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|  | Banat University of Agricultural Sciences and Veterinary Medicine "King Michael I of Romania" of Timișoara | Issuing body Quality Management Service |
| CODE USAMVBT – PG 001- R040a | REGULATION REGARDING THE PROFESSIONAL ACTIVITY OF THE STUDENTS FROM BANAT UNIVERSITY OF AGRICULTURAL SCIENCES AND VETERINARY MEDICINE "KING MICHAEL I OF ROMANIA" OF TIMIȘOARA | Ed. 2/Rev.4 |

REGULATION REGARDING THE PROFESSIONAL ACTIVITY OF THE STUDENTS FROM BANAT UNIVERSITY OF AGRICULTURAL SCIENCES AND VETERINARY MEDICINE "KING MICHAEL I OF ROMANIA" OF TIMIȘOARA

LEGAL FRAMEWORK

This regulation is drafted in accordance with the provisions of Art. 136 par. 2 of the National Education Law no. 1/2011 (LEN), which regulates the need for each higher education institution to prepare its own regulation of the professional activity of students. The regulation regarding the professional activity of the students of Banat University of Agricultural Sciences and Veterinary Medicine "King Michael I of Romania" of Timișoara (BUASVM/USAMVBT) is drawn up on the basis of the national legislation in force regarding higher education:

1. National Education Law no. 1/2011, updated;
2. Law no. 441/2001 for the approval of Government Emergency Ordinance no. 133/2000 regarding undergraduate and postgraduate education on tuition, with its subsequent amendments and additions;
3. Law no. 288/2004 on the organization of university studies, with its subsequent amendments and additions;
4. Law no. 224/2005 for the amendment of Art. 5 of Government Emergency Ordinance no. 133/2000 regarding public undergraduate and postgraduate education on tuition, in addition to the places financed by the state budget;
5. Government Decision no. 404/2006 on the organization and conduct of master's degree studies;
6. Order of the Ministry of Education and Research no. 3617/2005 on the generalized application of the European Credit Transfer System (ECTS), with its subsequent amendments and additions;
7. Emergency Ordinance no. 75/2005 on quality assurance in education;
8. Law no. 87/2006 for the approval of Government Emergency Ordinance no. 75/2005 on quality assurance in education, with its subsequent amendments and additions;
9. Government Decision no. 1004/2002 concerning the stimulation of the pupils and of the students who received distinctions at international school contests, organized for pre-university education, and of the PhD Candidates who achieved outstanding results in the research activity, with its subsequent amendments and additions;
10. Government Decision no. 1424/2006 approving the framework methodology for the organization of integrated study programs provided by two or more universities leading to the obtention of joint diplomas;
11. Order of the Ministry of Education, Research, Youth and Sport no. 3223/2012 approving the Methodology for the recognition of school study periods spent abroad;

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12. Order of the Ministry of National Education no. 3392/2017 on the establishment of General Criteria for granting scholarships and other types of financial support for students and learners of public higher education, full-time courses;

13. Order of the Ministry of Education, Research, Youth and Sport no. 3666/2012 regarding the approval of the Student Rights and Obligations Code.

CHAPTER I. GENERAL PROVISIONS

Article 1. This regulation concerns the professional activity of all students (bachelor's and master's degrees) of BUASVM and is based on the principles which must regulate the activity of students within the university community, as stipulated in Art. 202 par. (1) of the National Education Law no. 1/2011:

- a) the principle of non-discrimination;
- b) the principle of the right to free assistance and free complementary services in public higher education;
- c) the principle of participation in decision-making;
- d) the principle of freedom of expression;
- e) the principle of transparency and access to information.

Art. 2. The regulation of the professional activity of students is revised whenever necessary, in accordance with the new legal regulations.

CHAPTER II. ENROLMENT AT THE FACULTY AND STUDENT DOCUMENTS

Art. 3. (1) Registration at BUASVM in the 1st university year I is done according to the Rector's decision. In the 1st year, the candidates admitted following the admission session are registered, on seats financed by the state budget and by tuition fees. Students who are transferred and those who wish to re-register are registered in the year of studies for which they have received approval, after the faculty has set any possible equivalence examinations to be taken. All students will pay the related fees established by the University Senate.

(2) For one person, concurrent registration as a student is possible for a maximum of two study programs, regardless of the type of educational institutions involved. Funding by the state budget is only provided for one bachelor's degree program and one master's degree program.

(3) The student who is re-registered by decision of the Rector will maintain the same student identification number under which he/she was initially registered.

Art. 4. (1) The enrolment of students in the Matriculation Register is done in alphabetical order, by assigning to each a single student identification number, which is valid for the entire period of schooling at the faculty to which he/she was admitted. The matriculation register is filled in with a blue ball-point pen or in blue ink, the changes are done with a red ball-point pen or in red ink.

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(2) Registered students are also recorded in the Single Matriculation Register of the Romanian Universities (RMUR) and on the IT platform of BUASVM.

Art. 5. Upon registration in the 1st year of studies, the student's file is compiled, which will include:

- a. the papers from the admission contest (if applicable);
- b. the enrolment application form for the 1st year of studies;
- c. the study contract, specific to each cycle of studies and to each type of schooling;
- d. the annual addendum to the study contract;
- e. the high school graduation (baccalaureate) diploma (or equivalent), in the original or as a "certified true copy" for those who are also students of another faculty/specialization; the latter category will obtain a certificate from that other faculty showing that the original of the high school graduation diploma is kept there;
- f. the birth certificate as a certified true copy;
- g. documents attesting to the change of name, as a notarized copy;
- h. a standardized medical certificate stating that the person enrolling for admission is fit for the field to which he/she is applying;
- i. a copy of the Identity Card;
- j. a schooling approval issued by the Ministry of National Education - Directorate-General for International Relations and European Affairs (MEN-DGRIAE) for Romanians everywhere; a letter of acceptance to studies in the case of foreign nationals from third-party countries issued by the Ministry of National Education; a certificate of recognition of studies or certificate of equivalence of secondary studies that gives the right to continue studies in higher education for Romanian citizens and citizens from member states of the European Union, of the European Economic Area and from the Swiss Confederation, issued by the National Centre for Diploma Recognition and Equivalence (CNRED).

During the period of schooling, the student's file is supplemented with:

- a. the documents required in order to obtain the scholarship, according to the legislation in force and the Regulation regarding the granting of scholarships and other types of financial support for the students of BUASVM;
- b. applications for optional subjects;
- c. documents certifying the studies carried out in other universities in the country and abroad and the results obtained;
- d. absence excuse requests and medical documents, if applicable;
- e. documents for the approval of interruptions of studies, transfers, etc.;
- f. applications for mobility;
- g. credit recognition decisions;
- h. other documents.

Art. 6. The study documents remain in the student's file throughout the schooling period and shall be returned together with the graduation certificate/bachelor's degree/master's degree based on the liquidation form. The rest of the documents (including copies of the High School Graduation Diploma and/or of the bachelor's degree)

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are filed according to the legal provisions. Also, during the period of studies, the study documents in the file may be issued on request, for 24 hours.

Art. 7. (1) Upon registration at the faculty, the following documents are issued, free of charge, to each student: the student card and the student ID.

(2) The grades obtained in the assessments during the years of study will be recorded in the student card. The presentation of the student card to the examining teacher is mandatory.

(3) These documents will be endorsed by the secretariat at the beginning of each academic year.

(4) Corrections or the recording of false data in the student's documents are not allowed.

(5) In case of loss of personal documents (student card, IDs), a duplicate will be issued after the loss has been publicly announced in the press and the fees in force have been paid.

(6) In case of withdrawal, transfer or expulsion, the student is obliged to return the student card and other IDs (public transport permit, library card, etc.). These will be cancelled and kept in the student's file.

CHAPTER III. DISTRIBUTION ACCORDING TO STUDY PROGRAMS OF STUDENTS IN THE SAME FIELD

Art. 8. The distribution according to study programs of students from the same field will be done on the first day after the completion of the last examination session in the 2nd year of study, except for the study programs that cannot be organized under core curricula.


Art. 9. (1) The main criterion for the distribution of students is their option during the admission session, within the limits of the number of seats assigned for the academic year in which they participate in the admission contest at BUASVM.

(2) The secondary distribution criterion consists in the students' option at the end of the 2nd year of study.

Art. 10. If the number of students who wish to follow one of the study programs in the same field exceeds the schooling capacity assigned to the study program, the distribution of students will be based on their classification according to the score obtained in the first two years of study.

Art. 11. If the minimum number of students per study program is not met, according to the Decision of the Board of Directors validated by the BUASVM Timișoara Senate, they will be redistributed according to their request within the study program that meets the minimum threshold for operation.

CHAPTER IV. STUDENTS' RIGHTS AND OBLIGATIONS

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Art. 12. The student, as a member of the academic community, has rights and obligations resulting from the legislation in force, the study contract, the Student Rights and Obligations Code of the BUASVM, the provisions of the University Charter and BUASVM's own regulations.

Art. 13. During the schooling period, the student has the following **rights**:

a. To benefit from tuition-free studies, financed by the state budget, during the normal period of university studies, according to the laws and regulations in force, if he/she has occupied a budget-financed place by admission or redistribution. Tuition-free schooling is provided only for the legal duration of the study program of each faculty;

b. To pursue two specializations simultaneously if he/she meets the conditions provided by the laws and regulations in force;

c. To use the laboratories, classrooms and seminar rooms, libraries and reading rooms, the sports base, the cafeteria, as well as all the means made available by the university for professional activity and cultural and sports activities;

d. To participate in the scientific, cultural and sports activities that take place in the faculties and the university;

e. To receive scholarships and other types of financial support, in accordance with the legal rules and regulations established by the university and the legislation in force;

f. To receive free medical care;

g. To be accommodated in the university's student dormitories (hostels), under the conditions provided by the regulations in force, within the limits of available places;

h. To elect and be elected as a student representative, in the Faculty Board and in the University Senate;

i. To benefit from mobility scholarships, allowing them to pursue studies at other universities in the country and abroad;

j. To benefit from reduced rates in all situations provided by the laws and regulations in force;


k. To benefit from advice and guidance from a university teacher (tutor/dean of year), appointed by the Dean of the faculty, in matters of professional training, transferable credits and education;

l. To benefit from open sessions if students are engaged in artistic and high-performance sports activities, if they undergo hospitalizations for at least 3 weeks (as attested by medical certificates), have maternity leave or if they have participated in national or international mobility programs. The open sessions are approved by the Faculty Board.

m. To be able to pursue two years of study under the conditions of the National Education Law and of the regulations in force.

Art. 14. During the schooling period, the student has the following obligations:

a. To fulfil, in good conditions and in due time, the obligations incumbent on them according to the curriculum and the university programs, for the purpose of a thorough professional training;

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b. To comply with the rules of ethics and academic conduct regarding order, morality and the rights of others, both within the university and outside. The student is responsible for his/her overall behaviour;

c. To use carefully the existing materials in educational spaces, dormitories, cafeterias, etc;

d. To respect the authority of the teaching staff, of the research and administrative staff, as well as the authority of the governing bodies of the faculties and of the university;

e. To pay the fees set and any related penalties in due time. The fees are set by the Senate, and any possible request for exemption from the payment thereof can be approved by the Board of Directors only in thoroughly justified cases;

f. To respect the distribution into groups, the deadlines for the issuance of school documents according to the legislation in force and the regulations of the university, the work program of the secretariats and of the Dean’s Office, the schedule;

g. To comply with the provisions of the University Charter, of this regulation and of other regulations concerning students.

CHAPTER V. ATTENDANCE OF TEACHING ACTIVITIES

Art. 15. (1) The student has the obligation to attend all the training activities: courses, seminars, laboratories, practical activities, for which mandatory attendance is provided in the regulations of the faculty, as established by the departments and the Faculty Board. These are made known to the students through the subject sheets and the curricula displayed, at the beginning of each academic year, during the first two weeks.


(2) The method of attending the teaching activity classes, as well as the accomplishment of the works carried out as part of those classes, will be established, according to the specific nature of the subjects, by the Faculty Board, at the proposal of the teacher in charge of the subject.

(3) All references to the minimum standards regarding the activity of the student within a study subject may be found in the subject sheet, the curricular document available to the student which is displayed throughout the academic year at the subject’s notice board.

(4) Failure to comply with the provisions regarding minimum mandatory attendance as established by the Faculty Board, at the proposal of the teacher in charge of the subject, will be sanctioned by the refusal to allow the student to enter the examination and the obligation for the student to redo the activities provided for that subject.

(5) Participation in teaching activity classes (laboratory works, practical works, clinical practice, tests, etc.) and the results obtained will be taken into account in the final assessments with a certain weight, depending on the specific nature of the subject, which weight will be indicated in the subject sheet.

(6) In justified cases, absences from the activity for which mandatory attendance has been provided by the Dean or the Vice-Dean in charge of the teaching activity of the

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faculty may be excused, on the basis of supporting documents and of the individual request of the student.

(7) Absences are excused for medical reasons, in case of participation in high-performance sport events, attendance of conferences, symposia and other special cases. In medical cases, only the certificates endorsed by the polyclinic or the student hospital will be taken into consideration and submitted to the faculty secretariat within a maximum period of 14 days after being issued. Attendance for excused absences may be recovered free of charge.

(8) The maximum admitted level of recoverable absences, whether excused or unexcused, is set by each faculty at the beginning of the academic year.

(9) If the number of excused absences from the practical activities exceeds certain provisions established by the Faculty Board, the student may enter examination after recovering them, in accordance with the legal provisions in force (with the payment of fees set by the Senate, under the regime of additional activities).

(10) The recovery of absences is done according to a schedule established by the university teacher who performs those activities, before the date of the scheduled examination.

(11) The Dean of the faculty may approve partial exemption from attendance for pregnant students, on the basis of medical documents endorsed by the student dispensary; in case of repeating the activity for which mandatory attendance is provided for, they will be exempted from the payment of fees.

(12) In case of repetition of the activity for which mandatory attendance is provided, the exemption from the payment of fees may also benefit the students who submit medical documents certifying cases of serious illnesses, as well as the students who are temporarily called to participate in high-performance sports activities or scientific, cultural events, etc.

CHAPTER VI. STRUCTURE OF THE ACADEMIC YEAR

Art. 16. (1) The academic year is structured into two semesters, which, as a rule, consist of 14 weeks each.

(2) 2 to 4 weeks of practice are provided for each year of study, which usually take place after the summer examination session.

(3) At least 2 weeks will be provided for the completion of the degree project/thesis, which is to be presented at the end of the bachelor's degree studies.

Art. 17. (1) Two ordinary sessions of 3-4 weeks each (winter session and summer session) and outstanding examination sessions are provided for the exams, according to the structure of the academic year.

(2) During the semesters, the university teachers in charge of the courses, together with the student representatives, may set the dates for partial examinations.

(3) The faculty boards may approve special outstanding exam sessions for students who were not able to participate in examinations for medical reasons, because of their

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participation in scientific, artistic, sporting events, internal or external mobility, or for other causes.

(4) The scheduling of the exams is done by the teacher in charge of the subject, together with the student representative, and is notified to the Dean's Office and the students.

Art. 18. The educational process is organized into cycles.

- **1st cycle** – that of bachelor's degree studies of 3-4 years; For the Faculty of Veterinary Medicine, the 1st and 2nd cycles are offered in combination throughout 6 years of study.

- **2nd cycle** – that of master's degree studies, of 2 years.

- **3rd cycle** – known as the cycle of doctoral degree studies, of 3 and 4 years respectively (Veterinary Medicine).

Art. 19. (1) In each faculty there are one or more study programs. The curricula which are characteristic of each study program contain packages of subjects that ensure the *modularity and flexibility* of the educational process.

(2) According to the formative category, subjects are classified into:

- **the package of fundamental subjects;**

- **the package of subjects of training in the field;**

- **the package of specialty subjects**, according to the specific nature of each faculty;

- **the package of complementary subjects.**

(3) According to their optional or non-optional nature, subjects are classified into:


- **compulsory subjects** – are subjects imposed over the course of a study program;

- **optional subjects** – are chosen subjects, necessary in order to supplement the package of subjects in the chosen study program;

- **elective subjects** are introduced with the purpose of broadening the students' training horizon in the field of study pursued. The elective subjects of the psycho-pedagogical training program create the prerequisites for occupying teaching positions in pre-university/secondary and university education.

Art. 20. (1) A sheet will be drawn up annually for each study subject (subject sheet) by the teacher in charge and it will be subject to the debate and approval of the Faculty Board. The subject sheet is drafted in Romanian and English so that the prospective candidates and the registered students may understand its content.

(2) The subject sheet contains the following information: the name and code of the subject, the teacher(s) in charge of it, the semester during which it is studied, the total estimated time allocated to teaching activities, the preliminary conditions and conditions for the carrying out of teaching activities, the specific skills, the objectives of the subject, the content of the courses, of the practical works, seminars or clinical practice, related credits, the minimum bibliography required, the corroboration between the content of the subject and the expectations of the epistemic community, of professional associations and employers, the student assessment system (examination methods and weight of various tests).

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CHAPTER VII. STUDENT EXAMINATION AND GRADING

Art. 21. The assessment of the professional training of a student is done throughout the entire study period, during the seminars, the practical works, the course and other activities provided for in the curricula, as well as through examinations that are held in sessions established according to the structure of the academic year and the subject sheet.

Art. 22. (1) The attendance of practical works, laboratories, seminars is mandatory and constitutes a prerequisite for the participation of the student in the examination. The weight of the mandatory attendance of classes is established by the Board of each faculty.

(2) Absences from classes of practical works, laboratories, seminars are excused by the faculty management and must be fully recovered. Unexcused absences may be recovered by paying a fee set by the University Senate.

Art. 23. A student must undergo a preparation activity of at least 40 hours per week, as highlighted in the Curriculum, consisting of a number of physical teaching hours and individual study hours (drawing up reports, projects, doing homework, bibliographic studies, etc.).

Art. 24. (1) The volume and level of knowledge required in the assessment tests are established by the sheets of the subjects concerned, according to the study programs. The form of final assessment of the students is provided in the curriculum and may be, depending on the study program graduated: examination; colloquium (oral examination); project; mid-term examination, project/thesis defence/graduation examination. At least half of the subjects in the curriculum for a semester are verified by examination.

(2) The assessment procedures are described in the *Subject Sheet*. The final assessment of the students for each teaching activity is performed with regard to:

- the compulsory subjects included in the curriculum of the study program that the students pursue;
- the optional and/or elective subjects included in the curricula of the study programs, which subjects the students have opted for in writing;
- the subjects of the psycho-pedagogical training program, if they have opted for such a subject.

(3) The teaching staff have the obligation to draw up and deliver the Sheets of the subjects to be taught to the head of department in two original copies, one of which will be archived in relation to the subject and the other at the faculty's secretariat. A copy of the subject sheet will be displayed on the notice board and posted in the E-learning section of the IT platform of BUASVM. They also have the obligation to inform the students and explain the assessment procedures in the first meeting held with them, at the beginning of each semester. Subject sheets are kept throughout the academic year at the department office and are renewed annually.

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(4) The head of department analyzes the content of the *Subject Sheet* and requests changes in case of inconsistencies. The faculty board approves the assessment strategies set by the departments.

Art. 25. The method of holding the exams is established, for each individual subject, at the beginning of the semester and is made known to the students, by display, together with the requirements imposed by the teacher in charge of the subject for permitting the student to enter examination (attendance of teaching activities, attendance of laboratory classes, preparation of portfolios, preparation of projects, etc.). Also, the teaching staff have the obligation to establish and communicate to students the minimum amount of knowledge required in order to pass the examination.

Art. 26. At BUASVM, exams are taken orally. By way of exception, with the approval of the Faculty Board Office, examinations may be taken in written form or as multiple-choice tests. In such a case, students who do not get a passing grade will be examined orally the same day. The oral examination will be held, according to the legal provisions, before a commission consisting of a minimum of two members, one being, necessarily, the teacher in charge of the course, assisted by the teacher who conducted the seminars or the practical works or by another specialized university teacher.

Art. 27. The written tests and papers are kept by the teaching staff throughout the entire period of the academic year.

Art. 28. (1) The period of examination sessions is established annually, by the University Senate, by approval of the structure of the academic year.

(2) The day and time of holding the examinations, for all types of education, will be approved by the Deans' Offices, at the proposal of the student groups and with the consent of the teacher in charge of the subject.

(3) The scheduling of the exams will be established per student groups and will be made known to students by display on the notice board and by posting on the IT platform of BUASVM, at least two weeks before the beginning of the examination session.

(4) The examination verification method cannot be changed in the course of the session.

(5) In well-justified cases, students or teachers may request the Faculty Board to change the examination date, during the same session.

(6) For the autumn session, examinations may be scheduled until the end of the summer session and the schedule is displayed on the notice board and posted on the IT platform of BUASVM. In the case of outstanding examination and re-examination sessions, a maximum of 2 examinations may be scheduled at different times.

Art. 29. (1) Students have the obligation to comply with the scheduling of the examination session. In all types of assessment, students have the obligation to prove their identity by showing their student card to the teacher in charge of the course, in view of recording the final grade, regardless of whether it is a passing grade or not.

(2) The exams are held in the ordinary exam sessions (winter, summer), the retention and re-exam sessions, provided that all the activities provided in the discipline record (courses, laboratories, seminars, etc.) are completed.

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(3) The faculty boards may decide to organize extraordinary examination sessions for students who, during the session, find themselves in one of the following situations: pregnancy; temporary disability; special family events; other situations regulated by the legislation in force.

(4) For students engaged in high-performance sports activities or artistic activities, as well as for those participating in national and international mobility programs, the Faculty Board may approve special examination sessions.

(5) For students with outstanding examinations who are in their final years, outstanding exam sessions will be organized before the period of enrolment for the graduation examination.

(6) The prohibition of the participation of students in the examinations is possible in case of non-payment of the current tuition fee instalments, this being a failure of the students concerned to comply with the contractual clause, or in the case of other situations indicated in this regulation.

(7) A student who does not present himself/herself at the examinations scheduled in the session in question is mentioned as "Absent" in the examination attendance register.

(8) Students who have outstanding credits from previous years may attend the examination in the exam sessions (ordinary, outstanding examinations, re-examinations) scheduled in the current academic year. In this case, the examination fee will be in the amount established by the University Senate.

Art. 30. For the examination, the teacher in charge of drafts a number of topics which are described on the examination cards, the topics having to be signed by the latter.

Art. 31. (1) Students must be informed about the objectives pursued by the assessment, which is the area of topics required for the examination and according to what criteria they will be assessed.

(2) Students must be provided with a minimal bibliography in order to sit for the examination, as well as in order to cover the issues, applications, exercises and case studies that will be included on the examination cards.

Art. 32. (1) For the cycles of bachelor's and master's degree studies, in each subject, the student may sit for the examinations twice, at the most, without paying a fee.

(2) If a student does not obtain passing grades after sitting for the exam for a second time, he/she has the right to participate in the outstanding examination and re-examination session. The student may request, through a written application, to sit for the examination according to Article 29 paragraph 8.

(3) The failure to appear at the examination during the scheduled sessions is equivalent to the consummation of the right of sitting for the examination without paying a fee.

(4) Students have the obligation to present themselves for examination in the scheduled sessions only together with the group they belong to. It is only in exceptional cases that students may sit for exams with another group, with the approval of the teacher in charge and the endorsement of the Dean of the faculty.

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Art. 33. (1) The Dean may, on the basis of an individual request, approve re-examination, in order to increase grades for a maximum of 2 subjects per year, for a student who has passed all the exams provided in the curriculum for the current year of study. Extra-credit (grade-increase) examinations in subjects studied in previous years are not allowed. The re-examination to increase the grade cannot be repeated. The student has the right to one re-examination, without examination fee (if he/she did not sit twice for examination in the past), in each subject.

(2) Re-examinations to increase the grade will be established after the scheduled sessions according to the curricula and at the latest 5 days before the beginning of the new academic year. They may be held before a commission of which the teacher in charge of the course is a member. The grade is altered only if the student gets a higher grade than the original one.

(3) Examinations scheduled in the re-examination sessions will be held before a commission made up of 3 members, of which the teacher in charge of the course is a member. The commissions are proposed by the Dean of the faculty and approved by the Faculty Board Office. The grade in the examination attendance register will be written down and signed by the teacher in charge of the course/Dean on the basis of an examination report.

Art. 34. The student who tries to pass the assessment tests (examinations, verifications, projects, tests, etc.) by fraud will be expelled by the Rector, at the proposal of the Faculty Board, and with the approval of the Board of Directors, following the submission of a report by the university teacher who found the fraud.


Art. 35. Faculties will display, at the beginning of the first semester of the next-to-last year of study, the list of supervisors and topics for bachelor's degree projects/theses. For the (master's degree) dissertation theses, the list of supervisors and topics will be displayed in the second semester of study. Students will opt, in writing, for the chosen topic, by the end of the semester.

Art. 36. (1) Specialty practice is compulsory for students whose specialization also includes this type of activity. The verification of the skills acquired by the student in practical activities is generally done through a method of assessment by the teacher in charge of practice (dean of year/tutor).

(2) Pedagogical practice will be carried out according to the curricula and to our own Methodology of organization of psycho-pedagogical training programs in view of the certification of the skills required for the teaching profession.

Art. 37. (1) The grading of the student's answers in the exams, colloquia, mid-term exams, projects is usually done by grades from 10 to 1, expressed as whole numbers (integers), the minimum passing grade being 5. In certain cases, according to the curriculum, verifications may be graded as passed/failed.

(2) The method of calculating the grade must be made known to the students. The weight of the exam in the final grade is 40-60% (according to the Decision of the Board of Directors 1180/26 February 2014).

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(3) The grades are posted on the IT platform of BUASVM. The display of grades (in the case of the written exams) will be done by indicating the **code of the student** assigned to him/her at the time of enrolling in the admission contest.

(4) For each subject there is just one final grade per semester.

(5) The admission of the project (if put in place for a particular subject) constitutes a pre-condition for appearance in the examinations in the subject concerned; the grade obtained in the project is included in the examination grade. If the project constitutes a distinct subject in the curriculum, the grade obtained will be written down in the corresponding grading register.

Art. 38. The appeals against the results of the assessment process may be submitted to the secretariat of the faculty within two working days from the publication of the results. The appeal is resolved by the Faculty Board, within 3 working days, from the date of submission of the appeal.

Art. 39. (1) The grading registers, with all fields filled in and signed by the examiner, will be mandatorily submitted to the secretariat, at the latest on the day following the completion of the examination.

(2) For elective subjects, the writing down of the grade in the grading register will depend on the students' option. If a student refuses to have the grade written down in the grading register, he/she will be considered withdrawn from the subject in question and this fact will be recorded.

Art. 40. (1) The year of study is considered concluded when the student has passed in all the subjects provided for in the curriculum for the year of study concerned, under the conditions of this regulation, and has accumulated the number of credits established.


(2) The student who has outstanding exams may be enrolled in the next year of study as a student with outstanding examinations (who has passed the year by accumulation of credits).

(3) For students in the last year of study, the academic record is completed one week before the date set for the bachelor's degree examination or dissertation examination (as appropriate).

(4) The Board of Directors, at the proposal of the Faculty Board, may approve the extension of the tuition-free schooling, for students occupying state budget-financed places, by one academic year, at the most, as compared to the legal duration of schooling provided by the curriculum, in the following situations:

- a) maternity leave;
- b) medical cases certified by medical certificates;
- c) participation of high-performance athletes in special training programs and in national or international competitions.

If, at the end of the legal period of the study program, a student has not obtained all the credits established in the curriculum, he/she may request the extension of the study period (for a maximum of 1 year) under a fee-based regime for the subjects he/she has not passed and he/she cannot benefit from the facilities provided by law for students during the period of such extension. The duration of the extension may not exceed one

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academic year and the request for extension should be submitted to the faculty's secretariat in view of its approval by the Faculty Board until the beginning of the academic year. The student must meet the requirements of the curriculum for the series of graduates he will complete his studies with. In this case, the applicant will have the status of a tuition-fee paying student, both for the subjects he has not passed and for the subjects that require equivalence examinations as a result of a possible change in the curriculum.

Art. 41. (1) The student's academic record will be concluded after the autumn session, at least 3 days prior to the beginning of the new academic year.

(2) Passing in the following year of study, in the same cycle, is conditioned by the obtention, in the previous year of study, of a minimum of 2/3 of the total credits allocated for the year in question or the accumulation of no more than 20 outstanding credits from the previous year and from the preceding years, with the exception of the Faculty of Veterinary Medicine, which admits at most 20 outstanding credits only from the previous year.

Art. 42. (1) In accordance with Law no. 224/2005 at the beginning of each academic year, the places financed by the state budget that remain available are evaluated, in order to be occupied by students enrolled on a tuition-fee payment basis.

(2) The places financed by the state budget remain available insofar as the students occupying them do not meet the criteria and performance standards set by the University Senate (accumulation of the credits necessary in order to pass a year of study) or for other reasons.


(3) The remaining available places are occupied depending on the classification of tuition-fee paying students, in relation to the degree of fulfilment of the criteria and performance standards, as stipulated in the contract of university studies.

(4) Students who have lost the places financed by the state budget may continue their studies in a tuition-fee payment scheme.

CHAPTER VIII. INCENTIVES FOR STUDENTS WITH REMARKABLE ACHIEVEMENTS AND RECOVERY OF THOSE WITH POOR RESULTS IN THE PROFESSIONAL TRAINING ACTIVITY

Art. 43. The assessment of the professional performance of students from BUASVM is done, according to the provisions of the National Education Law, by summative exam-type assessments and by ongoing assessment, through: seminars, presentation of bibliographic reports, tests, projects, etc., held during the semester), and is completed through examinations within the scheduled examination sessions, at the end of the semester.

Art. 44. The results obtained by BUASVM students are reviewed periodically, after each examination session, or whenever the situation requires to do so, by the dean of year/tutor, at subject and department level, and are presented in the Faculty Board.

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Art. 45. The record of the results obtained by students in the professional training activity, as well as in related activities (cultural-artistic, sports), is used by the academic structures of BUASVM to highlight and stimulate the students who achieve remarkable results in the professional training process and provides the necessary conditions for the identification and recovery of students who have poor results in the professional training process.

Art. 46. The category of students who achieve remarkable results in the professional training activity includes students who obtain, following the scheduled sessions of examinations, at least a grade average of 9.50 or achieve remarkable results in the scientific research activity.

Art. 47. The category of students with poor learning results includes students who do not meet the minimum requirements regarding the teaching activity established by specific regulations (attendance and participation in the specific didactic and practical training activities, passing of tests and examinations), those who frequently have outstanding exams and have an average of exam grades below 6.00.

A. INCENTIVES FOR STUDENTS WITH REMARKABLE ACHIEVEMENTS IN THE PROFESSIONAL TRAINING ACTIVITY

Art. 48. Students who achieve remarkable results in the professional training activity (didactic and scientific research) may be stimulated and rewarded by:

- a. award of performance or merit scholarships, in accordance with the regulations for awarding these types of incentives to deserving students;
- b. granting of camp tickets;
- c. award of merit or excellence diplomas;
- d. granting of other types of financial incentives from BUASVM's own funds;
- e. reduction of certain fees;
- f. selection and support for obtaining scholarships in the country and abroad through various mobility programs for students;
- g. selection of and support for students to participate in students', national/international scientific events and publication of materials resulting from their individual research activity;
- h. financial support from BUASVM for activities that concern in particular the professional training of students and, where appropriate, cultural-artistic and sports activities;
- i. posting special professional achievements on the university's website;
- j. counselling in view of completing their professional training and in terms of choosing their professional career;
- k. co-optation in contract research groups;
- l. integration into professional associations;
- m. facilitating connection to the national and international academic circuit.

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B. RECOVERY OF STUDENTS WITH POOR RESULTS IN THE PROFESSIONAL TRAINING ACTIVITY

Art. 49. In order to prevent situations that result in the lack of achievements in the professional training of the students, the tutor/dean of year will monitor the activity of each student separately. Students with difficulties in their professional training activity will be warned by their teachers in those subjects, and the situation of those students will be made known to the tutors/deans of year and to the faculty Dean in advance.

Art. 50. At the level of the subject/department/faculty, an analysis of students who encounter difficulties in the professional training process is to be performed once per semester or whenever the situation requires so.

Art. 51. All teaching staff, as well as the commissions at department/faculty/university level having duties in the field of the professional training of the students must be involved in the process of recovering students who encounter difficulties in the professional training process.


Art. 52. In order to recover students who encounter difficulties in the professional training process, the teachers of subjects in which students do not meet the minimum requirements and/or the Faculty Board will adopt the following measures:

- a. individual analysis of each case, adapting in particular the strategy aimed at recovering students with poor learning outcomes;
- b. establishing programs for the recovery of practical work activities and course-related consultations, in the case of students with poor learning results due to the lack of attendance of teaching activities; the recovery of practical works (seminars, clinical practice) will be done by the date of the scheduled examination;
- c. the monitoring the recovery process of students with poor learning results will be done through tutorial actions;
- d. involving the students' colleagues and, where appropriate, student associations in the actions of student recovery;
- e. periodic review in the Faculty Board of the outcomes of the activity of recovery of students with difficulties in the professional training activity.

CHAPTER IX. IMPLEMENTATION OF THE CREDIT TRANSFER SYSTEM

Art. 53. A **credit** is a conventional unit that measures the volume of work required of the student in various forms: attendance of courses, seminars and laboratories; individual study activity; project development; attending practice; taking exams and colloquia; bachelor's degree examination (graduation), etc., in parallel with the assessment of the quality of learning through grades.

Art. 54. For each subject provided in the curriculum, which ends with a form of assessment: examination, colloquium, mid-term examination, project, etc., a number of credits are assigned which reflect the amount of time consumed in preparing for it. Credits do not replace the assessment through grades, therefore, they are not aimed at measuring the quality of learning.

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Art. 55. Credits do not assess the activity of the teaching staff (instruction), but that of the student (learning).

Art. 56. Credits are numerical values allocated (distributed) to the subjects of study and they are fully obtained by the student by passing the subjects in question, i.e., by obtaining the minimum grade 5 (five) or the rating Passed.

Art. 57. The university graduation/bachelor's degree/master's dissertation examination, as well as the defence of the graduation project/bachelor's degree thesis/dissertation are granted separate credits.

Art. 58. Credits may be aggregated (put together) into modules in order to obtain a study program or a complementary qualification.

Art. 59. Credits are transferable between structures belonging to related study programs or fields. The transfer is done on the basis of the individual request of the student and of the clear, official record of his/her credits. The Dean of the receiving faculty approves such transfer.

Art. 60. Credits are transferable from one educational institution to another according to subjects, groups of subjects (modules) or compact periods of study (horizontal transfer). Credit transfer may only be operated within the same cycle of university studies. The transfer is done at the student's request, on the basis of an agreement between the educational institutions involved.

Art. 61. The equivalence of subjects and the award of the corresponding credits will be done by the Teaching Commission of the faculty and the teacher in charge of the course with a guest status, at the beginning of each academic year. Grades will be written down in grading registers by the teacher in charge of the course/Dean on the basis of the decision of the Teaching Commission. In the case of the equated exams, the name of the subject as mentioned in the curriculum of the faculty will be included in the student's transcript of records.

Art. 62. Credits may be obtained in advance and may be carried over to the following semesters (credit mobility). At the student's request and with the approval of the Faculty Board, credits may be obtained in advance or carried over to the following semesters.

Art. 63. Once obtained, credits are recognized for the entire period of schooling and their recognition is not affected by the changes occurred in the curriculum or the subject sheet (imperishability of credits).

Art. 64. The implementation of the credit transfer system allows for: student mobility, the recognition of study periods, the diversification of options for students and flexibility of the study program within the curriculum, the inclusion of new subjects within the curriculum, the recognition of compact periods of study carried out in other universities, integration in the standards of European education.

Art. 65. Passing the examination (test) also implies the granting of the number of credits provided for the subject concerned. The credits assigned to a subject cannot be divided.

Art. 66. (1) A student who does not meet the conditions of Article 41 par. 2 will be expelled, with the right to re-enrol in the year of study he/she has not passed, on condition

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of paying the tuition fee. The tuition fee for expelled students, who are re-registered, is set in proportion to the number of credits not earned (for the year in which they are re-registered and for previous years), by reference to the annual tuition fee for the re-registration year. A student who did not pass the first year of study will be expelled and has the right to apply again for admission.

(2) Students who do not obtain the credits required for passing in the following academic year, and are re-registered in the same year of study, must meet the requirements of the curriculum for the series of graduates in question.

(3) Studies done within the program of study interrupted as a result of the expulsion due to the violation of the provisions of the Code of University Ethics and Deontology cannot be recognized in the case of a new registration.

Art. 67. At the end of the academic year, the students are ranked according to the weighted average they achieved in the previous semester, in each year of study, this being the criterion according to which scholarships and places in student camps are granted.

Art. 68. (1) The number of credits required in order to complete the bachelor's degree studies is between a minimum of 180 and a maximum of 240 (except for Veterinary Medicine, which requires 360 credits, the bachelor's degree and master's degree programs being offered in combination), depending on the duration of schooling, with an annual value of 60 credits. Students enrolled in master's degree studies must accumulate 120 credits by the time of the dissertation defence.

(2) Elective subjects are granted credits separately, being recorded in the matriculation register. The credits granted for such subjects are not included in the 60 annual credits.

Art. 69. In certain bachelor's degree academic programs, with full-time attendance, the Faculty Board may approve, for a maximum of 5% of the number of students, the completion of 2 years of study in a single year, except for the first and last year of study. Applicants must have successfully completed all credits required up to that point and have a minimum grade average of 9 in the most recent year of study.

CHAPTER X. INTERRUPTION OF STUDIES. STUDENT TRANSFER RE-REGISTRATION

A. INTERRUPTION OF STUDIES

Art. 70. (1) At the student's request, the Dean of the faculty may approve the interruption of studies for a period of maximum 2 (two) years, provided that at least two semesters have been passed. The duration of the studies for which the student benefits from free education, according to the National Education Law, is not affected by the period for which the interruption of studies was approved.

(2) The interruption of the master's degree studies occurs at the student's request, with the approval of the university management. **The cumulative periods of interruption of the master's degree studies must not exceed 1 year.**

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(3) The duration of the master's degree is extended, in case of interruption, by the cumulative periods of interruption. In the case of those who receive a scholarship, the scholarship is suspended by default for the periods of interruption of the master's degree studies approved under the conditions provided in par. (2).

(4) The application for the interruption of studies will be submitted to the secretariat of the faculty before the beginning of the academic year. Study interruption for health reasons, as certified by a medical certificate in which the doctor recommends the interruption, or for other well-founded reasons, established as such by BUASVM regulations (scholarship abroad, etc.), may be requested during any semester.

(5) It is not possible to grant the interruption of studies for students who are in an expulsion situation.

Art. 71. A student who has interrupted his/her studies, upon resuming them, must fulfil any possible academic obligations of equivalence of exams as a result of changes in the curricula and will benefit from the recognition of the examinations passed until the time of the interruption, on the basis of the Credit Transfer System.

B. STUDENT TRANSFER

Art. 72. (1) A student of the bachelor's degree study cycle may be transferred, upon request, for well-founded reasons, from one accredited university to another, from one faculty to another, from one type of education to another, from one study program to another, if these involve the same bachelor's degree fields or fields of a related nature, taking into account the implementation of the credit transfer system and the compatibility of the curricula.

(2) Transfer applications will be submitted to the secretariat of the faculties, at least 10 days before the beginning of the academic year.

Art. 73. (1) The transfer of a student may occur only starting from the second year of study and subsequently, in the following years, except the last year of study.

(2) The transfer may take place only outside the academic year and only after passing the year of study in which the student was enrolled, the student having acquired all of the credits required or the minimum number of credits set for passing, within the limit of the places allocated for that series of students.

(3) In case the number of transfer applications is greater than the number of places available in the study program concerned, the academic record of the applicants (the classification order) will be taken into account first.

Art. 74. The approval of the transfer undergoes the following stages and falls within the competence of:

a. The Dean of the faculty, with the approval of the Faculty Board, when transfer is requested from one type of education to another, from one study program to another, within the same faculty;

b. The Board of Directors, when requesting the transfer from one faculty to another within the same university, with the consent of the Deans and of the Faculty Boards concerned.

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c. The Rectors of the two universities, when transfer from one university to another is requested, the requests being approved by the Deans of the faculties in the two universities between which the transfer took place.

Art. 75. (1) In case of transfer, the Teaching Commission of the faculty establishes:

- ❖ the recognition or equivalence of the exams and credits;
- ❖ equivalence exams and other obligations – where appropriate;
- ❖ the period for taking the equivalence exams.

(2) The recognition and equivalence of the examinations in subjects already passed, according to the university route, is done by the faculty that receives the students being transferred, on the basis of the syllabi of the subjects in the curricula of the study programs concerned and on the basis of the transferable credits accumulated until the time of the transfer. Where appropriate, the commission may establish further examinations in order to remove the differences between the curricula.

(3) On the basis of the decision of the teaching commission, the secretariat will draw up the "Differences Sheet", which will provide, for each year of study, the subjects whose final assessments have been recognized, as well as the subjects which are different from the curricula of the faculty to which the transfer is made and for which the transferred student must take equivalence exams.

(4) The registration of the transferred student is done by order of the Rector, on the basis of the approval of the Board of Directors, with a mention of the year of studies in which the student is resuming activity and of any possible equivalence exams.

(5) The equivalence exams are taken in the first year of transfer. Tuition-fee paying students must pay the share of the fee corresponding to the credits for which they take equivalence exams.


(6) A transferred student who does not comply exactly with the program established by the Faculty Board and who fails to complete the equivalence exams during a maximum period of 2 semesters, as well as pass the subjects and accumulate the credits stipulated in the curriculum, will be expelled.

Art. 76. A student whose transfer has been approved must submit to the secretariat of the faculty to which he/she wishes to be transferred the following documents:

- a. the transfer application, approved under the conditions of Art. 74;
- b. the student's academic record, in the original, as issued by the institution/faculty from which he/she is transferred;
- c. all the documents required for enrolment at the faculty;
- d. the proof of payment of the fees set by the University Senate;
- e. all documents mentioned above must be stamped and dated.

C. STUDENT RE-REGISTRATION

Art. 77. Students expelled from a previous year as a result of not passing the exams under the conditions of Art. 41 par. 2 of this regulation may be re-registered, upon request, at the proposal of the Faculty Board and with the approval of the Board of Directors, under a "fee-based" regime. Students expelled in the first year cannot be re-registered.

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Art. 78. The status of student may be granted, upon request, to a student expelled for non-payment of the tuition fee, on condition that he/she pays the full amount representing the tuition fee for that year and the re-registration fee.

Art. 79. The re-registration of a student expelled for reasons other than the non-payment of the fee is done at the beginning of the academic year, at the proposal of the Faculty Board, with the approval of the Board of Directors and on condition of payment of the re-registration fee and of the first instalment of the tuition fee set by the University Senate for the academic year concerned.

Art. 80. A student who, for various reasons, withdraws from studies is under the obligation to submit an application to withdraw from studies before the beginning of the semester. If the application is submitted after the beginning of the semester, the tuition fee will not be returned, and in case the fee has not been paid it is mandatory to pay it. The template of the application to withdraw from studies may be obtained from the faculty's secretariat. The application will be endorsed by the Dean of the faculty, the person concerned thus losing his/her status as a student.


CHAPTER XI. COMPLETION OF STUDIES

Art. 81. (1) At BUASVM, studies carried out as part of the bachelor's degree studies cycle end with a **university graduation/bachelor's degree examination**, and those carried out as part of the master's degree studies cycle end with a **dissertation examination**.

(2) BUASVM organizes and holds bachelor's degree, university graduation and (master's degree) dissertation examinations, for all accredited study programs or which are operating in an accredited field, on the basis of the National Education Law no. 1/2011, of the Framework Methodology developed by the Ministry of National Education and of the Regulation with code USAMVBT PG 001R038 regarding the organization and conduct of examinations for the completion of studies at Banat University of Agricultural Sciences and Veterinary Medicine "King Michael I of Romania" of Timișoara.

Art. 82. (1) In accordance with the provisions of Art. 143 par. 4 of the National Education Law no. 1/2011, the supervisors of the bachelor's degree, university graduation or dissertation theses are jointly and severally liable with the legal authors of those theses, i.e. the students, for ensuring the originality and quality of the content thereof.

(2) Enrolment for the final examination will be done according to the legal provisions in force at the date of its organization and the specifications issued by Ministerial Order, annually, from the Ministry of National Education. Also, enrolment is conditioned by the completion by students of the entire syllabus of the study program pursued.

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Art. 83. The Rector may cancel, with the approval of the University Senate, a certificate or a diploma of studies if it is proved to have been obtained by fraudulent means or by violation of the provisions of the Code of University Ethics and Deontology.

CHAPTER XII. INTERNATIONAL MOBILITIES

Art. 84. (1) International mobility is done on the basis of a Study Agreement, which guarantees the recognition of the credits and ratings obtained.

(2) The training program during the mobility period is established by the student according to the Curriculum of the faculty/study program in which he/she is registered and the educational offer of the host university.

(3) The training program will include similar subjects (compulsory, optional), so as to cover the 30 credits allocated per semester or 60 credits per year.

(4) If the student obtains credits in subjects that are not included in the Curriculum of the faculty/study program in which he/she is registered, these are considered additional and will be mentioned separately in the supplement to the degree/diploma. If credits are obtained that cannot be reported in the current year of study of the student, they can be reported in the following years of study.

Art. 85. (1) The activities carried out and examinations taken by the student benefiting from mobility at universities abroad, with the Dean's endorsement and the Rector's approval, will be recognized, on the basis of study documents issued by the higher education institutions concerned.

(2) The recognition (equivalence) of the examinations and of the years of study is performed by the Teaching Commission of each faculty, and the grades will be written down in grading registers by the teacher in charge of the course on the basis of the Teaching Commission's decision.


Art. 86. For students with mobility scholarships, the assessment in subjects provided in the mobility contract is done at the host university, the results being transferred according to the recognition and equivalence procedure.

Art. 87. Scholarship students from other universities who come to BUASVM have the obligation to submit an application to the secretariat of the faculty where they are temporarily registered for credit accumulation, mentioning the name of the subjects they will follow, which application must be approved by the Dean.

Art. 88. (1) Foreign scholarship students are assessed under the same conditions as other BUASVM students.

(2) The results in the exam are written down in special grading registers designed for each subject (approved form) and are kept in the student's personal file. On the basis of those grading registers, the faculty sends a notice to the Office of International Cooperation, signed by the chief secretary of the faculty and the Dean, specifying therein:

- the names of the subjects in which the student took exams;
- the grades obtained in the exams;

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- the number of transferable credits (ECTS) allocated to the subjects in the approved curriculum.

(3) In case of placement mobility (SMP), if the student takes exams, their results will be written down by the teacher/professor in special grading registers designed for each subject. In this case, the faculty sends a notice to the Office of International Cooperation, signed by the chief secretary of the faculty and the Dean, specifying therein:

- a) the names of the subjects in which the student took exams;
- b) the grades obtained following the assessment;
- c) the number of transferable credits (ECTS) allocated to the subject in the approved curriculum.

CHAPTER XIII. REWARDS AND SANCTIONS

Art. 89. For remarkable achievements in his/her professional and scientific activity, a student may be rewarded through:

- a. the award of the diploma of merit or special distinctions of BUASVM;
- b. special scholarships (merit, performance) in accordance with the regulations in force regarding the award thereof;
- c. mobility scholarships in Socrates/Erasmus programs
- d. other types of awards established by the University Senate or the Faculty Board, to be paid from extra-budgetary funds, in a self-financing regime, in accordance with the legal regulations.

Art. 90. (1) A student's failure to comply with the obligations and duties contained in this regulation, in the BUASVM Student Rights and Obligations Code, the provisions contained in the University Charter and BUASVM's own regulations, as well as those stipulated in the contract of study, entails the entailment of the following sanctions:

- a) written warning;
- b) lifting the scholarship for a fixed period (of maximum 3 months);
- c) expulsion with or without the right of re-registration;
- d) other sanctions provided by the university regulations and the Code of University Ethics and Professional Deontology.

(2) The sanctions provided in par. 1 are applied according to the seriousness of the breaches, their repetition, the conditions in which they were committed.

(3) The sanctions provided in par. 1, letters a and b, are decided by the Faculty Board and are applied by the Dean, whereas the sanction mentioned in letter c is decided by the Board of Directors, at the proposal of the Faculty Boards, and is applied by the Rector.

(4) The sanctions established by the University's Ethics Commission follow the system of sanctions provided by the National Education Law no. 1/2011 and the procedure put in place by the regulation of organization and operation of the University's Ethics Commission.

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Art. 91. (1) Sanctions may be challenged by the student within 5 calendar days from their communication to the Faculty Board, respectively to the Board of Directors, depending on the structure that established them.

(2) The expulsion caused by the non-fulfilment of professional obligations cannot be challenged.

CHAPTER XIV. FINAL AND TRANSITIONAL PROVISIONS

Art. 92. All administrative activities related to the admission, registration, expulsion, re-registration, passing, interruption of studies and transfer of students, approved by the faculty or university management, are performed at the Faculties' Secretariats, which bear full responsibility for the correctness of data registration and for informing students of their academic record.

Art. 93. Each faculty has the obligation to delegate for each year of study one tutor/dean of year, from among the tenured university teachers. The latter's duties are set by the faculty management.

Art. 94. (1) In order to assess the learning environment at BUASVM level, the questionnaire regarding the assessment of the learning environment by students will be applied – Annex 1 to this Regulation.

(2) The process of assessment of the learning environment by students will be organized every 3 years, by the dean of year/tutor under the coordination of the Vice-Deans in charge of the teaching activity, so that the process is carried out on an assessment cycle of ARACIS (Romanian Agency for Quality Assurance in Higher Education), considering that all students must be given the right to participate in this assessment.


(3) In the assessment process, at faculty level, the Vice-Deans in charge of the teaching activity are responsible for the multiplication of the forms used according to needs, as indicated by the deans of year/tutors.

(4) The dean of year/tutor will summarize the data according to the summary in Annex 2, which data will be transmitted to the person in charge of quality assurance at faculty level and to the Vice-Dean in charge of the teaching activity. The data summarized at faculty level is to be transmitted by the person in charge of quality assurance at faculty level to the Quality Management Department, which processes the data at university level.

Art. 95. This Regulation applies to all categories of students (financed by the state budget or who pay tuition fees), belonging to all types of education, who are schooled according to the laws in force, regardless of the year of study.

Art. 96. (1) This revised Regulation was approved in the BUASVM Senate's meeting on 13 September 2019.

(2) At the date of entry into force of this Regulation, any previous provisions (decisions) to the contrary are repealed.

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Vice-Rector for Education and Quality Assurance,
PhD Professor Tiberiu Iancu

Rector,
PhD Eng. Professor Popescu Cosmin Alin

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Annex 1

Faculty _____ Study program _____ Year of study _____ Date of evaluation _____

QUESTIONNAIRE FOR THE EVALUATION OF THE LEARNING ENVIRONMENT BY THE STUDENTS

1 = unsatisfactory, 2 = satisfactory¹, 3 = good, 4 = very good, 5 = excellent, NA = not applicable²

| No. | Criterion | 1 | 2 | 3 | 4 | 5 | NA |
|---|--|---|---|---|---|---|----|
| I. Teaching-learning process | | | | | | | |
| 1. | Possibility of choosing part of the subjects (offer of optional and elective disciplines) | | | | | | |
| 2. | Personal curricular and extra-curricular support by tutors/deans of year | | | | | | |
| 3. | Counselling, assistance and guidance in making the best teaching, cultural, social, and professional choices | | | | | | |
| 4. | Access to production units specific to the field of study based on inter-institutional cooperation conventions. | | | | | | |
| II. Learning areas and resources | | | | | | | |
| 1. | Facilities (equipment) available in learning areas: auditoria, laboratories, seminar rooms, practical activity halls | | | | | | |
| 2. | Materials and services supplied by the BUASVM Timisoara Library | | | | | | |
| 3. | Access to Internet and IT resources | | | | | | |
| 4. | Degree of comfort in auditoria, readings rooms and other areas intended for teaching activities | | | | | | |
| III. Facilities and services | | | | | | | |
| 1. | Accommodation conditions in the dormitories of the BUASVM Timisoara | | | | | | |
| 2. | Food services at the cafeteria | | | | | | |
| 3. | Facilities for sport and leisure activities (recreational activities) | | | | | | |
| 4. | Students' associations and clubs | | | | | | |
| 5. | Health and safety in the campus | | | | | | |
| GENERAL DEGREE OF SATISFACTION | | | | | | | |

➤ What needs to be improved?

.....

➤ What are the strong points of the institution?

.....

¹ 2 (satisfactory) is the lowest level of positive appreciation of the criteria evaluated

² “NA” is for non-eligible criteria, for instance “III.1. Accommodation conditions”, if the students do not live in the dormitories of the BUASVM Timisoara. These responses will not be taken into account when calculating the final percentage.

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Annex 2

Faculty _____ Study program _____ Year of study _____ Date of evaluation _____

SUMMARY OF QUESTIONNAIRES FOR THE EVALUATION OF THE LEARNING ENVIRONMENT BY THE STUDENTS

1 = unsatisfactory, 2 = satisfactory¹, 3 = good, 4 = very good, 5 = excellent, NA = not applicable²

| No. | Criterion | No. of ratings granted | | | | | | No. of evaluating students | % of evaluations above 2 |
|---|--|------------------------|---|---|---|---|----|----------------------------|--------------------------|
| | | 1 | 2 | 3 | 4 | 5 | NA | | |
| I. Teaching-learning process | | | | | | | | | |
| 1. | Possibility of choosing part of the subjects (offer of optional and elective disciplines) | | | | | | | | |
| 2. | Personal curricular and extra-curricular support by tutors/deans of year | | | | | | | | |
| 3. | Counselling, assistance and guidance in making the best teaching, cultural, social, and professional choices | | | | | | | | |
| 4. | Access to production units specific to the field of study based on inter-institutional cooperation conventions. | | | | | | | | |
| II. Learning areas and resources | | | | | | | | | |
| 1. | Facilities (equipment) available in learning areas: auditoria, laboratories, seminar rooms, practical activity halls | | | | | | | | |
| 2. | Materials and services supplied by the BUASVM Timisoara Library | | | | | | | | |
| 3. | Access to Internet and IT resources | | | | | | | | |
| 4. | Degree of comfort in auditoria, readings rooms and other areas intended for teaching activities | | | | | | | | |
| III. Facilities and services | | | | | | | | | |
| 1. | Accommodation conditions in the dormitories of the BUASVM Timisoara | | | | | | | | |
| 2. | Food services at the cafeteria | | | | | | | | |
| 3. | Facilities for sport and leisure activities (recreational activities) | | | | | | | | |
| 4. | Students' associations and clubs | | | | | | | | |
| 5. | Health and safety in the campus | | | | | | | | |
| GENERAL DEGREE OF SATISFACTION | | | | | | | | | |

➤ What needs to be improved?

➤ What are the strong points of the institution?

¹ 2 (satisfactory) is the lowest level of positive appreciation of the criteria evaluated

² "NA" is for non-eligible criteria, for instance "III.1. Accommodation conditions", if the students do not live in the dormitories of the BUASVM Timisoara. These responses will not be taken into account when calculating the final percentage.