

**Admission Methodology for Doctoral University Studies
at Babeş-Bolyai University
for the 2025–2026 Academic Year**

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Legal Framework

Admission to doctoral university studies in the July and September 2025 sessions is carried out in accordance with the following valid regulatory acts:

1. Law on Higher Education No. 199/2023;
2. Law No. 299/2007 regarding support granted to Romanians everywhere;
3. Order No. 3020/2024 of January 8, 2024, for the approval of the Framework Regulation on doctoral university studies;
4. Order No. 3693/2024 on the organization of admission to higher education in short-cycle, bachelor's, master's, and doctoral university programs;
5. Legislation in force for receiving foreign citizens from non-EU states for study and schooling in state and private accredited education in Romania;
6. Legislation in force for receiving and schooling Romanians everywhere in Romanian university education;
7. The Regulation on the organization and conduct of doctoral university studies at Babeş-Bolyai University, approved by the Senate in session no. 147/25.11.2024, with subsequent amendments and completions.

General Considerations

1. This methodology sets the framework for organizing admission to doctoral university studies. Admission to doctoral university studies will be carried out according to the calendar approved by the Board of Directors of Babeş-Bolyai University. The distribution of state-funded places at the level of the doctoral schools will be carried out according to the approved methodology. Doctoral schools that have applied for EUTOPIA co-tutelle for the next academic year (2025–2026) will receive these places as a priority.
2. Admission to doctoral university studies is carried out on the basis of an examination organized by Babeş-Bolyai University, through the Institute of Doctoral Studies (hereinafter referred to as ISD), for all 31 doctoral schools of IOSUD-UBB.
3. Doctoral university studies represent the third cycle of university studies and allow for obtaining a qualification at level 8 in EQF/CEC and CNC. They take place in accordance with the provisions of the Framework Regulation on doctoral university studies.
4. Admission to the doctoral university study cycle is organized in accredited or provisionally authorized doctoral fields within doctoral schools.
5. Admission to doctoral university studies is the selection process for candidates for each vacant doctoral student position that doctoral supervisors within the doctoral school decide to offer for filling in the organized admission sessions.
6. Doctoral university studies are offered in the full-time or part-time mode, either on state-funded (budgeted) places in the form of doctoral grants or on tuition-paying places or from other legally established sources.
7. The doctorate may be pursued in Romanian, in a minority language, or in an international language, in accordance with the doctoral study contract concluded between IOSUD, the doctoral supervisor, and the doctoral student.
8. Doctoral university studies have a duration of four years.
9. The number of state-funded places for each institution organizing doctoral university studies is established by order of the Minister of Education, and the number of tuition-paying places is fixed by decision of the University Senate.
10. Doctoral university study programs are organized in doctoral schools and are of two types:

- a) **Scientific doctorate**, whose purpose is the production of original scientific knowledge, internationally relevant, based on scientific methods, organized in full-time or part-time mode. The scientific doctorate forms the basis for a professional career in higher education and research.
- b) **Professional doctorate**, in all fields, including in dual higher education, which has as its purpose the production of original knowledge based on the application of the scientific method, systematic reflection, or applied research on artistic creations, on high-level national and international sports performances, or on topics of practical importance. This constitutes a basis for a professional career in higher education and research in the relevant fields. The professional doctorate may be organized in full-time or part-time modes.

Doctoral university programs of professional doctorate are generally organized in full-time mode. As an exception, doctoral university programs can also be organized in part-time form.

11. The dual doctoral study cycle is a form of education in which responsibilities regarding learning, teaching, applied activities, research, and evaluation are shared between IOSUD and economic operators.

IOSUD organizes and conducts teaching, learning, and assessment activities, while economic operators organize learning-through-work activities and participate in assessment. Applied and research activities can take place at both IOSUD and the economic operators.

IOSUD concludes a partnership agreement with the economic operators, setting out the conditions of collaboration, the rights and obligations of the parties, as well as the costs assumed by the partners. The doctoral student concludes an individual study and practical/research training contract with IOSUD and the economic operator, setting out the rights and obligations of the parties.

Dual higher education is organized for the third cycle through professional doctorate programs, in accordance with a methodology approved by order of the Minister of Education.

For doctoral university programs, the Senate of the university, upon the proposal of the Council for University Doctoral Studies (CSUD), sets the obligations related to attendance (full-time or part-time).

12. Only graduates holding a master's degree or its equivalent may participate in the doctoral admission process, and the total combined number of transferable study credits earned from the bachelor's and master's cycles must be at least 300. Pursuant to Law No. 199/2023 on Higher Education, with subsequent amendments, the bachelor's diploma for graduates of long-term higher education prior to the introduction of the three Bologna cycles is equivalent to a master's diploma in the respective field. Consequently, holders of long-term higher education diplomas have the right to apply for doctoral university studies without having to complete the

second cycle of master's studies. Enrollment for the doctoral admission examination in a certain doctoral field is not conditioned by the field in which the candidate earned the bachelor's or master's diploma. The total combined duration of the bachelor's and master's cycles must correspond to at least 300 transferable credits (ECTS).

13. Enrollment for the admission examination may also be done on behalf of the candidate by another person, based on a notarized power of attorney.
14. Upon enrollment in the admission competition, the candidate for doctoral university studies may choose a doctoral supervisor from among the supervisors at Babeş-Bolyai University who offer doctoral student places in that admission competition. In order to register for the competition, foreign (EU and non-EU) candidates and "Românii de Pretutindeni" candidates must obtain a Principle Approval from their prospective doctoral supervisor, signed by him/her.
15. Admission to doctoral university studies is contingent upon passing the admission examination, in accordance with the applicable legal provisions.
16. Selection of the doctoral candidate for a vacant position is made by the doctoral supervisor overseeing that position, within the admission competition. If successful, that supervisor will coordinate the candidate's doctoral university studies in the doctoral school in which the supervisor has tenure.
17. ISD specifies and publishes the required documents for enrollment in the doctoral admission competition both at ISD headquarters, on its website, and on the websites of the doctoral schools.
18. Doctoral schools ensure transparency of admission competitions and guarantee candidates access to information regarding the procedures for selection and admission to the doctorate. In consultation with the council of the doctoral school they belong to, tenured doctoral supervisors establish, in detail and at least six months before the date of the admission competition, the evaluation criteria for candidates and the selection criteria for candidates for the places they offer in the admission competition. These criteria will be communicated in writing to the Institute of Doctoral Studies and published through various and accessible means, including via the Internet.
19. Doctoral schools that set specific admission criteria are required to display them on their own websites and to submit them to ISD at least six months prior to the application period for doctoral admission.
20. In justified cases, with the approval of the Doctoral School Council, at the proposal of the doctoral supervisor, the admission examinations may be held online.
21. Any form of direct or indirect discrimination between candidates in the admission to doctoral university studies, through evaluation or selection criteria, is prohibited and subject to legal sanctions.
22. The minimum average that a candidate must obtain to be admitted is 7.00 (calculated to two decimal places, without rounding).
23. The final results of the doctoral admission are validated by the Doctoral School Council (CSD), CSUD, and the Board of Directors of Babeş-Bolyai University.
24. The results of the admission competition are made public by the doctoral schools through posting on notice boards and publication on their own websites.
25. Any appeals, for written tests, must be submitted to the Doctoral School to which the chosen doctoral supervisor belongs, within 24 hours of the provisional results

being posted. Appeals are resolved and results are posted within a maximum of 24 hours after the close of the appeal submission period. The final results of the admission competition are published in accordance with the above.

26. Appeals are not accepted for oral tests, sports skill tests, or artistic skill tests.
27. Appeals based on ignorance of the relevant admission regulations are not accepted.
28. After the deadline for resolving and posting appeals has expired, the admission competition result is final and can no longer be changed.
29. Appeals are resolved exclusively by the appeals committee of the doctoral school. The decision of the appeals committee is final.
30. After completion of the admission process, the doctoral school displays the ranking of candidates who passed/failed, indicating the beneficiaries of doctoral grants and/or fellowships.
31. The display of admission results is done in stages, generating at least two types of lists:
 - Provisional lists – with the ranking of candidates, generated after the tests;
 - Final lists – with the ranking of candidates, generated after the appeals are resolved, which include the definitive results.
These lists contain the following information:
 - (a) the list of candidates admitted to budget-funded places, within the allocated number of places, if applicable;
 - (b) the list of candidates admitted on a fee-paying basis, within the allocated number of places, if applicable;
 - (c) the list of rejected candidates, if applicable.
32. The curricula of all UBB doctoral schools, approved by the Doctoral School Council and the Faculty Council, will be submitted to the Institute of Doctoral Studies for review and signature and will be uploaded into the AcademicInfo application within the deadlines set and communicated by ISD to the doctoral schools, so that candidates can complete and submit the doctoral study plan during the place confirmation period in the admission process.
33. The individual doctoral study plans for admitted candidates will be completed during the confirmation period, using the Offer of Courses of the doctoral schools for 2025–2026, which will be published on the ISD website and the websites of the doctoral schools. The text of the study plan will be sent by ISD to all secretaries of the doctoral schools and will be public, in electronic format, on the ISD website. The doctoral study plan form is completed by the doctoral student by computer. The doctoral study plan is approved by the council of the doctoral school in which the doctoral supervisor holds tenure.
34. If the Doctoral School Council has not approved the individual study plans for the admitted candidates by September 25, 2025, the secretary of the doctoral school will submit all these signed and endorsed plans (4 copies each), together with summary tables, no later than 15 days from the date set by the University Senate as the date of enrollment of doctoral students admitted following the admission competition. The summary tables, in two copies—one for each party—will be signed by the secretary of the doctoral school and by the ISD secretary.
35. The staffing plan for the 2025–2026 academic year for the teaching and research staff of the doctoral school is drawn up by the Director of the doctoral school, endorsed by the Council of the Doctoral School, the Faculty Council, and the Board of

Directors of UBB, and approved by the UBB Senate. The staffing plans will be drawn up and submitted to the Salary Department (for verification) within the established deadlines.

36. The amounts of the admission fees, the file processing fees, university fees, and the conditions for exemption or reduction are established in the Regulations on Admission (Application) Fees, Tuition, and Graduation Fees for the 2025–2026 academic year and are approved by a Decision of the UBB Senate.

Section 1

Admission to Doctoral University Studies at Babeş-Bolyai University for Candidates Who Are Citizens of the European Union (EU), the European Economic Area (EEA), the Swiss Confederation (CH), and British Citizens and Their Family Members as Beneficiaries of the Withdrawal Agreement of the United Kingdom of Great Britain and Northern Ireland from the European Union and from the European Atomic Energy Community 2019/C 384 I/01

I. General Provisions

Art. 1

1. Citizens of the EU Member States, the EEA Member States, the Swiss Confederation, or British citizens and members of their families as beneficiaries of the Withdrawal Agreement of the United Kingdom of Great Britain and Northern Ireland from the European Union and from the European Atomic Energy Community 2019/C 384 I/01 have access to doctoral university studies under the same conditions provided by law for Romanian citizens, including regarding fees (admission fee, tuition fee, doctoral thesis defense fee). By “family member” is meant spouse and dependent children.

II. Enrollment Conditions

Art. 2

1. The enrollment procedure for citizens of the European Union (EU), the European Economic Area (EEA), the Swiss Confederation (CH), and British citizens and members of their families, as beneficiaries of the 2019/C 384 I/01 Withdrawal Agreement, for the admission competition organized for doctoral university studies is as follows:
2. The candidate consults the list showing the distribution of places by faculty and doctoral supervisor for the doctoral admission competition, displayed both at the Institute of Doctoral Studies and on the Institute’s website, as well as on the doctoral schools’ websites.
3. The candidate pays the doctoral admission fee for 2025, consisting of the processing fee and the enrollment fee, in accordance with the Regulations on Admission Fees,

Tuition, and Graduation Fees for the 2025–2026 academic year, by using one of the following payment options:

- **P1** – Online in the admission application;
 - **P2** – At the University’s cashier’s office, str. I.C. Brătianu no. 14, open Monday–Friday (closed Saturday and Sunday);
 - **P3** – At any post office, by money order, to account no. RO35TREZ21620F330500XXXX, opened with the Treasury of Cluj-Napoca;
 - **P4** – By bank transfer at any bank, to account no. RO35TREZ21620F330500XXXX of Babeş-Bolyai University, opened with the Treasury of Cluj-Napoca, Fiscal code of UBB: 4305849. On the payment document, if payment is made according to **P3** or **P4**, the candidate’s name must be specified, as well as the notation “Processing Fee and Admission Fee – Doctoral Competition, Babeş-Bolyai University, Faculty of” The receipt obtained (if payment is made as per **P2**, **P3**, or **P4**) must be uploaded to the enrollment platform and included in the confirmation file.
4. During the enrollment period, the candidate uploads, in .pdf format, the following documents into the enrollment platform:
- The enrollment form generated in the platform, along with the statement of consent for the processing of personal data. These documents will be generated automatically by the candidate’s entry of personal data in the online enrollment platform. The candidate must enter, among other information, data from the ID card/passport, birth certificate, marriage certificate (if applicable), and the name of the doctoral supervisor for whose position they are applying.
 - Enrollment application that includes the declaration of ethnicity (where relevant), according to the model on the website of the Institute of Doctoral Studies—only for candidates who opt for places reserved for Roma ethnicity.
 - Curriculum Vitae.
 - List of published scientific papers, if applicable.
 - Language competence certificate valid on the date of the admission exam, if applicable.
 - Diplomas of studies: baccalaureate diploma; the bachelor’s degree diploma (with any relevant supplements, such as the transcript or diploma supplement), and the in-depth/master’s diploma (with any relevant supplements, e.g., transcript or diploma supplement).
 - Candidates who passed their dissertation exam in the sessions of the current academic year may present, instead of a master’s diploma, a certificate issued by the higher education institution stating the overall average, the averages obtained during the years of study, the number of transferable credits obtained, the validity period, and confirmation that the diploma has not yet been issued.

- Studies completed abroad must be proven with equivalence certificates for these studies (both for bachelor's and master's), issued by the National Center for the Recognition and Equivalence of Diplomas (CNRED) under the relevant ministry. The combined total of ECTS credits obtained, according to the diplomas recognized by CNRED, must be a minimum of 300. If CNRED certificates are issued with electronic signatures, the electronic version of the document must be submitted.
 - Birth Certificate.
 - Marriage Certificate (only in the event of a name change through marriage).
 - Administrative name-change document (if applicable).
 - National ID card / ID card / or passport for non-Romanian citizens.
 - Payment document (receipt, bank order, postal money order) proving payment of the admission fee (according to Art. 2, paragraph 3).
5. Enrollment will take place at the locations and times set at least two months before the enrollment period and publicized on the ISD website and the websites of the doctoral schools, as well as on the notice boards of ISD and the doctoral schools.
 6. The doctoral school is responsible for organizing the enrollment activities, the admission tests, and preparing and transmitting the documents and files to ISD to confirm the place at the doctoral program.
 7. The doctoral school is responsible for properly storing documents in the candidates' files and other documents from the doctoral school councils.
 8. The secretaries of the doctoral schools will submit, for centralization at ISD, the files with the documents of all candidates (whether admitted or not), in accordance with the OPIS provided by ISD, and will certify by signature the validity and existence of all the requested documents in the file. Documents related to admission (lists of admission results, initial, final, and after reassignments), together with centralizers or reports, signed by the doctoral school secretary, must be submitted to ISD within five working days after the end of the confirmation period.

Art. 3

1. Candidates who completed their studies abroad must present equivalence certificates for these studies, issued by the National Center for the Recognition and Equivalence of Diplomas (CNRED), under the Ministry of Education. The total combined number of ECTS credits, according to the diplomas recognized by CNRED, must be a minimum of 300. More details regarding the equivalence procedure and the required documents can be found on the CNRED website: www.cnred.edu.ro.
2. In accordance with the procedures established by the Ministry of Education, the Institute of Doctoral Studies of UBB may forward the necessary documents for the equivalence/recognition of studies to CNRED. In order for UBB's ISD to forward their files to ME and CNRED for recognition of their studies, Romanian, EU, EEA, Swiss, and British candidates are required to submit their documents in compliance with CNRED requirements (<https://www.cnred.edu.ro/ro/studii-universitare>) within the deadline specified and posted on the ISD website under the "Admission" section.

3. Candidates who have completed studies abroad and fail to submit at the time of enrollment the Recognition/Equivalence Certificates of their studies issued by CNRED from the Ministry of Education, cannot be registered for the doctoral admission.

III. Conduct of the Admission Examination

Art. 4

1. Regardless of the field, the admission competition for doctoral studies consists of at least two tests:
 - A written specialty test, based on a topic announced by the doctoral supervisor at least two months before the date of the admission competition;
 - An interview in which the candidate's scientific/artistic interests, research/creative skills, and the proposed topic for the doctoral thesis are examined, as well as language competencies, if necessary. Depending on the specifics of the field, other tests (even eliminatory) may be included in the doctoral admission competition, at the request of tenured doctoral supervisors and with the approval of the doctoral school council.
2. If any of the candidates informs the future doctoral supervisor of their intention to conduct at least one component of their doctoral studies in a foreign language, then that candidate will conduct at least one component of the admission examination in that language, as long as the doctoral school can accommodate it. This component is considered an additional eliminatory test and will be graded as pass/fail.
3. The admission tests are taken before an admissions committee composed of the doctoral supervisor who offered the doctoral student position for admission and at least two other specialists from Babeş-Bolyai University, each holding at least the position of university associate professor or scientific researcher Grade II. The chair of the admissions committee is the doctoral supervisor. The admissions committees are proposed by the doctoral school councils and approved by the CSUD director.
4. A candidate for doctoral university studies is prohibited from being in a spousal, kinship, or affinity relationship up to and including the third degree with members of the admissions committee before which they must take the admission tests.
5. A candidate is prohibited from being in a spousal, kinship, or affinity relationship up to and including the third degree with his or her future doctoral supervisor.
6. Individuals who are spouses, relatives, or in-laws up to and including the third degree cannot be appointed to the same doctoral admissions committee.

IV. Admission Results

Art. 5

1. After evaluating the candidates in the admission tests, the admissions committee designates, on the basis of the established selection criteria, which candidate will occupy the doctoral student position that was advertised. That candidate can be enrolled in that position only after receiving a favorable endorsement from the

council of the doctoral school where the doctoral supervisor holds tenure, and only if that doctoral school is accredited or provisionally authorized.

2. The minimum average that a candidate must obtain to be declared admitted is 7.00, calculated to two decimal places without rounding.
3. Doctoral schools shall display on their own websites the results of the admitted/rejected candidates (with personal data protected under GDPR rules) so as to respect the right to appeal.
4. Doctoral schools shall post the admission results on their websites (in the admission section) in accordance with the relevant provisions of this methodology.
5. Any vacant places within doctoral schools are to be reassigned only in the September session. Reassignment is done, initially, within the doctoral school, to doctoral supervisors who request reassignment for candidates, subject to the decisions of the Board of Directors, the Council for University Doctoral Studies, and the regulations in effect. It can subsequently be done at the CSUD level.
6. Vacant places at the doctoral schools will be reassigned in the September session by the leadership of the Institute of Doctoral Studies, on an equitable basis for all doctoral schools, taking into account any additional criteria provided for in the Board of Directors decisions and CSUD decisions, as well as the grades obtained by candidates in the admission competition.
7. ISD will notify the doctoral schools of the number of vacant places available for reassignment. The directors of doctoral schools must submit to ISD, by the deadline set by ISD, the list of candidates reassigned to the vacant places.

V. Confirmation of Places and Enrollment of Declared Successful Candidates

Art. 6

1. During the specified period for confirmations, candidates admitted to state-funded (grant-supported) places must confirm that they are occupying those places for enrollment purposes, online on the admission platform, and in person at the location specified by the doctoral school. Confirmation of the occupied place is done as follows:
 - **Online** by uploading the signed doctoral study contract and following the instructions on the platform.
 - **On-site/in person**, by submitting the following documents:
 1. The printed and signed enrollment form generated by the platform (the form showing all relevant options for occupying places, in case there are subsequent reassignments).
 2. The enrollment request (which also includes the declaration of ethnicity) as per the template on the ISD website—only for candidates opting for places reserved for Roma ethnicity. Candidates opting for places reserved for Roma ethnicity must present, in their file, a written document issued by a legally constituted Roma organization (signed and stamped) that attests the candidate's membership in that ethnic group.
 3. Curriculum Vitae, dated and signed.

4. List of published scientific papers (if applicable), signed by the candidate.
5. Baccalaureate diploma or equivalence certificate, bachelor's diploma or equivalence certificate with the bachelor's diploma supplement/transcript, language certificate, etc.
6. Master's diploma or, where applicable, an equivalent bachelor's diploma. Candidates who passed their dissertation exam during the current academic year must submit, to confirm the budgeted place, the original certificate of completion issued by the graduating institution, stating the overall average, yearly averages, number of credits, the validity date, and that the diploma has not yet been issued. Candidates enrolled in the doctoral program are required to replace the master's certificate with the official master's diploma by the expiration date noted on that certificate.
7. For candidates who have studied abroad, the original CNRED recognition/equivalence certificates must be provided.
8. The doctoral study contract, in four copies, signed.
9. The doctoral study plan, in four copies, completed and signed by the doctoral student and the supervisor. The plan is typed following the instructions on the template published on the ISD site and on the doctoral schools' sites.
10. Birth Certificate.
11. Marriage Certificate (only in the event of a name change through marriage).
12. Administrative document indicating a name change (if applicable).
13. The payment document (receipt, bank order, postal money order) proving payment of the doctoral admission fee, if the candidate selected one of the **P2**, **P3**, or **P4** payment options.
14. Candidates admitted to state-funded places, with a scholarship, must also provide (at the time of confirming their place at the doctoral school) a document showing the IBAN of the bank account in their own name.

The documents listed in points 5–7 and 10–11 above must be submitted in original, for certification of conformity by the person designated within each doctoral school.

Candidates who have been admitted to a state-funded place confirm that place by submitting the original of their bachelor's/master's diploma/equivalence certificate, or certificate of completion, as applicable, within the deadline set by the admission calendar. Failure to do so, for reasons attributable solely to the admitted candidate, leads to the loss of the budgeted place.

The doctoral schools will provide candidates with a folder (on the cover of which the following will be written: last name, first name, doctoral field, and the full name of the supervising professor).

2. Failure to present the original bachelor's/master's diploma, recognition certificates, or the certificate of graduation, due solely to the admitted candidate's fault, within the deadline set by the admission calendar, will result in the loss of the state-funded place.
3. Candidates admitted to tuition-paying places, who appear as eligible for enrollment, must confirm their place under the procedure described above, with the mention that they must also upload (in the online platform) and submit on-site to the doctoral school the receipt showing payment of at least the first installment of the tuition fee. The tuition fee can be paid online or at the cashier's office of the faculty to which the doctoral supervisor belongs.
4. On-site confirmation of the place can also be done on behalf of the candidate by another person, based on a notarized power of attorney.
5. Persons with physical disabilities can submit their enrollment documents by sending them to doctorat@ubbcluj.ro, accompanied by a document certifying the impossibility of in-person travel.
6. Candidates who do not confirm their places during the specified confirmation period lose the right to be enrolled, and any unoccupied state-funded places will be filled, by reassignment, from those candidates who have confirmed tuition-paying places, in descending order of the averages obtained in the admission examination.
7. Any state-funded places or tuition-paying places remaining unoccupied after the first admission session will be offered in the second admission session (if applicable). Any transfers of unoccupied places among doctoral schools are conducted only during the reassignment session in September.

Art. 7

1. For enrollment in the first year of doctoral university studies, doctoral school secretaries will submit the complete admission files of all candidates who have confirmed their place (as per the final admission lists) on a centralizer/report basis, with one copy for each party, assumed by the signature of the doctoral school secretary and the ISD secretary.
2. All admitted candidates' files, together with the final admission lists signed by the doctoral school, must be submitted to the Institute of Doctoral Studies by September 23, 2025. For those candidates declared rejected, all documents uploaded by them to the platform will also be submitted.
3. Students are enrolled on the basis of the study contracts and the doctoral study plans.
4. The preparation of the individual doctoral study plan for each doctoral student is done during the confirmation period, using the Offer of Courses for the 2025–2026 academic year from the doctoral schools, published on the ISD website and on the schools' websites, as provided by this methodology.
5. Candidates admitted to doctoral studies who wish to request accommodation in student dormitories must apply for it at the secretariat of the faculty to which they belong.

VI. Final Provisions

Art. 8

1. Doctoral schools ensure transparency in the procedures for evaluating and selecting candidates for admission to the doctoral program, and they guarantee access to this information by publishing it on the internet and through other information means (brochures, posters, etc.).
 2. The directors of the doctoral schools are responsible for the proper conduct of the admission competition, ensuring compliance with quality standards, university ethics, and current legislation.
 3. General information about the admission is published on the websites of UBB, ISD, and the doctoral schools.
 4. If, for justified reasons, proven by medical certificates or other official documents (death certificates, consular documents, court documents), a candidate cannot attend the admission competition, they may request a refund of the admission fee paid at enrollment. The request shall be submitted/transmitted to the cashier's office of the faculty to which the doctoral school is assigned, along with:
 - A refund request stating the reasons for not participating in the exam;
 - The documents proving the justified impossibility of attending the exam (medical certificates, death certificates, consular documents, court documents);
 - A copy of ID card/passport;
 - A copy of the IBAN account in the candidate's name.The processing fee is non-refundable. The candidate's file has already been processed by the committee, regardless of whether they took the exam. Non-completion of enrollment/confirmation on the admission platform or onsite, due to the candidate's fault, does not constitute grounds for requesting a refund of the admission or processing fees.
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Section 2

Admission to Doctoral University Studies at Babeş-Bolyai University, for Foreign Citizens (Non-EU)

(English version at: <https://doctorat.ubbcluj.ro/eng/documents-required-when-registering-for-the-admission-contest/>)

VII. General Provisions

Art. 9

Foreign citizens (non-EU) are defined as persons who are not from the European Union (EU), the European Economic Area (EEA), the Swiss Confederation (CH), or the UK, and who possess a valid passport. Non-EU foreign citizens may participate in the admissions process either for tuition-paying places (with fees in foreign currency) or as recipients of scholarships from the Romanian state.

Art. 10

1. Schooling in Romania for foreign citizens (non-EU) is carried out in accordance with the legislative acts in force outlined in the “Legal Framework” section of this methodology.
2. For details about scholarships offered by the Romanian Government to foreign students, see: <https://www.mae.ro/en/node/10251>.

VIII. Enrollment Conditions

Art. 11

1. The procedure for enrollment of foreign (non-EU) citizens in the admission competition for doctoral university studies is governed by ministerial order.
2. The right to participate in the admission process for doctoral university studies, in fields accredited or provisionally authorized, in accordance with current legal provisions, is granted to foreign citizens who fulfill all of the following:
 - a) They are graduates holding a baccalaureate, bachelor’s, or master’s diploma or equivalent, as appropriate, and meet the conditions for admission to doctoral studies in their country of origin.
 - b) By exception to point a), holders of long-term higher education degrees who, under the legislation of their country of origin, have the right to enroll in doctoral university studies without having to complete cycle II (master’s) may, with the approval of the admitting university, benefit from the same rights recognized in their country of origin.
3. Recognition of previous studies completed abroad by non-EU foreign citizens, for the purpose of enrolling in the doctoral admission, is carried out by the receiving higher education institution only if all requested documents are presented, along with the candidate’s own statement of compliance with the originals, in accordance with the details required for pre-enrollment.
4. For admission to any cycle of university studies taught in Romanian, all foreign citizens must present a Romanian language competence certificate issued by institutions authorized by the Ministry of Education, or a certificate of completion of a preparatory year at least at B1 level, in original.

IX. Enrollment Procedure

Art. 12

1. The enrollment procedure for foreign citizens applying for the doctoral admission competition is as follows:
 - **Candidates for tuition-paying places in foreign currency:**
They apply to ISD to submit the documents required for obtaining the letter of acceptance from the Ministry of Education. ISD receives these documents because international candidates’ enrollment is conditional on the preliminary agreement from a doctoral supervisor in the relevant doctoral field and the issuance of a letter of acceptance from the Ministry of Education.

(1) Pre-enrollment for document verification

Candidates pre-enroll on the dedicated platform and submit documents regarding their previous studies for review and validation by ISD, with a view to participating in the admission competition and subsequently obtaining the letter of acceptance from the Ministry of Education and Research (MEC). These documents must be submitted by candidates only during the pre-enrollment period specified in this methodology.

Documents required for pre-enrollment

Documents will be uploaded to the dedicated ISD platform. Candidates whose files have been validated in the pre-enrollment platform will send the legalized documents in a single mailing by courier to Babeş-Bolyai University, Mihail Kogălniceanu St. no. 1, RO-400084, Cluj-Napoca, by the date specified in the admission schedule.

The required documents include:

1. Preliminary agreement from the doctoral supervisor.
2. Doctoral research project related to the doctoral thesis topic for which the candidate is applying, approved by the future doctoral supervisor.
3. The request for issuance of the letter of acceptance for studies, communicated annually by the Ministry of Education to higher education institutions.
4. Baccalaureate diploma or its equivalent—certified/apostilled in the case of countries that have signed the Hague Convention (<https://www.mae.ro/node/1455> or <https://www.hcch.net/en/instruments/conventions/status-table/?cid=41>). For all other cases, documents must be authenticated by the Ministry of Foreign Affairs, the Ministry of Education, and the Embassy of Romania in the country of origin. Documents issued in languages other than Romanian or English must be translated and legalized.
5. Transcript/supplement to the baccalaureate diploma, with authorized/official translations into Romanian or English if the original is not issued in one of these languages.
6. Bachelor's degree or its equivalent—certified/apostilled with the Hague Apostille (for residents of countries that have signed the Hague Convention). Otherwise, the documents must be endorsed by the Ministry of Foreign Affairs, the Ministry of Education, and the Romanian Embassy in the country of origin. Documents in languages other than Romanian or English must be translated and notarized.
7. The transcript/supplement to the bachelor's degree, with certified translation into Romanian or English if not originally issued in these languages.
8. Master's degree or its equivalent—certified/apostilled with the Hague Apostille (for countries that have signed the Hague Convention). Otherwise, the documents must be endorsed by the Ministry of Foreign Affairs, the Ministry of Education, and the Romanian Embassy in the country of origin. If the original documents are in languages other than Romanian or English, they must be translated and legalized by a notary public.

9. The transcript/supplement to the master's diploma, with an authorized and notarized translation into Romanian or English if the original is not in those languages.
10. Master's certificate, certified/apostilled with the Hague Apostille (for countries that have signed the Hague Convention), where candidates who have passed the dissertation exam in 2024–2025 may present, in place of the master's diploma, a certificate stating the overall average, the yearly averages, the date of validity, and that the diploma has not yet been issued.
11. For programs taught in Romanian, the candidate must present a certificate attesting knowledge of Romanian or evidence of having completed at least four consecutive years of study in Romania, in Romanian. Otherwise, the preparatory year in Romanian is mandatory.
12. Birth certificate (with an authorized and legalized translation if not issued in Romanian or English).
13. Marriage certificate (with an authorized and legalized translation if not in Romanian or English).
14. Copy of the passport, valid for at least six months from the start date of the doctoral program for which the candidate is applying.
15. Curriculum Vitae (CV).
16. Medical certificate issued in the candidate's country of residence, attesting that the person enrolling for studies does not suffer from communicable diseases or other conditions incompatible with university studies (translated into an internationally used language).
17. Two ID-sized photos or one photo (3 cm x 4 cm).
18. Notarized power of attorney, in original, if the candidate's application is made by a representative.
19. CD/DVD containing digital scans of all the above documents in PDF format.

(2) Steps for admission to doctoral studies

a) Non-EU foreign candidates who meet all pre-enrollment requirements and have had their pre-enrollment files validated by ISD must, in the official enrollment period set and announced, upload all the required admission documents to the dedicated admission platform. They must also deliver by courier or submit in person all documents in original certified translations/apostilles/legalizations to ISD. The required documents include:

- The enrollment form (standard form) and its annex, generated online after the candidate enters their personal data (the online admission platform is active on the ISD website during the admission period).
- The payment receipt for the admission and processing fees in euros, paid by bank transfer to: RO16 RNCB 0106026604700008; the receipt must note "admission fee, processing fee, year I of doctoral studies 2025–2026, doctoral field." Payment can also be made online via the admission platform, only during the enrollment period.

b) Candidates follow the online enrollment process according to the published schedule. They upload scanned documents according to requirements, even if they have already submitted or uploaded them during pre-enrollment at ISD, because file validation on the platform is performed by the secretary of the doctoral school.

B. Candidates for places as scholarship recipients of the Romanian state:

These candidates apply on their own because the procedures for obtaining the letter of acceptance differ. For additional information, see <https://www.mae.ro/node/10251>.

a. For non-EU candidates who are recipients of Romanian state scholarships (see the Ministry of Foreign Affairs webpage), the admission file must include, in addition to the above, the letter of acceptance issued by the Ministry of Education in original. If candidates cannot submit or collect the documents personally, the documents at ISD may be submitted or collected by authorized persons presenting an original notarized power of attorney. ISD does not mail or courier original documents back to candidates.

b. Candidates follow the same online enrollment process according to the published schedule and upload scanned documents as required.

X. Conduct of the Admission Examination

Art. 13

1. Regardless of the field, the doctoral admission competition includes at least two tests:
 - A written specialty test, based on topics announced by the doctoral supervisor at least two months prior to the admission exam date;
 - An interview, in which the candidate's scientific/artistic interests, research/creative abilities, and proposed thesis topic are assessed.
2. Depending on the field specifics, other tests (possibly eliminatory) may be required at the request of tenured doctoral supervisors and with the approval of the doctoral school council. For programs offered in major international languages, candidates must take the exam in that language; this component is treated as an additional eliminatory pass/fail test.
3. The competition tests are taken before an admissions committee, consisting of the doctoral supervisor who offered the place and at least two other specialists from Babeş-Bolyai University, each with at least the rank of associate professor or scientific researcher II. The chair of the committee is the doctoral supervisor. The committees are proposed by the doctoral school councils and approved by the CSUD director.
4. A candidate for doctoral studies is prohibited from being in a spousal, kinship, or affinity relationship up to and including the third degree with members of the admissions committee.

5. A candidate is prohibited from being in a spousal, kinship, or affinity relationship up to and including the third degree with his or her future doctoral supervisor.
6. Persons who are spouses, relatives, or in-laws up to and including the third degree cannot be appointed on the same admission committee.

XI. Admission Results

Art. 14

1. After evaluating the candidates' performance in the competition tests, the admissions committee designates, based on the established criteria, the candidate who will occupy the available doctoral student position. This candidate may only be enrolled in that position after a favorable endorsement from the council of the doctoral school where the doctoral supervisor is tenured, and if that doctoral school is accredited or provisionally authorized.
2. The minimum average to be declared admitted is 7.00, calculated to two decimal places without rounding.
3. Doctoral schools shall post, on their own websites or notice boards, the results for candidates (with personal data protected under GDPR), thus observing the right to appeal.
4. Doctoral schools shall post the admission results on their websites (in the admission section) in accordance with the relevant provisions of this methodology.
5. Any places that remain vacant in the doctoral schools are reassigned only in the September session. Reassignment is made initially within the doctoral school, for doctoral supervisors requesting it, following the decisions of the Board of Directors, the Council for Doctoral Studies, and the regulations in force, and subsequently at the CSUD level.
6. Vacant places at the doctoral schools are reassigned in the September session by the leadership of the Institute of Doctoral Studies, equitably to all doctoral schools, taking into account additional allocation criteria in the Board of Directors and CSUD resolutions, as well as the grades achieved by the candidates in the admission exam.
7. The Institute of Doctoral Studies will notify the doctoral schools of the number of vacant places available for reassignment. The directors of the doctoral schools must send to the ISD, by the specified deadline, the names of candidates reassigned to the vacated places.

XII. Confirmation of the Occupied Place and Enrollment of Declared Successful Candidates

Art. 15

1. Enrollment of foreign citizens is carried out by decision of the Rector, according to the schedule set by the receiving higher education institution, in compliance with the legislation in force.
2. At enrollment, candidates shall present the original study and identity documents from their application file, together with the letter of acceptance for studies and a passport with a valid study visa.

3. Original study documents issued in states that are parties to the Hague Apostille Convention must bear the Hague Apostille.
4. Original study documents issued in states that are not party to the Hague Apostille Convention must be authenticated by the Ministry of Foreign Affairs in the issuing country and by the Embassy/Consulate of Romania in that country.
5. At enrollment, higher education institutions record in the academic documents the names of foreign citizens as they appear in the passport. The same name will appear on documents issued upon graduation (diploma, diploma supplement).
6. During the confirmation period, non-EU admitted candidates, both those applying for places paid in foreign currency and those with Romanian government scholarships, confirm the places in order to enroll online on the admission platform and in person in the location indicated by the doctoral school. Confirmation is done as follows:
 - **Online**, by uploading the signed study contract according to the instructions in the platform.
 - **On-site**, submitting the following documents:
 1. The enrollment form generated on the platform, dated, and signed by the candidate.
 2. The last diploma of studies in original, certified/apostilled as per the above.
 3. Other study documents in the application file, in original, certified/apostilled.
 4. Identity documents/passport with a valid “study” visa, in original.
 5. The study contract, in original, in four copies, signed.
 6. The doctoral study plan, in four copies, typed on a computer and signed, which is completed together with the doctoral supervisor using the 2025–2026 course offer published on the ISD site and the doctoral schools’ sites.
 7. The original letter of acceptance for doctoral studies.
 8. The receipt proving payment of at least 25% of the annual tuition fee. The fee can be paid by bank transfer to RO16 RNCB 0106026604700008 (noting the payer’s name, the amount paid, and the academic year) or online in the platform, only during the online confirmation period. In the latter case, no additional documents need to be uploaded.

The doctoral schools shall provide a file folder for the candidates (on the cover of which the name, doctoral field, and doctoral supervisor’s name are written).

7) For candidates who have fulfilled all the confirmation requirements, ISD will begin the process to obtain the letter of acceptance for studies from the Ministry of Education and Research.

Art. 16

1. Enrollment of foreign citizens for whom a letter of acceptance has been issued, in accordance with current legislation, will be carried out in line with the schedule set

by Babeş-Bolyai University, but no later than the end of the first semester of the academic year.

2. Enrollment of foreign citizens is carried out by decision of the Rector, according to the schedule established by the receiving institution, in compliance with current legislation.
3. Enrollment is only possible with the original study and identity documents from the application file, along with a passport bearing a valid study visa.
4. Candidates admitted to doctoral studies who wish to request accommodation in student dormitories can do so through the secretariat of the relevant faculty.

XIII. Final Provisions

Art. 17

1. Doctoral schools ensure transparency in the procedures for evaluating and selecting candidates for admission to the doctoral program and guarantee access to this information by publishing it on the internet and through other means (brochures, posters, etc.).
2. The directors of the doctoral schools are responsible for the proper conduct of the admission competition, in compliance with quality standards, university ethics, and current legislation.
3. General admission information is posted on the UBB, ISD, and doctoral schools' websites.
4. If, for justified reasons, demonstrated by medical certificates or other official documents (death certificates, consular documents, court documents), a candidate cannot attend the admission competition, he/she may request a refund of the admission fee paid upon enrollment. The request shall be made by submitting/transmitting the following to the cashier's office of the faculty hosting the doctoral school:
 - A request for a refund of the admission fee, which specifies the reasons for not participating in the competition (in free format);
 - Documents proving the justified impossibility of participation (medical certificates, death certificates, consular documents, court documents);
 - A copy of the ID card/passport;
 - A copy of the IBAN account in the candidate's name.The file processing fee is not refunded. The candidate's file has already been processed by the committee, regardless of whether the candidate sat for the exam.

Failure to complete enrollment/confirmation in the admission platform or to confirm on-site, due to the candidate's own fault, is not grounds for a refund of admission or processing fees.

Section 3

Admission to Doctoral University Studies at Babeş-Bolyai University for Români de Pretutindeni (“Romanians Everywhere”)

XIV. General Provisions

Art. 18

Admission of Români de Pretutindeni is carried out based on specialized methodologies elaborated by the Ministry of Education.

(1) Thus, the category of Români de pretutindeni (Romanians Everywhere) includes: persons who freely assume their Romanian cultural identity, persons of Romanian origin, and those belonging to the Romanian linguistic and cultural heritage, who live outside the borders of Romania, regardless of the ethnonym used (Aromanians, Armânji, Aromâni, Bessarabians, Bukovinians, Cuşovlahi, Daco-Romanians, Fărşeroţi, Herţeni, Istro-Romanians, Danubian Latins, Macedoromanians, Macedo-Romanians, Maramureşeni, Megleniţi, Megleno-Romanians, Moldovans, Moldovlahi, Rămâni, Rumâni, Wallachians, Vlachs, Vlasi, Volohi, Macedo-Armânji), as well as all other lexical forms semantically related to those mentioned above. Also included are Romanian emigrants, whether or not they have retained Romanian citizenship, their descendants, as well as Romanian citizens with permanent residence or domicile abroad.

(2) Candidates from the Români de pretutindeni category apply for admission on specially allocated places subsidized by the Romanian state. The state-funded places provided by the Ministry of Education are divided into two categories: tuition-free with a scholarship, and tuition-free without a scholarship. Upon enrollment in an admission competition, the candidate for doctoral university studies selects a doctoral supervisor from among the doctoral supervisors at Babeş-Bolyai University who are offering doctoral student positions in that admission competition. In order to register for the admission competition, foreign candidates (EU and non-EU) and candidates from the Români de pretutindeni category must obtain a Principle Agreement signed by their prospective doctoral supervisor.

(3) A doctoral student declared admitted to university studies can benefit from state funding for only one field of study in the same cycle of studies; a second field can only be pursued on a tuition-paying basis, in RON, at the rate established for Romanian citizens, in accordance with the legal provisions in force.

XV. Enrollment Conditions

Art. 19.

Required documents for enrollment:

(1) Foreign candidates, Români de Pretutindeni (Romanians Everywhere), graduates with a long-term bachelor's degree (prior to the Bologna Process), as well as graduates with a master's degree obtained in the Republic of Moldova or other non-EU third countries who have completed accredited master's programs, enroll at UBB according to the doctoral

admission calendar for Romanian citizens. The total combined duration of the bachelor's and master's study cycles must be at least 300 ECTS credits.

(2) For verifying the eligibility of diplomas, during the online registration period, the secretaries of the doctoral schools shall consult:

- for citizens of the Republic of Moldova: <http://www.anacip.md>
- for other countries: <http://www.enic-naric.net/higher-education-institution.aspx> (select the respective country and then "Recognised higher education institutions") and http://cnred.edu.ro/imipqnet/doku.php?id=lista_universitatilor_recunoscute, where faculties and study fields (by country) that are accredited are listed.
In case difficulties arise in the process of evaluating the files, UBB will forward the scanned diplomas of the respective candidates to the Ministry of Education – General Directorate for International Relations and European Affairs (ME-DGRIAE), at the email address: verificarediplomerop@edu.gov.ro, in order to obtain approval for enrollment.

(3) For candidates from the *Românii de Pretutindeni* category, registration for the admission competition will be done based on a passport valid for at least 6 months from the start of the doctoral program and a birth certificate. At the time of file submission, candidates must clearly indicate the type of position they are applying for (positions for Romanian/EU citizens or positions for *Românii de Pretutindeni*).

(4) In the case of candidates who have studied abroad, their diplomas will be submitted by the Institute of Doctoral Studies (ISD) to the Ministry of Education and to CNRED in order to obtain the certificate of recognition/equivalence of studies. The list of required documents for the recognition/equivalence procedure is updated and published on the CNRED website: <https://www.cnred.edu.ro/>

(5) In order to submit the recognition files of Romanian, EU, EEA, and Swiss candidates to the Ministry of Education and CNRED, these files must be submitted to the Institute of Doctoral Studies at UBB by the deadline specified on the ISD website. All required documents must be submitted to ISD as follows: notarized copies of the required educational documents, along with notarized Romanian translations of those documents.

(6) The authentication of study documents subject to recognition/equivalence by the Ministry of Education and CNRED, in the case of studies from countries outside the EU, EEA, and Switzerland, for *Românii de Pretutindeni* candidates, shall be done as follows:

- **a)** For diplomas from the Republic of Moldova, apostille or legalization is not required. Diplomas issued before 2008 (as well as those issued after 2008 that cannot be verified through the portal) must be accompanied by a Certificate of Authenticity issued by the Ministry of Education of the Republic of Moldova, in original.
- **b)** For countries that are parties to the Hague Apostille Convention, study documents subject to recognition/equivalence must be apostilled by the competent authorities

of the issuing countries. Documents from Italy, Greece, Spain, Portugal, and Cyprus must be apostilled with the Hague Apostille, while the other EU member states are exempt.

- **c)** For countries that are NOT parties to the Hague Apostille Convention, the study documents must be legalized or accompanied by a Certificate of Authenticity issued by the competent authorities of the country of origin.

(7) Legalization is applied by the Ministry of Foreign Affairs of the issuing country and the Romanian Embassy/Consular Office in that country, or by the Ministry of Foreign Affairs of the issuing country and its Embassy/Consular Office in Romania, and the Ministry of Foreign Affairs of Romania. For countries without Romanian diplomatic missions or those that do not have diplomatic missions in Romania, study documents must bear the stamps of the Ministry of Education and the Ministry of Foreign Affairs of the issuing country.

(8) Legalization exemption is allowed based on law, an international treaty to which Romania is a party, or on the basis of reciprocity.

Art. 20

Foreign candidates, *Românii de Pretutindenii*, who have fulfilled all the conditions for enrollment in doctoral university studies (see Art. 2 of this section) shall follow the online enrollment process according to the posted calendar. Scanned documents must be uploaded to the platform in accordance with the specified requirements.

XVI. Conduct of the Admission Examination

Art. 21

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

- a) A written specialty test, based on a syllabus announced by the doctoral supervisor at least two months before the date of the admission examination;
- b) An interview during which the candidate's scientific/artistic interests, research/artistic creation abilities, and the proposed topic for the doctoral thesis are assessed, and, if necessary, the candidate's language competencies.

(2) Depending on the specifics of the field, additional tests (even eliminatory ones) may be included in the doctoral admission examination, at the request of tenured doctoral supervisors and with the approval of the doctoral school council.

(3) The admission tests are conducted in front of an admission committee composed of the doctoral supervisor who offered the doctoral student position for admission and at least two other specialists from Babeş-Bolyai University, each holding at least the position of associate professor or scientific researcher grade II. The chair of the admission committee is

the doctoral supervisor. The admission committees are proposed by the doctoral school councils and approved by the director of CSUD (Council for Doctoral University Studies).

(4) It is forbidden for a candidate for doctoral university studies to be in a marital, kinship, or affinity relationship up to and including the third degree with any member of the admission committee before whom they must take the admission examination.

(5) It is forbidden for a candidate to be in a marital, kinship, or affinity relationship up to and including the third degree with their future doctoral supervisor.

(6) Persons who are in a marital, kinship, or affinity relationship up to and including the third degree may not be appointed to the same doctoral admission committee.

XVII. Admission Results

Art. 22

(1) After evaluating the candidates' performance during the admission tests, the admission committee nominates, based on the established selection criteria, the candidate who will occupy the doctoral student position available in the competition. This candidate can be enrolled for that position only after obtaining the favorable approval of the council of the doctoral school in which the doctoral supervisor is tenured, and only if that doctoral school is provisionally authorized or accredited.

(2) The minimum average score that a candidate must obtain to be declared admitted is **7.00**. The average is calculated to two decimal places, without rounding.

(3) Doctoral schools will post the candidates' results on their own websites (with personal data protected in accordance with GDPR), in order to respect the right to submit appeals.

(4) Doctoral schools will post the admission results on their official web pages (in the admission section), in accordance with the relevant provisions of this methodology.

(5) Vacant places within the doctoral schools will be reassigned only during the September session. Reassignment is done first within the doctoral school, to doctoral supervisors who request reassignment of candidates, in accordance with the decisions of the University's Board of Directors, the Council for Doctoral University Studies (CSUD), and the regulations in effect at that time, and subsequently at the CSUD level.

(6) Vacant places remaining at the level of doctoral schools will be reassigned only in the September session by the leadership of the Institute of Doctoral Studies (ISD), equitably among all doctoral schools, taking into account additional allocation criteria for grants/positions provided in the decisions of the Board of Directors and CSUD, as well as the grades obtained by candidates in the admission competition.

(7) The Institute of Doctoral Studies will inform the doctoral schools about the number of vacant places available for reassignment. The directors of the doctoral schools are required to send to ISD, within the deadline specified by the Institute, the nominal list of candidates reassigned to the vacant places.

XVIII. Confirmation of the Occupied Place and Enrollment of Declared Successful Candidates

Art. 23

(1) During the confirmation period announced for enrollment, candidates admitted to state-funded places (through study grants) must confirm their intention to occupy the place for enrollment purposes, according to applicable regulations, both **online**, via the admission platform, and **in person**, at the location specified by the doctoral school. The confirmation of the place is done as follows:

- **Online**, by uploading the signed study contract and following the instructions provided in the platform;
- **On-site**, by submitting the following documents:
 1. The enrollment form generated by the platform, dated and signed by the candidate. This document will be printed, dated, and signed by the candidate. All options regarding the occupation of places must be selected, to allow for possible reallocation to unoccupied places.
 2. Curriculum Vitae, dated and signed.
 3. List of published scientific papers (if applicable).

The following **original documents** are required to verify conformity with the original by the person designated within the doctoral school (if issued in Romanian), or as **certified copies with legalized translations into Romanian**, otherwise:

4. Birth certificate.
5. Baccalaureate diploma.
6. Bachelor's diploma with relevant annexes, as applicable: transcript or diploma supplement.
7. Advanced studies/master's diploma with relevant annexes, as applicable: transcript or diploma supplement.
8. Master's certificate for students who are graduating in the current academic year.
9. Marriage certificate – only if the surname was changed by marriage.
10. Administrative document confirming a name change, if applicable.
11. Certificate of authenticity (original) for all study diplomas issued before 2008 (the certificate of authenticity is issued by the Ministry of Education of the Republic of Moldova).
12. Bachelor's and master's studies completed abroad must be accompanied by an equivalency certificate issued by the **National Center for Recognition and Equivalence of Diplomas (CNRED)**. The total number of ECTS credits acquired, according to documents recognized by CNRED, must be at least **300**.
13. Simple (non-certified) copy of passport or national ID card.
14. For study programs taught in Romanian, the candidate must present a certificate proving Romanian language proficiency or submit documents certifying at least **4**

consecutive years of studies undertaken in Romania. Otherwise, completing a **Romanian preparatory year** is mandatory. (Please check the admission requirements in the dedicated section.)

15. For study programs taught in international languages, candidates must present a **language proficiency certificate** in an international language or a document/interview record accepted by the doctoral school, showing proficiency in an international language, with a minimum level as specified in **Annex 1**.
16. Declaration regarding Romanian cultural identity:
<https://www.edu.ro/sites/default/files/Anexa%20nr%203%20Declaratie%20apartenenta.pdf>
17. Original study contract, signed in **four copies**.
18. University study plan, completed electronically and signed, in **four copies**.
All admitted candidates must draft, together with their doctoral supervisor, their doctoral university study plans using the **2025–2026 doctoral school course offer**, which will be published on the ISD page and on the websites of the doctoral schools.

The doctoral schools will provide candidates with a **file folder**, on the cover of which the following will be written: **last name, first name, doctoral field, full name of the supervising professor**.

(2) All documents attesting to university studies, including annexes and transcripts, must be submitted to the Institute of Doctoral Studies in **notarized copies**, along with **legalized translations into Romanian** (if the original documents are issued in a language other than Romanian).

(3) Candidates in the **Românii de Pretutindeni** category who have been validated and admitted to the doctoral program will be officially enrolled **only after receiving the Schooling Approval from the Ministry of Education**.

XIX. Final Provisions

Art. 24

1. Doctoral schools ensure transparency in the procedures for evaluating and selecting candidates and guarantee access to these details through publication on the internet and in other informational materials.
2. Directors of doctoral schools are responsible for ensuring the admission competition is conducted in full compliance with quality standards, university ethics, and current legislation.
3. The general information on admission is posted on the websites of UBB, ISD, and the doctoral schools.
4. If, for justified reasons, demonstrated by medical or other official documents (death certificates, consular documents, court documents), a candidate cannot attend the admission competition, they may request reimbursement of the admission fee paid

at enrollment, by submitting the relevant documents to the cashier's office of the faculty where the doctoral school is based. The request must include:

1. the justification;
2. the supporting documents;
3. a copy of the ID;
4. a copy of the IBAN account in the candidate's name.

The file processing fee is non-refundable.

Failure to complete the online enrollment process or the on-site confirmation is not considered a valid reason for reimbursement.

Appendix 1

Language Certificates Accepted for Admission to Doctoral University Studies

English Language

- Cambridge English: B1 Preliminary for Schools – B1, B2
- Cambridge English: B1 Preliminary – B1, B2
- Cambridge English: B2 First for Schools – B1, B2, C1
- Cambridge English: B2 First – B1, B2, C1
- Cambridge English: C1 Advanced – B2, C1, C2
- Cambridge English: C2 Proficiency – C1, C2
- Cambridge English: B1 Business Preliminary – B1, B2
- Cambridge English: B2 Business Vantage – B1, B2, C1
- Cambridge English: C1 Business Higher – B2, C1, C2
- IELTS (International English Language Testing System) – B1, B2, C1, C2
- TOEFL iBT (Test of English as a Foreign Language – Internet-based Tests) – B1, B2, C1
- TOEIC (Test of English for International Communication) – B1, B2, C1
- LCCI – ELSA (London Chamber of Commerce and Industry International Qualifications – English Language Skills Assessment) – minimum B1
- LCCI – JETSET (London Chamber of Commerce and Industry International Qualifications – Junior English Tests, Senior English Tests) – minimum B1
- Pearson LCCI Entry 3 Certificate in ESOL International – B1
- Pearson LCCI Level 1 Certificate in ESOL International – B2
- Pearson LCCI Level 2 Certificate in ESOL International – C1
- Pearson LCCI Level 3 Certificate in ESOL International – C2
- Pearson Edexcel Entry Level Certificate in ESOL International (Entry 3) – B1
- Pearson Edexcel Entry Level 1 Certificate in ESOL International – B2
- Pearson Edexcel Entry Level 2 Certificate in ESOL International – C1
- Pearson Edexcel Entry Level 3 Certificate in ESOL International – C2
- TRINITY ISE (Integrated Skills in English) – B1–C2
- ECL – B1–C1

French Language

- DALF (Diplôme approfondi de langue française) – C1–C2
- DELF (Diplôme d'études en langue française) – B1–B2
- TCF (Test de connaissance du français) – B1–C2
- TEF (Test d'évaluation du français) – B1–C2

German Language

- DSD (Das Deutsche Sprachdiplom der Kultusministerkonferenz Zweite Stufe) – B2, C1
- ÖSD (Das Österreichische Sprachdiplom Deutsch) – B1, B2, C1
- Goethe-Zertifikat – B1, B2, C1
- Goethe-Zertifikat – C2
- ZDfB (Zertifikat Deutsch für den Beruf)
- PWD (Prüfung Wirtschaftsdeutsch International) – C1
- KDS (Kleines Deutsches Sprachdiplom) – C2
- GDS (Großes Deutsches Sprachdiplom) – C2, C2+
- TestDaF (Der Test Deutsch als Fremdsprache) – B2–C1
- telc Deutsch – C1

Italian Language

- CILS (Certificazione di Italiano come Lingua Straniera) – B1–C2
- CELI 2, 3, 4, 5 (Certificazione della lingua italiana) – B1–C2
- PLIDA – B1–C2

Spanish Language

- DELE – B1–C2

Chinese Language

- HSK – certificates issued by the Confucius Institute
- Certificates issued by the **Department of Specialized Foreign Languages** and the **Department of Modern Languages and Business Communication** of Babeş-Bolyai University (UBB).
- Certificates issued by the **ALPHA** and **LINGUA** Centers of UBB, levels B1–C2.
- Certificates issued by universities that are part of the **Universitaria Consortium**, the **Consortium of Cluj Universities**, or other consortia to which Babeş-Bolyai University or its faculties belong.
- Certificates issued by **foreign universities** with which Babeş-Bolyai University has signed **cooperation agreements**.
- A **bachelor's diploma** issued by a faculty of letters certifying the completion of a program in a **widely spoken international language**.

- A **diploma** attesting the completion of a **full study program** in a widely spoken international language, within Babeş-Bolyai University, the Universitaria Consortium, the Consortium of Cluj Universities, or other consortia of which UBB is a part.
- A **university or high school diploma** certifying that the studies were **fully completed abroad**, in a widely spoken international language.

* For study programs conducted in an international language, **only certificates issued in the language of instruction of the respective program** are accepted.

This text was translated from the Admission to the doctoral studies at UBB Methodology - 2025 into English on March 21, 2025 using a private account and ChatGPT 1.0..