, scientific and research activities, a student may be awarded:

a) the Diploma of Excellence (in case he/she has obtained the highest grade '10' in all his/her subjects and if the average grade of his/her graduation exam is at least 9.5) and the Diploma of Merit for valedictorians;

b) special scholarships (merit scholarships, performance scholarships), awarded in accordance with the Regulations in force;

c) other forms of awards established by the Faculty Council out of its own extra-budgetary revenue, in self-financing mode, and in accordance with legal regulations;

d) Erasmus mobility scholarships;

e) diplomas and honours established by the Senate of the University of Oradea .

Art. 57. If a student fails to comply with the requirements of the present Regulations or the stipulations of the University Carta adopted by the Senate of the University of Oradea, the following sanctions will be applied:

a) written warning;

b) the withdrawal of scholarship for a limited period of time or permanently (according to the decision of the Faculty Council);

c) the withdrawal of the student's right of living in the students' hostel;

d) expulsion.

Sanctions a, b, and c can be applied by the Faculty Council, while sanction d can be applied by the Rector at the request of the Faculty Council and depending on the seriousness, frequency and circumstances of misconduct. A student may request a review of his/her sanction in 30 days' time.

The expulsion of students is decided at the end of each academic year in accordance with the conditions stipulated in the present Regulation. If a student has been expelled for professional reasons he/she is not allowed to request a review of his/her sanction.

CH. VIII. COMPLETION OF STUDIES

Art. 58. The completion of studies in higher education is done in accordance with the laws in force and in accordance with the orders issued by M.E.C.I.¹

Art. 59. The University of Oradea can organize graduation examinations at state-approved specializations in accordance with the Regulations in force.

Art. 60. The structure of the graduation examination, the number of tests and the form (oral, written, practice) and content (topics, bibliography) of the examination are established by the Dean's office at the suggestion of the departments and according to the specific requirements of various specializations, the methodology elaborated by M.E.C.I. and the methodology of the university approved by the Senate of the University.

Art. 61. The graduation examination boards are nominated by the departments, sanctioned by the Faculty Council and approved by the Senate. The organization of the board can remain the same for the winter session (January, February) of the following year. Exam topics will remain unchanged.

Art. 62. Candidates at graduation examinations must fulfil all the requirements referred to in the orders issued by M.E.C.I. and in the Regulations in force.

Art. 63. Graduates who have failed the graduation examination receive, upon request, a graduation certificate and a grade transcript.

Art. 64. Graduates who have completed Module 1 of the Teacher Training Department will receive an A-level certificate and those who have completed Module 2 will receive a B-level certificate.

Art. 65. Graduates who have failed the graduation examination can enrol in a subsequent session either at the same institution or at another institution with a corresponding specialization under the conditions and in accordance with the methodological provisions elaborated for this purpose.

¹ The Ministry of Education, Research and Innovation

CH. IX. FINAL AND TRANSITIONAL PROVISIONS

Art. 66. The present Regulations apply to all categories of students (students on budgeted places and students paying tuition) at all forms of education, enrolled in accordance with the laws in force and regardless of their year of study.

Art. 67. According to Law 224/2005 -- law that applies to students matriculated beginning with the 2005/2006 academic year, students that are Romanian citizens, European Union students, students from within the European Economic Space and from the Swiss Confederation – students enrolled on budgeted places following the entrance examination maintain their status only during the first year of studies. Exception can be made for:

- Students from disadvantaged families:
 - orphans, or students coming from children homes or from foster care homes;
 - students from one-parent families where the average net monthly income per family member is lower than the national minimum wage;
 - students from multi-member families, i.e. families with pupils/students to provide for, in which the average net monthly income per family member is lower than the national minimum wage.
- Roma students enrolled on budgeted places reserved for candidates belonging to the Roma ethnic group.
- Students from the Republic of Moldova enrolled on budgeted places reserved for candidates from the Republic of Moldova.
- Foreign students - except for students from non-European Union countries, or countries that do not belong to the European Economic Space or to the Swiss Confederation -- enrolled on budgeted places by way of an order issued by M.E.C.I.

Places financed from the state budget remain available and are reassigned at the end of each academic year to deserving students in the decreasing order of their average grades, regardless of their previous status as “students on budgeted places” or “students paying tuition”.

Art. 68. Students expelled from one of the faculties of the

University of Oradea can re-enrol in the same degree-program in which they have been previously enrolled under the conditions of the present Regulations (see Art. 54).

Students expelled from other universities in the country will be matriculated at a faculty of the University of Oradea in the same degree-program in which they have been previously enrolled under the conditions of the present Regulations (see Art. 54) only after an entrance examination. Matriculation is approved by the Rector at the suggestion of the faculties.

Art. 69. Students admitted to a second undergraduate degree program can be matriculated in another year of studies except for 1st year of the undergraduate degree program only if they meet the requirements of the present Regulations.

Art. 70. In the case of students attending two undergraduate degree programs at the same time credit recognition is possible only in the case of disciplines with similar or identical syllabuses and it is entirely within the discretion of the discipline holder to whom the request of credit recognition has been made.

Art. 71. The present Regulations shall come into operation the moment they are approved by the Senate of the University of Oradea and become compulsory for all the faculties and years of study regardless of the form of education.

From the date of coming into operation of the present Regulations, any previous provisions (decisions) and the Regulations regarding Students' Professional Activity and the Regulations regarding the implementation of the European Credit Transfer and Accumulation System, sanctioned by the Senate of the University of Oradea on September 29th 2005, will be abrogated.

Art. 72. Faculties are free to introduce specific regulations regarding students' professional activity unless the former do not contravene the present Regulation.

The present Regulations were approved by the Senate of the University of Oradea on September 24th 2009.

RECTOR

Ph.D Prof. Eng. Cornel Antal