

ERASMUS+ PROJECT 2023-1-RS01-KA220-HED-000156660

EPIR | E-Procedure of Institutional Recognition of
Foreign Higher Education Documents

WORK PACKAGE 2

TASK 2.1. IN-DEPTH ANALYSES OF EXISTING REGULATORY INSTITUTIONAL
FRAMEWORKS, AND EU STANDARDS AND POLICIES

Report prepared by: Legal advisor Sanda Tomuța

From "1 Decembrie 1918" University of Alba Iulia

EPIR project partners:



UNIVERSITY
OF NOVI SAD



UNIVERSITÀ
POLITECNICA
DELLE MARCHE



ROMANIA
1 DECEMBRIE 1918
UNIVERSITY OF ALBA IULIA



50 years of
University
of Split



REPUBLIC OF SERBIA
Qualifications Agency

Recognition is a concept in continuous dynamic.

Recognition in view of access to studies.

The categories of citizens that can benefit from recognition: European citizens (Romania, EU, EEA, The Swiss Confederation), refugees, international protection beneficiaries, third country citizens assimilated to European citizens, third country citizens.

Recognition is made by the National Center for Recognition and Equivalence of Diplomas (CNRED) and the General Directorate of International Relations and European Affairs (DGRIAE) as follows:

- CNRED for:
 - European citizens (Romania, EU, EEA, The Swiss Confederation),
 - Refugees, international protection beneficiaries,
 - Third country citizens assimilated to European citizens.
- DGRIAE for:
 - Third countries citizens.

In Romania, the Ministry of Education, through the National Center for Recognition and Equivalence of Diplomas (CNRED), evaluates and recognizes study certificates issued for citizens of the European Union, the EEA and the Swiss Confederation, for their family members and beneficiaries of certain forms of international protection, for the purpose of continuing studies in Romania. This also applies to certificates and diplomas held by citizens from **non-EU countries for access to the Romanian labor market only.**

The evaluation and recognition of studies/diplomas obtained abroad are carried out by comparing them to the Romanian educational system to establish the level/ field and/ or specialization.

Recognition and Equivalence of University Studies

CNRED recognizes university-level study documents (bachelor's, master's and doctorate) by evaluating and determining the level, field, and/or specialization of the study certificate obtained abroad in relation to the Romanian education system.

Following the assessment, CNRED may recognize the studies directly or by applying differential exams or other compensatory measures. To meet the criteria for admission to studies, CNRED recognizes the level of the diploma and the field of study. If the specialization obtained abroad has a correspondent in Romania, CNRED recognizes this specialization upon request.

The recognition period for bachelor's, master's and doctorate degrees is 30 working days. This term can be extended accordingly in case of additional checks or in the case when CNRED submits the doctor's diploma file for evaluation to the National Council for Attesting Titles, Diplomas and Certificates (C.N.A.T.D.C.U).

Automatic Recognition

The automatic recognition of diplomas obtained in a member state of the European Union, the EEA and the Swiss Confederation ensures access to continuing studies in Romania.

For admission to university education in Romania, CNRED collaborates with higher education institutions to fulfill the specific admission criteria.

For access to the labor market, CNRED recognizes bachelor's, master's and doctorate level study documents obtained at universities in the EU and **prestigious universities in other states**, without requiring the taking of differential exams or other compensatory measures. This provision does not apply to diplomas that give access to the exercise of a regulated profession, in which case compliance with the minimum mandatory provisions established by European and national legislation is verified.

For access to the labor market, CNRED recognizes bachelor's, master's, and doctorate-level study documents obtained from universities in the EU and prestigious universities from other countries, without requiring differential exams or other compensatory measures. This provision does not apply to diplomas granting access to regulated professions, where compliance with minimum mandatory provisions established by European and national legislation is verified.

Following the evaluation, CNRED may automatically recognize study documents obtained from universities in the EU and prestigious universities from other countries or with the application of differential exams or other compensatory measures, the diploma level, field of study and/or specialization. In the recognition procedure for further studies, CNRED collaborates with higher education institutions in Romania. The document issued by CNRED following the evaluation is the Certificate of Equivalence/Recognition of Studies, which allows the continuation of studies or access to the labor market in Romania.

Romanian Students

Upon returning to the country after completing a bachelor's, master's/postgraduate academic studies, or doctoral studies, the university bachelor's diploma must be equated. A file must be submitted in accordance with the legal procedures in force.

Citizens of EU, EEA Member States, and the Swiss Confederation / Family Members / Subsidiary Protection

Citizens wishing to pursue master's/doctoral/DPPD (teacher training special) studies in Romania can request the recognition of their diploma via the higher education institution they wish to enroll in or directly via the National Center for Diploma Recognition and Equivalence to obtain the certificate/ recognition certificate of studies.

In Romania, the recognition of study documents is regulated by national legislation by the following normative acts:

National Legislation:

- OMENCS no. 5923 / 06.12.2016 approving the methodology for the recognition of PhD diploma and doctorate title in science or in a professional field, obtained abroad,
- OMENCS no. 6121 / December 20, 2016, approving the Methodology for the recognition of bachelor's, master's, or postgraduate study documents issued by accredited higher education institution abroad.

At the institutional level, we have a single internal normative act on this subject, namely the Methodology regarding the recognition at "1 Decembrie 1918" University of Alba Iulia of the doctorate diploma and the title of doctor in sciences or in a professional field obtained abroad.

Through OMECS no. 6121 / December 20, 2016, the Methodology for recognizing bachelor's, master's, or postgraduate study documents issued by accredited higher education institutions abroad was approved.

Recognition involves evaluating and establishing the level, field and/or specialization of the study document obtained abroad compared to the Romanian education system, which can

result in issuing a certificate. The recognition certificate grants the holder the right to continue their studies and/or access the labor market, under the law.

The present methodology applies to study documents attesting the completion of bachelor's, master's, or a postgraduate program of continuous professional training and development at an accredited higher education institution abroad.

Recognition applies to the following categories of citizens:

- a) Romanian citizens, citizens of EU, EEA Member States, and the Swiss Confederation,
- b) Family members of Romanian and EU citizens from third countries,
- c) Citizens from third countries with permanent resident status in Romania and long-term resident status granted by one of the EU, EEA Member States, and the Swiss Confederation,
- d) Citizens from third countries benefiting from a form of international protection in Romania,
- e) Citizens from third countries other than those mentioned in c) and d), **only for access to the labor market in Romania.**

For those mentioned above who want to continue their studies in Romania, except those mentioned in c), CNRED:

- a) Automatically recognizes study documents obtained in EU, EEA Member States, and the Swiss Confederation, as well as study documents issued by prestigious universities in third countries, listed in the List of prestigious universities from third countries, approved by Order of the Minister of Education,
- b) Recognizes study documents obtained in third countries at universities other than those listed in the List of prestigious universities from third countries, approved by Order of the Minister of Education.

For access to the labor market in Romania for the above-mentioned citizens, CNRED recognizes study documents as follows:

- a) Automatically recognizes study documents obtained in EU, EEA Member States, and the Swiss Confederation, as well as in third countries at prestigious universities, listed in the List of prestigious universities from other countries, approved by Order of the Minister of Education,
- b) Recognizes study documents obtained in third countries at universities other than those on the List of prestigious universities from third countries, approved by Order of the Minister of Education,
- c) For obtaining the free practice right for a regulated profession in Romania, CNRED recognizes both study documents obtained in third countries by European citizens and by the other

categories of citizens mentioned in the profession's regulatory acts, as well as diplomas obtained in EU, EEA Member States, and the Swiss Confederation that grant access to regulated professions, unless otherwise stated by the profession's regulatory acts,

d) For a regulated profession in Romania, CNRED recognizes study documents obtained by third-country citizens for employment without free practice right.

In the evaluation procedure of study documents, CNRED takes into consideration:

a) If the study document belongs to the category of national study documents issued by the higher education system in the country of origin,

b) The status of the higher education institution in the country of origin,

c) The right to continue studies in the country of origin granted by the previous study document,

d) The qualification level certified by the study document,

e) The study field/program, the curriculum/workload/learning outcomes, if applicable.

Recognition of study documents under international treaties is carried out according to their provisions.

In the evaluation and recognition procedure, CNRED may consider previous decisions in similar cases.

Based on university autonomy, presenting the recognition certificate issued by CNRED does not limit the right of a Romanian higher education institution to apply specific conditions for access to university studies, including regarding the duration and number of transferable credits accumulated.

Study documents are recognized if the following cumulative conditions are met:

a) The higher education institution issuing the study document is accredited in the country of origin,

b) The qualification level corresponding to the study document is similar to the one in the Romanian higher education system,

c) The field of study and/or study program, curriculum/workload/learning outcomes, where applicable, are similar to those in the Romanian higher education system.

If the evaluation of the elements mentioned above under c) reveals substantial differences compared to the Romanian higher education system, CNRED may recognize study documents by applying compensatory measures, such as continuing studies, taking differential exams, and/or undergoing internships in accredited study programs in Romania.

CNRED may decide to not recognize a study document if the conditions under a) and b) are not met, as well as in other situations, in compliance to the national legislation and international good practices and recommendations.

For joint study programs organized by two or more accredited higher education institutions from Romania and abroad, finalized with a diploma issued by each institution, study documents issued abroad are not subject to recognition, as the diploma issued by the Romanian higher education institution grants the holder all rights.

The recognition file for study documents obtained by the categories of citizens mentioned under a)-d), who request to continue studies in Romania and/or access the labor market in Romania, includes the following documents:

- a) Application form,
- b) Copy of identity documents and proof of name change (if applicable), copy and certified translation,
- c) Study documents- a copy for documents issued in Romanian, English, French, Spanish, Italian or a copy and authorized translation for other foreign languages,
- d) If specialization recognition is requested, diploma supplement/transcript of records, in copy for documents issued in Romanian, English, French, Spanish, Italian, and authorized translation for other foreign languages,
- e) For exercising a regulated profession, other relevant documents (e.g. analytical course programs, complete course descriptions/subjects studied, documents related to postgraduate courses, etc.) - copy for documents issued in Romanian, English, French, Spanish, Italian, and certified translation for other foreign languages,
- f) Proof of payment of the 50 lei evaluation fee, copy,
- g) Other documents, if applicable.

For citizens from third countries mentioned under e) who request access **to the labor market in Romania**, the file includes the following documents:

- a) Application,
- b) Employer's letter requesting the issuance of the recognition certificate for obtaining the work permit,
- c) Identity documents copy and proof of name change (if applicable), copy and authorized translation,
- d) Study documents- copy for documents issued in Romanian, English, French, Spanish, Italian, or copy and certified translation for other foreign languages,

e) For specialization recognition, diploma supplement/transcript of records, copy for documents issued in Romanian, English, French, Spanish, Italian, and authorized translation for other foreign languages,

f) Proof of payment of the 50 lei evaluation fee, copy,

g) Other documents, if applicable.

The study documents subject to recognition are authenticated with the Hague Apostille for the states that are parties to the Convention Abolishing the Requirement of Legalization for Foreign Public Documents, adopted at The Hague on October 5, 1961, to which Romania is a party. For other states, the study documents are legalized or accompanied by a certificate of authenticity issued by the competent authorities from the country of origin. Exemption from apostille or legalization is permitted under the law, an international treaty to which Romania is a party, or on a reciprocal basis.

If the National Center for Recognition and Equivalence of Diplomas (CNRED) identifies any suspicions regarding the authenticity of the study documents, it informs the Legal General Directorate within the Ministry of Education in writing for the purpose of notifying the competent authorities.

Recognition files are submitted:

a) for the continuation of studies in Romania, in higher education institutions or the Ministry of Education Registration Office, directly or by post,

b) for gaining access to the labor market in Romania, to the Ministry of Education Registration Office, directly or by post.

The processing time for the files is a maximum of 30 working days from the date the complete dossier is registered with CNRED. If CNRED finds that the file does not contain all the required documents, it notifies the applicant in writing, either by post or by electronic mail. The file must be completed within a maximum of 1 year from the date of receiving the notification; otherwise, CNRED will close the file, and the procedure will have to be restarted with the submission of a new dossier.

The decision of CNRED can be appealed only once, within 45 working days from the date of notification. CNRED will respond to the request within 60 working days. The processing time can be extended in justified cases, and the applicant will be notified in writing, either by postal services or electronic mail.

The recognition certificate is issued as follows:

a) to the holder,

- b) to a person authorized via a notarial power of attorney,
- c) to the delegate of the employer or educational institution in Romania,
- d) through postal services.

When the holder uses the recognition certificate, the Higher education institutions and employers may request that the holder submit the documents based upon which the certificate was issued in a format other than the one established in the methodology (original, simple copy or certified copy, authorized and/or certified translation, etc.).

In case of loss, destruction, deterioration of the certificate, and other situations, CNRED issues, upon request, a duplicate. CNRED can issue, upon request, a new recognition certificate without applying the evaluation procedure if a recognition certificate has previously been issued for the same study document.

At an institutional level, there is a Methodology for the recognition of the doctoral degrees and the title of Doctor of Science or in a professional field obtained abroad.

This Methodology includes the principles and procedures for recognition by the "1 December 1918" University of Alba Iulia (UAB) of doctoral degrees and the title of Doctor of Science or in a professional field obtained abroad, in accordance with the provisions contained in the OMENCS no. 5923 / 06.12.2016 approving the methodology for the recognition of PhD diploma and doctorate title in science or in a professional field, obtained abroad published in the Official Gazette of Romania, Part I, no. 1014/16.12.2016.

I. GENERAL PROVISIONS

(1) The institution organizing doctoral studies (IOSUD) – University of Alba Iulia, recognizes the doctoral degree and the title of Doctor of Science or in a professional field obtained at:

- a) Accredited institutions of higher education or research-development institutions from a Member State of the European Union, European Economic Area and Swiss Confederation,
- b) Accredited institutions of higher education or research-development institutions included in the list of prestigious universities from other countries, approved by the Minister of Education, regularly updated,
- c) Accredited institutions of higher education or research-development institutions subject to international mutual recognition agreements signed at intergovernmental level or Interuniversity level.

(2) IOSUD-UAB permanently cooperates with the National Center for Recognition and Equivalence of Diplomas (CNRED) to recognize the diplomas mentioned at 1. and send a **semestrial centralized report of the recognition requests.**

(3) IOSUD-UAB bases its recognition on the present methodology, approved by the UAB Senate for enrollment in post-graduate studies, obtaining habilitation, and occupying a teaching or research position within UAB.

(4) IOSUD-UAB may consult, if necessary, with CNRED and National Council for Attesting Titles, Diplomas and Certificates (CNRED).

II. THE FILE, PROCEDURE AND ISSUING OF THE RECOGNITION DECISION

II.1. Contents of the file for recognition of the doctoral diploma obtained abroad

(1) The file for recognising the doctoral diploma obtained abroad includes:

- a) recognition request, signed by the applicant,
- b) identity document – copy and proof of name change – copy and certified translation (if applicable),
- c) doctoral degree – copy (for Romanian, English, French, Spanish, Italian) or copy and certified translation (for any other foreign language),
- d) order regarding the awarding of the doctoral degree issued by the competent authority in the issuing country - copy (for Romanian, English, French, Spanish, Italian) or copy and translation (for any other foreign languages),
- e) proof of payment of the recognition file processing fee. The processing fee will be approved annually by the Senate before the start of the academic year. The fee can be paid into account RO80TREZ00220F330500XXXX,
- f) other documents, if applicable.

(2) The study documents subject to recognition are authenticated with the Hague Apostille for countries that are parties to the Hague Apostille Convention. For other countries, the study documents are legalized or accompanied by a certificate of authenticity issued by the competent authorities from the country of origin. Exemption from apostille or legalization is permitted under the law, an international treaty to which Romania is a party, or on a reciprocal basis.

(3) If IOSUD-UAB identifies any suspicions regarding the authenticity of the study documents, it notifies CNRED.

(4) The file for the recognition of a doctoral degree obtained abroad can be submitted:

- in person, at the General Registry of UAB, Alba Iulia, str. Gabriel Bethlen no. 5,
- online, at the address doctorat@uab.ro,
- through the Single Electronic Contact Point (PCUe),
- through postal/courier services. The recognition request will receive a registration number.

(5) After the legality check of the documents in the dossier carried out by the legal advisor of UAB, the file is forwarded to the Council for Doctoral University Studies.

II.2. The procedure for the Recognition of Doctoral Degrees and the Title of Doctor of Science or in a Professional Field Obtained Abroad

(1) The recognition file is evaluated by the Council for Doctoral University Studies (CSUD) of IOSUD-UAB. To verify the study documents, the committee may use the Internal Market Information System (IMI) and the translation tool created by the European Commission.

(2) The processing time for the files by CSUD is 30 calendar days from the date the complete file is registered.

(3) If CSUD finds that the file does not contain the documents specified in II, paragraph (1), it notifies the applicant. The file must be completed within a maximum of 45 calendar days from the date of receiving the notification; otherwise, CSUD will close the file, and the procedure will have to be restarted with the submission of a new file.

(4) The decision made by CSUD is communicated to the applicant:

- at the University's office, during the University's working hours,
- by mail, to the declared address,
- electronically to the address indicated in the recognition request submitted in the file,
- through the Single Electronic Contact Point (PCUe), scanned from the original documents.

(5) The CSUD decision can be appealed within 10 working days from the date of its communication to the applicant. The appeal is submitted following the same procedure as in II.1(4) and is resolved by the Appeals Resolution Committee. The report and decision of the Appeals Resolution Committee are issued within 10 days from the committee's appointment. After the expiration of the appeal periods, the report and decision of CSUD or, if applicable, the report

and decision of the Appeals Resolution Committee are forwarded to the Rector, who issues the Decision of Recognition/Non-Recognition. The Rector's decision is communicated to the applicant within 5 days from its issuance.

(6) Against the Rector's decision of non-recognition, the applicant may file an appeal with the competent court within 30 days from the date of notification.

III. FINAL PROVISIONS FOR DOCTORAL DEGREES

(1) The recognition of the doctoral degree and the title of Doctor of Science or in a professional field by UAB is valid and produces legal effects only at the level of this higher education institution.

(2) The certificate of recognition of the doctoral degree is issued to the applicant:

- at the University's office, during the University's working hours,
- by mail, to the declared address,
- electronically to the address indicated in the recognition request submitted in the file,
- through the Single Electronic Contact Point (PCUe), with a qualified electronic signature.

The methodology regarding the recognition at the "1 December 1918" University of Alba Iulia of the doctoral degree and the title of Doctor of Science or in a professional field obtained abroad can be found on the UAB website at the address:

https://www.uab.ro/media/documente/06_Metodologie_UAB_recunoastere_diploma_si_titlu_de_doctor_2021_rev.pdf

IV. Regarding the admission, the general procedural rules in Romania are:

Access to studies is made by *de facto* recognition of study documents issued by universities. For admission to studies, the recognition is made by CNRED.

Citizens from Romania, EU, EEA and the Swiss confederation, as well as British citizens and their families, as beneficiaries of the Agreement on the withdrawal of the United Kingdom of Great Britain and Northern Ireland from the European Union and the European Atomic Energy Community 2019/C 384 I/01 admitted for short term university studies, bachelor's, master's, and doctoral programs at public, private, or denominational higher education institutions can only enroll

based on the baccalaureate, bachelor's, or master's diplomas recognized in accordance with the methodologies developed by the specialized departments within the Ministry of Education.

In the case of recognition documents issued online by the specialized departments within the Ministry of Education, the candidates are to send them electronically to the faculty/department registry, within the timeframe established by their own Admission Regulations. For enrollment, candidates who send the recognition document electronically are required to submit a sworn declaration to confirm their state-funded place.

Failure to present the original baccalaureate/graduation/bachelor's/dissertation diploma/recognition document or certificate, due solely to the admitted candidate's fault, within the timeframe established by their own Admission Regulations, will result in the loss of the state-funded place.

Mentioning the Certificate/Attestation of recognition in the diploma supplement is mandatory.

The submission of files to CNRED can be done as follows:

- Online, through the Single Electronic Contact Point for diplomas issued in Romanian, English, French, Spanish, or Italian – from accounts accessed via ROeID, eIDAS, Qualified Digital Certificate, or ghiseul.ro. Files submitted from accounts accessed through eDirect are not processed.
- Online, through the Single Electronic Contact Point for diplomas issued in other foreign languages – from accounts accessed via ROeID, eIDAS, Qualified Digital Certificate, or ghiseul.ro. Files submitted from accounts accessed through eDirect are not processed.
- At the University.

Diploma recognition by CNRED

In view of admission for higher education, CNRED recognizes:

- Baccalaureate diplomas,
- Bachelor's diplomas,
- Master's diplomas.

High school graduates from internationally accredited systems recognized by the Ministry of Education are entitled to participate in the admission process for Romanian higher education, including in the year of their high school graduation, through a conditional acceptance procedure. The admitted candidate must submit the equivalent International Baccalaureate diploma within

maximum 6 months from admission. If the admitted candidate does not submit the equivalent International Baccalaureate diploma within 6 months, they will be expelled.

The mechanism for the admission to Romanian higher education of high school graduates from internationally accredited systems recognized by the Ministry of Education involves the development of a procedure at each higher education institution, in compliance with the legal regulations in force.

Recognition of Diplomas by Universities

a. Access to Studies

A diploma obtained abroad is "accepted" by the higher education institution for the purpose of registering for the admission competition.

b. Recognition of Study Periods

Universities can consult:

- www.whed.net or
- CNRED
- the list of prestigious universities worldwide approved by OMEd

c. Recognition of Credits and Learning Outcomes

Universities recognize the credits allocated to the bachelor's cycle and do not allow access to a 1-year, 60 ECTS master's cycle if the bachelor's cycle does not attest to obtaining 240 ECTS, even if there is a recognition certificate with the bachelor's diploma issued by CNRED.

Automatic Recognition

Automatic recognition becomes a reality through the continuous collaboration between Universities and CNRED from the perspective of internationalization.

V. Admission of foreign citizens from non-EU, EEA and the Swiss Confederation at “1 Decembrie 1918” University of Alba Iulia

The Admission is organized for each university study cycle in accordance to the [Higher Education Law no. 199/2023](#) (updated), as well as in accordance to:

- OMECS 3473/17.03.2017 for the Approval of the Methodology for Admission and Schooling of Foreign Citizens Starting with the 2017-2018 School/Academic Year, with Subsequent Amendments and Additions

- OMECS 3236/10.02.2017 regarding the approval of the Methodology for Admission and Schooling of Foreign Citizens in Tuition-Free Places with Scholarships and Tuition-Free Places without Scholarships in Accredited State Higher Education Institutions.

Foreign citizens are the persons who have citizenship in a EU country, proven by a valid passport, excluding those of Romanian citizenship.

Admission to Bachelor's degree Studies

Foreign citizens can access Bachelor's degree studies in accredited higher education institutions in Romania if they meet the following conditions cumulatively:

- They have documentation proving they are citizens of a non-EU state,
- They have graduated and hold a baccalaureate diploma or an equivalent, according to the list in the annex. For graduates of the current academic year, only official certificates that serve as diplomas and contain the results that will be included in the future diploma can be accepted.

The application file for the foreign citizens contains the following:

- a) birth certificate – copy and authorized translation,
- b) copy of a document stating the permanent residence abroad,
- c) passport copy,
- d) request for the acceptance letter,
- e) copy and certified translation of the baccalaureate diploma or its equivalent, certified by the empowered authorities in the issuing country,
- f) copy and certified translation of the certificate proving the passing of the baccalaureate exam for the current year's graduates,
- g) transcript of records – copies and certified translations, pertaining to the completed studies,
- h) the graduation certificate for the Romanian language course or the language proficiency certificate, as applicable,
- i) medical certificate (in an internationally recognized language) certifying that the candidate does not suffer from contagious diseases or any other illnesses incompatible with the future profession.

The admission procedure applied to candidates unfolds as follows:

- a) The application files are directly submitted to the accredited higher education institutions chosen by the candidates, following the respective institution's own methodology,

b) The higher education institutions evaluate the files in accordance with the current legal regulations and communicate to the Ministry of Education - General Directorate for International Relations and European Affairs (MEN-DGRIAE) the list of individuals proposed for the issuance of the acceptance letter for studies,

c) The list of candidates is transmitted to the Ministry of Education (ME) according to the established template,

d) The list is accompanied by an electronic copy of each candidate's file. The electronic copy of the file will be made available to the Ministry of Education through platforms or other online means managed by the higher education institutions or through a portable storage medium,

e) The number of transmitted files must not exceed the maximum number of students who can be enrolled, in accordance with the current regulations,

f) After reviewing the files, the Ministry of Education issues the acceptance letter,

g) The Ministry of Education sends the acceptance letters to the higher education institutions and, if applicable, to the diplomatic missions, both in physical and electronic formats,

h) Incomplete files will not be processed and will be declared rejected. If the files are completed, the higher education institutions will follow the steps described in the admission methodology to process them by the Ministry of Education,

i) The physical application files of candidates who renounce their obtained place will be returned by the higher education institutions within 48 hours of the submission of the request, without additional fees.

Admission to Master's degree Studies

Foreign citizens can access Master's degree studies in accredited higher education institutions in Romania if they meet the following conditions cumulatively:

- They have documentation proving they are citizens of a non-EU state,
- They have graduated and hold a Bachelor's diploma or an equivalent.

The application file for the foreign citizens contains the following:

- a) birth certificate – copy and authorized translation,
- b) copy of a document stating the permanent residence abroad,
- c) passport copy,
- d) request for the acceptance letter,

- e) copy and certified translation of the baccalaureate diploma or its equivalent, certified by the empowered authorities in the issuing country,
- f) copy and certified translation of the Bachelor's diploma or its equivalent, certified by the empowered authorities in the issuing country,
- g) transcript of records/diploma supplements – copies and certified translations, pertaining to the completed studies,
- h) the graduation certificate for the Romanian language course or the language proficiency certificate, as applicable,
- i) medical certificate (in an internationally recognized language) certifying that the candidate does not suffer from contagious diseases or any other illnesses incompatible with the future profession.

The admission procedure applied to candidates unfolds as follows:

- a) The application files are directly submitted to the accredited higher education institutions chosen by the candidates, following the respective institution's own methodology,
- b) The higher education institutions evaluate the files in accordance with the current legal regulations and communicate to the Ministry of Education - General Directorate for International Relations and European Affairs (MEN-DGRIAE) the list of individuals proposed for the issuance of the acceptance letter for studies,
- c) The list of candidates is transmitted to the Ministry of Education (ME) according to the established template,
- d) The list is accompanied by an electronic copy of each candidate's file. The electronic copy of the file will be made available to the Ministry of Education through platforms or other online means managed by the higher education institutions or through a portable storage medium,
- e) The number of transmitted files must not exceed the maximum number of students who can be enrolled, in accordance with the current regulations,
- f) After reviewing the files, the Ministry of Education issues the acceptance letter,
- g) The Ministry of Education sends the acceptance letters to the higher education institutions and, if applicable, to the diplomatic missions, both in physical and electronic formats,
- h) Incomplete files will not be processed and will be declared rejected. If the files are completed, the higher education institutions will follow the steps described in the admission methodology to process them by the Ministry of Education,

i) The physical application files of candidates who renounce their obtained place will be returned by the higher education institutions within 48 hours of the submission of the request, without additional fees.

Enrollment for studies

The enrollment for university studies is conditioned by passing the admission exam and obtaining the acceptance letters to the higher education institutions issued by the Ministry of Education.

The enrollment of foreign citizens will be made by decision of the Rector of the receiving higher education institution, according to the current legislation.

At enrollment, candidates will present the original study and identity documents from their application file, along with the acceptance letter for studies and the passport with a valid visa for "study" purposes. In exceptional cases, established nationally or due to decisions at the level of the higher education institution, enrollment can be done based on authenticated documents transmitted electronically, with the originals to be submitted under the condition of the candidate's physical presence in Romania.

Higher education institutions are responsible for verifying the original documents and taking measures in case of discrepancies between these and the documents transmitted electronically. Original study documents issued in countries that are parties to the Hague Apostille Convention must be endorsed by the competent authorities in the issuing countries with the Hague Apostille. Original study documents issued in countries that are not parties to the Hague Apostille Convention will be legalized by the Ministry of Foreign Affairs of the issuing country and by the embassy/consular office of Romania in that country.

The acceptance letter is valid only for the higher education institution for which it was issued, starting from the academic year for which it was issued and for the respective academic cycle. Any change in the academic path that contradicts the entries in the initial acceptance letter will be regulated, at the request of the involved higher education institution, by issuing a new acceptance letter by the Ministry of Education.

The Admission Regulation for Foreign Citizens and their schooling at the "1 Decembrie 1918" University of Alba Iulia for the academic year 2024-2025 can be consulted on the UAB website at https://www.uab.ro/media/documente/04_Regulament_admitere_non_UE_2024-2025.pdf.