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BABES-BOLYAI UNIVERSITY REGULATIONS FOR THE ORGANIZATION AND UNFOLDING OF DOCTORAL STUDIES

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1. Preamble

Art. 1

This Regulation is based on the following documents:

- a) *National Education Law* no. 1/2011;
- b) *Code of doctoral university studies*, hereinafter referred to as the Code, approved by the Decision of the Romanian Government no. 681/2011 regarding the approval of the Code of doctoral university studies;
- c) Law no. 288/2004 regarding the organization of university studies, with the amendments from Law no. 49/2013;
- d) Order no. 3482 of March 24, 2016 (OMENCS No. 3482/2016) on the approval of the Regulation on the organization and functioning of the National Council for Attestation of University Degrees, Diplomas and Certificates and the Regulation on the organization and operation of the National Council for Attestation of University Titles, Diplomas and Certificates;
- e) Minister's Order no. 5110 of September 17, 2018 regarding the approval of the minimum national standards for granting the doctoral degree;
- f) Order no. 3131/2018 of January 30, 2018 on the inclusion in the curricula, for all university study programs organized in higher education institutions in the national education system, of Ethics and Academic Integrity courses.

2. *General provisions*

Art.2

(1) The doctoral university studies, called for short doctoral studies, represent the third cycle of the university studies offered by the Babes-Bolyai University, whose finality consists in the development of human resource that is competent in the field of scientific research and capable of insertion on the highly qualified labor market. They consist of training, through research, for research-development and innovation.

(2) Doctoral studies allow the acquisition of a level 8 qualification from the European Qualifications Framework (EQF) and from the National Qualifications Framework.

Art.3

(1) The doctoral studies are organized by the Institute of Doctoral Studies of Babes-Bolyai University. They are carried out only within the doctoral study programs offered by the provisionally authorized or accredited doctoral schools of the Babes - Bolyai University. The doctoral schools are subordinated to the Institute of Doctoral Studies.

(2) The person enrolled in a doctoral university study program has, throughout their doctoral university studies, the quality of doctoral student, except during the possible periods of interruption, granted according to the provisions of the present Regulation.

(3) Admission to doctoral studies is based on a competition organized by the Babes-Bolyai University, through the Institute of Doctoral Studies and the doctoral schools, in accordance with the framework methodology organizing admission to higher education institutions in Romania, developed annually by the Ministry of Education and Research, and with the internal regulations of the Babes-Bolyai University.

(4) Only graduates of the university studies with a master's degree or its equivalent have the right to participate in the competition for admission to doctoral university studies. Graduation or bachelor's degree of long-term higher education graduates from the period prior to the application of the three Bologna cycles is equivalent to a master's degree in the specialty.

(5) On the occasion of enrolling in an admission competition, the candidate for doctoral studies chooses a doctoral supervisor, among the doctoral supervisors of the Babes-Bolyai University who are allocated places for admission and respectively, compete for a position of supervisor. In order to register for the admission competition, *foreign candidates (EU and non-EU)* and candidates from the *Romanians Everywhere category* must obtain from the future doctoral supervisor the signed agreement in principle. In case of success, that doctoral supervisor will coordinate the doctoral studies of the respective candidate within the doctoral school where the doctoral supervisor is a tenured professor.

(6) During their doctoral studies, the doctoral student is also supported by a guidance committee consisting of 3 other professors or researchers from the Babes-Bolyai University, who have the title of doctor and at least the position of university lecturer or of third degree scientific researcher. The composition of the advisory committee is established by the doctoral supervisor, following the consultation with the doctoral student, within maximum 30 days from the date of the enrollment.

(7) The doctorate is carried out on the basis of a doctoral university contract concluded, through the Institute of Doctoral Studies, between the doctoral student, their doctoral supervisor and the Babes-Bolyai University, which establishes the rights and obligations of the doctoral student, doctoral supervisor and, through the doctoral school, the Babes-Bolyai University.

Art.4

(1) The doctoral university study programs are of two types: scientific doctorate and professional doctorate.

(2) The purpose of the scientific doctorate is the production - based on scientific methods - of internationally relevant original scientific knowledge. It is a condition for a professional career in higher education and research. Following the completion of the university doctoral studies, Babes-Bolyai University instates the diploma and the title of Doctor in Sciences, corresponding to the Romanian acronym "Dr." and English acronym "PhD". The diploma certifying this doctoral title is obtained and held, expressly mentions the disciplinary or interdisciplinary field of the doctorate.

(3) The professional doctorate, in the fields of arts or sports, has as finality the production of original knowledge, based on the application of scientific methods and the systematic reflection on some artistic creations or on some sports performances of high national and international level, which can constitute a basis for professional careers in higher education and in research in the fields of arts and sports. Following the completion of the university doctoral studies, Babes-Bolyai University instates the diploma and the title of Doctor in a professional field, corresponding to the Romanian acronym "Dr." and English acronym "PhD". The diploma certifying that this doctoral title is obtained and held in a professional field expressly mentions the professional field of the doctorate.

(4) In the fields of arts and sports, doctoral studies may be carried out if the research topic is limited to the provisions of para. (2).

Art.5

(1) The doctoral studies of a doctoral student are planned for a period of 3 academic years (each consisting of 2 university semesters) and include:

- a) a training program based on advanced university studies, completed within the doctoral school and consisting of activities carried out in institutionalized study formations;
- b) an individual program of scientific research / artistic creation.

(2) The doctoral university studies end with the public support of an original work, called the doctoral thesis, which is the result of the research or artistic creation activity carried out by the doctoral student during the doctoral studies. It must comply with the requirements established by

the regulations of the doctoral school. Based on the doctoral thesis and its public defence, it is decided to grant or not grant the doctoral title.

(3) It is considered that a doctoral student has completed their doctoral studies if they have publicly defended the doctoral thesis and, following the public defence, they have been awarded at least the rating *Satisfactory*.

Art.6

(1) The training program based on advanced university studies ensures the training of the doctoral student through didactic-scientific activities (courses, seminars, laboratories and the like) and is carried out in one of the two university semesters of the first year of the doctorate. It has a duration of **12 weeks and cannot be extended**.

(2) The individual program of scientific research / artistic creation is organized in the field of research / artistic field in which the doctoral supervisor has devoted themselves. It is planned for the entire period of doctoral studies. In special situations, when the approached topic requires a longer period, the duration of this program can be extended only once by 2 or 4 academic semesters, in accordance with the provisions of the present Regulation. For extension, an additional act is concluded to the doctoral studies contract.

Art.7

(1) The doctorate can be interrupted in the following situations: for medical reasons, in order to take the leave for pregnancy and childbirth or the leave for the upbringing and care of the child, respectively for other good reasons.

(2) Any interruption of the doctorate must begin on the first day of a university semester and end on the last day of a university semester, thus ensuring that the respective interruption period includes a whole number of university semesters.

(3) The cumulative duration of the interruption periods granted to a doctoral student is of maximum 6 university semesters.

(4) The interruptions are approved by the director of the doctoral studies council of the Babes-Bolyai University, at the request of the doctoral student, with the approval of the doctoral supervisor and that of the doctoral school council. For each interruption, an addendum to the doctoral studies contract is concluded.

Art.8

(1) If the doctoral student fails to complete or publicly defend the doctoral thesis within the term established according to the doctoral studies contract and any additional documents to it, he has at his disposal: a maximum period of 4 years from the completion of university doctorate studies in order to defend the doctoral thesis, with the consent of the doctoral supervisor and of the university senate, exceeding this term will lead to the impossibility of completing the doctoral studies and implicitly to their dismissal.

(2) The status of doctoral student in the period mentioned in para. (1) is granted starting with the moment of the doctoral student's exit from the incidence of their study contract and its possible addenda.

(3) During the period mentioned in para. (1) as well as after its expiration, no interruptions or extension of the doctoral university studies may be granted.

(4) During the period mentioned in para. (1), the doctoral student cannot benefit from the doctoral scholarship granted from a doctoral grant of the MER.

Art.9 (1) The doctoral university study programs are organized in the form of *full time* education, as well as, by exception, in the form of *part-time* education. The obligations regarding the *full time* form and *part-time* are established by the Councils of the Doctoral Schools and are mentioned in the Regulations of the Doctoral Schools.

(2) The actual required attendance of the doctoral student may differ from one doctoral school to another and from one doctoral student to another. It is decided by the doctoral supervisor according to the specifics of the doctoral university study program and in compliance with the provisions of the doctoral school regulations.

Art. 10

The doctoral university studies can be carried out, according to the decisions of the doctoral school councils, in one of the languages: Romanian, Hungarian, German or another language of international circulation.

Art. 11

(1) Babes-Bolyai University promotes interdisciplinarity in the doctoral studies. This is achieved both through collaboration in / between its doctoral schools, and between them and those of other universities or research institutes in Romania and abroad.

(2) In the context of university mobility insurance policies, Babes-Bolyai University may hire, on a contract basis, specialists from abroad who have the legal right to conduct doctorates, according to art. 166 para. (4) of the National Education Law no. 1/2011.

(3) The doctoral studies can be organized in co-supervision, in which case the doctoral student from Babes-Bolyai University carries out his activity under the concomitant guidance of two doctoral supervisors.

(4) The choice of the second supervisor is made after the enrollment of the doctoral student at Babes-Bolyai University, with the consent of the first doctoral supervisor. The second doctoral supervisor may be a tenured doctoral supervisor at a doctoral school at the Babes-Bolyai University or a doctoral supervisor from any other institution organizing doctoral university studies in Romania or abroad. If the second doctoral supervisor is from the Babes-Bolyai University, the doctoral field in which they have the right to conduct must be different from that of the first supervisor, except when the first doctoral supervisor has reached the age of 65.

- (5) If both doctoral supervisors work at the Babes-Bolyai University, then a co-supervision agreement is concluded between them in writing, which is approved by the director of the council for doctoral studies and which establishes the responsibilities of each doctoral supervisor.
- (6) If the second supervisor does not work at the Babes-Bolyai University, then a co-supervision agreement is concluded in writing between the Babes-Bolyai University and the institution where the second supervisor guides doctoral students. This agreement stipulates the requirements for the organization and development of the doctorate in each of the two institutions involved, including their financial obligations, in accordance with the role they have in co-supervision and with the specific legislation.
- (7) In the case of a co-supervised doctorate, it is specified which of the two doctoral supervisors is the main doctoral supervisor. The doctoral student is fully accounted for at the main doctoral supervisor, including the standardization of the teaching and research activity of this supervisor.
- (8) The conditions for concluding the co-supervision agreement are described in the Procedure for concluding the co-supervision agreements.
- (9) In case of enrollment on the European Doctorate route at the Babes-Bolyai University, the doctoral students will take the steps to meet the criteria described in the Senate Decision no. 21480/Nov. 8, 2016. The doctoral schools from BBU will mention on their own page the route of the European Doctorate.

Art. 12

- (1) The doctoral study programs are organized with financing from the state budget, in fee regime or from other legally constituted sources. MER establishes, at 3 years-intervals, the list of fields of doctoral university studies for which the financing from public funds is ensured.
- (2) A person can benefit from funding from the budget for a single doctoral program.
- (3) MER annually grants, by Government decision, a number of multi-annual doctoral grants, for a period of at least 3 years, for the purpose of doctoral studies. The doctoral grant includes the amount of the individual scholarship and the costs for the training program based on advanced university studies and for the individual program of scientific research / artistic creation.
- (4) Doctoral grants are awarded either on the basis of national competition for scientific projects between doctoral schools, or on the basis of national competition of scientific projects between doctoral supervisors. The competitions are organized under the coordination of the National Council for Scientific Research.
- (5) The annual number of doctoral grants allocated to the two types of competitions provided in para. (4), as well as the methodology for conducting the competitions shall be established by order of the Minister of Education and Research.
- (6) In the conditions of the extension of the doctoral studies of a doctoral student who has a scholarship from a doctoral grant of the MNE, the doctoral school, respectively the doctoral supervisor, may propose the extension of the doctoral grant, because, according to art. 52 para. (3) of the Code, the methodology for conducting competitions for doctoral grants will provide tools for extending the doctoral grant through national competition.

Art. 13

(1) Persons who possess the necessary qualifications and who have the appropriate financial resources (either from their own sources or from scholarships granted by natural or legal persons), may be admitted, at their request and following the promotion of the doctoral admission competition, as doctoral students with a fee, under the conditions of the Code.

(2) For fee-paying doctoral students, the Senate of the Babes-Bolyai University establishes for each academic year, at the proposal of the faculty councils, an annual study fee and a fee for the defence of the doctoral thesis. These fees are made public before the date of announcing the doctoral admission contest for that academic year. They are collected by the faculties.

(3) During his doctoral studies, except for the possible interruption periods and the eventual grace period, the doctoral student with a fee has the obligation to pay, under the conditions established by the Senate of Babes-Bolyai University, the study fee for each university semester, including for the semester in which the public defence of the doctoral thesis takes place. A doctoral student is considered to be in their doctoral studies in the period between the date of enrollment and the date of public defence of the doctoral thesis or dismissal.

The tuition fee for one semester of an academic year represents 50% of the annual tuition fee established for the respective academic year.

(4) The doctoral student with a fee, who will interrupt the doctoral studies at the end of the first semester of an academic year (respectively they resume, after an interruption, the doctoral studies at the beginning of the second semester of an academic year) will pay the study fee only for the first semester (respectively the second semester) of that academic year.

(5) If the doctoral student with a fee has the obligation to pay the tuition fee for each of the two semesters of an academic year, then he can pay the amount due for the entire academic year in a single installment (by October 15) or in maximum 4 installments, according to the Regulation on admission, tuition and graduation fees approved by the Senate Decision each academic year.

(6) The doctoral student with a fee who, in a certain academic year, must pay the study fee only for one semester of that year, can pay it either in a single installment (by October 15 for the 1st semester, respectively, by March 15 for the 2nd semester), or in no more than 2 installments, so that:

a) by October 15 they have paid at least 50% of the fee for the 1st semester and by December 5 the entire fee due for the 1st semester;

b) by March 15 they have paid at least 50% of the fee for the 2nd semester and by May 15 the entire fee due for the 2nd semester;

(7) If a doctoral student with a fee has fulfilled their contractual obligations and starts the procedure of public defence of the doctoral thesis before the completion of the three years of doctoral studies, they will have to pay in full the fees for the schooling period carried through and (inclusive) the tax related to the semester in which the public defence takes place.

(8) Once the documents are submitted to the secretariat of the Institute of Doctoral Studies in order to initiate the organization of the public defence of the doctoral thesis in the case of a doctoral student with a fee, the doctoral student will prove the payment of the public defence fee of the doctoral thesis, according to the Regulation regarding the admission, tuition and graduation fees approved by the Senate Decision each academic year.

3. *Doctoral supervisors*

Art. 14

(1) According to art. 166 of the National Education Law no. 1/2011, the quality of doctoral supervisor is granted by order of the Minister of Education and Research, at the proposal of the National Council for Attestation of University Degrees, Diplomas and Certificates (hereinafter referred to as CNATDCU) for granting the habilitation certificate.

(2) A doctoral supervisor may conduct doctorates only in the field for which they obtained this right when they were granted the status of doctoral supervisor.

(3) A doctoral supervisor from the Babes-Bolyai University, who conducts doctorates at this university, does not have the right to conduct doctorates simultaneously at other institutions that organize doctoral studies, with the exception of co-supervised doctorates.

(4) The maximum number of doctoral students in the internship that can be led simultaneously by a doctoral supervisor is 12. The total number of doctorates in the records of a supervisor is at most 15. Doctoral supervisors who exceed any of these limits cannot receive new doctoral students.

Art. 15

(1) A doctoral supervisor is a holder in a doctoral school of the Babes-Bolyai University if they meet the following conditions:

a) they had the quality of doctoral supervisor at the Babes-Bolyai University at the time of the entry into force of the National Education Law no. 1/2011 or acquired the quality of doctoral supervisor according to art. 166 of the National Education Law no. 1/2011;

b) they have an employment contract with the Babes-Bolyai University;

c) by decision of the council of the respective doctoral school, they were granted the right to conduct doctorates in a doctoral university program offered by the doctoral school in the field for which they have the right to conduct doctorates.

(2) A doctoral supervisor who holds a doctoral degree from the Babes-Bolyai University cannot be a holder at the same time at another doctoral school from the Babes-Bolyai University. But as an affiliated university teacher or affiliated researcher, they can carry out activities in other doctoral schools.

(3) A doctoral supervisor with an employment contract with the Babes-Bolyai University who, in order to establish a doctoral school from Babes-Bolyai University, is selected in their capacity of doctoral supervisor by the council of a faculty that launched the proposal for establishment, becomes by right, in case the doctoral school is established, the holder doctoral supervisor in that doctoral school.

(4) Teachers or researchers who pursue doctorates and who retire at the age of 65 may conduct doctorates in progress on the date of retirement until the age of 70. Doctoral supervisors who continue their activity as holders, by extending the activity according to the Regulation for extension of activity in BBU, after reaching the age of 65, can conduct doctorates until reaching the age of 70, provided they receive the extension of activity as holders until at this age. After retirement, they can lead the doctorates in progress until their completion.

(5) In the situation where a holder doctoral supervisor does not want to continue their doctoral management activity after retirement, the doctoral school they belong to is responsible for reallocating the management of doctorates in progress under their coordination to other doctoral supervisors, in order to complete the doctoral theses under optimal conditions.

Art. 16

(1) Rights and obligations of the doctorate supervisor ensue from The Law of National Education no. 1/2011, the Babes-Bolyai University Charter, from this Regulation and from the regulation of the doctoral school within which they operate, as well as from their employment contract.

(2) Rights of the doctoral supervisor include:

a) the right to participate in competitions for doctoral grants;

b) the right to request the doctoral school the inclusion in the offer for the doctoral admission contest of some vacant positions of doctoral students, under their supervision;

c) the right to select the doctoral candidate for a vacant position under his / her leadership and to propose the registration of the candidate declared successful in that position following the admission competition;

d) the right to establish the advisory committee of each doctoral student;

e) the right to evaluate the activity of the doctoral student, under their guidance or supervision, throughout the doctoral studies (except for the eventual periods of their interruption), following the requirements of the doctoral studies program

and respecting the professional interests of the doctoral student;

f) the right to propose the subjects within the training program based on advanced university studies in which the doctoral student guided by the doctoral supervisor must participate, in compliance with the provisions of the present Regulation;

g) the right to propose the doctoral commission;

h) the right to an impartial internal and external evaluation, in accordance with the specific methodology of the evaluation process;

- i) the right to know the methodology in relation to which it is evaluated, both in the internal evaluation and in the external evaluation;
 - j) the right to know the results of the internal or external evaluation of their own activity;
 - k) the right to refuse the guidance of a doctoral student if they are involuntarily placed in a situation of conflict of interests;
 - l) the right to request to the doctoral school council, based on well-founded reasons, the interruption of the supervision or guidance relationship of a doctoral student.
- (3) The doctoral supervisor has the following obligations:
- a) to ensure, throughout the doctoral studies (except the eventual periods of their interruption), to the doctoral student, who is under their supervision or guidance, an adequate scientific, professional and deontological guidance;
 - b) to permanently follow the way in which the doctoral student carries out their activities within their doctoral studies;
 - c) to take all the necessary measures to provide the doctoral student with the conditions, knowledge and information that will maximize the chances of completing the doctoral studies;
 - d) to carry out an objective, rigorous evaluation of the activity and results of each doctoral student under their supervision or guidance;
 - e) to select and propose a list of research / artistic creation topics adapted to the market requirements, which will allow labor market insertion for the doctoral student;
 - f) to ensure and stimulate the progress of doctoral students in the research / artistic creation they carry out;
 - g) to support the mobility of doctoral students;
 - h) to avoid the occurrence of conflicts of interest in the supervision and guidance of doctoral students.

4. *Institute of Doctoral Studies*

Art. 17

- (1) The Institute of Doctoral Studies operates separately, within the Babes-Bolyai University, based on the provisions of the Code and of the present Regulation.
- (2) The Institute of Doctoral Studies is headed by the council for doctoral studies, hereinafter referred to as CDUS, composed of doctoral supervisors and doctoral students.
- (3) CDUS is headed by a director, who is a tenured member of the CDUS. The position of director of the CDUS is assimilated to the position of vice-rector.
- (4) In addition to the director, CDUS also has a minimum of 6 and a maximum of 16 members from the Babes-Bolyai University, which represent the doctoral schools and which are either tenured doctoral supervisors or doctoral students. The number of these CDUS members and their distribution on the doctoral schools of the Babes-Bolyai University are established by

the Senate of the Babes-Bolyai University. 20% of the council members must be doctoral students, this number being rounded by addition if it is not an integer.

(5) The CDUS director is appointed following a public contest organized by the Babes-Bolyai University. The other members of the CDUS are appointed as follows:

a) 60% of the doctoral supervisors (this number is rounded by addition if it is not an integer) from the CDUS are appointed by the rector of the Babes-Bolyai University, and the other doctoral supervisors are elected by universal, direct, secret and equal ballot of the tenured doctoral supervisors from the doctoral schools of the Babes-Bolyai University;

b) 60% of the doctoral students (this number is rounded by addition if it is not an integer) from the CDUS are appointed by the rector of the Babes-Bolyai University, and the other doctoral students are elected by universal, direct, secret and equal ballot of the doctoral students from the doctoral schools of the Babes-Bolyai University;

(6) Doctoral supervisors who become members of the CDUS must meet those minimum and mandatory standards for granting the certificate of qualification, approved by order of the Minister of Education and Research, on the date of their appointment as members of the CDUS.

(7) The methodology for conducting the competition for the position of director of the CDUS and the one for appointing the other members of the CDUS are proposed by the rector of the Babes-Bolyai University and approved by the Senate of the Babes-Bolyai University. They must comply with the provisions of the Code and these Regulations.

(8) The term of office of the CDUS member is 4 years. Doctoral students who are members of the CDUS and complete their doctoral studies during the CDUS term, lose their membership of the CDUS on the date of the public defence of the doctoral thesis.

(9) The places that have become vacant within the are filled by complying with the provisions of para. (5).

The term of office of the new member shall end when the term of office of the CDUS expires, unless that member is the director of the CDUS.

Art. 18

(1) The announcement regarding the organization of the competition for the position of director of the CDUS is published at least in the following ways:

a) on the main page of the Babes-Bolyai University website, in a visible place;

b) on the specialized website, managed by the MNE;

c) in the Official Gazette of Romania, Part III.

(2) After the announcement of the organization of the contest in the Official Gazette of Romania, the rector of the Babes-Bolyai University establishes the registration period for the contest candidates.

The interval between the date of publication in the Official Gazette of Romania of the announcement regarding the organization of the contest and the date fixed for the conclusion of the registration for the contest must be of at least two months.

(3) Only the following people can register for the contest for the position of director of the CDUS: university professors that have the right to conduct doctorates and meet those minimum and mandatory standards for granting the certificate of qualification, approved by order of the

Minister of Education and Research, which are in force on the date of publication in the Official Gazette of Romania regarding the competition for the position of director.

Art. 19

- (1) The contest commission for the position of CDUS director consists of 5 members, of which at least 3 must be from outside the Babes-Bolyai University.
- (2) At least one member of the contest commission must have, on the date of publication in the Official Gazette of Romania of the announcement regarding the contest for the position of director, an employment contract with a higher education and research institution abroad that is included in the list approved by order of the Minister of Education and Research.
- (3) All members of the contest commission must have the right to conduct doctorates, in Romania or abroad, and meet those minimum and mandatory standards for granting the certificate of qualification, approved by order of the Minister of Education and Research, which are in force on the date of publication in the Official Gazette of Romania regarding the contest for the position of director.
- (4) Based on the decision of the contest commission, the rector of the Babes-Bolyai University concludes with the appointed person a management contract for a period of 4 years.

Art. 20

- (1) The CDUS shall meet whenever necessary, at the request of its director or at least one third of its members.
- (2) CDUS meetings are chaired by its director.

Art. 21

The main attributions of the CDUS are the following:

- a) drafts the Regulation of the Babes-Bolyai University for the organization and development of doctoral university studies and submits it for approval to the Senate of the Babes-Bolyai University;
- b) drafts other proposals for regulations or measures regarding doctoral studies at the Babes-Bolyai University, in accordance with the objectives of the Babes-Bolyai University and the legislative framework, in order to strengthen and increase the competitiveness of doctoral studies;
- c) defines the criteria for the establishment of doctoral schools within the Babes-Bolyai University in accordance with the customs of the European Higher Education Area;
- d) decides the establishment / abolition of the doctoral schools within the Babes-Bolyai University;
- e) establishes, together with the Department of Human Resources of the Babes-Bolyai University, the manner of drawing up the official lists of the doctoral schools;
- f) approves the regulations of the doctoral schools;
- g) elaborates the criteria regarding the organization and functioning of the doctoral university study programs of the doctoral schools, including those regarding the admission to these programs, the curriculum, the evaluation of the doctoral students, the selection criteria of the official referents for the doctoral commissions;

- h) establishes the criteria for finalizing, evaluating and capitalizing on the results of doctoral university study programs, including doctoral theses;
- i) elaborates, at intervals of maximum 5 years, the procedures of periodic evaluation of the management activity of the doctoral students submitted by the tenured doctoral supervisors;
- j) approves the doctoral study programs of the doctoral schools and submits them to the Senate of the Babes-Bolyai University for approval;
- k) advances proposals, including in the form of backing normative initiatives, to support the employment on the labor market of graduates of doctoral study programs;
- l) elaborates methodologies for highlighting, in time, the professional path of the graduates of doctoral studies;
- m) advances its own proposals and approves the proposals of the doctoral schools aiming at establishing agreements and partnerships / consortia for the development of doctoral and co-supervised doctoral study programs;
- n) Proposes the distribution of resources for the financing of doctoral studies and submits them for approval to the Senate of the Babes-Bolyai University;
- o) carries out activities to promote nationally and internationally the image of doctoral studies at the Babes-Bolyai University;
- p) analyzes and solves the notifications submitted to the Institute of Doctoral Studies.

Art. 22

The administrative activities related to the development of the doctorate within the Babes-Bolyai University and to the actions of the Institute of Doctoral Studies are carried out by the secretariat of the Institute of Doctoral Studies. The members of the secretariat of the Institute of Doctoral Studies are employees, for a determined or indefinite period, of the Babes-Bolyai University and are subordinated to the director of the CDUS.

5. *Doctoral schools*

Art. 23

- (1) For the doctoral fields it has doctoral university studies, the Babes-Bolyai University organizes doctoral schools consisting of:
- a) tenured doctoral supervisors;
 - b) affiliated university professors and affiliated researchers, involved in carrying out the teaching / research activities provided in the doctoral university study programs of the doctoral school;
 - c) doctoral students.

- (2) The doctoral student is part of that doctoral school in which their doctoral supervisor, respectively their main doctoral supervisor, is the holder.
- (3) Tenured doctoral supervisors, affiliated university professors, affiliated researchers and doctoral students working in the doctoral school are included in the staff status of the doctoral school.
- (4) The management activities, respectively, of guiding the doctoral students as well as the didactic ones provided in the doctoral university study programs of the doctoral school are normed and remunerated (after their provision) in accordance with the legislation in force.
- (5) Doctoral schools may employ auxiliary teaching staff, research staff and non-teaching staff, if the financing of the corresponding posts is ensured.
- (6) The doctoral student can carry out didactic activities, within the first and second cycles of university studies of the Babes-Bolyai University, within the limit of 4-6 teaching hours per week, according to the doctoral studies contract. Teaching activities that exceed this level will be remunerated according to the legislation in force, falling under the Labor Code, respecting the rights and obligations of the employee and paying the due contributions of state social insurance, unemployment insurance, social health, work accidents and occupational diseases insurances, according to the law.

Art. 24

- 1) The proposal for the establishment / dissolution of a doctoral school is submitted to the CDUS director, by the faculty council / councils of the faculties involved. CDUS decides whether the proposed doctoral school is established / abolished or not. In case of a founding decision, CDUS also establishes the faculty where the respective doctoral school will carry out its activity.

The CDUS decision will be sent to the rector of the Babes-Bolyai University. If the proposal is accepted by the rector, it is submitted for approval to the Senate of the Babes-Bolyai University.

Within that faculty, the doctoral school has a rank equal to that of a department.

- (2) The faculties are responsible for the content of all the doctoral university study programs offered by the subordinate doctoral schools.
- (3) The entire activity of the doctoral schools is supervised and coordinated by the Institute of Doctoral Studies.

Art. 25

- (1) In order to train a new generation of researchers, the purpose of doctoral schools is to ensure the improvement and extension of training, attested by the diploma obtained at the end of master's university studies, by teaching, seminar, evaluation, scientific research, capitalization of scientific research, technological development, design and artistic creation, according to the specifics of the doctoral field.
- (2) The results of a doctoral school must be reflected in the scientific level of the publications and doctoral theses elaborated by the doctoral students who attended the respective school.

(3) Each academic year, the doctoral schools organize for doctoral students at least one scientific communications session, open to other young researchers from the Babes-Bolyai University or from outside it.

Art. 26

A doctoral school can be established if at least the following criteria are met:

- a) it is based on a core of at least 3 doctoral supervisors, 2 of whom are university professors, all of whom have an employment contract with the Babes-Bolyai University, are recognized nationally and internationally for their scientific / artistic merits and are willing to work in the doctoral school;
- b) it has within the Babes-Bolyai University the resources of scientific information and the necessary endowments to carry out in the best conditions the scientific research in the field;
- c) its financial sustainability is ensured - from budgetary or extra-budgetary resources;
- d) at the Babes-Bolyai University there are agreements in the respective field regarding co-supervised doctorates and other national or international programs for the training of doctoral students, to the implementation of which the doctoral school can contribute;
- e) there are links with the scientific, economic, cultural and social environment that contribute to the achievement of the objectives of the doctoral school and that can ensure an additional financing or endowment.

Art. 27

(1) Each doctoral school is headed by the council of the doctoral school. The Council of the doctoral school is headed by the director of the doctoral school, who is a member of the council of the doctoral school.

The Council of the doctoral school is assimilated to the council of a department, and the position of director of the doctoral school is assimilated to the position of department director.

(2) The Council of the doctoral school consists of:

- a) doctoral supervisors that are tenured in that doctoral school, in a proportion of maximum 50%;
- b) doctoral students of the doctoral school in a proportion of 20%, rounded by addition if it is not an integer;
- c) the rest is made up of members from outside the doctoral school, selected among scientific personalities whose scientific activity has an significant international recognition and/or important personalities from the relevant industrial and social-economic sectors.

(3) The share in the council of the doctoral school of the tenured doctoral supervisors who come from that doctoral school is established by the CDUS. The minimum number of members of the board of a doctoral school is 4: the director of the doctoral school, another tenured doctoral supervisor, a doctoral student and a personality from outside the doctoral school.

(4) The director of the doctoral school is appointed by the CDUS on the basis of the proposal made by the Council of the Doctoral School following the internal elections in which all the tenured doctoral supervisors of that doctoral school were summoned to participate. The directors of the doctoral schools will be appointed among the professors who have the basic position at the Babes-Bolyai University in Cluj-Napoca and who have a permanent employment contract at the BBU.

The other members of the doctoral school council are elected by the universal, direct, secret and equal vote of the doctoral supervisors tenured in the respective doctoral school.

(5) Academics or researchers who will be members of the doctoral school council must have the right to conduct doctorates, in Romania or abroad, and to meet those minimum and mandatory standards for the granting the certificate of qualification, approved by order of the Minister of Education and Research, which are in force on the date of their election / appointment as members of the doctoral school council.

(6) The mandate of the council of the doctoral school is 5 years. Doctoral students who are members of the doctoral school council and complete their doctoral studies during the term of the Council, lose their membership of the Council on the date of the public defence of the doctoral thesis.

(7) The vacancies within the council of the doctoral school are occupied according to the provisions of para. (4), and the mandate of the new member shall be terminated at the expiration of the mandate of the council of the doctoral school.

(8) The Council of the doctoral school meets at least 3 times a year. The meetings of the council of the doctoral school are convened at the request of the director of the doctoral school or of at least one third of the members of the council. They are headed by the director of the doctoral school.

Art. 28

The Council of the doctoral school has the following main responsibilities:

- a) it drafts the regulation of the doctoral school;
- b) it decides to grant/withdraw the quality of tenured doctoral supervisor, respectively of the quality of affiliated university professor or affiliated researcher, taking into account the provisions of the regulation of the doctoral school;
- c) it decides, at the proposal of the tenured doctoral supervisors, to register at the doctoral studies the candidates selected through the admission contest;
- d) if necessary, it decides, at the proposal of the tenured doctoral supervisors, the academic dismissal of doctoral students;
- e) it reallocates the supervision of an ongoing doctorate to another doctoral supervisor in case the doctoral supervisor has reached the age of 65 and does not want to continue their doctoral supervision activity;
- f) it approves the staffing schedule of the doctoral school;
- g) it elaborates the content of each doctoral study program (the subjects, which are the object of the teaching activity in the doctoral study program, the number of hours assigned to the course, the seminar and the applicative works within a subject, the number of transferable credits allocated to the subjects and the list of professors teaching within the program), including the share of individual activities, activities in study formations and research activities under the coordination of doctoral supervisors;
- h) it approves the individual doctoral study plans of the doctoral students;
- i) it implements procedures for highlighting the results of doctoral research in order to evaluate doctoral theses and to approve them in order to defend them publicly;

- j) it implements and monitors the compliance with the structure of doctoral study programs;
- k) it ensures the internal evaluation of doctoral study programs, on the basis of which the doctoral study program will review, modify and adapt the structure of doctoral study programs;
- l) it guarantees the correct and complete information of the candidates for doctoral studies on the method of evaluation and selection at the admission contest, on the content of the doctoral study programs and on the criteria for evaluating the research results, as well as on the ways of capitalizing on the doctoral studies;
- m) it defines and implements the rules by which the way of cooperation between doctoral supervisors and doctoral students will be established;
- n) it establishes the standards of performance that the members of the doctoral commissions must satisfy and draw up a list of the institutions in Romania that do not belong to the "Universitaria" consortium and from which official referents (higher education institutions, national research institutes or their subsidiaries) can be selected;
- o) it approves the doctoral commissions;
- p) it assists the external evaluator in the evaluation process in order to provisionally authorize or to accredit / re-accredit the doctoral school.

Art. 29

- (1) The Regulation of the doctoral school is elaborated by the council of the doctoral school by consulting all doctoral supervisors who are tenured in the respective school, in compliance with the Code and the present Regulation.
- (2) The regulation of the doctoral school is endorsed by the universal, direct, secret and equal vote of the absolute majority of the tenured doctoral supervisors in the respective school. It is approved by the CDUS.
- (3) The Regulation of the doctoral school is completed, whenever necessary, with new legal provisions aiming aspects of the activity of the doctoral school.
- (4) The Regulation of the doctoral school establishes, for each of the doctoral study programs it provides, criteria, procedures and mandatory standards targeting at least the following aspects:
 - a) granting/withdrawing the quality of tenured doctoral supervisor, respectively the quality of affiliated university professor or affiliated researcher;
 - b) selection and admission of doctoral students;
 - c) the preliminary performances of the candidates for doctoral studies and the study requirements;
 - d) the frequency obligations of the doctoral students, according to the methodology developed by the MER;
 - e) activities for the training program based on advanced university studies of the doctoral students;
 - f) the research activities of the doctoral students according to the research topic, their integration in teams/research groups and ensuring access to research resources;

- g) guidance of doctoral students in terms of relations between doctoral students and doctoral supervisors, of the procedures for changing the doctoral supervisor and, in general, of the formal criteria involved in guiding doctoral students;
- h) the ways of preventing and sanctioning fraud in the scientific research, including plagiarism;
- i) evaluation of doctoral students, especially on how to capitalize on doctoral research through publications, participation in scientific conferences, etc.;
- j) periodic evaluation of the tenured doctoral supervisors, with a main focus towards the scientific results obtained, such as: their own performances in research, the scientific performances of the guided Doctoral students, etc.;
- k) development and implementation of indicators for monitoring and internal evaluation of doctoral study programs;
- l) the organization and functioning of bodies able to settle complaints regarding the implementation of the provisions of the Code and of this Regulation.

Art. 30

- (1) Doctoral study programs are organized in doctoral schools provisionally authorized or accredited.
- (2) Each doctoral school is evaluated individually, for each field, for provisional authorization or accreditation. The evaluation of the doctoral school is done by the Romanian Agency for Quality Assurance in Higher Education (ARACIS) or by another quality assurance agency, from Romania or abroad. The system of criteria and the evaluation methodology are established by order of the Minister of Education and Research.
- (3) The curriculum of a doctoral study program must be correlated with that of the leading universities in the field, in accordance with the national interests and needs; research topics must be relevant at international level or, if they are of national interest, their methodology and approach must be made to international standards; the result of doctoral degree programs must enter the international circuit, both as visibility, and especially as impact.
- (4) The doctoral study programs of the doctoral schools represent continuations, at a higher level, of the bachelor's degree programs and of the master's programs from the Babes-Bolyai University. It is forbidden that in the curriculum of a doctoral study program to include subjects or modules of knowledge / course chapters within the bachelor's or master's degree programs existing in the Babes-Bolyai University.
- (5) The specialized subjects must include the latest scientific results obtained in the field by the doctoral supervisors from the Babes-Bolyai University and worldwide, in order to ensure that the doctoral students obtain valuable original results based on their study.
- (6) Courses, seminars or applicative works specific to a particular subject can be carried out jointly for several doctoral study programs, while promoting interdisciplinary training as a way of stimulating scientific research.

- (7) For each subject taught in a doctoral school, 3-4 physical hours are provided weekly.
- (8) The thematic content of a subject is set by the course holder. During the seminars, doctoral students can present the results of their own researches/artistic creations.

Art. 31

- (1) The holders of the courses that are taught within the doctoral studies are doctoral supervisors or university professors with a relevant educational activity and scientific, appreciated nationally or internationally.
- (2) Seminar activities and applicative/research works can be provided by the doctoral supervisors, as well as by academics or researchers who are not qualified to lead doctoral students, but hold at least the position of associate professor or scientific researcher of second degree.

Art. 32

- (1) The educational activities within the doctoral schools are carried out during 12 weeks of one of the 2 semesters of the academic year (either the first semester or the second semester), the period being decided by the council of the doctoral school.
- (2) The teaching languages within the doctoral schools can be: Romanian, Hungarian, German or another language of international circulation. Emphasis will be placed on teaching a large number of subjects in international languages.
- (3) Each subject taught can end with an exam. The presentation at the exam is not mandatory for the doctoral student. If the doctoral student wants to be examined, they submit a written request to the director of the doctoral school to set, during the exam sessions established by the faculties, the date for the examination and the appointment of an examination commission. The examination commission will be made up of the course holder and another member having at least the position of associate professor or scientific researcher of second degree. It is recommended that for a doctoral student from the Babes-Bolyai University, one of the examiners to be their doctoral supervisor from the Babes-Bolyai University. The result of the examination is assessed with one of the following ratings: *Very good*, *Good*, *Satisfactory* or *Unsatisfying*. The result of the examination cannot condition the course of the doctoral student in the doctoral study program nor the funding of the doctoral student.

Art. 33

Any doctoral student enrolled in the Babes-Bolyai University or in another institution organizing doctoral studies in Romania or abroad can participate in the activities of the Babes-Bolyai University. Doctoral students, coming from other institutions than those with agreements concluded with the Babes-Bolyai University, agreements that provide no charge for the doctoral

studies at the Babes-Bolyai University will pay, for the participation in the activities of the doctoral schools, the study fees established by the Senate of Babes-Bolyai University.

Art. 34

(1) The doctoral schools have the obligation to provide the university community and any interested natural or legal persons with information on their doctoral degree programs and on their master's degree programs.

(2) The Babes-Bolyai University faculties will ensure the publication on the Internet of all information about the subordinated doctoral schools, targeting especially the following categories:

- a) the regulation of the doctoral school;
- b) information on how to organize and conduct each doctoral degree program;
- c) information on the results and professional performances of the tenured doctoral supervisors;
- d) information about doctoral students, which include at least the list of publications and that of their patents;
- e) information on vacancies for doctoral students.

Art. 35

(1) The academics or researchers from the doctoral school have the obligation to inform the doctoral students about the scientific, professional and university ethics and to verify its compliance, including compliance with the deontological provisions, during doctoral studies.

(2) The doctoral schools take measures to prevent and sanction deviations from the norms of scientific, professional and university ethics, according to the Code of Ethics and Professional Deontology of the Babes-Bolyai University.

(3) In case of possible academic frauds, of some violations of the university ethics or of some deviations from the good conduct in the scientific research, including plagiarism, the doctoral student and / or their doctoral supervisor is/are liable under the law.

6. *Admission to doctoral studies*

Art. 36

(1) The registration for the contest for admission to doctoral studies can be done regardless of the field in which the candidate obtained the bachelor's and master's degrees.

(2) The director of the CDUS together with the secretariat of the Institute of Doctoral Studies specifies the documents necessary for registration for the doctoral admission contest.

(3) In consultation with the council of the doctoral school they belong to, the tenured doctoral supervisors establish, in detail and at least 2 months before the date of the admission contest, the evaluation criteria of the candidates and the selection of candidates for the places provided at the admission contest. These criteria will be communicated in writing to the Institute of Doctoral Studies and made public through means as varied and accessible possible, including via the Internet.

(4) The promotion of any form of direct or indirect discrimination between the candidates for doctoral studies through the criteria of evaluation or of selection is forbidden under penalty of the law.

(5) Citizens of the Member States of the European Union, of the states belonging to the European Economic Area or of the Swiss Confederation have access to doctoral studies under the same conditions as those provided by the normative acts for Romanian citizens, including in terms of fees (admission contest fee, tuition fee, doctoral thesis fee).

Art. 37

(1) Regardless of the field, the doctoral admission contest consists of at least two tests:

a) a specialized written test, based on a topic announced by the doctoral supervisor at least two months before the date of the admission contest;

b) an interview in which are analyzed the scientific / artistic preoccupations of the candidate, their research / artistic creation skills and the proposed topic for the doctoral thesis.

(2) Depending on the specificities of the field, within the admission contest for the doctorate there can also be

other tests (even eliminatory), at the request of the tenured doctoral supervisors and with the consent of the doctoral school council.

(3) The contest tests are held in front of an admission commission consisting of the doctoral supervisor who offered the position of doctoral student for admission, and at least 2 other specialists from the Babes-Bolyai University who have at least the position of associate professor or second degree scientific researcher.

The chairman of the admission commission is the doctoral supervisor. The admission commissions are proposed by the doctoral school councils and are approved by the CDUS director.

(4) After evaluating the candidates' performance in the competition tests (based on the established evaluation criteria), the admission commission nominates, based on the established selection criteria, the candidate who is to occupy the position of doctoral student. This candidate will be able to be enrolled on the respective place only after obtaining the favorable approval of the council of that doctoral school where the doctoral supervisor is tenured and if the respective doctoral school is provisionally authorized or accredited.

Art. 38

(1) The doctoral schools ensure the transparency of the evaluation and selection procedures regarding the candidates for admission to the doctorate on the places offered by the tenured

doctoral supervisors and guarantee the access to this information, including by publishing on the Internet and by other means of information (brochures, posters, etc.).

(2) The directors of the doctoral schools are responsible for the good development of the admission contest, in the sense of observing the quality norms, the university ethics and the legislation in force.

7. *Training program based on advanced university studies*

Art. 39

(1) The training program based on advanced university studies is a tool for enriching the knowledge of the doctoral student and serves them to carry out in good conditions the individual program of scientific research / artistic creation and for the acquisition of advanced skills specific to the cycle of doctoral studies.

(2) The training program based on advanced university studies must be relevant to the research topic of the doctoral thesis and must not negatively affect the time available to the doctoral student for the individual program of scientific research / artistic creation. (3) Within the training program based on advanced university studies, in the first year of the doctoral university studies, the doctoral student participates in the activities of at least 3 subjects of the doctoral studies. These subjects are chosen in such a way that they are all offered in the same semester of the academic year (because, according to art. 60 paragraph (7) of the Code, the cumulative duration of the training program based on advanced university studies cannot exceed 3 months).

(4) The subjects in the training program based on advanced university studies of a doctoral student are established by the doctoral supervisor, the doctoral student and the doctoral school council as follows: they are proposed by the doctoral supervisor and the doctoral student, and then, this proposal is subject to the approval of the doctoral school council.

(5) The subjects to be studied by a doctoral student in the training program based on advanced university studies can be chosen from the subjects offered by the doctoral school to which the doctoral student belongs or by another doctoral school from the Babes-Bolyai University.

It is mandatory to take courses in ethics and academic integrity.

In the case of a co-supervised doctorate, with a doctoral supervisor from outside the Babes-Bolyai University, subjects offered by the doctoral schools of the partner institution may be chosen, in accordance with the agreement concluded between the Babes-Bolyai University and the partner institution.

Art. 40

(1) For each subject attended at the Babes-Bolyai University within the training program based on advanced university studies, the doctoral student receives a certificate of participation, issued by the course holder and countersigned by the doctoral supervisor / principal doctoral supervisor. If the doctoral student took the exam related to the subject, the rating obtained is

mentioned in this certificate. All certificates of participation are submitted by the doctoral student to the secretariat of the Doctoral School to which they belong. The Secretary of the Doctoral School hands over to the Institute of Doctoral Studies a summary table with the situation of all the participation certificates of the doctoral students and all the participation certificates in order to prove the fulfillment of the obligations from the training program based on advanced university studies.

(2) In the case of doctorates co-supervised with a doctoral supervisor from outside Babes-Bolyai University, the doctoral student must submit, to the secretariat of the Institute of Doctoral Studies of the Babes-Bolyai University, supporting documents issued by the partner institution for the subjects attended by the doctoral student within that institution.

Art. 41

(1) In order to ensure the necessary knowledge base for the doctoral studies to unfold, the doctoral schools will organize master's degree research programs, exclusively in the form of full-time education and mainly oriented towards fostering scientific research skills.

(2) At the proposal of the doctoral supervisor, the studies carried out by a doctoral student within a master's degree research program can be equated by the doctoral school council with the training program based on advanced university studies of the respective doctoral student, taking into account, on the one hand, the field of that master's degree research program and the curriculum covered within the program, and, on the other hand, the topic of the doctoral thesis and the knowledge necessary for its elaboration.

(3) The training program based on advanced university studies may also include the participation of the doctoral student in subjects within a master's degree research program, organized by the doctoral school, provided that they have not already completed those subjects, without the doctoral student being obliged to take the exams related to these subjects.

Art. 42

(1) Completion of the subjects in the training program based on advanced university studies may lead to the granting of a number of transferable credits established at the level of the doctoral school, if the doctoral student is evaluated in those subjects and if they obtain one of the qualifications: *Very good, Good, Satisfactory*.

(2) Credits obtained by the doctoral student on the occasion of previous periods of doctoral studies, carried out in Romania or abroad, can be recognized as equivalent to those of some subjects in the training program based on advanced university studies. The equivalence is proposed by the doctoral supervisor and is approved by the doctoral school council.

Art. 43

- (1) The change of some subjects from the training program based on advanced university studies can be done only once for each subject and only at the request of the doctoral student. The application must be approved by the doctoral supervisor. It is approved by the director of the doctoral school.
- (2) The doctoral student cannot request the change of a subject after starting the activities related to it.

8. *Individual program of scientific research / artistic creation*

Art. 44

- (1) The individual program of scientific research / artistic creation has as main objective the elaboration by the doctoral student of the doctoral thesis. The responsibility for the structure, content, development and organization of this program rests with the doctoral supervisor.
- (2) The individual program of scientific research / artistic creation involves the participation of the doctoral student in one or more scientific / artistic projects established by the doctoral supervisor.
- (3) Through the doctoral schools, Babes-Bolyai University will make available to doctoral students the research infrastructure and the logistical and financial resources for carrying out the research / artistic creation activity within the doctoral study program.

Art. 45

- (1) In order to ensure a coherent scientific / artistic creation path for the doctoral student, it is planned, within the individual scientific / creative research program
 - a) during the first year of the doctoral studies, the doctoral student presents the scientific research project / artistic creation in order to achieve the doctoral thesis;
 - b) during the second and third years of doctoral studies, the doctoral student presents a research / artistic creation report on their progress in the scientific research / artistic creation and the results of this activity.
- (2) The effective date of each presentation mentioned in par. (1) is established by the doctoral supervisor, following the receipt of a written request from the doctoral student. The interval between two consecutive presentations should be at most 12 months. The doctoral supervisor cannot be absent from any presentation, and for any presentation, at least 2 members of the advisory committee must be present.
- (3) After each presentation, proceedings are drawn up recording the rating *admitted* or *rejected* and the main observations and recommendations made by the doctoral supervisor and the members of the advisory committee. If the oral presentation is rejected, the doctoral student has the obligation to redo and re-defend the research project or research report, so that the maximum duration between *admitted* oral presentations to not exceed the maximum period of 12

months and to have at least one oral presentation per academic year. If when the project or the research report is defended again, and the doctoral student obtains again the "rejected" rating or the project / report is not re-defended within the stipulated period, the doctoral school council approves the dismissal of the doctoral student, at the proposal of the doctoral supervisor. The minutes signed by the doctoral supervisor and by the members of the advisory committee who were present, are submitted to the secretariat of the doctoral school. The secretary of the doctoral school will submit all the minutes together with a summary table to the secretariat of the Institute of Doctoral Studies.

Art. 46

The procedure for analyzing the similarities of the doctoral thesis is presented in *Annex 1* of this Regulation.

Art. 47

(1) In particular situations, when a doctoral student who has fulfilled the obligations within the training program based on advanced university studies and those of the individual program of scientific research / artistic creation, but has not completed their doctoral thesis after 6 academic semesters from enrollment, to which are added the periods of interruptions granted in accordance with these Regulations, their doctoral supervisor may request, within the available funds and with the approval of the doctoral school council, an extension by 2 or 4 academic semesters of doctoral studies for this doctoral student. The extension can be granted only once. The extension request is submitted by the doctoral supervisor to the secretariat of the Institute of Doctoral Studies and will then be submitted by the CDUS director for the approval to the Senate of the Babes-Bolyai University.

(2) The request for granting the extension of the doctoral program will be submitted to the secretariat of the Institute of Doctoral Studies at least 15 days before the beginning of the academic year.

9. *Drafting and public defence of the doctoral thesis*

Art. 48

(1) The conclusion of the doctoral university studies, regardless of the type of the doctoral university program completed, is achieved by the public defence of the doctoral thesis.

(2) Within the scientific doctorate, the doctoral thesis must be the result of one's own scientific research activity and contain original results in the field of scientific knowledge. Within the professional doctorate, the doctoral thesis must be the result of one's own scientific research activity and of systematic reflection on the original creation in the field of arts or sport.

(3) The doctoral student is the author of the doctoral thesis and takes to the correctness of the data and information presented in the thesis, as well as the opinions and demonstrations expressed in the thesis. It is mandatory to mention the source for any used material.

(4) The doctoral supervisors are responsible together with the authors of the doctoral theses for the observance of the quality standards and of the professional ethics, including the assurance of the originality of the content.

Art. 49

(1) In order to standardize the institution and collaborate with other similar doctoral schools in Romania, each doctoral school elaborates a guide for writing the doctoral thesis according to the doctoral field, specifying elements such as: formal structure of the thesis, minimum number of pages, references to bibliographic references, formal technical editing requirements, etc. The author and the title of the doctoral thesis as well as the supervisor of the doctoral thesis will be specified on the cover of the thesis.

(2) The thesis writing guide is an integral part of the doctoral school regulations.

(3) Doctoral theses (including annexes) and their abstracts are also written in digital format. In the field of arts, they can be accompanied by the digital recording of the original artistic creation.

Art. 50

(1) The CDUS elaborates, together with the doctoral school councils, criteria and indicators for evaluating doctoral theses, in accordance with the European Qualifications Framework and the skills associated with the qualification registered in RNCIS, according to the specifics of the fields in which doctoral studies are organized and carried out.

(2) The criteria elaborated under the conditions of par. (1) are approved by the Senate of the Babes-Bolyai University.

(3) The evaluation criteria of the quality of a doctoral thesis refer to the results of scientific research / artistic creation presented in the thesis, especially to those obtained within the doctoral studies program. Accepted results for publication and applications for which there is a patent application are also taken into account.

Art. 51

In order to start organizing the public defence of the doctoral thesis, the doctoral student goes through the stages: 1. Official submission of the doctoral thesis and stage 2. Submission of documents for IDS to start organizing the public defence. These two steps are described in *Annex 2: the procedure for initiating public defence*.

Art. 52

(1) In order to publicly defend the doctoral thesis, a commission of specialists called the doctoral commission is set up. It is proposed by the doctoral supervisor / principal supervisor, approved by the doctoral school council and validated by the CDUS director.

- (2) The doctoral commission is made up of:
- a) the chairman of the commission, as a representative of the Babes-Bolyai University;
 - b) doctoral supervisor(s);
 - c) at least three official references from Romania or abroad, specialists in the field in which the doctoral thesis was elaborated, selected in such a way that only one is from the Babes-Bolyai University and at least one from the universities from the "Universitaria" consortium, and the others, either from institutions nominated in the doctoral school regulations (other higher education institutions, national research institutes or their branches), or from universities abroad that have concluded cooperation agreements with the Babes- Bolyai University.
- (3) All members of the doctoral commission must meet the following two conditions:
- a) they have the title of doctor;
 - b) they have, either at least the position of associate professor or second degree scientific researcher, or the quality of doctoral supervisor, in Romania or abroad.
- (4) In the case of a doctorate in co-supervision with a doctoral supervisor from outside the Babes-Bolyai University, the doctoral commission will include representatives of both institutions.
- (5) If, after the validation of the doctoral commission, the chairman of the commission or one of the official referents becomes unavailable, the CDUS director may approve, at the proposal of the doctoral supervisor / principal supervisor and with the approval of the doctoral school director, the change of that doctorate commission member.

Art. 53

- (1) After the approval of the doctoral commission, its members evaluate the doctoral thesis. Each official referent prepares an evaluation report which he submits to the secretariat of the Institute of Doctoral Studies, within maximum 30 days from the date of receipt for evaluation of the doctoral thesis. In the case of the European doctorate, the external referents (from outside Romania) will send to the secretariat of the Institute of Doctoral Studies, within maximum 60 days from the date of receipt for evaluation of the doctoral thesis.
- (2) The organization of the public defence of the doctoral thesis can be started by the secretariat of the Institute of Doctoral Studies only after receiving the documents specific to stage 2 of submitting the public defence file, according to the Procedure for starting the public support described in *Annex 2: the procedure for initiating public defence*

Art. 54

- (1) It is mandatory that the president of the doctoral commission, the doctoral supervisor (s) and at least 2 official references be present at the public defence of the doctoral thesis.
- (2) An official referent, who cannot participate in the public defence of the doctoral thesis, must send to the secretariat of the Institute of Doctoral Studies, before the public defence session of the thesis, a written statement, in which they communicate the reason for not participating in the public defence of the doctoral thesis and the rating they give the doctoral thesis.

Art. 55

(1) The public defence session of the doctoral thesis is chaired by the president of the doctoral commission and takes place as follows:

- a) presentation of the content of the doctoral thesis by the doctoral student;
- b) reading the evaluation reports prepared by the doctoral supervisor / supervisors and the official referents;
- c) the presentation by the president of the doctoral commission of the opinions sent in writing to the president of the doctoral commission, before the public defence, by specialists who consulted the thesis or the thesis summary;
- d) the debate of the doctoral thesis, in which the members of the doctoral commission and the public ask the doctoral student questions.

(2) Debate of the doctoral thesis (called in other countries defence / defence / Verteidigung / megvedes) is mandatory and is recorded in the minutes of the meeting. It must be the central point of the public defence of the doctoral thesis, with the aim of highlighting the knowledge of the doctoral student in the field of the approached topic and the elements of originality contained in the thesis.

Art. 56

(1) Based on the public defence of the doctoral thesis and taking into account the evaluation reports, the doctoral commission decides on the rating to be given to the doctoral thesis.

(2) Each member of the doctoral commission gives a rating. The ratings *Excellent*, *Very good*, *Good*, *Satisfactory* or *Unsatisfactory* can be assigned. The rating that met the absolute majority of the votes cast by the members of the commission becomes the decision of the entire commission. The minutes of the doctoral thesis defence meeting record not only the rating established by the commission following the vote, but also the one awarded by each member of the doctoral commission.

(3) If a member of the doctoral commission identifies, in the evaluation of the doctoral thesis, both before and within the public defence, serious deviations from good conduct in scientific research and university activity, including plagiarism of the results or publications of other authors, making results or replacing the results with fictitious data, the member of the doctoral committee is obliged to take the following measures:

- a) to notify the ethics commission of the Babes-Bolyai University in order to analyze and solve the case, including by dismissing the doctoral student, according to art. 306-310 and 318-322 of the National Education Law no. 1/2011 and the provisions of Law no. 206/2004 on good conduct in scientific research, technological development and innovation, with subsequent amendments and completions;
- b) to notify all members of the doctoral commission of the deviations and to propose awarding the rating *Unsatisfactory*.

(4) Usually, in a university year, the rating *Excellent* is awarded for a maximum of 15% of doctoral students who obtain the title of "doctor" at the Babes-Bolyai University.

(5) If the doctoral student has fulfilled all the requirements provided in the individual program of scientific research / artistic creation and the doctoral thesis has received one of the ratings *Excellent*, *Very good*, *Good* or *Satisfactory*, the doctoral commission recommends

that the doctoral student is awarded the title of doctor. Through the Institute of Doctoral Studies, this proposal is maintained for validation at CNATDCU.

(6) In case of assigning the rating *Unsatisfactory*, the doctoral commission will specify the content elements of the doctoral thesis that must be redone or completed, and the thesis will be publicly defended before the same doctoral commission within a term established by the commission. In order to organize this public re-defence of the doctoral thesis, the doctoral student will pay the fee for the defence of the doctoral thesis established by the Senate of the Babes-Bolyai University for the academic year in which the re-defence takes place. If, following the re-defence, the commission grants again the rating *Unsatisfactory*, the doctoral degree is not granted and the doctoral student is dismissed.

(7) The decisions of the doctoral commission are communicated to the audience from the public meeting for the defence of the doctoral thesis by the president of the doctoral commission.

Art. 57

(1) The doctoral title is awarded by order of the Minister of Education and Research, after the validation of the doctoral thesis by CNATDCU.

(2) If CNATDCU invalidates the doctoral thesis / requests the completion of the file, the Babes-Bolyai University will receive from the MNE an order not to grant the doctor's degree containing the invalidation decision / official address for completing the file accompanied by the summary evaluation report drafted based on the CNATDCU observations. This decision of invalidation / completion of the file will be brought to the notice of the author of the doctoral thesis and of their doctoral supervisor (s) by the secretariat of the Institute of Doctoral Studies.

(a) The order not to grant the doctoral title, as well as the decision to invalidate the thesis / to complete the file, can be challenged within 15 working days from the date of their communication to IOSUD. The appeal is officially registered at the Ministry of Education and Research and will be sent to UEFISDCI for the appeals procedure.

(b) The doctoral thesis, which has received the decision to invalidate / complete the file, can be retransmitted to CNATDCU, through the Institute of Doctoral Studies, within one year from the date of the first invalidation / request for completion. If the doctoral thesis is invalidated a second time, the doctoral degree will not be granted, and the doctoral student will be dismissed.

Art. 58

On the doctoral diploma will be written the rating obtained by the doctoral student, respectively *Excellent*, *Very good*, *Good* or *Satisfactory*. Also, a mention in Latin will be written on the doctor's diploma, as follows:

- a) for the rating *Excellent* the mention *Summa cum laude is entered*;
- b) for the rating *Very good* the mention *Magna cum laude* is written;
- c) for the rating *Good* the mention *Cum laude* is written.

Art. 59

- (1) The activity of the official referents within the doctoral commissions is regulated according to the regulations of the doctoral school, which will also establish the modalities of their remuneration, in compliance with the provisions of the law.
- (2) It is forbidden for the doctoral student to offer gifts or other such undue benefits to the members of the doctoral commission, as well as the request for the doctoral student to contribute to the settlement of expenses related to the travel of some members of the doctoral commission or to organize the public defence of the doctoral thesis.

Art. 60

- (1) Publicly defended doctoral theses (including their annexes) are public documents. They are published on a site managed by the MNE, in compliance with the legislation in force in the field of copyright.
- (2) The protection of intellectual property rights over the doctoral thesis is ensured in compliance with the provisions of the law.
- (3) The capitalization of the copyright and / or of the industrial property rights over the original product or creation made within the doctoral university study program is made in compliance with the provisions of the legislation in the field.

10. *Doctoral students*

Art. 61

- (1) Doctoral students are employed by the Babes-Bolyai University as research assistants or university assistants for a fixed term. They are included in the staffing schedule of the doctoral school. The doctoral students with a scholarship will carry out educational activities of 2 to 6 hours / week, respecting the area of competence of each one, during at least 3 semesters (seminars or laboratories) or other documentable activities (through a monthly activity report) in the benefit of the department and / or doctoral school to which they belong.
- (2) Throughout this activity, the doctoral student benefits from the recognition of seniority in work and specialty. In addition, they also benefit from free medical assistance, without payment of contributions to the state social insurance, unemployment insurance, health, work accidents and occupational diseases insurance.
- (3) The period of doctoral university studies is, for the doctoral students, the assimilated period, according to the legislation in the field of pensions, for establishing the contribution period, unless the doctoral student obtains incomes for which they pay, during this period, social insurance contributions.

Art. 62

- (1) The details of the training program based on advanced university studies and those of the individual program of scientific research / artistic creation are recorded in an individual plan of

doctoral university studies, prepared by the doctoral supervisor and the doctoral student.

(2) The plan of doctoral university studies is approved by the council of the doctoral school in which the doctoral supervisor is tenured.

(3) The approved individual doctoral study plan is submitted to the secretariat of the Institute of Doctoral Studies within 30 days from the date established by the Senate of the Babes-Bolyai University as the date of enrollment of doctoral students admitted following the admission contest.

Art. 63

(1) The individual doctoral study plan is an integral part of the doctoral study contract.

(2) The doctoral university contract is signed by the doctoral student, the doctoral supervisor, the director of the doctoral school, the legal advisor and the rector of the Babes-Bolyai University.

(3) For each period of interruption and for the period of extension, granted on the basis of the present Regulation, an addendum to the contract of doctoral studies is concluded.

(4) The framework model of the doctoral studies contract and that of the addenda to this contract shall be elaborated by the secretariat of the Institute of Doctoral Studies in compliance with the provisions of the Code and of the present Regulation. It is endorsed by the doctoral school councils and approved by the CDUS.

5) The doctoral studies contract and the annexes of the contract include at least the following information:

a) identification data of the doctoral student and of the doctoral supervisor;

b) data about the doctoral school;

c) data about the doctoral study program;

d) Minimum standards for granting the title of doctor;

e) the chosen research topic;

f) the language in which the doctoral thesis is written and defended;

g) the deadline for completing the doctoral thesis;

h) the conditions for extending the term for completing the doctoral thesis;

i) the monthly amount of the scholarship, as the case may be;

j) the amount of the study fee, as the case may be;

k) the amount of teaching activities that the doctoral student undertakes to carry out and the period in which they are carried out, according to art. 23 para. (5).

Art. 64

(1) Rights and obligations of the doctoral student ensue from The Law of National Education no. 1/2011, Charter of the Babes-Bolyai University, from the present Regulation and from the regulation of the doctoral school in which they are employed.

(2) During the doctoral studies (except for the potential periods of interruption), the doctoral student has the right::

- a) to be informed about the doctoral university study program in which they were enrolled;
- b) to participate in the elaboration of the individual plan of the doctoral university studies;
- c) to benefit from the support, guidance and coordination of the doctoral supervisor and the advisory committee;
- d) to request the doctoral school council, based on well-founded reasons, to change their doctoral supervisor;
- e) to participate in the meetings or seminars of the research department / team, of which their doctoral supervisor is a part, when relevant topics for doctoral university studies are under discussion;
- f) to be represented in the decision-making forums of the doctoral school, in the CDUS and in the Senate of the Babes-Bolyai University, according to the provisions of the doctoral school regulations, of the present Regulation and of the Charter of the Babes-Bolyai University;
- g) to benefit from the logistics, documentation centers, libraries and equipment of the Babes-Bolyai University for its preparation and for the elaboration of the doctoral thesis;
- h) to participate in the activities organized by other doctoral schools from the Babes-Bolyai University;
- i) to work, with the consent of the doctoral supervisor, in research teams within the Babes-Bolyai University or within research-development units that have concluded agreements or institutional partnerships with the Babes-Bolyai University;
- j) to carry out the preparation of the doctorate in co-supervision, based on an agreement concluded and signed by the parties involved;
- k) to benefit from national or international mobility;
- l) to participate in the scientific communication sessions organized by the doctoral schools and / or by the Babes-Bolyai University;
- m) to benefit from institutional support in order to participate, in Romania or abroad, in scientific events, workshops and summer / winter schools in the doctoral field in which they chose the topic of the doctoral thesis;
- n) to carry out internships at public / private economic agents in Romania or abroad;
- o) to get involved in any other professional activities, at the request of the doctoral supervisor or of the doctoral school;
- p) to carry out educational activities, according to art. 23 para. (5).

(3) During the doctoral studies (except for their potential periods of interruption and the potential grace period), the doctoral student has the following obligations:

- a) to carry out the activities provided in the individual plan of the doctoral university studies, in compliance with the present Regulation;
- b) to be in permanent contact with the doctoral supervisor and the members of the advisory committee;
- c) to present activity reports to the doctoral supervisor and the advisory committee whenever requested;

- d) to respect the regulations and rules of the Babes-Bolyai University, to have a behavior appropriate to the status of doctoral student;
- e) to actively contribute to the betterment and improvement of the framework for the development of the doctoral university study program;
- f) to respond promptly to all requests addressed to them by the Institute of Doctoral Studies.

Art. 65

The submission to the secretariat of the Institute of Doctoral Studies of any request related to the situation of the doctoral student (doctoral interruption, doctoral extension, change of doctoral supervisor, change of a subject in the training program based on advanced university studies) is to be made at least 15 days before the date from which, in the case of approval, that request would take effect.

Art. 66

- (1) Misunderstandings between the doctoral student and the doctoral school are mediated by the CDUS.
- (2) Misunderstandings between the doctoral student and their doctoral supervisor are mediated by the doctoral school council. The party dissatisfied with the decision of the doctoral school council can address the CDUS.

11. *Quality assurance of doctoral study programs*

Art. 67

- (1) The doctoral university study programs are periodically subjected to some internal evaluation processes, at dates established by the CDUS.
- (2) The internal evaluation of the quality of a doctoral study program is carried out by the doctoral school.
- (3) The internal evaluation procedures of the quality of a doctoral study program are elaborated by the CDUS. They will follow:
 - a) the mission and objectives of the doctoral university study program;
 - b) the content and curriculum of the doctoral university study program;
 - c) the compatibility of the doctoral university study program with the description of the qualification registered in RNCIS;
 - d) the results of the research undertaken by the doctoral students and their doctoral supervisors, materialized through publications, patents, participation in scientific events;
 - e) presentation on the Internet of the results of the research activity of the doctoral students;
 - f) cooperation relations with other institutions;
 - g) specific requirements of different teaching methods and forms of conduct;
 - h) the existence of the means of documentation, learning and research, as well as of the logistics that the doctoral students benefit from;

- i) the staff involved in the development of the doctoral university study program;
 - j) the ways of evaluating the knowledge and testing the abilities of the doctoral students, as well as monitoring progress during the training;
 - k) the degree of involvement of doctoral students in ensuring the quality of the doctoral studies program;
 - l) the existence of a code of ethics with clear provisions regarding the definition and sanctioning of various academic and professional frauds, including plagiarism;
 - m) Fulfilling the specific requirements of the external evaluation indicators of the doctoral study programs.
- (4) The internal evaluation procedures of the quality of a doctoral study program will be based on several sources of information, including:
- a) evaluation by doctoral students, obtained through anonymous questionnaires, subject to the confidentiality of the information provided and statistically processed;
 - b) confidential peer review of the research activity of the tenured doctoral supervisors. It will be based on information provided by both reviewers from the Babes-Bolyai University and reviewers from other research institutions.

Art. 68

- (1) Each doctoral school is subject to an external evaluation at 5-year intervals.
- (2) The external evaluation of the doctoral study programs is done by ARACIS or by another quality assurance agency, from Romania or abroad. It is based on a system of criteria and a methodology established by order of the Minister of Education and Research.
- (3) The doctoral school which, after a period of 5 years since the last accreditation, has not gone through an external evaluation process and has not been re-accredited, loses its accreditation.
- (4) A doctoral school that has lost its accreditation can no longer enroll new doctoral students. The doctoral students from that doctoral school, undergoing the doctoral program, continue their studies according to the doctoral university contract, until their completion.

Art. 69

- (1) The evaluation of the doctoral students' activity is predominantly oriented towards the results of the research activity. Results are taken into account - such as publications, participation in conferences, patents and patents - as well as their quality, estimated by integrating publications in the international flow, citations, awards, etc.
- (2) The evaluation of the activity of doctoral students explicitly follows all the skills that the doctoral student must develop within the doctoral study program, according to the Level 8 Qualification from the European Qualifications Framework and from the National Qualifications Framework.

(3) The evaluation of the activity of doctoral students is carried out periodically, based on the decision of the doctoral school council, by the evaluation commissions approved by the doctoral school council.

(4) The evaluation procedures and criteria are established by the doctoral school council and must allow:

a) the correct measurement of the performances of the doctoral students, including the differences

of performance between them;

b) analysis of the progress of doctoral students in acquiring the knowledge and skills associated with the professional qualification concerned;

c) administrative and academic verification to ensure the correctness of the procedures;

d) transparency and information on the criteria for assessing doctoral students;

e) informing the doctoral students about the evaluation strategy, the methods, the evaluation criteria and the expected performances.

(5) Respecting the scientific, professional and university ethics represents an explicit criterion for continuous and final evaluation of the doctoral student's activity.

(6) The evaluation of the activity of the doctoral students will be done with the assurance of a maximum transparency, the evaluators bringing the ratings granted to the knowledge of the doctoral students.

Art. 70

(1) The doctoral schools periodically evaluate, at intervals of 5 years, the activity of the tenured doctoral supervisors, based on some procedures elaborated by the CDUS that have as basis the self-evaluation and the internal and external peer evaluation.

(2) This internal evaluation of the doctoral supervisors will take into account especially the quality of the results obtained by them in research and in the supervision of doctoral students, such as:

a) the results of the scientific research of the doctoral supervisor (publications, patents and other ways of capitalizing on their own research activity);

b) the results of the scientific research of the doctoral students led by this doctoral supervisor (publications, patents and other ways of capitalizing on the research activity of the doctoral students);

c) other indicators of the scientific activity of the doctoral supervisor (participation in research projects, participation in national and international conferences, membership in professional organizations);

d) other indicators of the scientific activity of the doctoral students led by this doctoral supervisor (participation in research projects, participation in national and international conferences, membership in professional organizations);

(3) Once every 5 years, doctoral supervisors are subject to an external evaluation based on established procedures, at the proposal of CNATDCU, by order of the Minister of Education and Research. The results of this evaluation are public.

(4) Following internal or external evaluations, the doctoral school may decide to extend or withdraw the right of a doctoral supervisor to supervise doctorates within a doctoral university program of the doctoral school, according to the regulations of the doctoral school.

Art. 71

(1) The following positions at the Babes-Bolyai University are incompatible, within the meaning of art. 295 para. (4) of the National Education Law no. 1/2011, and may not be occupied simultaneously by spouses, relatives and in-laws up to the third degree, including:

- a) the position of president of the Senate of the Babes-Bolyai University with that of director of the CDUS or director of a doctoral school;
- b) the position of rector with that of director of the CDUS or director of a doctoral school;
- c) the position of vice-rector with that of director of a doctoral school;
- d) the position of director of the CDUS with that of director of a doctoral school;
- e) the position of member of the administration council with that of director of a doctoral school.

(2) It is forbidden for a candidate to doctoral studies to be in a relationship such as spouses, in-laws and relatives up to and including the third degree, with members of the admission commission before whom they must take the tests within the doctorate admission contest.

(3) It is forbidden for a doctoral student to be in a relationship such as spouses, relatives and relatives up to the third degree, including with their doctoral supervisor, with members of their advisory committee or of the doctoral commission appointed for the public defence of their doctoral thesis.

(4) Persons who are in a relationship of spouses, in-laws and relatives up to and including the third degree, cannot be appointed in the same commission of doctoral admission, supervision for s doctoral student or doctoral commission.

Art. 72

(1) The status of doctoral student can be lost in the following situations:

- a) at the written request of the doctoral student, endorsed by their doctoral supervisor and approved by the council of the doctoral school they belong to;
- b) based on the written request of the doctoral supervisor, approved by the council of the doctoral school where the doctoral supervisor is tenured, if the doctoral supervisor has found that the doctoral student does not fulfill the obligations arising from the doctoral studies contract;
- c) according to the provisions of art. 8 para. (1), art. 56 para. (3) letter a and para. (6), art. 57 para. (2).
- d) if at the end of the legal duration of the study program, the doctoral student has not fulfilled the academic obligations provided in the doctoral study plan, they can extend these studies in order to recover the activities not performed on time and to finish the studies.

The extension can be granted only if the doctoral supervisor registers at the Institute of Doctoral Studies the request for the extension by 2 or 4 university semesters of the doctoral university studies of this doctoral student, in a fee regime. Registration will be made at least 15 calendar days before the start of the academic year. The request for extension is submitted, by the CDUS director, to the approval of the Senate of the Babes-Bolyai University. In case of failure to submit this application in time, the student will be dismissed, with the right to enroll under the conditions provided by law. These provisions apply to all categories of doctoral students (budgeted or with tuition fee), from all forms of education.

(2) The dismissal of a doctoral student is made by decision of the rector of the BBU.

Art. 73

(1) The council of the doctoral school may decide to change the doctoral supervisor of a doctoral student from that doctoral school by replacing them with another doctoral supervisor from the same doctoral field, in the following situations:

a) if the doctoral supervisor has reached the age of 65 and does not wish to continue their doctoral supervision activity;

b) at the request of the director of the doctoral school, if they have ascertained the unavailability of the doctoral supervisor for a period longer than one year;

c) at the motivated request of the doctoral supervisor (respectively of the doctoral student), in case they found the non-fulfillment of the legal or contractual obligations assumed by the doctoral student (respectively by the doctoral supervisor), or for other reasons regarding the supervision relationship between the doctoral supervisor and the doctoral student;

d) at the joint request of the doctoral student and their doctoral supervisor, where a new doctoral supervisor is proposed based on well-founded reasons.

(2) In the situations a), b) and c) of par. (1), the new doctoral supervisor can be proposed either by the doctoral school council or by the doctoral student.

(3) The change of the doctoral supervisor can be approved only with the written consent, given in advance by the new doctoral supervisor. If the new doctoral supervisor is active in another doctoral organizing institution, the approval of the management of that institution is also required.

(4) After the change of the doctoral supervisor of a doctoral student, the new doctoral supervisor establishes, within maximum 30 days from the date of the approval of the change of the doctoral supervisor, a new commission for guiding that doctoral student, of which the old members of the advisory committee can be part of if they agree to continue the guidance of the doctoral student.

12. *Transitional and final provisions*

Art. 74

The doctoral university studies from the Babes-Bolyai University are reorganized according to the provisions of the present Regulation. This reorganization is completed within a maximum of 12 months from the date of entry into force of the Code.

Art. 75

(1) In the case of doctoral students whose doctoral theses have been submitted to the preliminary analysis within the specialized department or the research team until October 1st, 2021 and their public defence was recommended, the provisions enforced onward will be those of the articles from Chapter VIII of the Romanian Government Decision no. 567/2005 regarding the organization and development of doctoral university studies, with the subsequent modifications.

(2) In the case of doctoral students whose doctoral theses have not been subjected to preliminary analysis within the specialized department or the research team by October 1st, 2021 or have not received the recommendation of public defence, the provisions enforced onward are those of the Code and those of the present Regulations, including the provisions regarding the appointment of the advisory committee, taking into account the procedural stage in which the doctoral student is, respectively the advanced university training program or the scientific research program. As a result, those of these doctoral students who by September 30, 2021 fulfilled their obligations within the advanced university training program (including the public defence of the scientific research project and it was assessed with the rating *Very good* or *Good*) no longer have any obligation within the training program based on advanced university studies within the meaning of this Regulation. They are considered to be in the individual program of scientific research / artistic creation within the meaning of this Regulation and must only meet the provisions regarding the presentation of research / artistic creation reports (see art. 45 para. (1) letter b)) as well as those regarding the public defence of the doctoral thesis. But, any scientific paper presented by one of these doctoral students before September 30, 2021 before the specialized department or the research team and appreciated with the ratings *Very good* or *Good* is assimilated automatically with the presentation of a research / scientific creation report. The advisory committees are established by the doctoral supervisors by November 30, 2021.

(3) Doctoral students who started their doctoral studies before the entry into force of the National Education Law no. 1/2011 to another form of education than the full-time one and can continue their studies within that form of education until their completion.

Art. 76

(1) If a doctoral supervisor leads simultaneously more than 8 doctoral students who started the doctoral studies program before the date of entry into force of the National Education Law no.

1/2011, the respective doctoral students can continue their studies with the same doctoral supervisor until their completion.

(2) Until the beginning of the 2020-2021 academic year, the doctoral supervisors from the Babes-Bolyai University will be progressively included in the norm of doctoral students per supervisor, provided in art. 14 para. (4).

(3) The doctoral supervisors who were leading doctoral students at the date of entry into force of the National Education Law no. 1/2011 and who, whether they have reached the age of 70 before the entry into force of this law, or will reach this age after its entry into force, may continue, by right, the supervision of the respective doctoral students as doctoral students until the completion of the doctoral studies of the respective doctoral students.

Art. 77

(1) Doctoral students with a fee, who were enrolled at the Babes-Bolyai University before October 1, 2021 and continue their doctoral studies after this date, are subject to the transitional provisions of the tuition fee as per the following paragraphs of this article.

(2) If, before the date of entry into force of this Regulation, a fee-paying doctoral student has paid the tuition fee for a period of study which does not end at the end of an academic semester after the date of entry into force of this Regulation, but during a semester, without the doctoral student having completed their doctoral studies, then that doctoral student has the following two possibilities:

a) The doctoral student continues their studies in that semester until the end of the semester. For the unpaid period of the semester, they will pay at the beginning a study fee proportional to the duration in months (1 month = 30 days) of this transition period. The duration of the transition period is rounded by the absence, if it is not an integer number of months. The tuition fee for one month represents 1/12 of the tuition fee set for the academic year the transition period is part of. Starting with the semester following the transition period, the doctoral student then continues their studies in accordance with the present Regulation.

b) The doctoral student does not continue their studies in that semester. In this situation, they require an interruption from the end of the paid period until the end of the respective semester. Starting with the semester following the transition period, the doctoral student then continues their studies in accordance with the present Regulation.

(3) If, before the date of entry into force of this Regulation, a doctoral student in a fee regime has started a period of interruption and it does not end at the end of a university semester after the date of entry into force of this Regulation, but during a university semester, then that doctoral student has the following two possibilities:

a) The doctoral student requests the continuation of the interruption until the end of the respective semester. After the termination of the interruption, the doctoral student continues their studies in accordance with the present Regulation.

b) The doctoral student resumes their doctoral studies in that semester. In this situation, at the date of resuming the studies, they will pay for the remaining period of the semester, i.e. until the end of it, a study fee proportional to the duration in months (1 month = 30 days) of this transition period. The study fee for this transition period is established as in par. (2) letter a). Starting with the semester following the transition period, the doctoral student then continues their studies in accordance with the present Regulation.

(4) Doctoral students with a fee, which do not fall under any of the paragraphs (2) or (3), shall comply with this Regulation from the date of its entry into force.

Art. 78

This Regulation constitutes the Annex to the Charter of the Babes-Bolyai University and enters into force from the date of its adoption by the Senate of the Babes-Bolyai University by decision no. 46 of April 19, 2021.

Annex 1: Similarity analysis procedure of the doctoral thesis

Procedure regarding the generation and analysis of the Similarity Report

Completion to the Annex to the CDUS Decision from the BBU no.12327 from 29.06.2016

1. The doctoral supervisors or the doctoral students will submit the thesis in electronic format accompanied by the request regarding the start of the similarities analysis procedures and evaluation of the thesis by the advisory committee, to the Secretary of the Doctoral School to which they belong, in order to verify the thesis with the tool for analysis of the degree of similarity. The verification of the doctoral thesis with this tool takes place before the defence of the thesis in front of the advisory committee. The format of the electronic version of the doctoral thesis will respect the dimensions and the format specified by the provider of the verification tool.
2. The secretary of the doctoral school, which includes the doctoral supervisor and the doctoral student, will bring the doctoral thesis to the Institute of Doctoral Studies in maximum 2 working days from the date of registration of the anti-plagiarism evaluation request mentioned above. The doctoral thesis will be introduced in the tool acquired by the BBU in order to generate and analyze the Similarity Report, under the guidance and monitoring of a person from the Institute of Doctoral Studies, the person designated to administer the similarity assessment program.
3. The similarity report generated by the tool purchased by the BBU will be sent by e-mail to the doctoral supervisor within 3 working days from its generation or will be taken from IDS by the secretary of the doctoral school on a CD / DVD and hand it to the doctoral supervisor.
4. The beginning of the concrete activities for the use of the anti-plagiarism software by the Secretaries of the Doctoral Schools as well as, following their completion, picking up the similarity report by the secretary of the doctoral school (if applicable) will be made based on a minutes filled in with the IDS that will remain in the IDS archive.
5. The doctoral supervisor will have to examine the Similarity Report from the point of view of the appearance in the thesis of some unauthorized takeovers. The same alert thresholds and verification aspects are maintained as in point 3 of the Annex of the CDUS Decision from the BBU no. 12327 of 06.29.2016.
6. After examining the Similarity Report, the doctoral supervisor will fill in a form called *Resolution*, within 5 working days. If the evaluation of the Similarity Report shows that:
 - The takeovers that were detected in the paper are not justified and bear signs of plagiarism, respectively
 - The paper contains intentional changes to the text, which indicate an attempt to disguise unauthorized takeovers,The doctoral supervisor will not admit the paper in order to support it.
7. *Similarity Report* and *The resolution of the doctoral supervisor* are an integral part of the file that will be submitted to the IDS in order to defend the doctoral thesis.

Annex 2: Procedure for initiating public defence

STAGE I: Documents required for the official submission of the doctoral thesis at the Institute of Doctoral Studies for the public defence

I) Written documents:

- thesis acceptance report, from the doctoral supervisor (1 copy);
- the request signed by the doctoral student, registered at the doctoral school, regarding the start of the procedures for analyzing the similarities and evaluating the thesis by the advisory committee, approved by the doctoral supervisor, for the pre-defence (1 copy);
- Resolution of the doctoral supervisor regarding the Similarity Report (1 copy);
- The minutes from the presentation of the doctoral thesis in front of the advisory committee, which results in: the agreement for public defence of the doctoral thesis given by the doctoral supervisor / supervisors and by each member of the advisory committee as well as the decision on the official submission and organization of the public defence (1 copy);
- Doctoral thesis and its annexes (2 printed copies compacted and covered in final form - both copies are submitted to the IDS for registration);
- Printed summary of the doctoral thesis in Romanian and respectively in an international language, which includes the content of the doctoral thesis, keywords and synthesis of the main parts of the doctoral thesis (one copy of each);
- The declaration signed by the doctoral student and the doctoral supervisor regarding taking on the responsibility over the thesis and the acknowledgment of the legal provisions regarding art. 143 al. (4) and art. 170 of the National Education Law no. 1/2011 and respectively art. 65 para.(5)-(7) and Art. 66 para. (4) of the Code of doctoral studies amended by the Decision of the Romanian Government no. 134/2016 (1 copy);
- Curriculum Vitae of the doctoral student (printed in 1 copy);
- Copy of the receipt regarding the payment of the fee for the defence of the doctoral thesis (only for doctoral students in a fee regime);
- Liquidation sheet according to the Decision of the Administration Council no. 7064/2016 (for those registered starting with 2012) - 2 copies;
- The proposal of the doctoral supervisor / principal supervisor regarding the composition of the doctoral commission, approved by the doctoral school council (1 copy);

II) Documents in digital format:

- 2 compact discs (CD or DVD) on which are written:
- doctoral thesis and its annexes (a PDF file containing both the full text of the doctoral thesis, as well as the contents and the bibliography);
- the summary in Romanian of the doctoral thesis together with the keywords and the content (another file in PDF format);
- the summary in an international circulation language of the doctoral thesis together with the keywords and the content (another file in PDF format);

- Curriculum Vitae of the doctoral student;
- scanned copies of publications resulting from scientific research in the doctoral program, published or accepted for publication;
- a list of 5 - 10 keywords in Romanian and English and a short summary (between 1000 and 1700 characters) in Romanian and English, in .doc or .rtf format; the standard form will be used for this purpose
- CVs of the members of the doctoral commission.
- 1CD (DVD) containing the doctoral thesis and its annexes (a PDF file containing both the full text of the doctoral thesis, as well as the contents and the bibliography); This CD / DVD must be attached / glued on the inside cover of a copy of the thesis (this copy of the thesis will be sent to the National Library of Romania).

NOTES: the documents presented in digital PDF format will have the main text represented as such, and not by images; audio, video materials or graphic illustrations may be an exception to this rule; therefore, **in PDF documents it is required for the "search" function to be functional.** The copies of the completed doctoral thesis and those of the abstracts are therefore delivered in printed form (A4 format), accompanied by their files in digital format - searchable pdf, written on 2 CD / DVD-Read only discs. The Secretariat of the Institute of Doctoral Studies will issue the registered supporting document, which certifies the official submission of the doctoral thesis for public defence (according to Art.4 letter a) of *the Methodology for evaluating the doctoral theses* Annex 1 only if all documents listed under this title exist.

STAGE II: Submission of documents necessary for the initiation by the Institute of Doctoral Studies of the public defence for the doctoral thesis; they shall be submitted to the Institute of Doctoral Studies at least 23 calendar days before the date proposed for the public defence.

WRITTEN DOCUMENTS:

- the reports of the official referents, members of the doctoral commission, signed by them (1 copy each);
- the request for setting the date of public defence of the doctoral thesis, endorsed by the doctoral supervisor, by the director of the doctoral school and by the president of the doctoral commission; this request can be registered only if the documents listed up to this point have already been submitted to the IDS (1 copy);
- List of publications resulting from the scientific research in the doctoral study program, published or accepted for publication, if applicable, signed by the doctoral student and the doctoral supervisor/principal doctoral supervisor (1 copy). This list corresponds to the titles of the scanned copies of the respective publications, digitally presented on discs;
- a certified copy or the originals of the documents (in order to make a "copy according to the original") of the following:
 - baccalaureate diploma or equivalent;
 - university diplomas (bachelor's degree and master's degree) or equivalent certificates (if applicable), accompanied by their annexes: transcripts or, as the case may be, supplements to the respective diplomas;
 - birth certificate;

- in case of name change, the administrative document attesting its modification (marriage certificate, court sentence for name change, etc.).
- the declaration of the doctoral student regarding their options regarding the publication of the doctoral thesis (1 copy);
- the certificate regarding the submission of a printed copy of the doctoral thesis at the library (2 copies) - ONLY after obtaining the favorable approval regarding the official submission of the doctoral thesis at the Institute of Doctoral Studies;
- the request of the doctoral student regarding the issuance of the doctoral diploma (in 2 copies signed by the doctoral student and by the doctoral supervisor);

The following original documents - requested by CNATDCU - will be presented in order to validate the doctoral thesis, from which scans will be performed at the IDS:

- identity document;
- birth certificate;
- in case of name change, the administrative document attesting its modification (marriage certificate, court sentence for name change, etc.).

The organization of the meeting for public defence of the doctoral thesis can be started by the secretariat of the Institute of Doctoral Studies only after receiving the evaluation reports of the doctoral supervisor (s) and of all official referents. The public defence is approved by the CDUS director, after which the IDS secretariat will post the announcement of the public support on the website doctorat.ubbcluj.ro at least 20 calendar days before the proposed date for the support and will send it printed to the doctoral school, in order to display it on the school notice board.

The doctoral student will be present at the public defence with the printed summary of the thesis in Romanian and in a language of international circulation.