GRIGORE T. POPA UNIVERSITY OF
MEDICINE AND PHARMACY IASI

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METHODOLOGY REGARDING THE ADMISSION COMPETITION FOR UNDERGRADUATE STUDIES
FOR INTERNATIONAL STUDENTS IN *GRIGORE T.POPA* UNIVERSITY OF MEDICINE AND PHARMACY OF IASI,
FOR THE ACADEMIC YEAR 2023/2024

The admission of candidates on places with foreign currency fee in 2023-2024 for study programs with tuition in Romanian, English or French language in "Grigore T. Popa" University of Medicine and Pharmacy (U.M.Ph.) of Iasi is carried out in compliance with the National Education Law No.1/2011, the guidelines issued by the Ministry of Education and the rules and regulations of the University, according to the principle of academic autonomy.

1. The mission of the University regarding the admission of international students

The mission of "Grigore T. Popa" University of Medicine and Pharmacy of Iași is to create the premises for an educational act of the highest quality through a modern academic management oriented towards freedom of thought and expression through a friendly and collaborative learning environment and also through centring teaching on the acquisition of skills and abilities.

The process of admitting an international student to our University is a competitive, fair and non-discriminatory process aimed at creating a multicultural learning and training environment.

2. The legislation underlying the admission process

The organization and conduct of the admission competition is carried out in compliance with:
- The provisions of the National Education Law no. 1/2011, with subsequent amendments;
- Ministry of National Education Order no. 3473/2017 regarding the approval of the Methodology for receiving foreign citizens to studies starting with the school / academic year 2017-2018, with subsequent amendments;
- Emergency Ordonnance no. 22 of August 29, 2009 on establishing the minimum amount of tuition fees, in foreign currency, for citizens studying on their own in Romania, from states

that are not members of the European Union, as well as from those that are not part of the European Economic Area and from the Swiss Confederation;

- Ministry of National Education Order no. 3102/08.02.2022 for the approval of the Framework Methodology regarding the organization of admission in undergraduate, masters and doctoral university cycles.

3. Description of the admission process
3.1. General conditions

a) In the selection process of international candidates for admission to "Grigore T. Popa" University of Medicine and Pharmacy in Iasi can participate graduates of pre-university high school (or high school equivalent) studies from previous years and candidates in the last year of pre-university high school studies (or high school equivalent).
Candidates who can apply for the selection process can be:
- citizens of EU (other than Romania) and non-EU member states, for study programs taught in Romanian, English or French language;
- Romanian citizens, with high school studies carried out in countries other than Romania, and with permanent residence outside Romania, *only* for study programs taught in English or French language.

b) In order to register in the first academic year, the candidates who will be declared admitted will have to cumulatively meet the following conditions:
- They have documents attesting the citizenship of the respective state;
- They are high school graduates with a baccalaureate diploma or its equivalent, according to ME regulations, regardless of the year of high school graduation;
- They have submitted their application file according to the admission calendar posted on the website of "Grigore T. Popa" U.M.Ph. and have complied with the deadline hereby established;
- They went through all the evaluation stages provided in this Methodology, in order to obtain the acceptance to study at "Grigore T. Popa" U.M.Ph. of Iasi.

3.2. Documents required for applying

To register for the admission competition, the candidate must complete the online application on the www.umfiasi.ro platform (https://www.umfiasi.ro/ro/admitere/program-de-licenta/Pagini/Admitere-straini-2023.aspx ; https://www.umfiasi.ro/fr/admission/ ; https://www.umfiasi.ro/en/admission/).
All fields must be filled in capital letters in this application. It is also mandatory to provide accurate data regarding the following elements: name and surname (according to the order in the identity document), home address (postal), e-mail address (personal), mobile phone number (personal) citizenship , ID number and series (passport or identity card). If the candidate uses a mobile phone number or an e-mail address already used, the continuation of the registration process will be automatically blocked by the digital platform.
The documents below must be uploaded on the digital platform, as PDF scanned documents.
If the original documents are issued in Romanian, English or French language, only legalized copies of the original documents are required; if the original documents are issued in languages other than

the ones mentioned above, copies of the original documents accompanied by certified translations, in Romanian, English or French language are required.

Candidates must submit:

1. Standardized Application Form for the issue of the Letter of Acceptance to study (non-E.U. states) / Certificate of recognition / equivalence of studies conducted abroad (E.U. states);
2. Certified copy - authenticated by the relevant authorities of the issuing country - of the transcripts for the last two years of pre-university studies except for the final one.
   - 10th and 11th grades for pre-university studies starting with 1st grade and ending with 12th grade
   - 11th and 12th grades for pre-university studies starting with 1st grade and ending with 13th grade;
   - 3rd and 2nd grades for pre-university studies starting with 12th grade and ending with 1st grade.

Candidates will be declared eligible only if the average of the two years of pre-university study under consideration is at least equivalent to **6 in decimal system**. (The transformation of the results from other school evaluation systems into the decimal system will be done on the basis of the simple rule of three; for example for the grading system 1-20 averages higher than 12 will be taken into account, while for the grading system 1-100 averages greater than 60 will be considered).

3. Certified copy of the birth certificate;
4. The document certifying the residence abroad (certificate issued by the local authority);
5. Copy of pages 1, 2, 3 and 4 of the passport. In the case of candidates from countries belonging to the European Union, they can submit, instead of a copy of their passport, a copy of their identity card. Both the passport and the identity card must be valid for at least 9 months after the start of the academic year; If the candidate has several passports, issued by different countries, copies must be submitted to the file after all the respective passports.
6. Certified copy of proof of name change (if applicable). If the candidate's name and surname on the study documents are not identical to the name and surname that appear on his birth certificate, the candidate is obliged to file a notarized declaration specifying the reasons for these inconsistencies;
7. Copy of the medical certificate from the country of origin or home address, which will include the following elements: assessment of mental state, presence / absence of chronic diseases, presence / absence of contagious diseases, presence / absence of diseases incompatible with the future profession;
8. Certificate of language proficiency, minimum level B2, for the language in which you choose to study, according to Annex 1- scanned.

   Citizens of **Romanian speaking countries** (Romania, Republic of Moldova) **French-speaking countries** (France, Democratic Republic of the Congo, Canada, Madagascar, Ivory Coast, Cameroon, Burkina Faso Niger, Senegal, Mali, Belgium, Rwanda, Chad, Guinea, Haiti, Burundi, Benin, Switzerland, Togo , Central African Republic, Republic of Congo, Gabon, Comoros, Equatorial Guinea, Djibouti, Luxembourg, Vanuatu, Seychelles, Monaco) and **English-speaking countries** (South Africa, Antigua and

Barbuda, Australia, Bahamas, Barbados, Belize, Botswana, Cameroon, Dominica, Fiji , Philippines, Ghana, Grenada, Guyana, India, Falkland Islands, Marshall Islands, Solomon Islands, Ireland, Jamaica, Kenya, Kiribati, Lesotho, Liberia, Malaysia, Malta, UK, Mauritius, Micronesia, Montserrat, Namibia, Nauru, Nigeria , New Zealand, Pakistan, Palau, Papua New Guinea, Rwanda, Samoa, Saint Kitts and Nevis, Saint Vincent and the Grenadines, Saint Lucia, Sierra Leone, Singapore, USA, Sudan, Swaziland, Tanzania, Tonga, Trinidad and Tobago , Tuvalu, Uganda, Vanuatu, Zambia, Zimbabwe) are exempted from this requirement for the study program in that language.

For the study programs in Romanian language, candidates can submit the graduation certificate of the preparatory year, instead of the certificate of language proficiency.

If the candidate possesses language skills for several of the languages for which the admission process is organized at the "Grigore T. Popa" University of Medicine and Pharmacy in Iasi, it is mandatory to upload all these proofs and mention these skills in the digital admission application.

9. Other documents relevant to the selection:
- Volunteer certificate from the Red Cross / Red Crescent, Medicins sans Frontiers, etc. Non-institutional volunteering activities are not taken into account;
- letters of recommendation from teachers who can provide information about the candidate's high school education, officially certified by the graduated educational institution (maximum two letters);
- documents attesting the professional experience in medical or paramedical fields.
    Their absence does not lead to the rejection of the application for the admission competition, these documents being relevant only for the evaluation and awarding of the candidates' score.

10. Declaration on own responsibility attesting the conformity of the documents submitted to the file (dated and signed by the candidate) - the model declaration can be downloaded from the U.M.Ph. from Iași website

After the completion of the online application for the admission competition, uploading other documents or additions to the submitted documents will be possible exclusively at the request of the verification commission.

3.3. How to apply

The candidate will access "Grigore T. Popa" University of Medicine and Pharmacy online platform (www.umfiasi.ro) on the admission page, **Apply as an international student** section and will upload the scanned documents mentioned in article 3.2. The platform is open for uploading documents by the candidates exclusively until the deadline mentioned in the admission calendar. The candidate will specify the Faculty and the study program for which he/she applies. If the candidate wishes to apply for more faculties / study specializations, he/she will specify the order of the options when applying online (in the special section).

The calendar of the admission process to "Grigore T. Popa" University of Medicine and Pharmacy of Iasi of international candidates is approved by the University Administration Board and will be published on its website.

Admission is based on the **analysis of the file submitted by the candidate**.

For admission in the academic year 2023-2024 there will be two periods of applying:

- February 6, 2023 - May 26, 2023
- July 3, 2023 - July 21, 2023.

If all the places in the first period of applying will be occupied, the second admission period will be cancelled.

If there are still places available after May 26, 2023, the second period of applying will be organized for the remaining vacancies.

3.4. Admission method

Registration for the international candidate's admission competition is done exclusively online. Only documents uploaded on the electronic admission platform will be considered.

As a first step, a commission appointed by Decision of the Administration Board will verify whether each file is complete and contains all the documents referred to in point 3.2. All complete files will be submitted for the validation process that will take place in the second stage. If the file is incomplete, the candidate will be notified by e-mail that additions are necessary to the file. If the candidate does not complete the file by the deadline set by the calendar of the admission competition, the file will be considered rejected and his/her access to the registration platform will be blocked.

The validation of the eligible files will be performed by 2 evaluators who will award a score according to the Evaluation Grid. In case there are differences in score between the 2 evaluators, the chairman of the commission will request the re-analysis of the file, in the presence of the evaluators. The score calculated for each application will be noted in the online registration form of each candidate.

During the first period of applying files will be analysed in the chronological order they were uploaded on the U.M.Ph. of Iasi platform and the communication of the results to the candidates will be made as the eligibility of the files is validated. Files submitted in the first admission period February 6, 2023 – May 26, 2023 will be analysed weekly by the verification and validation commission and at the end of each week there will be an update of the list of candidates declared eligible for admission, which will be published on the university website. Once all the places related to one of the specializations have been occupied, the platform will accept a maximum of 100 files more for that specialization, but the candidates will be informed that they will be placed on a backup list. Candidates on this list may be declared eligible for admission only if some of the candidates declared eligible for admission in the first phase will not secure their place by paying one third of the fee for the first year of study in the chosen specialization.

Candidates declared eligible for admission after the first period of applying will secure their place, within a maximum of two weeks from their notification by e-mail by paying one third of the fee for the first year of study at the chosen specialization. When the money enters the university's account, the Accounting Service will generate a message confirming this. Proof of payment of 1/3 of the tuition fee must be made within two weeks of receiving the email notification of eligibility. After exceeding the 14 days, the candidate's access to the platform will be restricted, being impossible to upload proof of payment of 1/3 of the study fee.

If the candidate does not confirm the place within a maximum of two weeks from the publication of the list of candidates eligible for admission and does not upload on the admission platform the proof of payment of 1/3 of the tuition fee, the University considers the application rejected, the place being automatically awarded to the next candidate from the approved backup list. In this case, the rejected candidate's access to the application platform will be blocked.

For the files submitted during July 3 - 21, 2022, the evaluation of the files will be done only after the end of the submission period. For this admission period, the classification of the candidates will be made in descending order, in relation to the results obtained following the application of the evaluation grid.

If there are several candidates with equal score in the last place, their division will be made on the basis of the following criteria, as the case may be:
a. the average of the study years, according to the existing transcripts in the file;
b. the average obtained in biology in the high school years in which this object was studied;
c. the average obtained in chemistry in the high school years in which this object was studied.

A candidate declared admitted in the first year, to a study program, according to the options expressed when enrolling in the admission contest, cannot opt for the change of the study program to which he was admitted.

Any statement on one's own responsibility that is not according to the reality has the effect of removing the candidate from the competition.

3.5. Display of results and completion of the admission process.
a. Following the evaluation of the files submitted in the first stage of admission, the hierarchy of candidates on faculties and study programs will be made. Provisional lists of potentially admitted candidates will be displayed in descending order of the score obtained, based on the first option.
Candidates declared eligible and who are high school graduates from years prior to 2023, can complete the admission process from the moment of declaration of eligibility status by paying the full payment of the study fee for the first year of studies and loading on the electronic admission platform of proof of payment of this fee, as well as by uploading the copy after the baccalaureate diploma (or equivalent) and complete transcripts for all high school years. The early completion of this stage offers the possibility of obtaining the letter of acceptance or the certificate of recognition/equivalence of the studies carried out in a country other than Romania, issued by the Ministry of Education, more quickly. In this way, the candidate will benefit from a longer period for obtaining the study visa (for applicants from the non-EU area, the waiting times for scheduling the obtaining of the study visa can be very long), which will allow him to enroll in study in a date as close as possible to the start of the academic year 2023-2024.

Also, a backup list will be made with 100 potential candidates for each faculty and study program.
If the lists of eligible candidates are not completed after the first admission period, the second selection stage will continue, at the end of which the final lists of eligible candidates will be compiled, as well as a backup list, containing 50 potential candidates, for each faculty and study program.

b. The result of the selection cannot be disputed.

Candidates declared eligible for admission are required to upload on the admission platform, according to the admission calendar approved by the Administration Board, proof of completion of the baccalaureate exam (certificate / baccalaureate diploma) in certified copy (in Romanian, French or English language) and the transcript corresponding to the last year of high school, under the sanction of losing the quality of eligible candidate.

Candidates declared admitted on the final list (as a result of uploading the baccalaureate exam graduation proof on the platform) will have to pay the other 2/3 of the tuition fee for the first year of study in maximum 5 working days from the date of posting on the university website the list of students admitted to study for the first year, academic year 2023-2024

Proof of payment of the last 2/3 of the study fee must be made within this five-day interval from the publication on the university website of the list of students admitted to study for the first year. The accounting service will generate a message confirming that the fee has been paid.

If uploading the proof of payment of the last 2/3 of the study fee is not done within the deadline set by the calendar approved by the Administration Board, the candidate will lose his / her quality of addmited candidate, but the amount paid for the confirmation of the place will not be refunded. After exceeding the five days, the candidate's access to the platform will be restricted, being impossible to upload proof of payment of the last 2/3 of the study fee.

The Administration Board approves the refund of the tuition fee only to the declared admitted candidates who have paid the tuition fee in full and who do not receive the letter of acceptance / equivalence certificate from the Ministry of Education for none of the Romanian universities or who do not receive the study visa. Candidates who do not obtain a study visa will prove their refusal from the embassy.

If some candidates declared admitted do not confirm within the period of 5 days from the display of the final results of the admission, the candidates on the backup list will be contacted, in the order of classification, requesting payment, within 5 working days, of the tuition fee corresponding to the first year of study, in order to complete the admission process. At the end of this 5-day period, the admission process is declared completed.

Enrollment in the first year of academic studies will be made only if the candidate presents, in original, the Baccalaureate Diploma (or its equivalent) and the letter of acceptance or the certificate of recognition / equivalence of studies completed in a country other than Romania, issued by the Ministry of Education. If a candidate declared admitted fails to obtain, within the term provided by the Regulation of undergraduate studies, the documents mentioned above, he/she will lose his/her quality of admitted candidate, but the paid fee will not be refunded.

4. Obtaining the Letter of Acceptance / Certificate of recognition / equivalence of studies carried out abroad

The Letter of Acceptance, respectively the Certificate of recognition / equivalence of studies carried out abroad issued by Ministry of Education and Research are necessary and mandatory documents for foreign citizens to access studies in "Grigore T. Popa" University of Medicine and Pharmacy of Iasi.

The Rector's Office Secretariat will *electronically* send to the Ministry of Education the list of potentially admitted candidates by means of the process hereby outlined, together with copies of their application files (according to the instructions issued by the Ministry of Education) in order to

obtain the Letter of Acceptance, respectively the Certificate of recognition / equivalence of studies carried out abroad.

The authentication of study documents subject to recognition / equivalence is regulated according to the following requirements:

I. For diplomas from the Republic of Moldova no additional certification or apostille is necessary. Diplomas issued prior to 2008 (as well as diplomas issued after 2008 which cannot be verified via the portal of the Ministry of Education and Research) shall be submitted together with an original Statement of Authenticity by the Ministry of Education from the Republic of Moldova;

II. For countries part of the Hague Convention, any study documents submitted for recognition/equivalence shall have the Hague Apostille given by the appropriate authorities in the issuing country; study documents from Italy, Greece, Spain, Portugal and Cyprus shall have the Hague Apostille, while the other EU member states are exempted;

III. For countries NOT part of the Hague Convention, study documents shall be authenticated additionally or shall be submitted together with Statements of Authenticity from the appropriate institutions in the respective country of origin; additional authentication is carried out by the Ministry of External Affairs in the issuing country and the Romanian Embassy/Consulate in the respective country, or by the Ministry of External Affairs in the issuing country and the country's Embassy/Consulate in Romania and the Romanian Ministry of External Affairs; for countries where there are no Romanian diplomatic missions, the study documents shall be approved by the Ministry of Education and the Ministry of External Affairs from the issuing country;

In accordance with the in force list of high school diplomas recognized by the Ministry of Education for enrolling foreign citizens in undergraduate university studies, and in accordance with the requirements of CNRED (National Centre for Recognition and Equivalence of Diplomas - http://www.cnred.edu.ro/), posted on the site on the date of approval of this Methodology, the following documents are accepted: for Italy - certificate of passing the baccalaureate exam in Italy; for Spain - Aptitude Tests for University Admission, Qualification Apt; for Sweden - certificate issued by the Verket för högskoleservice on access to university studies in Sweden; for the USA - Scholastic Aptitude Test (SAT) or ACT from the US

5. Students' enrolment

After obtaining the Letter of Acceptance / Certificate of Recognition / Equivalence of Studies carried out abroad, issued by the Ministry of Education, the candidate can enrol within 15 days from the beginning of the academic year or at a later date, with the approval of the Administration Board of "Grigore T. Popa " U.M.Ph. of Iasi and can attend the studies at the faculty and the study program to which he was declared admitted. Exceeding the deadline entails the impossibility of enrolment.

To enrol, citizens of non-EU countries must obtain a study visa issued by the Romanian Embassy in their country of origin, visa issued on the basis of the Letter of Acceptance to studies issued by the

General Directorate for International Relations and European Affairs of the Romanian Ministry of Education.

Upon enrolment, candidates will present *in original* the documents provided for in point 3.2. as well as the baccalaureate diploma (or its equivalent), the transcripts for all years of high school education, the letter of acceptance if it was issued to the candidate at his request and proof of full payment of the tuition fee.

Candidates from non-EU countries who have been admitted can enrol if they present a baccalaureate degree (recognized in accordance with the methodologies developed by the specialized directorates within the Ministry of Education) and a letter of acceptance for university studies issued by the competent directorate form the Ministry of Education.

The Faculty Secretariat will verify the concordance between the documents submitted in the electronic file and those presented at the enrolment; any discrepancy may lead to the cancellation of the study enrolment process.

The candidate declared admitted who has completed a statement on his own responsibility that is not according to reality will not be enrolled.

6. Final dispositions

This methodology may be subject to subsequent changes depending on the regulations of the Ministry of Education and the current pandemic context, and candidates are required to regularly get informed of any changes that may occur and to proceed accordingly.

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