

METHODOLOGY FOR ADMISSION IN THE 1st YEAR OF STUDY OF SELF-FUNDED (FOREIGN CURRENCY) CANDIDATES FROM E.U. AND NON-E.U. COUNTRIES IN THE ACADEMIC YEAR 2016-2017¹

The admission of self-funded (foreign currency) candidates from E.U. and non-E.U. countries to the “Gr. T. Popa” University of Medicine and Pharmacy Iași in the academic year 2016-2017 is carried out in compliance with Law No.1/2011 and the OMECS No. 3855/26.05.2016, as well as with the rules and regulations of the University, according to the principle of academic autonomy.

Art. 1. General provisions

a. The admission of self-funded (foreign currency) candidates from E.U. and non-E.U. countries to the “Gr. T. Popa” University of Medicine and Pharmacy Iași in the academic year 2016-2017, for the study programmes with tuition in Romanian, French and English, is carried out by assessing the candidates’ application files containing study documents (see the Candidate File Evaluation Grid – Annex 2).

b. Individuals holding Romanian citizenship are allowed to enroll as foreign currency self-funded candidates, but only in the study programmes with tuition in French and English.

c. In order to be admitted, candidates must meet the following requirements:

- they have submitted documents indicating their citizenship;
- they have demonstrated the necessary level of training by means of study records issued by educational establishments accredited in the country of origin;
- they have submitted their application files according to the admission timetable posted on the website of the “Gr. T. Popa” U.M.F. and have complied with the deadline hereby established;
- they have gone through all the evaluation stages hereby outlined in order to be issued the acceptance to study at the “Gr. T. Popa” University of Medicine and Pharmacy in Iași.

Art. 2. Documents required for study enrolment

The documents required in order to enroll in the study programmes offered by the “Gr. T. Popa” University of Medicine and Pharmacy in Iasi are as follows:

- Standardized Application Form for the issue of the Letter of Acceptance to study ([non-E.U. states](#)) / Certificate form ([E.U. states](#)) (2 copies), completely filled out and signed;
- 2 copies and 2 certified translations of the Baccalaureate Diploma. Graduates of 2016 who have not yet received their Baccalaureate Diplomas will submit official certification signed and/or stamped (depending on the standard procedure of the respective institution), issued by the institution organizing the Baccalaureate Exam; the document should indicate the fact that the candidate has passed the examination and should list the grades obtained for each subject matter (2 certified copies). In case the document is not issued in French or English, 2 original copies of certified Romanian translation are mandatory.

¹ The candidate admitted in the 1st year of study at the “Gr. T. Popa” University of Medicine and Pharmacy Iasi by means of the methodology hereby outlined may not follow admission with a request to enroll in another year of study by having the University recognize previous studies at another university. For such a process of recognition, interested candidates should comply with a different procedure as outlined in the Methodology of the Information and Research Resource Centre (CRID) – Recognition and Equivalence of Undergraduate Studies (Order 3223/08.02.2012).

- 2 copies and 2 certified translations of high-school transcript or study records (grades IX - XII), including the results of the Baccalaureate. In case the document is not written in French or English, 2 original copies of certified Romanian translation are mandatory.

Other mandatory documents depending on candidate citizenship:

1. Brazil – Vestibular
2. Chile - Prueba de selección universitaria
3. China - Chinese National University Entrance Examination (Gao Kao)
4. Cyprus – national examination for general high-schools (Hyperesia exetaseis) – minimum grade point average 10 or Öğrenci Seçme Sınavı (national selection examination)
5. Colombia - Examen del estado
6. Ecuador - Cursos pre-universitarios
7. Greece - Panelladikes exetaseis (national examination for general high-schools) – minimum grade point average 10
8. Iran - Peeshdaneshgahe (Pre-University diploma)
9. Japan – national entrance test (senta shiken)
10. Republic of Moldova – original Certificate of authenticity issued by the Ministry of Education from the Republic of Moldova for diplomas issued before 2008
11. New Guinea - one-year foundation course
12. Peru - Curso preparatorio
13. Portugal - Provas de Ingresso (minimum grade point average 9,5)
14. Spain - "Pruebas de Aptitud para el Acceso a la Universidad, calificación Apto";
15. Sweden – certificate issued by Verket för Högskoleservice concerning access to academic education;
16. USA - SAT (Scholastic Aptitude Test) or ACT (American College Testing)
17. Turkey - ÖSS - Öğrenci Seçme Sınavı (national selection examination)
18. Venezuela - Prueba de Aptitud Academica

- Birth certificate – 2 copies and 2 certified translations. In case the document is not written in French or English, 2 original copies of certified Romanian translation are mandatory.

- A copy of the document specifying what the stable home address is in the respective country of origin;

- A copy of the passport (pages 1, 2, 3 and 4) valid for at least 6 months following acceptance to study at the University;

- A medical certificate from the country of origin or residence containing proof of hepatitis B vaccination, information whether or not the candidate is registered as suffering from chronic diseases, a mention that the candidate does not suffer from contagious diseases or other diseases incompatible with the future profession, and the candidate's psychiatric evaluation. In case the document is not written in French or English, 2 original copies of certified Romanian translation are mandatory;

- A certificate of linguistic competence in the language of tuition, with level B2 / independent user as the minimal accepted level, according to [Annex 1](#), with the exception of citizens of France, Belgium, Luxemburg, Canada and Switzerland (for the French as language of tuition) and Great Britain, USA, New Zealand, Australia, Ireland, India, Canada and South Africa (for English as language of tuition). *The*

candidates who graduated the preparatory course of Romanian will follow the same steps in the process of selection. They will have to submit the Diploma of Graduation the preparatory year. Citizens of Romanian origins but who come from EU and non-EU countries to apply for self-funded (foreign currency) tuition in Romanian are required to submit a certificate of linguistic competence in Romanian with level B2 / independent user as the minimal accepted level.

- Statement regarding the enrollment options ([Annex 3](#));
- A receipt of payment of the file processing fee;
- Checklist of submitted documents.

- *Documents not written in English or French will be translated into Romanian and certified.*
- *Diplomas issued in Italy, Greece, Spain, Portugal, and Cyprus will be stamped with the Hague Convention apostille.*
- *Documents of citizens coming from non-EU countries or countries outside of the Hague Convention must be authenticated by the Ministry of Education, the Ministry of Foreign Affairs, the Romanian Embassy from the country where the documents were issued and by the Romanian Ministry of Foreign Affairs or the Ministry of Education, the Romanian Embassy in the country where the documents were issued and the Romanian Ministry of Foreign Affairs.*
- *The candidate's full name (surname, first name) will be written identically (spelling included) in all submitted documents. Any discrepancy/omission will result in the application file not being processed.*

Art. 3. The application procedure

a. The candidate will access the section [Foreign Students' Registration Portal](#) on the e-platform of the "Gr. T. Popa" University of Medicine and Pharmacy (www.umfiasi.ro) and upload as .jpg, .pdf the scanned documents requested under Article 2, as well as other supporting documentation showing that the criteria listed in the Candidate File Evaluation Grid ([Annex 2](#)) have been met; the platform only allows for candidates' documents to be loaded strictly within the period specified in Art.7. Candidates will clearly specify what Faculty and Study Programme they are applying to. If candidates wish to apply to several Faculties / Study Programmes, they are required to fill in and submit separate application files for each option, while also specifying the descending order of option preference both in the online application (under the appropriate heading) and by filling out the Statement template ([Annex 3](#)), which will be included in the paper-based file.

b. CANDIDATES APPLYING ONLINE MUST ALSO SUBMIT THE FULL PAPER DOCUMENTATION IN A SEALED ENVELOPE. THE FACULTY / STUDY PROGRAMME THEY ARE OPTING FOR SHOULD BE CLEARLY MARKED ON THE ENVELOPE. IF THEY CHOOSE TO APPLY FOR MORE THAN ONE FACULTY / STUDY PROGRAMME, A SEPARATE APPLICATION FILE MUST BE SUBMITTED FOR EACH OPTION.

c. The documents uploaded on the e-platform of the “Gr. T. Popa” University of Medicine and Pharmacy Iasi, as well as those submitted directly to the University, must be in strict compliance with the announced timeline; failure to meet the deadlines will result in disqualifying the applicant.

d. A non-refundable file processing fee of 100 €/ application (file), not including bank fees, shall be paid by the candidate through one of the following banks. Applicants shall add the payment receipt in both electronic and paper format to the application file:

ALPHA BANK

Bank Address: B-dul Independenței nr. 7, Iași, România

Account Number: IBAN- RO23BUCUE01187022511EU98

Bank Code: SWIFT- BUCUROBU

Beneficiary: Universitatea de Medicină și Farmacie „Gr. T. Popa” Iași

or

BRD-GSG

Bank Address: Str. Anastasie Panu nr. 1B-2A, Iași, România

Account Number: IBAN- RO40BRDE240SV34042282400

Bank Code: SWIFT- BRDEROBU

Beneficiary: Universitatea de Medicină și Farmacie „Gr. T. Popa” Iași

e. Adding more documents to application files already submitted to the “Gr. T. Popa” U.M.F. will not be accepted, unless specifically requested by the Documents Verification Committee in charge with reviewing application files, and strictly within the application period.

Art. 4. The procedure for review and evaluation of application files

a. Candidates’ online files are processed, based on random distribution, by a Committee appointed by the Decision of the Administration Board. Each application file will be reviewed by two Secretariat members from the Dean’s Office, checking to see if the online file contains all the documents listed in Art.2. If the file is complete, an electronic message will be sent requesting the candidate to submit the documents in paper format. If the file is incomplete, an electronic message will be sent requesting the candidate to supply the missing documents online. If the candidate fails to supply the missing documents, the electronic message of request is sent again. If candidates fail to complete their file after the second electronic message of request, they will be declared rejected and a final electronic message of ineligibility will be sent. If candidates act upon the Committee’s request and complete their online file, this will be reviewed by the aforesaid Committee and an electronic message will be sent requesting candidates to submit the documents in paper format.

b. Applications filed at the Registrar Office of the “Gr. T. Popa” U.M.F. Iași or sent by post/courier, *having the Faculty of the candidate’s choice clearly marked on the cover*, will be transferred on the day of arrival to the Chief Secretary of the said Faculty on the basis of a signed Delivery and Acceptance Protocol. Files will be checked for authenticity and completeness in compliance with Art. 2 and for any

discrepancies compared to documents uploaded by the candidate on the e-learning platform of the “Gr. T. Popa” U.M.F. Iași. This will be done by the Documents Conformity Verification Committee made of Faculty Secretariat staff, according to the Procedure. Also, an Accompanying Form (Annex 4) will be attached to each application file. Checked files will be stored securely in a locked cabinet located in the Secretariat of each Faculty.

c. Any discrepancy between the documents uploaded on the e-platform and those submitted on paper leads to disqualifying the candidate.

d. Paper-based files will be reviewed by the Evaluation and Scoring Committee (teaching staff). Each file will be processed by two evaluators and scored separately, in keeping with the Candidate File Evaluation Grid. If the two evaluators score differently, the President of the Committee will ask for the file to be reviewed again in the presence of the evaluators. The score for each file will be recorded both in the paper form attached to the file and in the online registration form of the candidate. The results of the review process are final and cannot be disputed.

e. Following the evaluation of the application files, candidates will be ranked for each Faculty and study programme. If two or more candidates for the same Faculty/study programme have an equal final score, the deciding criterion will be the grade for the Baccalaureate Exam.

Art. 5. Obtaining the Letter of Acceptance / Certificate

a. In order for the Letters of Acceptance / Certificates to be issued, the Rector’s Office will send to the Ministry of National Education and Scientific Research the list of candidates for whom the issue of Letters of Acceptance is requested by means of the process hereby outlined, together with copies of their application files (according to Art. 18 from the Ministry Ordinance No. 3855/26.05.2016).

b. The Letter of Acceptance / Certificate, issued by MNESR, is the sole document necessary and mandatory for non–EU citizens to be able to study at the “Gr. T. Popa” U.M.F. Iași. MNESR sends the Letters of Acceptance / Certificates to the higher education institution and to the diplomatic missions, as applicable.

Art. 6. Students’ enrolment

a. Admitted candidates will have to inform the university in writing and confirm their decision to enrol. The decision will be accompanied by proof of payment of the tuition fees, as set by Senate’s Decision, in keeping with the Government Ordinance from Aug 22nd, 2009, and approved by Law No. 1 from Jan 6th, 2010. If the prospective student fails to send such proof, the university reserves its right to reject the application, and the place goes automatically to the first candidate on the approved reserve list.

b. After obtaining the Letter of Acceptance / Certificate issued by MNESR, candidates qualify for enrolment and begin their studies at the Faculty and study

programme they opted for before the deadline announced by the Senate of the “Gr. T. Popa” U.M.F. Iași. Failure to observe the enrolment deadline leads to the cancellation of enrolment.

c. Candidates who are non-EU citizens must obtain the study visa from the Romanian Embassy in the country of origin, which will be granted based on the Letter of Acceptance issued by the General Direction for International Relations MNESR, Romania.

d. To enrol, candidates will submit the original documents from the Application file certified by the Romanian Embassy from the issuing country or bearing the Hague Apostille, as applicable, together with the Letter of Acceptance / Certificate and the passport with a valid “study” visa.

e. To enrol, candidates must pay a minimum of 1/3 of the tuition fees. The minimum rates for tuition fees for non-EU citizens are mentioned in the Government Ordinance 22/2009 regarding the minimum rates, in foreign currency, of tuition fees payable by self-funded citizens who study in Romania and who come from non-EU countries, countries that are not part of the European Economic Area or the Swiss Confederacy, approved by Law 1/2010. The actual rates for tuition fees are set by Decision of the Senate of the “Gr. T. Popa” U.M.F. Iași.

f. After the enrolment period is over, admitted candidates who did not enrol may receive their documents by filing in a request form clearly addressed to the Faculty they initially applied to, and submitting it to the Registrar Office of the “Gr. T. Popa” U.M.F. Iași.

Art. 7. General dispositions

a. Changes in the admission norms for EU and non-EU applicants for self-funded (foreign currency) 1st year places will result in the corresponding modifications of these regulations.

b. Admission timetable

- online submission of files: **15.04.2016 – 29.07.2016;**

- submission of files at Registrar Office of the “Gr. T. Popa” U.M.F. Iași: **15.05.2016 – 03.08.2016;**

- checking online files by the Documents Verification Committee: **15.04.2016 – 03.08.2016;**

- checking online files against paper files by the Documents Conformity Verification Committees of the Faculties: **16.05.2016 – 03.08.2016;**

- evaluating and scoring files according to the Candidate File Evaluation Grid by the Evaluation and Scoring Committee: **29.07.2016 – 06.08.2016;**

- checking and ranking files per Faculty and study programme based on the score obtained by each candidate, preparing the files of candidates for whom the issue of Letters of Acceptance will be requested to be sent to MNESR by the Rector’s Office Committee: **07.08.2016 – 11.08.2016;**

- sending files to MNESR: **11.08.2016.**