Chapter 1

STUDENT RIGHTS AND RESPONSIBILITIES

STUDENT RIGHTS:

1. To attend the teaching activities of the faculty to which they were admitted, in accordance with the curricula.
2. To have equal rights in using laboratories, auditoriums, lecture and seminar rooms, reading rooms, libraries, and all the other facilities that the university has put at their disposal.
3. To benefit from scholarships and grants or other forms of assistance in accordance with the legislation.
4. To benefit from free medical care.
5. To be provided with accommodation in student hostels and meals at student cafeterias according to the requirements of the university management.
6. To elect and to be elected in the Faculty Council and the University Senate.
7. To be a member of student, professional and cultural associations whose programmes do not contravene the University Charter.
8. To express their opinion on any issue regarding the academic community without restrictions or consequences.
9. To benefit from subsidised student camps in accordance with the legislation.
10. To benefit from international exchange programmes according to university requirements.
11. To inform deans and heads of departments with regard to drawbacks in the teaching process.

STUDENT RESPONSIBILITIES

1. To carry out their obligations as stipulated in the curriculum.
2. To show respect towards the academic community (both within and outside the institution).
3. To pay their tuition fees as well as the other financial dues on time, in accordance with the Study Agreement.
4. To take good care of all the assets that are put at their disposal by the university - the student hostels, student cafeterias, laboratories, auditoriums, clinical hospitals -, and to be held responsible in case of damaging the above.
5. To observe the University Charter and the provisions of these Regulations.

Chapter 2

STUDENT REGISTRATION PROCEDURE

1. The student registration procedure in the first year is as follows:

- In the case of the students admitted on state subsidized places following an entrance examination, registration is carried out based on the decision issued by the University President.
- In the case of tuition fee paying students, registration is carried out based on the decision issued by the University President after the student has paid the tuition fee established by the Senate and has signed the Study Agreement.
- In the case of international students on a Romanian state scholarship or paying from their personal Romanian currency account, registration is based on the decision of the Ministry of Education, Research and Youth, following the approval granted by the university management and the signing of the Study Agreement.
- In the case of international students who pay from their own foreign currency account, registration is carried out on the basis of the provisional registration decision issued by the Vice-President's Office, the International Students Office and the final decision of registration issued by the Ministry of Education, Research and Youth, after the payment of the tuition fee and signing of the Study Agreement.
- The complete application, after being reviewed by the International Students Office, will be sent to the Dean's Office following the review and approval of the Ministry of Education, Research and Youth, no later than 1 January of the current academic year.
- The candidates admitted in the first year and not registered within the period established by the decision of the Senate Board will lose their right to be registered.
- In accordance with the decision of the Ministry, a student may be admitted to study only one speciality covered from the state budget. The student will pay a tuition fee to attend a second speciality. The students who graduated from a state subsidized college will pay the tuition fee for the period resulting from the difference between the first and the second speciality. The list of these particular students will be drawn up by the admission committee on the basis of a written commitment signed by the student and mentioned on the entrance examination form.

2. Each student is registered individually in the matriculation register under a unique number which is valid for the entire duration of faculty studies. These numbers will be assigned to each new series of students. The students who simultaneously or consecutively attend two specialities of the same faculty or within the same university will be assigned different matriculation numbers.

3. On registration, the Registrar will compile the student's personal record consisting of:

- the original Baccalaureate diploma. Students who pay tuition fees to attend a second faculty must provide a copy of the Baccalaureate diploma authenticated by the notary public and a note from the faculty where the original diploma is held stating that the student has a subsidized place in that university,
- a copy authenticated by the notary public of the MD or BSc diploma in the case of students registered to attend a second faculty,
- the enrolment form,
- an authenticated copy of birth certificate,
- medical check-up certificate including the medical tests established by the university,
- a written undertaking that the student has read and adheres to the provisions of these regulations and of those of the Study Agreement,
- four ID-size photographs.

4. The personal record of international students consists of:

- the original Baccalaureate diploma accompanied by a translation into an international language, authenticated and validated by the issuing country's embassy in Romania,
- the language test (Romanian, French, English), according to the teaching medium of the section that the student applies for,
- the preparatory year certificate or any other certification stating that the student has studied for a minimum of 4 years in the language chosen for study at the university,
- a photocopy of their passport,
- an authenticated copy of their birth certificate,
- the decision of the Ministry of Education, Research and Youth mentioning the status of foreign currency or Romanian currency grantee,
- the enrolment form,
- the medical check-up certificate including the medical tests required by the university,
- a written undertaking that the student has read and adheres to the provisions of these regulations and those of the Study Agreement,
- four photographs.

The registration takes place within 15 days of the commencement of the academic year.

5. Upon enrolment at a faculty, the Dean's Office issues student report cards. The student report card will contain all the scores obtained by the student at examinations or other assessment forms. It will also include scores for failed exams. The scores will be entered and signed by the examiner. In the event of transfer, interruption of studies or expulsion, the Dean's Office withdraws the student report card and the travel pass, where applicable.

6. Enrolment in the second year and in the following years as well as the signing of the Study Agreement imply filling in an application form within the first 15 days

of the academic year. Enrolment is also based upon academic results in the previous year and it requires the achievement of the minimum number of credits (a minimum of 45 credits).
Students in the supplementary year will be enrolled in the academic study year that they must repeat after paying all the financial dues for the supplementary year.
7. In accordance with the Law of Education and within the number of places approved by the University Senate annually, graduate students from other accredited universities can enrol as tuition fee-paying students if the requirements of the University Charter are met.

Chapter III
ATTENDANCE

1. Attendance to practical activities (clinical practicum, practical courses, seminars) is 100% compulsory. Each undergraduate has to complete the entire practical activity programme. Departments have their own compensation schedule for the activities and missed classes. At the beginning of each academic year and term (in the case of the term subject matters), departments should display their specific requirements regarding the attendance of undergraduates to the compulsory activities, the schedule of additional classes to compensate for the missed practical courses and clinical practicum. Attendance to additional classes scheduled to compensate for the missed practical courses and clinical practicum is compulsory.
2. To complete the number of credits allotted to a subject matter, undergraduates must attend 70% of the courses of the respective subject matter.
3. Missed classes because of medical or personal reasons must be justified and compensated for.
4. Missed classes because of special circumstances (blood donation, participation in research teams involved in university –related activities, participations in student academic events) as well as because of other special activities carried out in the interest of the university must also be justified and compensated for. In order for such classes to be justified, an application must be submitted to the Dean's Office before the missed classes. The respective classes can be missed only with the approval of the Dean's Office.
5. In the event of exceptional situations involving personal events (marriage, death of a family member), students may be exempted from attending classes for a period of maximum 5 working days. The students will submit an application to the Dean's Office accompanied by justifying documents in order to justify the missed classes.

6. The missed classes recorded by the departments are justified by the managerial board of the respective faculty based on documents and on the undergraduate's application recorded with the Secretary's Office. Such documents must be registered no later than within a 10-working day period following the student's resuming coursework. Justifying documents which were not registered with the Dean's Office and with the departments within the above-mentioned period will not be taken into account.
7. In the event of missed classes because of medical problems that imply the student's absence for longer than 14 consecutive days, a hospital discharge letter (or a note signed by a consultant or medical committee approved by the university management) must be submitted.
8. Students having to undergo surgery other than emergency surgery (surgery for chronic or minor conditions) will have such interventions scheduled during vacations. In the event of such interventions, teaching activity (or modules) will not be rescheduled and the missed classes will not be justified.
9. Medical excuses issued by institutions other than the University Healthcare Unit will be approved by the University Healthcare Unit before being registered at the Dean's Office.
10. Missed classes can be compensated for only after a justification has been issued by the Dean's Office.
11. The undergraduate will have to pay for the justified missed classes that cannot be compensated for during the term (within the scheduled activities) and require supplementary classes organized by the departments. See "Tuition Fees". A student is allowed to compensate up to 20% of the teaching activities in each subject matter.
12. The following situations are exempted from Paragraph 10: trauma, fractures, infectious and contagious diseases, admissions to clinical teaching hospitals of Cluj-Napoca and special family problems. Special cases will be analyzed by the Faculty Council Board following an appointment requested by the undergraduate.
13. Missed classes (for which there are no approved justifying documents or for which the documents were registered too late according to Paragraph 5) will be compensated for only after the fees stipulated in the "Tuition Fees" Chapter have been paid.
14. The student will not be allowed to sit an exam until all missed practical course classes have been compensated for.
15. A student's final mark may be lowered if the student missed more than 30% of classes. At the beginning of each course, course leaders will establish and inform students about the weight that their course attendance will have in calculating their final score. Missed lectures should not be compensated for. No fees should be paid for missed lectures.

Chapter IV

ORGANIZING ACADEMIC ACTIVITIES EXAMINATIONS. PASSING A YEAR OF STUDY

1. At the Faculty of Medicine within the clinical cycle students will be distributed randomly to the different clinical teaching hospitals, by strictly observing the continuity principle.
2. Undergraduates' knowledge is tested through examinations. Students are assessed with scores from 1 to 10. The pass score is 5 out of 10. The final forms of testing are written theoretical examinations as well as practical examinations. In case students' knowledge cannot be tested through practical examinations due to the specific features of that particular subject matter, a final evaluation will be organised. The examination can be passed only if the students obtain a pass score for both the written and the practical examination.
3. Students are allowed to sit an examination only if they are listed in the official students' record issued by the Dean's Office of each faculty.
4. At the beginning of each academic year/ module departments will display information with regard to requirements for passing examinations and to the percentage each exam component holds within the student's final score.
5. In order to pass a year of study, at least 45 credit units out of the 60 credits allotted for a year of study must be obtained. A total of 15 credits can be transferred to a subsequent year of study. In order to pass a year of study the credits transferred from the previous years must not exceed 15 credit units. Within the respective year, the credit units transferred from a preceding year will not be taken into account. At the same time, students have to pay a fee for the transferred credits – see "Tuition Fees" chapter. If students pass an academic year without obtaining all the credits for the respective year, the missing credits must be obtained in the subsequent years.
6. In an academic year students can sit an examination three times at the most. The curriculum includes four examination sessions (the winter session, the summer session and two autumn sessions in the continual system). The third time a student sits the examination they have to pay as stipulated in the "Tuition Fees" chapter. Exams are organised only during the sessions approved by Order of the Senate Board for the continual system or during modules for the modular system. Students must observe the examination dates as scheduled by departments in agreement with students' representatives. Not sitting an examination on the scheduled dates results in failure to sit that particular examination during the respective session.
7. In the last autumn session (the 4th examination session of the academic year) only students who have sat at least one of the previous examinations may sit another one. The students who, because of medical or personal reasons (see Chapter III, paragraphs 3, 4, 5, 6, 9), cannot comply with this requirement will submit an application accompanied by the requested justifying documents to the

secretary's office in due time in order to be allowed to sit the respective examination. The above-mentioned cases may be approved after being analyzed by the Faculty Council Boards. No examination for the pervious academic year(s) can be organized after the first 15 school days of the current academic year. Examinations with transferred credits are exempted from the above stipulation and may be organized within ordinary sessions or during modules, according to situation.

8. Within the modular system, examinations are sat at the end of each module, provided that the students attended the required number of classes. Examinations must be organized in the time interval allotted to the module, without disrupting the activity of the following modules. Depending on the sequencing of modules, each series of students has several examination dates available. During an academic year students may sit an examination at one subject matter three times at the most, as in the case of the continual system. Students can choose to sit an examination only twice during the October –July period, whereas the third examination can only be organized during the autumn sessions. Students in the modular system are also subject to the provisions of paragraphs 4 and 5.

9. Departments, which are required to organize complex examinations resulting in one score awarded by teaching staff belonging to different departments, should schedule the examination at the end of the teaching period. The final score will reflect the proportional ratio according to the different subject matters and will consider an algorhythm accepted by all the departments involved. Students should be informed of this algorhythm in due time.

10. The dates for sitting the written examinations will be scheduled in agreement with the students' representatives. Each department must schedule an examination on at least two different days for a series of students in the winter-summer sessions and on two days in the autumn sessions. If the theoretical examination takes place on the same day for the entire series of students, the practical examination should not take longer than three successive days.

11. Re-testing for a higher score is allowed only following the approval of the Faculty Council Board as follows: in the faculties of the university a maximum of 6 times during the university studies and not more than twice in one academic year; in the faculties with a 3/4-year study period a maximum of 3 times during the entire study period and only once in one academic year. The score obtained after re-testing is final and will be transferred to the transcript book. A three-member board will re-test the student applying for re-testing. The new score obtained is taken into account in the calculation of the average score which ensures social rights to the student. The due fee for this type of examination is mentioned in the "Tuition Fees" chapter. Re-testing for a higher score will take place in the second autumn examination session. A student can only apply for re-testing for a higher score if the respective student has obtained all the credits allocated to the curriculum before the examination date (has passed all examinations).

12. Fraud within examinations will be punished. The Faculty Council Board will receive proposals from departments in fraud cases. The proposals will be analyzed and sent to the Faculty Council for approval. The penalties that the Faculty Council Board may propose are included in Chapter VIII of the current regulations. If the Council decides that the student should be sanctioned, the student will be informed of this decision within 48 hours. The student may contest the decision within 5 days after having received the Council's decision. The written contested decision should contain the student's arguments and be registered. The contested decision should be addressed to the Faculty Council Board and discussed by the Senate Board. The sanction may be approved by the University Senate and thus become irrevocable. The sanction is put into practice by order of the University President.

Chapter V
CURRICULUM AND CREDIT TRANSFER

1. According to the European Credit Transfer System (ECTS), 60 credit units – distributed over two semesters - are allotted for each year of study. The number of credit units allotted for each compulsory subject matter depends on the work load required to pass the examination for the respective subject matter.
2. The curricula of the faculties at The "Iuliu Hatieganu" University of Medicine and Pharmacy, Cluj-Napoca are structured as follows:

- The structure of the Faculty of Medicine includes 6 years of study (360 credit units).
- The structure of the Faculty of Dental Medicine includes 6 years of study (360 credit units).
- The structure of the Faculty of Pharmacy includes 5 years of study (300 credit units).
- The structure of the Faculty of Midwifery Training and Health Care includes 4 years of study (240 credit units).
- The structure of the Faculty of Health Care Sciences includes 3 years of study (180 credit units).

3. Teaching activities may be structured as follows:

- In a continual system – 2 regular examination sessions (winter and summer);
- In a modular system, without examination sessions; the examination for each subject matter is scheduled at the end of each module. The end of module examination must be scheduled within the time period

allotted for the respective module. The examination for one module may not be scheduled during the time allotted for another module.

4. In order to pass a year of study, at least 45 credit units out of the 60 credits allotted for a year of study must be obtained. A total of 15 credits can be transferred to a subsequent year of study. In order to pass a year of study the credits transferred from the previous years must not exceed 15 credit units. Within the respective year, the credit units transferred from a preceding year will not be taken into account. At the same time, students have to pay a fee for the transferred credits – see the "Tuition Fees" chapter.
5. The curriculum includes both compulsory and elective subject matters. The elective subject matters may or may not be part of the teaching load as stipulated in the payroll. The credits allotted to the elective subject matters that are part of the teaching load as stipulated in the payroll may be attributed to any subject matter provided that students elect, attend and pass an examination in that subject. Once elected, elective subject matters become compulsory. At the beginning of each academic year, between the 1st October and the 1st November, students will apply in writing for the elective they decided to attend. In each academic year, between 1st and 15th November the teaching staff in charge of the elective courses will set the course period in agreement with the students enrolled on the respective elective. Elective subject matters that are not part of the teaching load may be attended provided that students pay the corresponding fee - see the "Tuition Fees" chapter. In an academic year, students may attend several electives but credits will be granted for only one of them. Students will not obtain credits for additional electives attended during the same academic year. However, this coursework will be recorded in an Appendix to the Diploma. These subjects will not be not be taken into account for the students' social rights. Students may attend an elective included in the curriculum of the subsequent year of study provided that they completed the preceding professional training stages required for the understanding of the respective elective subject. In such cases students must also receive the approval of the respective department. Credits obtained in advance may be granted only when students subsequently enroll in the academic year whose curriculum includes that elective.

CHAPTER VI

1. Students who fail to obtain the minimum number of credits required to pass a year of study may continue studying in a supplementary year. The fees for supplementary years of study will be paid as stipulated in the "Tuition Fees" chapter.

- State subsidized and fee-paying Romanian students, international students on scholarships granted by the Romanian state or international students paying in Romanian currency will pay 10% of the fee for a year of study as established by the University Senate for fee-paying places and a supplementary fee for the number of credits corresponding to the subject matters in which they have not passed;
- International students paying in foreign currency will pay 15% of the fee for the respective year of study and a supplementary fee for the number of credits corresponding to the subject matters in which they have not passed.

2. In the supplementary year, the academic responsibilities of the students are limited to the subject matters in which they have failed. Students in the supplementary year must attend the practical courses and lectures in the subjects they have previously failed regardless of their attendance in the academic year in which they failed the respective subject. The scores in the subject matters they have passed will be transferred to the respective year by the Dean's Office.
3. In the supplementary year of study, students may choose the period when they wish to attend the subject matter in which they have failed if the respective activity is organized in modules. However, they need to inform the respective department and the faculty management about their choice before the beginning of the academic year.
4. Students may be re-enrolled in the same year of study if they did not obtain the required credits for passing to the next year of study because of being hospitalized or on medical leave for more than 60 days (of which there were at least 20 consecutive hospitalization days) between October 1st and July 10th.The study period is thus extended for the respective year of study.
5. Extension of studies because of medical reasons may be granted only twice during the entire study period. Extension of studies caused by medical reasons may not be granted for two consecutive years. State-subsidized students benefiting from medically justified extension of their studies do not pay tuition fees.
6. Students whose study period has been extended because of medical reasons are not considered to have failed a year of study. Therefore, they can be granted scholarships.
7. The application for extension of the study period because of medical reasons will be registered with the secretary's office of the respective faculty

within 10 days of the end of the medical leave. These applications will be approved by the Faculty Council Board.

8. Students in the supplementary year may obtain a maximum of 20 credits in advance according to the schedule of the respective subject. In such cases a fee must be paid as stipulated in the “Tuition Fees” chapter.

9. The application for partial completion of the subsequent year of study will be registered with the Dean’s Office of the respective faculty within 15 days of the beginning of the academic year. The applications will have the approval of the head of department and of the Faculty Council Board. The assignment of students to series or modules will be made as to avoid the overlap of missing credits in the supplementary year with the schedule of the respective credited subject.

10. The number of credits in the following year of study is limited to 33% (20 credits) of the total credit units. At the same time, the remaining credits and the credits for the following year should not exceed 60 credits per academic year. Tuition fee-paying students must pay the entire tuition fee in the year of study in which they obtained credits in advance. Credits obtained in advance will not diminish the tuition fee students have to pay for the respective year.

Chapter VII
SCHOOL INTERRUPTION, TRANSFERRING, WITHDRAWAL

1. The application for school interruption can be submitted to the secretary's office of each faculty until July 10th of the current academic year at the latest. In well-grounded cases, the Faculty Council Board may approve the application for school interruption over a period of time which does not exceed 2 (consecutive or not) years, during the entire study period. The examinations passed until the interruption date will be taken into account.
2. In order to benefit from school interruption, fee-paying students must pay the entire tuition fee, including the tuition fee for the entire month in which they apply for interruption. This regulation also applies to international students who pay their tuition fee in foreign currency.
3. Students who interrupt their studies before the end of the period of time for which they have paid the tuition fee will not be refunded.
4. Upon resuming their activity, students who interrupted their studies must complete the required missing work resulting from the possible curricula changes that could have occurred in the meantime (by studying the new subjects and sitting the supplementary examinations within the credit transfer system).
5. The transfer of students to other faculties is possible for students in the second to the last but one year of study, with no restrictions, provided that they have paid all the dues owed to the university. The transfer of state-subsidized students who are enrolled in the 1st or last year of study is not possible. The transfer fee is stipulated in the "Tuition Fees" appendix.
6. Only students who have passed the previous school year may be transferred to The "Iuliu Hatieganu" University of Medicine and Pharmacy, Cluj-Napoca. The transfer can be completed only according to the promotion rules applied in the "Iuliu Hatieganu" University of Medicine and Pharmacy, Cluj-Napoca, as stipulated in the present Regulations. Romanian state-subsidized students can be transferred only if, following the entry examination, they were admitted to an accredited state faculty. Romanian students who study at accredited private faculties can be transferred and become fee-paying students. Students who are citizens of other countries, those who have scholarships granted by the Romanian state or those who are granted financing based on certain intergovernmental agreements can be transferred providing that the regulations in force are observed. The transfer fee is stipulated in the "Tuition Fees" appendix.
7. Transfer applications can be submitted within 15 days of the beginning of the academic year. Transfers are not accepted while the academic year is in progress.

8. The Faculty Council Boards will decide upon the possible supplementary examinations that the students will have to sit in the year of study in which they will be enrolled. Students who graduated from other medical schools will be enrolled according to the provisions of the Study Equivalence Regulations. The fees for the supplementary examinations are stipulated in the "Tuition Fees" appendix.

9. Students who are enrolled by transfer and who, because of certain differences in the syllabi, have to sit supplementary examinations at certain subjects, must take and pass the supplementary examinations in the first year since enrolment in The "Iuliu Hatieganu" University of Medicine and Pharmacy, so that, by the end of that particular year, they do not have more than 15 missing credits. If students do not comply with these regulations, they will be enrolled in the complementary year, in the same year of study in which they were transferred, until they have not more than 15 missing credits.

10. Students who apply for withdrawal from the faculty must pay the tuition fee for the whole period up to the date when they withdraw. A form signed by university officials stating the student's lack of liabilities must be submitted to the Dean's Office before the documents from the student's personal record can be released.

11. Students who interrupt their studies, withdraw or are transferred to other faculties will hand in their student report card and travel pass to the Dean's Office.

12. If fee-paying students fail to pay the tuition fee on time, they will pay penalties, according to the study contract. Student record sheets will not be released for students who have not paid their tuition fee in due time, until their financial status is settled. This regulation provision applies both to Romanian fee-paying students and to foreign students who pay their tuition fee in foreign currency. Student status for the current academic year will be restored only after paying all the dues. Students who lose their stud ent status can withdraw the documents contained in their student record from the university archives in the following year, after paying a storage fee as stipulated in the "Tuition Fees" appendix.

Chapter VIII
REWARDS AND PENALTIES

1. Students with outstanding academic achievements, special results in their research activity or other special merits can be rewarded as follows:
- Commendations in the year of study, faculty or university
- Honourable mentions
- Annual or occasional prizes (money, objects, books).

2. Breaches of the academic code of discipline can be penalised by:
- Warnings
- Non-payment of scholarship for a period of 10-30 days
- Temporary or permanent loss of student benefits (the right to on-campus accommodation, travel pass, etc.)
- Expulsion from The "Iuliu Hatieganu" University of Medicine and Pharmacy, Cluj-Napoca is applicable:
- in case of breaching of professional discipline (attempt at examination fraud or examination fraud)
- in case of breaching of social cohabitation norms inside or outside the university, when this affects the university image

3. Appeals against penalties are referred to the academic body immediately superior to the one that imposed them, within 5 days of penalty issue.

Adopted in the University of Medicine and Pharmacy Senate Meeting on 21st November 2007

EQUIVALENCE AND RECOGNITION REGULATIONS

for courses undertaken at other institutions for medical studies by students applying to be enrolled in an academic year other than the 1st year

These provisions apply both to international students who apply for matriculation and Romanian students who apply for transfer admission or equivalence and who have partially completed studies at similar institutions in Romania.

Equivalence is not granted for courses taught in the academic year that the student is enrolling on.

Equivalence is not granted for courses of studies completed more than 6 years before the application date.

In order for the studies to be eligible for equivalence and recognition, the following requirements should be met:

- The content of the courses (certified by the syllabus) and their duration (certified by the curriculum) should be at least 70% similar to the equivalent curriculum of the University of Medicine and Pharmacy in Cluj Napoca.
- The sum of the transferable credits corresponding to the subjects not studied but required by the syllabus of University of Medicine and Pharmacy faculties (compensatory examinations) may not exceed 15 credits (excluding Physical Education and Romanian as a Foreign Language)
- In the case of students who have completed studies at accredited universities in the EU, equivalence may be also granted to courses taught in the academic year that the student enrolls in, provided that the difference between the missing credits and the recognized extra credits does not exceed 15.
- Students hold an official certificate stating the grading system used by the institution where they studied and its equivalence to the ECTS system.
- Only those subjects in which the students passed the examination required by the corresponding institution are eligible for equivalence.
- Clinical practicum which was not followed by the passing of the corresponding exam will not be eligible for equivalence.

Applicants seeking equivalence will submit a file folder containing the following documents:

- a certificate of studies mentioning the marks obtained in examinations
- a curriculum

- a syllabus for each of the subjects for which the applicant seeks equivalence
- an official statement explaining the grading system used by the institution where the applicant studied as well as its correspondence to the ECTS system
- a written application mentioning the subjects for which the applicant seeks equivalence
- a request for the equivalence of studies submitted by the Vice-Rector's Office for Teaching Activities

All documents required for equivalence will be submitted at the same time. Further additions to the application pack will not be accepted.

Only studies completed at higher education medical institutions leading to the awarding of a physician's diploma will be eligible for equivalence. Subjects studied at faculties of biology, veterinary medicine as well as nursing, medical college or master studies are not eligible.

These Regulations will be appended to the Study Contract.

The applications for equivalence and recognition will be submitted to the Dean's Office until 1 November at the latest for the current academic year or, pending the approval of the Senate Board, until the deadline for enrollment of international students as set by the Senate Board according to the instructions of the Ministry of Education.

The review of the equivalence applications is carried out by a member assigned by the Faculty Council Board and is approved in the minutes signed by all the members of the Faculty Council Board.

Applications are reviewed within 7 working days from their receipt by the Dean's Office.

The Faculty Council Board has the right to seek and take into consideration the opinion of the taught course leaders regarding those subjects for which the duration of the studies and / or the syllabus content do not coincide with those of the faculties that the applicant wants to enroll in.

The decision of the Faculty Council Board may be contested within 48 hours after the applicant has been informed on it.

The contested decision is discussed by the contestant and an assessor designated by the Board.

The decision adopted by the Board following this discussion is final and non-opposable.

Cluj Napoca, 16 October 2007, adopted by the Senate Board