	WORKING PROCEDURE ACADEMIC MOBILITY - RECOGNITION AND EQUIVALENCE OF UNDERGRADUATE STUDIES	Ediția: 3
		Revizia: 0
		Pagina: 1 din 17
COD: PL-87		

ACADEMIC MOBILITY

***RECOGNITION AND EQUIVALENCE OF
UNDERGRADUATE STUDIES***

CODE: PL-87

**WORKING PROCEDURE
ACADEMIC MOBILITY -
RECOGNITION AND EQUIVALENCE OF
UNDERGRADUATE STUDIES**


Ediția: 3

Revizia: 0

Pagina: 2 din 17

COD: PL-87**CONTENTS**

Chapter	Name
0	Contents
1	Aim
2	Field of Application
3	Reference Documents
4	Definitions and Abbreviations
5	Description of Procedure
6	Responsibilities
7	Annexes and Registered Documents

	WORKING PROCEDURE ACADEMIC MOBILITY - RECOGNITION AND EQUIVALENCE OF UNDERGRADUATE STUDIES	Ediția: 3
		Revizia: 0
		Pagina: 3 din 17
COD: PL-87		

1. AIM

This procedure aims to establish norms, rules and guidelines to ensure that the activities related to the recognition and equivalence of studies at "Grigore T. Popa" University of Medicine and Pharmacy Iași are properly conducted.

The procedure for the recognition and equivalence of undergraduate studies provides accuracy and fairness in describing the educational process for the study period, as well as the results obtained by each student / graduate.

2. FIELD OF APPLICATION

This procedure is enforced for the recognition and equivalence of undergraduate studies at "Grigore T. Popa" University of Medicine and Pharmacy Iași.

3. REFERENCE DOCUMENTS

SR EN ISO 9000:2015 – Quality management systems. Fundamentals and vocabulary

SR EN ISO 9001:2015 – Quality management systems. Requirements

SR EN ISO 9004:2010 – Managing the organisation for sustainable success. A quality management approach

OMFP 600/2018 – regarding the approval of the internal / managerial Code of public entities, with subsequent updates

Law of National Education no.1/2011 (LNE)

Law no. 441/2001 for the approval of the Governmental Emergency Ordinance no. 133/2000 regarding fee-based graduate and undergraduate tuition

Law no. 288/2004 regarding the organisation of undergraduate studies

Charter of "Grigore T. Popa" University of Medicine and Pharmacy Iași

Statutes of Undergraduate Studies at "Grigore T. Popa" University of Medicine and Pharmacy Iași

Order no. 3223 / February 8, 2012 concerning the approval of the Methodology for the recognition of study periods completed abroad


Order no. 3677 / April 4, 2012 regarding the equivalence and recognition of study documents obtained abroad which do not correspond to the three Bologna study cycles implemented in Romania

Order no. 5462 / 2018 concerning approval of the List of prestigious universities from other countries

Order no. 651 / November 19, 2014 for the approval of the Methodology regarding the academic mobility of students

Order no. 3473 / March 17, 2017 for the approval of the **Methodology** regarding access of foreign citizens to studies and schooling starting with the 2017-2018 school/academic year

Order no. 3619/ April 26, 2018 for the approval of the **Methodology** on supporting compensatory measures for the recognition of Bachelor, Master or postgraduate degree certificates issued by accredited institutions of higher education from abroad.

	WORKING PROCEDURE ACADEMIC MOBILITY - RECOGNITION AND EQUIVALENCE OF UNDERGRADUATE STUDIES	Ediția: 3
		Revizia: 0
		Pagina: 4 din 17
COD: PL-87		

4. DEFINITIONS AND ABBREVIATIONS

This procedure employs terminology as defined in the “SR EN ISO 9000:2015 – Quality management systems. Fundamentals and vocabulary.”

QMS	– Quality Management System
WP	– Working Procedure
AB	– Administration Board
CRID	– Centre for Information and Documentation Resources
CRES	– Study Recognition and Equivalence Committee
CA	– Appeals Committee

5. DESCRIPTION OF PROCEDURE


5.1. This procedure applies to:

- I. *THE RECOGNITION AND EQUIVALENCE OF STUDIES carried out in other medical education institutions by students who request enrollment in a year of study other than the first or the final one, including via the final mobility system*
- II. *THE RECOGNITION AND EQUIVALENCE OF STUDIES in the case of students who have interrupted their studies or have withdrawn*
- III. *THE RECOGNITION AND EQUIVALENCE OF STUDIES in the case graduates of a Bachelor's degree program admitted to attend a second Bachelor's degree (second faculty)*
- IV. *THE RECOGNITION AND EQUIVALENCE OF STUDIES in the case of Erasmus+ students*

CHAPTER I. THE RECOGNITION AND EQUIVALENCE OF STUDIES carried out at other medical education institutions by students who request enrollment in a year of study other than the first or the final one, including via the final mobility system

Art. 1.

The provisions of *this procedure* apply to students of Romanian or foreign citizenship who request ***the recognition and equivalence of study periods previously completed at other higher education institutions from Romania, EU and/or non-EU, EEA and Swiss Federation member states.***

	WORKING PROCEDURE ACADEMIC MOBILITY - RECOGNITION AND EQUIVALENCE OF UNDERGRADUATE STUDIES	Ediția: 3
		Revizia: 0
	COD: PL-87	Pagina: 5 din 17

Art. 2. Students may benefit from final mobility with the following restrictions:

- no sooner than the completion of the 1st year of study and no later than the end of the penultimate year of study for the same specialization;
- only upon completion of an academic year, provided all the curricular requirements are met, with enrollment at the beginning of the subsequent academic year and *strictly based upon availability of seats in the year of study specified by the applicant.*

Art. 3.

*Studies carried out **more than six years** before recognition is requested are not recognized and shall have no equivalent.*

Art. 4.

The Centre of Information and Documentation Resources (CRID) operates at university level and is made up of the Vice-rector for Institutional Strategy, the Vice-rector for Graduate Study, 3 teaching staff appointed in this capacity by the university management, and the chief secretary of the university.

Art. 5.

(1). Following proposal by CRID, a Study Recognition and Equivalence Committee (CRES) is set up at faculty level.

(2). CRES is made up of the dean of the faculty as president, the members of the Dean's Council and may enrol in the assessment process of the mobility applications other teaching staff, in a consultative capacity, depending on the case.

Art.6.

(1) The recognition and equivalence of studies is done by the Study Recognition and Equivalence Committee (CRES) in each faculty.


(2) CRES has the following responsibilities:

- a. Evaluation of application files for recognition and equivalence of studies;*
- b. Recommendation, upon evaluation, to enrol the applicant in the year of study corresponding to the studies attended in the institution of origin or not to recognize previous studies;*
- c. Communication of evaluation results.*

Art. 7.

The recognition and equivalence of studies shall meet the following prerequisites:

*(1) The contents of studied disciplines (according to the respective **syllabi**) and their duration (according to the **curriculum or transcript of records**) *must* correspond with the equivalent syllabi and curriculum at "Grigore T. Popa" University of Medicine and Pharmacy Iași to a degree of **at least 70%**.*

	WORKING PROCEDURE ACADEMIC MOBILITY - RECOGNITION AND EQUIVALENCE OF UNDERGRADUATE STUDIES	Ediția: 3
		Revizia: 0
	COD: PL-87	Pagina: 6 din 17

(2). The sum of transferable credits unacquired as a result of not having studied certain disciplines included in the Faculty curriculum at Grigore T.Popa U.M.Ph. **may not exceed a total of 15 credits** (Physical Education, *Modern Languages*, *summer practice* and in-house on-call duties are not included).

(3). For students who graduated from accredited universities, equivalence is granted for *disciplines* pertaining to the academic year for which matriculation is requested, as well as for *disciplines* from subsequent years of study, if applicable.

(4). Only disciplines in which the applicant **passed the respective exams** at the educational institution where he/she studied previously shall be taken into consideration.

Art. 8.

Final external academic mobility

(1) *Recognition of transferable credits in the case of external academic mobilities may be achieved by higher education institutions only for the person who proves the status of student with relevant documents issued by the educational institution they attend.*

(2) *Final external mobility may be made after the first year and until the end of the penultimate year of study, at the same specialization.*

(3) *Final external mobility shall be made only after the end of one year of study, after meeting all the requirements of the curriculum / curricula at the University from where they come, and the registration is made at the beginning of the new academic year.*


(4) *The final external academic mobility is only for the foreign-exchange studies.*

(5) *Candidates that are citizens of Romania or citizens belonging to EU, EEA member states or to the Swiss Confederation may undergo an admission exam if they wish to continue their studies in a fee-based regime in ROL. After supporting and passing the admission contest, if they obtain at least the average of the last candidate admitted to the studies with a ROL fee, after the recognition of the transferable credits, they can continue the studies in a ROL tax regime.*

Art. 9.

The file submitted for definitive external academic mobility in order to recognize and equate the studies underwent by candidates that are Romanian citizens / foreign citizens who have studied in universities recognized by the Ministry of National Education (M.E.N.) contains the following documents:

1. *The application seeking the issue of an letter indicating that the foreign national is allowed to study in a Romanian institution; all the entries in the application must be filled (Annex 1 – E.U. citizens, Annex 2- non- E.U. citizens);*
2. *The birth certificate – a notarized copy or a copy and a notarized translation in **duplicate**;*
3. *A notarized copy or a copy and the notarized translation of the marriage certificate in **duplicate**, when the name recorded on education related papers is different from the name on the identity card;*
4. *The **duplicate** unnotarized copy of a document indicating the residence address in another country;*

	WORKING PROCEDURE ACADEMIC MOBILITY - RECOGNITION AND EQUIVALENCE OF UNDERGRADUATE STUDIES	Ediția: 3
		Revizia: 0
	COD: PL-87	Pagina: 7 din 17

5. The **duplicate** unnotarized copy of the identity card or of the passport; if necessary, the notarized translation of the said documents could be required;
6. The notarized copy of the Baccalaureate Diploma or a copy and a notarized translation of the Diploma, or, if necessary, the notarized copy of the certificate issued by the specialized body within the Ministry of National Education, for the recognition of a diploma obtained in another country and which grants access to higher education, **in duplicate**;
7. The notarized copies or notarized copies and translations of the transcripts indicating the academic situation for the passed years of study which should contain the disciplines, grades, number of credits earned and the number of hours allotted to each discipline, issued by the higher education institution attended by the applicant, **in duplicate**;
8. Duplicate notarized copies or notarized copies and translations of the syllabi of the disciplines studied in the higher education institution previously attended by the applicant;
9. An official document indicating the grading system used in the attended institution as well as the equivalence between the said system and the European Credit Transfer and Accumulation System (ECTS) and if necessary, the notarized translation of the respective document;
10. Two notarized copies of the certificate indicating that the person in case has graduated the preparatory Romanian language course or two copies of the certificate of language competence in the language of tuition and examination used in the chosen study program – level B2 minimum (except when that is the native language of the applicant, in which case he/she must submit proof of citizenship of a country where that is the official language);
11. An affidavit indicating that prior studies have not been interrupted as a result of being expelled for breaking the code of ethics and conduct of the university of origin (in the Romanian language or, as the case may be, in French or English).


All the documents required to apply for the equivalence of studies shall be submitted **one time only**. No further additions to the application file are accepted, unless a request for additional documents is formulated by IDRC/CRES.

Art.10.

Final internal academic mobility

- (1) The final internal academic mobility is valid for both students funded from the state budget, and for students with a fee in ROL or in foreign currency, and shall be performed in compliance with the legal provisions on schooling capacity and financing of higher education, with the agreement of the higher education institutions, according to the provisions of the regulations regarding the professional activity of the students.
- (2) The student applies for mobility at the higher education institution from which he wishes the mobility. The application specifies the conditions in which the mobility takes place. The final mobility is based on the "funds follow the student" principle.
- (3) The provisions regarding the final domestic tax mobility in ROL also apply to students coming from the EU Member States, the EEA and the Swiss Confederation.

AVERTISMENT: Utilizarea, reproducerea completă sau parțială a prezentei documentații fără acordul scris al © Universității de Medicină și Farmacie „GRIGORE T. POPA” - IAȘI constituie o violare a drepturilor de autor și va fi sancționată conform legislației în vigoare.

	WORKING PROCEDURE ACADEMIC MOBILITY - RECOGNITION AND EQUIVALENCE OF UNDERGRADUATE STUDIES	Ediția: 3
		Revizia: 0
		Pagina: 8 din 17
COD: PL-87		

(4) *Final mobility may be made after the first year and until the end of the penultimate year of studies, at the same specialization.*

(5) *Final mobility shall be made only after the end of one year of study, after meeting all the requirements stipulated in the curriculum, and the registration is made with the beginning of the new academic year.*

(6) *Students / Romanian candidates or foreign citizens can benefit within the same faculty, domain and specializations from a final academic mobility, in compliance with the funding regime.*

Art. 11.

*The file submitted for the **definitive internal academic mobility** in order to recognize and equalize the studies carried out by the candidates of Romanian / foreign citizenship who have studied in accredited universities in Romania, contains the following documents:*

- 1. Application form of mobility request in 2 copies (Annex 3) - for applicants coming from accredited universities in Romania;*
- 2. A simple copy of the identity card or passport or, where applicable, certified translation, in 2 copies;*
- 3. The academic situation for the completed academic year / the years of studies graduated, containing the subjects, the marks, the number of credits and the number of courses for each discipline issued by the higher education institution from which the applicant comes;*
- 4. Analytical programs for the subjects studied at the higher education institution from which the applicant comes from.*


All documents requesting the equivalence of studies are submitted only once. Subsequent additions to the files are not acceptable unless CRID requires additional documents.

Art. 12.

The file submitted for the recognition and equivalence of studies conducted by candidates / students of Romanian / foreign citizenship who have studied at U.M.F. "Grigore T. Popa" of Iasi and call for permanent internal academic mobility in a foreign language study program, within the same faculty, field and specializations, with the same tax regime, respectively with a foreign currency tax, within U.M.F. "Grigore T. Popa" of Iasi contains the following documents:

- 1. Application form of final internal student mobility (Annex 4);*
- 2. School situation - official record for graduated year / years of studies graduated, containing the subjects, grades, number of credits and number of course hours per discipline.*

(1) *The application shall be submitted to the faculty secretariat where the internal definitive academic mobility is requested.*

	WORKING PROCEDURE ACADEMIC MOBILITY - RECOGNITION AND EQUIVALENCE OF UNDERGRADUATE STUDIES	Ediția: 3
		Revizia: 0
	COD: PL-87	Pagina: 9 din 17

(2) *The request for final internal academic mobility shall be approved within the limits of the places available at faculty / field / specialization and in the year for which mobility is requested*

(3) *After the approval of the final internal mobility request by the Dean of the faculty and The Board of Directors, equating the previously conducted studies within the same faculty, field and specialization is done by CRES.*

(4) *Differences in exams identified by comparison of curricula by the CRES of the faculty are mentioned, under the signature of the CRES members, in the report of equivalence and are brought to the knowledge of the student in writing by the secretary of the year who took over the student. The student will confirm receipt of the information by signing.*

(5) *The Secretary of the year who took over the student shall transcribe the school situation in the transcript register (same volume and matrix number before mobility approval).*

Art. 13.


*The application files for the final academic / external academic mobility, with the recognition and validation of previous studies will be submitted to the Registry of the University and the applicant will receive a registration number; this procedure has to be performed **no later than the 1st of September** of the academic year in question*

The clerk who receives the file will write on its cover the mention: "To the attention of CRID."

Art. 14.

The Chief Secretary of the University has the following responsibilities:

- collecting the documents submitted by applicants to the University Registry;
- checking that all documents required under Art. 9 and 11, are included, in accordance with the standard Checklist; if the application file is not complete, the Registrar notifies the applicant urgently via electronic means of the missing document(s) and ensures the safekeeping of proof attesting to such communication;
- checking the legality/authenticity of documents filed for recognition and equivalence by sending formal letters and copies of said documents to the issuing Faculties/Universities (*using the IMI platform if possible*), and ensuring the safekeeping of proof attesting to such communication;
- checking whether the Faculty/University where the applicant studied is listed in the corresponding national CNRED database, and verifying the level of the program of study attended by the applicant in the higher education institution of origin, and ensuring the safekeeping of proof attesting to such verification; if the higher education institution is not recognized/accredited in the state of origin, the academic records submitted by the applicant cannot be recognized;
- in case of doubt relative to the authenticity and legality of the issued documents, the Registrar forwards the academic records (in electronic format) to CNREED for verification, and ensures the safekeeping of proof attesting to such communication.

	WORKING PROCEDURE ACADEMIC MOBILITY - RECOGNITION AND EQUIVALENCE OF UNDERGRADUATE STUDIES	Ediția: 3
		Revizia: 0
	COD: PL-87	Pagina: 10 din 17

Art. 15.

The Chief Secretary of the University sends to CRES, with a cover letter, via the University Registry, the candidate's documents when all necessary verifications under Article 14 have been completed.

Art. 16.

In order to approve the application regarding the recognition and equivalence of studies:

(1) CRES checks, upon receiving the documents, that the standard checklist is matched by the filed documents.

(2) CRES carries out the evaluation of the files of mobility in view of recognition and equivalence of studies. At the end of the process, the proceedings are recorded in a protocol (Annex 7) signed by all CRES members.

Art. 17.

The process of recognition and equivalence is based on the analysis of the following elements:

- *the number of transferable accumulated study credits – ECTS - obtained for studies carried out at the higher education institution the applicant is coming from;*
- *the results obtained during the previous studies, indicated by various evaluation/grading schemes. To that end, the average grades obtained will be converted using the conversion grid included in Decision no. 318/14.03.2019 established and applied at Grigore T.Popa U.M.Ph.- Iasi (attached as Annex to this Working Procedure).*
- *the curriculum covered by the applicant in the higher education institution he/she is coming from;*


Art. 18.

(1) Following the analysis of the elements that make up the process of recognition and equivalence, CRES decides:

- Recognition and equivalence of passed examinations in ECTS;
- Equivalence examinations;

(2) *Subsequently, the process of recognition and equivalence ends with one of the following solutions:*

- ***The recognition of studies:*** *if there are no substantial differences with regard to the items mentioned under Art. 7, and the equivalent number of credits is the minimum required for the applicant's enrolment in the requested year of study;*
- ***The requirement for compensatory measures*** – *equivalence exams, respectively: in case there are some differences with regard to the items mentioned under Art. 7, but CRES decides that the applicant may be enrolled in the requested academic year – according to the Art. 7, paragraph 2, provided he/she takes the equivalence exams;*
- ***The enrollment in another year of study than the one requested by the applicant:*** *in case there are substantial differences with regard to the items mentioned under Art. 7, and CRES decides which is the year of study for which enrollment is approved.*

	WORKING PROCEDURE ACADEMIC MOBILITY - RECOGNITION AND EQUIVALENCE OF UNDERGRADUATE STUDIES	Ediția: 3
		Revizia: 0
	COD: PL-87	Pagina: 11 din 17

(3) *The enrolment in the year established by CRES upon the evaluation of the application is done based on the available places for the approved year of study without outnumbering the registration limit.*

(4) *Substantial differences consist in:*

a. *A number of transferable credits insufficient for enrollment in the year of study the applicant would have been in at the higher education institution where the previous studies were carried out*

b. *An insufficient number of specialized disciplines studied by the applicant at the higher education institution of origin, compared to the number of disciplines present in the Grigore T. Popa U.M.Ph. Iași curriculum*

(5) *Students who, due to comparisons between syllabi, are required to take equivalence exams in certain disciplines, must do so and pass all the exams or a part of them **within the first academic year following their enrollment** at “Grigore T. Popa” U.M.Ph. Iași, so that by the end of that year they do not have more than 15 pending credits. If they do not comply with these requirements, they will be declared repeaters and may be enrolled in a complementary year of study.*

Art. 19.

*The time interval allowed for the evaluation of documents by CRES is of **maximum 10 working days** starting with the date the documents are received from the Chief Secretary of the University, except for those cases when additional documents are required.*

Art. 20.


Upon completion of documents evaluation, CRES communicates in writing to CRID the result of the evaluation and the recommendation either that the applicant be enrolled in the corresponding academic year, or that the previous studies be not recognized.

Art. 21.

(1) *Upon completion of the process of recognition and equivalence of studies by CRES, the Chief Secretary of the University:*

- a) *writes to the candidate (via email) the result of the recognition and equivalence process and ensures safekeeping of the proof of communication;*
- b) *forwards to M.E.N., according to the approved model, the list with the names proposed for the release of the Letter of Acceptance to Studies / Certificate, joined by the copies of the candidates' application files;*
- c) *registers the documents for approval by the Rector of the University in order to issue the decision of enrollment in the corresponding academic year within the limit of the available number of places for that year;*
- d) *supplements and updates the database with the names of the students whose prior studies have been recognized / equated.*

(2) *The Chief Secretary of the Faculty forwards the application file and the enrollment decision signed by the Rector to the Chief Secretary of the Faculty for which the mobility has been approved, who, in turn, will sent the file to the Year Secretary who will be in charge of the student*

	WORKING PROCEDURE ACADEMIC MOBILITY - RECOGNITION AND EQUIVALENCE OF UNDERGRADUATE STUDIES	Ediția: 3
		Revizia: 0
		Pagina: 12 din 17
COD: PL-87		

Art. 22.***The appeals to the decisions of mobility, recognition and equivalence***

(1) The appeals to the decisions of recognition and equivalence may be submitted to the Registration Office within maximum 3 working days from the day the email containing the decision of recognition and equivalence was sent.

(2) Within two working days the Chief Secretary of the University summons the Appeals Committee, appointed by Rector's decision, and made up of the vice-rector responsible with the Bachelor studies (fundamental or clinic, depending on the case), who acts as President and 2 specialized members of the teaching staff other than the individuals who have first assessed the application file, and having qualifications and professional competences in the field for which the recognition and equivalence were requested, teaching staff appointed after filing the appeal.

(3) The appeal is resolved within 3 working days from the date the Appeals Committee has been summoned.

(4) The decision taken by the Appeals Committee, based on their discussion of the appeal, is final and not open to further challenge, and is transmitted to the candidate, the Board of Administration and the Dean of the faculty in question.

Art. 23.

At the University of Medicine and Pharmacy "Grigore T. Popa" of Iași, students cannot transfer between faculties or between specializations within the same faculty.


CHAPTER II. THE RECOGNITION AND EQUIVALENCE OF STUDIES in the case of students who have interrupted their studies or who have lost their student status by withdrawal or expulsion – Regaining the student status at the U.M.Ph "Grigore T. Popa" of Iași

Art. 1.

The studies whose seniority is more than 6 years from the date of their promotion are not recognized or equated.

Art.2.

Candidates of Romanian citizenship or citizens belonging to the EEA and EU member states, the Swiss Confederation or citizens belonging to non-EU countries, former university students who have lost their status of student (expulsion) may continue their studies only by undergoing and passing a new admission contest.

	WORKING PROCEDURE ACADEMIC MOBILITY - RECOGNITION AND EQUIVALENCE OF UNDERGRADUATE STUDIES	Ediția: 3
		Revizia: 0
		Pagina: 13 din 17
COD: PL-87		

Art. 3.

After submitting the file and passing the admission contest, if they get at least the average / score of the last candidate admitted to tuition fees studies (in ROL or in foreign currency), the candidates mentioned in Chapter II, art. 1, admitted may submit a file for the recognition and equivalence of previously conducted studies.

Art. 4.

The file submitted for the recognition and equivalence of studies previously conducted by candidates / students of Romanian / foreign citizenship who have studied at the U.M.Ph "Grigore T. Popa" of Iasi, and who request enrollment in a higher year of study, contains the following documents:

- 1. Application form (Annex 5);*
- 2. School situation – official record for graduated year / years of studies graduated, containing the subjects, grades, number of credits and number of classes and practical activity per discipline.*

Art. 5.

(1) The application shall be submitted to the secretariat of the faculty where it is applied for enrollment in a higher year of study, with the recognition and the equivalence of the studies previously conducted.

(2) The Chief Secretary of the faculty checks and completes the application with the data confirming the undergoing and promotion of the admission contest.

(3) The secretary of the faculty who was in charge of the student completes the application with the data regarding his / her schooling.


(4) Upon approval of the application by the faculty dean and the Administration Board, the equivalence of the previous studies shall be made by the faculty CRES.

(5) Examination differences identified by CRES's comparison of the curricula shall be mentioned, under the signature of the CRES members, in the equivalency report and shall be reported to the student concerned in writing by the Secretary of the year who takes charge of the student. The student will confirm receipt of the information by signing.

(6) The transcript of the official record in the matriculation register (the same volume and the students identification number prior to the loss of student status) shall be made by the secretary of the year in charge of the student.

Art. 6.

Candidates of Romanian citizenship or citizens belonging to EEA and EU member states, the Swiss Confederation or citizens belonging to non-EU States who have interrupted studies for financial, personal or medical reasons and who request resumption of studies shall submit a request to that effect to the secretariat of the faculty.

	WORKING PROCEDURE ACADEMIC MOBILITY - RECOGNITION AND EQUIVALENCE OF UNDERGRADUATE STUDIES	Ediția: 3
		Revizia: 0
	COD: PL-87	Pagina: 14 din 17

(1) The application form (Annex 5) shall be submitted to the secretariat of the faculty where the resumption of studies is requested, with the recognition and the equivalence of the studies previously carried out, between 1 and 15 October of each academic year.

(2) The secretary of the faculty who was in charge of the student completes the application with the data regarding his / her schooling.

(3) Upon approval of the application by the faculty dean and the Administration Board, the equivalence of the previous studies shall be made by the faculty's CRES.

(4) Examination differences identified by comparison of the curricula by CRES shall be mentioned, under the signature of the CRES members, in the equivalency report and shall be reported to the student concerned in writing by the Secretary of the year who takes charge of the student. The student will confirm receipt of the information by signing.

(5) The transcript of the official record in the matriculation register (the same volume and the student identification number before the loss of student status) shall be made by the Secretary of the year who is in charge of the student.

Art. 7.

The students must, upon resuming studies, fulfill within a year, the didactic duties resulting from changes in the curricula (as the study of new disciplines and the taking of equivalence exams for the acquisition of transferable credits).

CHAPTER III. THE RECOGNITION AND EQUIVALENCE OF STUDIES in the case of graduates of a Bachelor's degree program admitted to attend a second Bachelor's degree (second faculty)

Art. 1.

The studies whose seniority is more than 6 years from the date of their promotion are not recognized or equated.


Art. 2.

Graduates of a bachelor's degree program who hold a Bachelor's degree and who have been admitted to a second specialization may apply for the recognition and partial equivalence of previously completed university studies.

Art. 3.

(1) The application (Annex 6) shall be submitted to the secretariat of the faculty where enrollment in a higher study year is requested with the recognition and the equivalence of the studies previously conducted.

(2) The application shall be accompanied by the Transcript of records / Diploma Supplement, containing the subjects, the marks, the number of credits and the number of courses for each

	WORKING PROCEDURE ACADEMIC MOBILITY - RECOGNITION AND EQUIVALENCE OF UNDERGRADUATE STUDIES	Ediția: 3
		Revizia: 0
		Pagina: 15 din 17
COD: PL-87		

discipline and the Analytical Programs for the subjects studied in the higher education institution from which the applicant comes.

(3) The Chief Secretary of the faculty checks and completes the application with the data confirming the undergoing and passing of the admission exam.

(4) The Chief Secretary of the faculty prepares the equivalency report (Annex 7) by completing the study subjects and the number of credits related to each year of study for which the CRID will compare the curricula.

(5) Upon approval of the application by the faculty dean and the Administration Board, the equivalence of the previous studies shall be made by the faculty CRES.

Art. 4.

After the evaluation, the access into the year of study decided by CRES is made within the limits of the available places for the specific year of study, without exceeding the tuition figure.

Art. 5.

Differences in examinations identified by comparison of curricula are brought to the student's knowledge, in writing, by the Secretary of the Year who takes charge of the student. The student will confirm receipt of the information by signing.

CHAPTER IV. THE RECOGNITION AND EQUIVALENCE OF STUDIES in the case of Erasmus + students

Art. 1.


The recognition and equivalence of studies for student mobilities and internships.

a) According to criteria mutually accepted by the two Universities, by means of the Bilateral Erasmus+ Agreement of Cooperation, the period of study abroad must receive an immediate full academic recognition.

b) The home university will ensure the recognition of the study period abroad, including exams or other forms of assessment and evaluation, with the condition of the overlapping of the studies' content.

c) The framework for equivalence of the period of study abroad is the ECTS system. The Faculties shall validate the transcript (study records) containing the results obtained and the corresponding credits, as issued by the partner University.

d) Upon return the CRES corresponding to the Faculty where the students is enrolled decides the grades which will equate the exams taken in the disciplines studied at the partner faculties according to Decision no 318/14.03.2019. The written report for the equivalence of the studies carried out at the partner University will be made in conformity with the academic and internship records along with other documents proving that the student has attended the disciplines mentioned in the learning agreement, and has been graded and has possibly obtained credit.

	WORKING PROCEDURE ACADEMIC MOBILITY - RECOGNITION AND EQUIVALENCE OF UNDERGRADUATE STUDIES	Ediția: 3
		Revizia: 0
	COD: PL-87	Pagina: 16 din 17

The equivalence of the grades obtained for the disciplines covering the internship period is done through clear and transparent conversion rules, focused on competences and not on the names of the disciplines, based on Decision no. 318/14.03.2019.

e) The grades and credits obtained by the students in the courses included in the Learning Agreement / Transcript of records – will be recorded in the student’s official record.

f) The equated grades are listed in the equivalence report, the centralized grades register, the official academic record and the R-student program, the calculation of points being automatically made using the following formula: the grade multiplied by the number of credits assigned to the respective discipline. The results of the exams taken by the student upon returning at the University are recorded in special grade registers for each discipline. These are kept in the student’s individual file.

g) Erasmus+ students are exempted from the article in the undergraduate studies regulations regarding the passing from one study year to the next, which may be done with a maximum of 15 pending credits still to be obtained from the preceding year, but only for the year when the students return to their home University.

h) The credits obtained abroad must correspond to the disciplines that the student would otherwise study at “Grigore T. Popa” U.M.Ph. Iași in the respective year of enrolment and travel. Exams passed for disciplines which are part of senior years of study may be recognized as well (credits obtained in advance).


Erasmus + students will resume their studies in the following academic year while retaining their status (unpaid / toll) that they had before Erasmus + mobility only in the academic year in which they return.

i) The Erasmus+ student has the right, according to a specific and non-discriminatory classification procedure, to sit in the following academic year in any exams he/she has not yet passed as a result of participating in the Erasmus+ Programme.

j) Exams in disciplines which are not included in the study/training agreement referring to the Erasmus+ mobility, as well as failed exams from during the Erasmus+ mobility period are to be taken at the home university during the sessions of exams approved by the respective university.

k) Special sessions of exams may be organized in case students are unable to participate in sessions of exams approved by the university due to their Erasmus+ mobility.

l) Work on drafting the graduation thesis and the summer practicum will be credited and recognized only if they were initially included in the student’s mobility contract.

	WORKING PROCEDURE ACADEMIC MOBILITY - RECOGNITION AND EQUIVALENCE OF UNDERGRADUATE STUDIES	Ediția: 3
		Revizia: 0
		Pagina: 17 din 17
COD: PL-87		