

**APPROVED**  
*at the Senate meeting*  
*Minutes, no. 2/2*  
*of February, 27, 2020*

**REGULATION**  
**on the organization of higher licentiate education (cycle I) and**  
**integrated higher education (Bachelor and Master) at**  
***Nicolae Testemitanu* State University of Medicine and Pharmacy**  
**of the Republic of Moldova**

**I. GENERAL PROVISIONS**

**1.1. Subject of the Regulation**

(1) This Regulation determines the organization and development of licentiate (cycle I) and integrated (Bachelor and Master) higher education at *Nicolae Testemitanu* State University of Medicine and Pharmacy in the Republic of Moldova (hereinafter University).

(2) The provisions of this Regulation are applied to all students enrolled in licentiate and integrated higher education (hereinafter - higher education) in the form of full-time education, provided by the regulations in force, including students enrolled in mobility programs (subject to the provisions of included in separate agreements between the institutions concerned) or temporarily studying, and foreign students (with the exceptions provided for by applicable law or international treaties).

**1.2. Legal framework**

- (3) The regulation is based on:
- a) Education Code no. 152 of July 17, 2014;
  - b) Nomenclature of professional training fields and specialties in higher education, approved by Government Decision no. 482 of 28.06.2017;
  - c) European Credit Transfer and Accumulation System / ECTS User Guide, 2015.
  - d) Regulation on the organization of licentiate (cycle I) and integrated studies, approved by order of the Minister of Education, Culture and Research no. 1625 of 12.12.2019;
  - e) Framework plan for higher education (cycle I - Bachelor, cycle II - Master, integrated studies, cycle III – Doctoral studies), approved by the order of the Ministry of Education no. 1045 of 29.10.2015;
  - f) Framework Regulation on the organization of the graduation examination for higher licentiate studies, approved by the order of the Minister of Education no. 1047 of 29.10.2015;
  - g) Regulation on the organization of higher doctoral studies, cycle III, approved by GD no. 2007 of 10.12.2014;
  - h) Framework-recommendations for the development of the Institutional Regulation on the organization of the students' learning activity assesement, approved by the order of the Minister of Education no. 881 of 18.12.2009;
  - i) Regulation on the conditions for occupying places with budgetary funding in state higher education institutions in the Republic of Moldova, approved by order of the Minister of Education no. 748 of 12.07.2013;
  - j) University Charter of Nicolae Testemitanu SUMPh;
  - k) Regulation of assessment and academic performance at Nicolae Testemitanu State University of Medicine and Pharmacy, no. 5/4 of 12.10.2016.

## **II. ORGANIZATION OF HIGHER LICENTIATE (cycle I) AND INTEGRATED EDUCATION (bachelor and master)**

### **2.1. Organization of higher licentiate education (cycle I)**

(4) Licentiate and integrated higher education is organized by the University exclusively as full-time education, in accredited or provisionally authorized study programs.

(5) Higher licentiate (bachelor's degree) education is carried out at the University for a period of 4 years, with 30 transferable study credits being allocated for each semester. The cumulative number of credits for 4 years of studies is 240.

(6) The bachelor's degree programs in the field of Health correspond to ISCED level 6 and end with the defense of the graduation exam and thesis and the issuance of the bachelor's degree diploma, which confers the right to participate in the competition for admission to master's degree (cycle II) and allows employment in the labor market in accordance with the law.

(7) The bachelor's degree diploma is accompanied by the supplement, written in Romanian and English.

### **2.2. Organization of integrated higher education (Bachelor and Master)**

(8) Integrated higher education programs in the field of Health are organized exclusively as full-time education, with a duration of 5-6 years, allocating 30 transferable study credits for each semester.

(9) In integrated higher education, the cumulative duration of cycles I and II will correspond to 360 transferable study credits for the 6-year Medicine study program and to 300 credits for the 5-year Dentistry and Pharmacy study programs.

(10) The integrated higher education programs in the fields of medicine and pharmacy correspond to the CNCRM / ISCED level 7 and end with the passing of the graduation exam and the issuance of the bachelor's degree in medicine or pharmacy, equivalent to the master's degree, which confers the right to participate in the competition for admission to residency studies, enrollment in doctoral higher education programs and allows employment on the labor market according to the occupational framework.

### **2.3. Organization of study programs for double specialties**

(11) It is not allowed to organize study programs for double specialties in higher education in the field of Health.

### **2.4. Organization of joint licentiate and integrated higher education programs**

(12) Joint licentiate and integrated higher education programs are a form of collaboration between two or more institutions jointly responsible for:

- a) development and approval of the study program;
- b) organization of admission;
- c) academic supervision, conferring qualification and quality assurance.

(13) Collaboration is usually carried out in a consortium of the University with other institutions and organizations.

(14) A common higher education program may be organized if:

- a) the member institutions of the consortium are provisionally authorized or accredited in the country of origin;
- b) each member of the consortium has obtained permission from the national authorities to organize the joint program;
- c) the students from each institution participating in the joint program carry out a period of study in the partner institutions, but not necessarily in all the institutions of the consortium;

- d) the period of stay of the students at the partner institutions or organizations of the higher education institution constitutes a substantial part of the common program;
- e) the study periods and exams passed at the partner institutions are fully and automatically recognized, in accordance with the law;
- f) the teachers from the institutions participating in the consortium contribute jointly and equally to the carrying out of the study program.

### **2.5. Organization of studies in two specialties, simultaneously**

(15) The organization of studies in two specialties within the licentiate and integrated studies in the field of *Health* is not allowed.

## **III. FORM OF ORGANIZATION OF LICENTIATE AND INTEGRATED HIGHER EDUCATION**

### **3.1. Full-time education**

(16) Licentiate and integrated higher education in the field of *Health* is organized exclusively in the form of full-time education, which involves the constant participation of students in all training activities organized by the University (lecture, practical work, laboratory work, seminars, etc.).

### **3.2. Part-time education**

(17) Part-time licentiate and integrated higher education in the field of *Health* is not allowed.

## **IV. DURATION OF HIGHER EDUCATION**

### **4.1. Normative duration of licentiate (cycle I) and integrated higher education**

(18) The duration of the licentiate higher education is conditioned by the number of credits allocated for each study program through the Nomenclature of professional training fields and specialties in higher education.

(19) The normative duration of studies at higher education programs in the field of *Health* is:

- a) in the case of licentiate studies (cycle I) - 4 years (240 ETCS credits);
- b) in the case of integrated higher education in pharmacy and dentistry (cycle I and II) - 5 years (300 ETCS credits);
- c) in the case of integrated higher education in medicine (cycle I and II) - 6 years (360 ETCS credits).

(20) The academic year at SUMPh begins on September 1 and ends by August 31, except for the first and last academic years for international students. According to the Regulation on the study of foreign citizens in educational institutions of the Republic of Moldova, for foreign citizens the academic year begins on February 15 and ends by December 30.

(21) The academic year consists of two relatively equal semesters, which include two exam sessions, internships and two vacations. The duration of a semester is on average 15 weeks of direct contact with students in the case of licentiate higher education and 17 weeks - in the case of integrated higher education.

### **4.2. Reducing the duration of studies**

(22) It is not allowed to reduce the duration of licentiate and integrated higher education in the field of *Health*.

## **V. SUSPENSION AND RESUMPTION OF HIGHER EDUCATION**

### **5.1. Suspension of licentiate and integrated higher education**

(23) Higher education, regardless of its stage, may be suspended for periods of time which, cumulatively, do not exceed 3 years. The suspension of studies, in this case, is allowed in the following situations:

- a) loss of study ability due to health reasons (chronic diseases, surgeries, accidents, etc.);
- b) loss of financial support for studies as a result of exceptional situations (fires, death of parents, etc.);
- c) performing of military service;
- d) involvement in academic mobility based on individual contracts;
- e) other reasons provided by the institutional normative acts.

(24) The suspension of studies, in this case, is approved by the Rector's Order, with the favorable opinion of the dean, based on the student's request and the confirmatory documents, issued by the competent institutions.

### **5.2. Suspension of licentiate and integrated higher education through academic leave**

(25) Suspension of licentiate and integrated higher education is also possible by granting / obtaining academic leave. It lasts one year and is awarded once for that level of education.

(26) Academic leave may be granted only after completing at least two semesters of study.

(27) No academic leave is granted to expelled students.

(28) The granting of academic leave is approved by the Rector's Order, with the favorable opinion of the dean, based on the student's request.

(29) The conditions and reasons for which academic leave may be granted / obtained may be: loss of study capacity due to health reasons; family reasons etc.

### **5.3. Suspension of licentiate and integrated higher education through maternity and childcare leave**

(30) Licentiate and integrated higher education may also be suspended in connection with the exercise of the person's right to maternity and childcare leave, under the conditions and for the duration established by the legislation in force.

(31) The suspension of studies in case of maternity and childcare leave is approved by the Rector's Order, with the favorable opinion of the dean, based on the person's request and the supporting documents presented (medical certificate, copy of the child's birth certificate, etc.), issued by competent institutions.

### **5.4. Resumption of licentiate and integrated higher education**

(32) The resumption of studies after the interruption of their normative duration by suspension is achieved by the Rector's Order based on the student's request. The application must be countersigned by the dean, indicating the differences in the Curriculum to be passed, and submitted to the Commission for Quality Assurance and Re-enrollment to studies no later than the expiration of the suspension period, 10 calendar days before the beginning of the semester. For foreign students, the application is to be countersigned by the head of the Department of Recruitment and Documentation of Foreign Citizens with the indication of the right of residence on the territory of the Republic of Moldova.

(33) If the studies have been suspended due to health reasons, the medical certificate issued by the PHI University Clinic of Primary Health Care of Nicolae Testemitanu SUMPh, which confirms that the student is medically fit to continue his studies, will be attached upon request.

(34) Until the signing of the Order for the resumption of higher education, the student will be

informed about the differences in the Curriculum necessary to be passed and the number of credits to be accumulated, about the conditions and terms of studies, the conditions of extension of studies, etc.

(35) The resumption of studies is made from the year, respectively the semester, for which the student was declared promoted, with the recognition of the results prior to the suspension.

(36) The last semester until the suspension of studies and the first semester after resumption are considered two consecutive semesters in terms of credit accumulation.

(37) Upon return, the student will meet the requirements of the curriculum of the promotion with which he will continue his studies.

(38) The differences arising from any changes to the curriculum will be made for a fee for students in the form of paid study, the cost being calculated according to a methodology developed by the University.

(39) If at the end of the normative duration of the study program, the student has not accumulated the total number of credits established in the Curriculum, he / she may request the extension, for a fee, of the normative duration of study, for the realization of unpassed course units.

(40) If the student does not appear for the studies within the established term, he is expelled.

(41) Payment for studies ceases during suspensions or extensions. The resumption of studies is done in the form of funding (budget or fee) until suspension.

## **VI. CONTENT OF THE HIGHER EDUCATION PROCESS**

(42) The content of the study process is determined by the National Qualifications Framework in higher education, the educational plan and the Curriculum of the units / courses.

(43) Educational plans and curricula of the units / courses may be modified and implemented only from the following academic year and only if the changes were made by the end of the previous academic year and made public through the information system of the institution.

### **6.1. National Qualifications Framework in higher education**

(44) The National Qualifications Framework in higher education is developed by the central specialized body, coordinator of the education system and includes:

- a) description of the fields of professional training;
- b) description of qualifications and occupations;
- c) study objectives and competencies;
- d) learning, teaching and assessment methods
- e) quality assurance procedures in higher education.

### **6.2. Educational plans**

(45) Educational plans are developed on the basis of the National Qualifications Framework, the Nomenclature of Professional Training Areas and Specialties in Higher Education and in accordance with the Framework Plan for Higher Education.

(46) Educational plan can be divided into unit modules. The module represents a group of course units constituted according to the objectives of the Curriculum.

(47) A course unit / module is a structured unit of teaching-learning - assessment activities of study objectives in a field of knowledge.

(48) Educational plans are approved by the University Senate and coordinated by the specialized central authority and the Ministry of Health, Labor and Social Protection and the Ministry of Education, Culture and Research.



(49) The course units in the Educational Plan are classified according to the following aspects:

- a) *fundamental course units*, developed and adapted to the fields of professional training, the purpose of which is the accumulation of knowledge and the formation of basic skills and competences, which allow the scientific approach of the given field, as well as the understanding and creation of new knowledge;
- b) *specialized course units*, which ensure the distinctive element of professional training, based on the logic of structuring the field, in line with labor market trends, thus ensuring a higher level of relevance of studies and employment of graduates;
- c) *course units for the acquisition of general knowledge*, skills and competences, which ensure the formation of skills to learn, research, analyze, present and communicate effectively orally and in writing, including through information technology, both in the field of professional training as well as in diverse cultural contexts;
- d) *socio-human orientation course units*, which ensure the formation of a broad cultural horizon (legal, philosophical, political science, sociological, psychological, economic, etc.), which would allow the future specialist to assume responsibilities in a free society and to adapt operationally and efficiently to changes in society.

(50) Each course unit / module in the educational plan for the first cycle and integrated studies is assigned an identification code, which unequivocally defines the parameters: training category, semester, type of course, serial number.

### **6.3. Curricula of course units / modules**

(51) The teaching-learning-assessment process is based on the curricula of the course units / modules contained in the Educational Plan.

(52) The curricula of the course units / modules are developed within the departments / chairs (by the holder / holders of the course unit / module), approved by the Commission for Quality Assurance and Curricular Assessment and by the Faculty Council until August 25.

(53) The curricula include the description of the course unit / module and the actual content.

◆ ***The description of the course unit / module*** must include:

- a) the name of the course unit / module;
- b) the code of the course unit, which implies the information regarding the year and the semester in which the course unit / module is organized; degree of obligation (mandatory, optional or optional); training category (fundamental, training of general skills and competences, specialty, socio-humanistic orientation);
- c) the type of the course unit, indicating the share of activities within it;
- d) the number of credits allocated to the course unit / module;
- e) the name of the author / teacher who teaches the course unit, respectively the names of the authors / teachers who teach the course units in the module;
- f) the competencies developed within the course unit and the study objectives;
- g) the preconditions or prerequisites.

◆ ***The content of the course unit / module*** must correspond to the contents of the field of training / specialty / study program and must include:

- a) the basic content of the course unit / module, the distribution of classes on study topics, with their division according to the types of activities (lectures, seminars, practical and laboratory works, individual study, etc.);
- b) language of instruction (indicate the language in which the teaching process takes place, as well as the possibility of teaching the course unit / module in languages other than

Romanian);

- c) the teaching and learning methods used;
- d) individual activity, including the description of the interactive forms used in the individual teacher-guided study process, homework, assignments and number of hours;
- e) methods for assessing students' competencies (the assessment methods used will be expressly defined - written / oral / combined exams, computer-assisted assessment, reports, practical work, laboratory work, case studies, papers, projects / theses, portfolios etc.), as well as the weight and relative importance of different stages and methods of evaluation;
- f) recommended bibliography (compulsory and additional), necessary for mastering the course unit / module.

- ◆ **Individual study volume** (individual, independent activity of the student) is set up by the study plan, and its content by the Curriculum of the discipline / module, which is assessed separately during the semester / module. The purpose and main objectives of the individual study include:
  - a) creating the skills to search and use normative and legislative acts, informative and specialized documents;
  - b) qualitative acquisition and systematization of the theoretical knowledge obtained, their development and use through multidisciplinary relationships;
  - c) training of the skills to apply theoretical knowledge in practice (in professional activity);
  - d) development of cognitive skills through the formation of independence in thinking, the development of creative initiative, responsibility and organization;
  - e) training of self-development capacity and development of scientific and research skills, etc.

The individual study of the students can be carried out through the following activities:

- a) individual problem solving, clinical cases and process simulations;
- b) carrying out individual works - component part of a practical or laboratory work;
- c) working with normative, methodical literature, specialized guidance, electronic information sources;
- d) the acquisition and analysis of the theoretical material in accordance with the curriculum of the discipline, according to course notes and other types of literature;
- e) fulfilling the individual tasks according to the content of the laboratory works, practical works (conclusions, arguments, reports, case studies);
- f) drawing up of the report, project, portfolio, observation sheet, diagnosis and treatment algorithm, group project, Power Point presentations on the studied topic;

(54) The curricula of the course units / modules constitute public information, being placed on the official website of the University.

(55) Students are presented the curriculum of the course unit / module, with the intended study objectives, methods and forms of assessment of knowledge in theoretical and practical courses in the first hour of activity at the course unit.

#### **6.4. The ratio between „direct contact” (DC) hours and „individual study” (IS) hours**

(56) The ratio “direct contact hours - individual study hours” is established depending on the field of professional training, the objectives of the study, the specifics of the discipline / module; degree or complexity, level of training and study program:

- a) for licentiate higher education (cycle I):
  - ✓ **in basic (B) subjects** the DC: IS ratio will be from **1: 1** to **1: 1.5**;
  - ✓ **in Specialty (S) subjects**, the DC: IS ratio will be from 1: 0.75 to 1: 1;
  - ✓ **in General (G) and Socio-Human (U) subjects** the ratio DC: IS will be from **1: 1** to **1: 2**.
- b) for integrated higher education (Bachelor and Master):
  - ✓ **in basic (B) subjects** the DC: IS ratio will be from **1: 1** to 1: 1.5;
  - ✓ **in Specialty (S) subjects**, the DC: IS ratio will be **1:0,5**;

- ✓ **in General (G) and Socio-Human (U) subjects** the ratio DC: IS will be from **1: 1** to **1:2**.
- ✓ From the time reserved for individual work up to 50% will be individual activities guided by the teacher.

## **VII. HIGHER EDUCATION PLANNING**

### **7.1. Academic calendar**

(57) Higher education is organized according to the academic calendar approved until the beginning of the academic year by the University Senate.

(58) The academic calendar is a mandatory component of the Educational Plan and provides:

- a) distribution of teaching activities by years, semesters;
- b) the terms and duration of the semesters;
- c) the terms and duration of the internships;
- d) deadlines and duration of examination sessions, liquidation sessions, final assessments and vacations.

### **7.2. Schedule of teaching activities**

(59) The semester and weekly organization of the study process is reflected in the Schedule of teaching activities, coordinated by the deans, the head of DAMD (Didactic and Academic Management Department) and approved by the rector at the beginning of the semester in accordance with the procedure established in the University.

(60) The schedule of teaching activities will be posted on the official website of the University; the web page of the faculty / department / chair and in UMIS (University Management Information System).

### **7.3. Individualized educational plans**

(61) In case of disabilities, chronic diseases, mobility, higher education and integrated studies can be organized on the basis of individualized educational plans, which involve, as appropriate, special conditions, facilities, separate schedule for teaching activities, including internships, for assessment passing, etc., but also a tutoring program.

(62) The individualized educational plan is developed by the student and his tutor, the latter being appointed at the faculty level.

(63) Individualized plans and the list of students who can study based on individualized plans are approved by the rector of the institution.

## **VIII. ADMISSION TO HIGHER EDUCATION**

### **8.1. Admission organization**

(64) Admission to higher education is organized on the basis of a competition for accredited or provisionally authorized study programs. In the case of joint study programs, admission will be granted only if the member institutions of the consortium are provisionally authorized or accredited in the country of origin and if each member of the consortium has the permission of the national authorities authorized for this purpose to organize the joint program.

(65) Admission to higher education programs is organized based on the Nomenclature of fields of professional training and specialties by competition, based on the University's own methodology, in compliance with the Framework Regulation on the organization of admission to licentiate (cycle I) and integrated higher education, approved by the order of the specialized central public authority. Admission to higher education is limited to the places provided in the enrollment plan approved by the Government. The admission methodology is published on the official website



of the University and is displayed at the institution's headquarters.

(66) Monitoring of admission to higher education is carried out by the specialized central public authority.

(67) The candidate for licentiate or integrated studies obtains the status of student only after completing the admission procedure and signing the study contract presented in Chapter IX, p. 9.1. of this Regulation.

## **IX. STUDY CONTRACTS**

### **9.1. Licentiate and integrated higher education contract**

(68) The student's relations with the higher education institution from an academic, financial and social point of view are provided in the higher education contract, elaborated according to the model set up by the University and concluded with each student at the beginning of the licentiate and integrated higher education, within a maximum of 15 working days from the start of the academic year.

(69) Upon completion and signing of the annual study contract, the student will be guided by the dean / vice-dean of the faculty. The study contract is signed by both the enrolled student and the University administrative board.

(70) The model of the framework contract for licentiate and integrated higher education is approved by the Council for Institutional Strategic Development.

(71) The contract will be signed between June 1 and July 15 for students of II-V (VI) years and within 15 days of enrollment for students of I<sup>st</sup> year. Foreign students enrolled in the I<sup>st</sup> year in the spring semester sign the contract within 15 days from registration - December 10-24. Amendments to the Annual Study Contract may be made within the first two weeks of the new academic year.

(72) The higher education contract shall contain at least the following information:

- a) University data;
- b) student identification data;
- c) data regarding the field and the specialty / study program to which the student was admitted, the form of education – full-time, the way of financing the studies (from the state budget / with payment of the tuition fee, mixed), the language in which licentiate or integrated higher education will be conducted, the number of credits to be accumulated, the duration of studies, as well as the period of stay of students at the partner institutions of the consortium in the case of joint study programs (as appropriate);
- d) information on the type of scholarships offered in higher education and the conditions for occupying budget-funded places in higher education institutions (according to the legal framework in force);
- e) tuition fee (if applicable);
- f) the conditions for promoting the academic year;
- g) the conditions for obtaining additional credits (maximum 10% of the total number of credits allocated to the study program followed);
- h) the conditions, including financial, for the suspension and extension of studies;
- i) the rights and obligations of the higher education institution;
- j) the rights and obligations of the student;
- k) other specific information;
- l) date and signatures of the parties.

(73) Each signatory party to the higher education contract will have a copy of this contract.

(74) The student who does not sign the Annual Study Contract during the scheduled period

loses his / her student status. In exceptional cases (illness, etc.) the signing of the Annual Study Contract may take place outside the indicated term..

(75) The list of optional / free-choice course units / modules provided in the educational plan and proposed for the next year of study is made known to students by posting in SIMU annually, no later than May 1. The student is obliged until May 30 to select the respective courses for the establishment of his / her own educational path. In order to enroll and obtain credits at the mentioned course units, the student selects the required courses in the UMIS teaching module. If a study group for an optional / free-choice course, which the student has chosen, cannot be set up in accordance with the legislation in force, he / she is obliged to opt for another course.

(76) The student is free to choose the optional courses from the educational plan, respecting its conditions.

(77) The annual study contract cannot be modified during the academic year. Exceptions are students involved in mobility programs.

(78) The full or partial fulfillment, according to the regulations in force, of the conditions provided by the Annual Study Contract gives the right to continue the studies..

(79) The additional agreements, concluded during the years of study, will become an integral part of the contract after the signing by the contracting parties. The signing of the annual study contract between the student and the University is an annual procedure, mandatory for all categories of students.

## **9.2. ECTS (European Credit Transfer System) study contract**

(80) The ECTS study contract is concluded in situations of national or international mobility, being the basic document in the process of accomplishing the function of accumulating study credits and which, together with the Extract of grades / extract from the student's record book (transcript) obtained at the end of the units guarantees the transfer of credits for the course units / modules completed and promoted by the student in the host institution.

(81) Equivalence and full academic recognition of study credits upon return of the student to the home institution is the prerogative of the Faculty Council Office.

(82) The ECTS study contract is signed, until the beginning of the program in the host institution, by the student involved in mobility, by the representative of the home institution, and by the equivalent authority of the host institution. Each of the signatories of the ECTS study contract will have a copy of this contract.

(83) When designing the standard model of the ECTS study contract and Extract of grades / extract from the student's record book (transcript), the higher education institution will take into account the standard models in force at European level..

(84) The ECTS study contract, applicable in case of mobility, can be used in the higher education institution as part of its own credit accumulation systems, thus facilitating the identification by the student of his / her own training path within the study program. In this case, the ECTS study contract signed by the institution and the student can be a semester or annual procedure.

## **9.3. The contract regarding the organization and development of internships**

(85) The contract regarding the organization and development of internships is completed for the internship period which is carried out on the basis of the Order of the Ministry of Health, Labor and Social Protection and the Order of the Rector.

## **X. COUNSELING SERVICE**

### **10.1. Formation and responsibilities of counseling structures**

(86) At the University a *Center for Psychological Counseling and Career Guidance*, which also includes institutional counselors / coordinators, who provide counseling to students, residents and teachers, is created.

(87) The number of institutional counselors / coordinators within these structures is established by the University according to the economic-financial possibilities, the organizational capacities and the number of beneficiaries.

(88) Teachers, methodologists, students, etc. who work in the higher education institution or in other relevant institutions in the field and who have made a special training on the structure and content of training in a general field of study / field of professional training / specialty.

(89) The institutional counselors / coordinators has the following responsibilities:

- a) to inform the student about the organization of the educational process based on the European Credit Transfer System;
- b) to present the possibilities and facilities offered by the European Credit Transfer System in the training process;
- c) to inform the student of the conditions for occupying places with budget funding for cycle I, higher education and integrated studies;
- d) to present the possibilities and conditions of access to information, training centers and other elements of infrastructure provided to the student by the higher education institution: library / media library, laboratories, workshops, study and leisure spaces, etc.;
- e) to provide counseling on all mobility procedures;
- f) other relevant responsibilities.

## **XI. ASSESSMENT OF LEARNING OUTCOMES AND COMPETENCES**

(90) The student's learning activity, including individual activity, study objectives and acquired competencies are verified and assessed during the semesters through current, regular assessments, as well as during the examination sessions through semester assessments, in accordance with the Educational Plan.

(91) In order to increase the degree of objectivity and transparency, the assessments can be carried out, at the decision of the Departments / chairs, approved by the Faculty Council, through information technologies (computer-assisted programs), in the form of tests.

### **11.1. Assessment scale**

(92) The assessment of learning outcomes in licentiate and integrated higher education is done with grades from "10" to "1", to which the grading scale with qualifications recommended in the European Credit Transfer System (A, B, C, D, E, FX, F) to complete the diploma supplement and facilitate academic mobility. Grades are given as follows:

- a) Grade 10 is given for demonstrating outstanding knowledge, skills and competencies developed within the course unit / module, for considerable creativity and independent activity, as well as for versed knowledge of the literature in the field.
- b) Grade 9 is given for demonstrating very good knowledge, skills and competencies, with some insignificant / non-essential errors being admitted.
- c) Grade 8 is given to demonstrate good knowledge, skills and competencies, but with a certain lack of confidence and inaccuracy related to the depth and details of the course / module, but which can be removed by answering additional questions.
- d) Grades 6 and 7 are given to demonstrate basic knowledge, skills and competences developed

in the course unit / module. The student's answer is unreliable and there are considerable gaps in the knowledge of the course unit / module.

- e) Grade 5 is given to demonstrate the minimum knowledge, skills and competencies developed within the course unit / module.
- f) Grades 3 and 4 are given if the student does not demonstrate knowledge, minimum skills and competencies, and additional work is required to promote the course unit.
- g) Grades 1 and 2 are given to the student who has copied or demonstrated minimal knowledge, skills, and competencies, and substantial additional work is required to promote the course unit.

(93) In licentiate and integrated higher education, the assessment can be done, as the case may be, also with the qualifications “passed” / “failed”. The assessment of the physical education course unit is also done by these qualifications, which are given as follows:

- a) „passed” – if the competencies, abilities and knowledge set up by the curriculum of the course unit / module have been acquired;
- b) „failed” – if the competencies, abilities and knowledge set up by the curriculum of the course unit / module have not been acquired.

### **11.2. Current (continuous) assessments**

(94) The current (continuous) assessment is performed during the practical, laboratory hours, seminars in various ways established by the holder of the course unit / module.

(95) The marks obtained in the current assessments are entered in the register of the academic group and UMIS.

### **11.3. Periodic assessments**

(96) During a semester, at relatively equal time distances, one or two periodic assessment sessions are organized, which aim to estimate the intermediate situation of student success.

(97) Students who were unable to attend the regular assessment session for good reasons (illness, participation in Republican and international competitions / contests, etc.), justified by confirmatory documents (medical certificates, decisions, orders, provisions, etc.) , will take the periodic assessments according to a special schedule, approved within the chair / department.

(98) The proper forms of assessment are set up by the departments at the beginning of the study year.

(99) The marks obtained in periodic assessments are registered in the register of the academic group and in the UMIS.

### **11.4. Semester assessments**

(100) The semester assessments are made at the end of the course units, being scheduled in exam sessions, according to the Academic Calendar.

(101) Students who could not participate, in the terms set up by the Academic Calendar, in the semester assessment session for good reasons (illness, participation in republican and international competitions / contests, etc.), justified by confirmatory documents (medical certificates, decisions, orders, provisions, etc.), will take the semester assessments according to a special schedule. Failure to attend the assessment is recorded as "absent".

(102) In the semester sessions, the student is obliged to come with the study group / formation in which he / she was enrolled. In justified cases, the dean of the faculty may allow the student to come with another study group / formation.

(103) Only students who have fully completed the requirements for the respective course unit are admitted to the semester assessment. The student, whose average of the current assessments or grade for the individual work for the course unit / module is less than “5” or who has registered at

least for one periodic assessment, organized within the course / module unit, a grade lower than "5", is not admitted to the semester exam for the completion of the respective course unit / module.

(104) During the semester session, an assessment test may be taken only once.

(105) During the semester session, the student can take in one day an assessment test in a single course unit / module, and the interval between 2 successive assessment tests will be at least 2 days.

(106) Semester assessments may be taken orally, in writing or in combination. The number of assessment tests taken orally shall not exceed one-half of the total number of assessment tests in the session.

(107) The subjects for assessment tests are approved by the head of the department / chair and are brought to the attention of the students at least one month before the session. Based on the approved subjects, the examination tests will be developed.

(108) The time for preparing the answer for the oral test will be at least 30 minutes, and the time required for the written test will be set by the head of the course unit depending on the complexity of the subjects and will not exceed 3 academic hours.

(109) During the assessment test, students may use the sources and materials permitted by the examiner.

(110) If, during the evaluation, the student manifests a conduct contrary to the norms of the Code of University Ethics, the examiner has the right to forbid the given student to continue the test with the completion of the reporting documents.

(111) The works are assessed on the basis of a grading scale presented to the students until the beginning of the assessment test.

(112) The grade given by the examiner can be appealed regularly. The appeals are examined by the third person appointed by the dean of the faculty together with the head of the respective department, according to the procedure set up by the University Senate within one working day from the moment of announcing the results of the exam in UMIS. The change of the appealed grade with the grade given after the examination of the appeal will be made by increasing or decreasing, remaining final.

(113) The results of the semester assessment are included in the exam sheets generated by UMIS. Having a grade less than 5 for the assessment test, including the absence from an assessment test, is not a ground for prohibiting the student from being admitted to the following tests.

(114) In order to take the un-passed assessment tests (due to the absence or insufficient grade obtained), two semester re-examination sessions will be scheduled every six months. They may be organized after each examination session, during vacations, or, at the decision of the institution, may be merged into a single session. The student has the right to 2 re-examinations of the un-passed (academic arrears) tests, and, by the decision of the Commission for Quality Assurance and Re-enrollment to studies, to additional taking of the test.

(115) Repeated taking of tests, to increase the grades obtained in the semester assessments, will also be organized during the re-examination sessions. The situations and conditions in which students can request an increase in grades are provided in the institutional regulations.

#### **11.5. Recording the assessment results in the assessment sheet**

(116) The results of assessments carried out within the course units / modules are registered in the electronic academic register and in assessment sheets generated by UMIS.

(117) The results of final assessments are recorded in UMIS by the responsible teacher with

the subsequent printing of assessment sheets.

(118) Assessment sheets will include:

- a) Semester grade of the course unit / module, which is 50% of the overall grade of the course unit / module. The semester grade is calculated as the arithmetic average of of:
  - the average of the grades obtained in the current assessments;
  - the average of the garedes obtained in the periodic assessments;
  - the grade for individual work.
  - as the case may be - the grade for the practical skills test
- b) The grade obtained at the final exam of the course unit / module.
- c) The general grade of the course unit / module, which is calculated based on the grades listed in letter a) -b) of point (116). The grades for all stages of the final examination are expressed in numbers according to the grading scale (§ 117). The general grade of the course unit is written in Arabic numerals (two decimal places) and letters.
- d) The equivalent of the overall grade in the ECTS Scale (A, B, C, D, E, FX, F);
- e) The number of credits accumulated at the respective course unit / module;
- f) Signature of the holder of the course unit / module.
- g) The overall grade of the course unit / module is also recorded in the student’s card by the responsible teacher. Only the overall passing grades are entered in the student’s card.

(119) The grading scale at the final examination stages will be used as follows:

Grid of intermediate grades (annual average, grades from the exam stages)	National grading system	ECTS equivalent
<b>1,00-3,00</b>	<b>2</b>	<b>F</b>
<b>3,01-4,99</b>	<b>4</b>	<b>FX</b>
<b>5,00</b>	<b>5</b>	<b>E</b>
<b>5,01-5,50</b>	<b>5,5</b>	
<b>5,51-6,0</b>	<b>6</b>	
<b>6,01-6,50</b>	<b>6,5</b>	<b>D</b>
<b>6,51-7,00</b>	<b>7</b>	
<b>7,01-7,50</b>	<b>7,5</b>	<b>C</b>
<b>7,51-8,00</b>	<b>8</b>	
<b>8,01-8,50</b>	<b>8,5</b>	<b>B</b>
<b>8,51-9,00</b>	<b>9</b>	
<b>9,01-9,50</b>	<b>9,5</b>	<b>A</b>
<b>9,51-10,0</b>	<b>10</b>	

### **11.6. Final assessment of licentiate and integrated higher education**

(120) The final assessment of the licentiate and integrated higher education consists of taking the bachelor's exam, thesis defense and issuing of the diploma of studies.

(121) Examinations for the completion of licentiate and integrated higher education are organized and conducted in accordance with the Regulation on the organization of the graduation / licentiate exam at SUMPPh.

(122) The form of the final assessment of licentiate and integrated higher education is set up by the University Senate.

(123) Students who have completed the entire educational plan and obtained the credits related to the compulsory and optional course units / modules followed are admitted to the final exam for the licentiate and integrated higher education.

## **XII. PROMOTION, EXPELLING AND RE-ENROLLMENT TO STUDIES**

### **12.1. Promotion in the next academic year**

(124) Students who have accumulated during the academic year the total number of study credits, provided in the educational plan for the respective year and in the annual ECTS study contract, are promoted in the next academic year.

(125) Students who have accumulated a minimum of 40 study credits in the current year, provided for that year, may be enrolled in the next year of study, provided that the remaining credits are accumulated during the next 2 (two) repeated sessions (taking of arrears ) or to the additional taking of exams, approved by the decision of the Quality Assurance and Re-enrollment Commission. Students who do not accumulate the remaining credits in the set up terms will be proposed for expulsion.

(126) Students who have accumulated less than 40 study credits during the academic year will be proposed for expulsion.

(127) The student proposed for expulsion due to failure has the right to request the repetition of the semester or academic year, with payment of the tuition fee for unpromoted course units.

(128) In case of repetition of the year, the previously passed course units/modules are not repeated.

(129) Complete repetition of a course unit / module is mandatory if the student has not passed the course unit / module.

### **12.2. Expulsion**

(130) Expulsion involves the loss of student status for the following reasons:

- a) for poor academic progress, in cases referred to in point (122) of this Regulation;
- b) for fraudulently passing an exam;
- c) for unjustified absences, registered during a semester - more than 1/3 of the total hours provided in the educational plan for the respective semester;
- d) for non-fulfillment of the obligations assumed by the contracts concluded with the higher education institution;
- e) for violations of the Code of University Ethics;
- f) own initiative;
- g) for violating the legislation of the Republic of Moldova in force.

(131) The decision on expulsion is approved by order of the rector at the proposal or with the opinion of the dean of the faculty.

(132) In case of expulsion, the student presents the Liquidation Sheet by which he certifies that he has no debts to the University, after which the institution issues to the student, within up to 5 working days, the Extract of grades / Extract from the transcript and documents (in original), submitted by him upon admission.

### **12.3. Re-enrollment to studies**

(133) Persons who have lost their student status as a result of expulsion, but who have passed at least the first academic year, may, upon request, be re-enrolled to the same study program, on a fee basis, without taking the admission exam.

(134) Persons expelled for passing a exam fraudulently or for conduct incompatible with the rules of the University Charter, the Moral Code of the University cannot be re-enrolled to studies.

(135) Re-enrollment to studies is proposed by the dean of the faculty as a result of the evaluation of the learning outcomes obtained by the student. The request for re-enrollment, after the opinion of the dean, is sent for examination to the Commission for Quality Assurance and Re-enrollment to University Studies.

(136) For foreign students, the request for reinstatement after the approval of the respective dean's office, is sent to the Department of Recruitment and Documentation of Foreign Citizens, where the situation regarding the residence permit, other normative acts related to the international student's file is taken care of. Only after a positive opinion of the Department, the application is to be examined by the Quality Assurance and Re-enrollment Commission.

(137) The quality assurance and re-enrollment commission decides for each case separately, in case of acceptance of re-enrollment, it indicates the academic year and semester in which the student is to be re-enrolled, after which the order of the rector for re-enrollment is issued for each student separately.

(138) Re-enrollment to studies is made from the year for which the student was declared promoted, with the recognition of the results prior to expulsion.

(139) After re-enrollment, the student must comply with the requirements of the educational plan of the promotion in which he was included, with the passing of the differences arising from any changes to the educational plan.

(140) It is not allowed to re-enroll students expelled from the first year and after the expiration of the three-year period after expulsion. The student cannot be re-enrolled more than twice during the years of study.

(141) The re-enrollment is not allowed if there is no academic group in the higher education institution for the program and year of study in which the student is to be enrolled.

### **XIII. STUDENT TRANSFER**

#### **13.1. Transfer conditions**

(142) Students may request the transfer from one educational institution to another, from one study program to another within the same institution, only within the same study cycle, provided that the educational plans are compatible in terms of learning outcomes and competencies, and complying with the rules of application of the European Credit Transfer System.

(143) The transfer can be made based on the request of the student requesting the transfer, by Order of the rector of the institution in which he is to be transferred, at the proposal of the dean of the faculty in which the student will be placed. On request, the Extract of grades / Extract from the transcript of the established model and the opinion of the rector of the institution from which the student is transferred will be attached.

(144) The transfer from one university to another is made under the following conditions:

- a) only for specialties in the same general field of study / field of professional training or related fields;
- b) only on the available seats, within the registration quota for the respective year;
- c) only if the number of difference credits does not exceed 20;
- d) in compliance with the professional performance criteria, established by each institution.

(145) The enrollment by transfer is not allowed to the educational institution which, for various reasons, does not have an academic group for the program and year of study in which the student is to be enrolled.

(146) The transfer within the institution (from one faculty to another, from one study program to another) is made by Order of the Rector and with the consent of the dean / deans of the faculties involved.

(147) In the case of a transfer, the Faculty Office shall determine:

- a) recognition or equivalence of examinations and study credits based on learning outcomes and acquired competencies;
- b) the differences in the educational plan to be implemented;

c) the period of passing the differences of the Plan.

(148) Exceptional situations arising from the application of the nominated rules will be resolved by the Quality Assurance and Re-enrollment Commission.

(149) The transfer of foreign students is carried out in accordance with the provisions of the Regulation on the study of foreign citizens in educational institutions of the Republic of Moldova, approved by the Government Decision.

#### **XIV. ACADEMIC MOBILITY**

##### **14.1. Conditions for organizing academic mobility**

(150) Academic mobility is organized in accordance with the framework regulation on academic mobility in higher education, approved by Government Decision.

(151) The academic mobility of students of cycle I, licentiate and integrated higher education, is organized on the basis of:

- a) international treaties to which the Republic of Moldova is a party;
- b) interuniversity agreements / conventions;
- c) agreements concluded between higher education institutions with enterprises and organizations in the country and abroad;
- d) mobility programs offered by various states and international and regional institutions / organizations;
- e) individual contracts.

(152) Interuniversity agreements / conventions guarantee the recognition of study periods completed and the transfer of credits for the course units / modules completed.

(153) Mobility programs are open to students who have completed the full program of study for the previous academic year / semester. Mobility can be organized starting with the second year of studies, except for the last year of studies.

##### **14.2. Recognition of study periods**

(154) The period of study completed at another higher education institution replaces, by recognition of ECTS credits, a period of study with a duration and volume of work similar to that which the student undertook to complete at the home university.

(155) Course units provided in the mobility contract can be equivalent and accepted by the home university as an alternative to some course units from the educational Plan followed by the student.

(156) The transfer of ECTS credits, the recognition, equivalence and documentation of the performances achieved by the student during the mobility period is made on the basis of the Extract of grades / Extract from the transcript, which quantitatively and qualitatively reflects the work done by the student.

(157) The student is not required to negotiate acceptance / recognition / equivalence with teachers individually.

(158) Recognition / equivalence / acceptance of activities / exams / study periods is approved by the Dean.

(159) Credits previously obtained for similar course units / modules as intended study outcomes, duration (number of hours in the educational plan) and content, are automatically recognized both in the case of mobility programs and in the case of student transfer.

(160) At the student's request, credits for one course unit may be equivalent to credits earned in another course unit equivalent or higher (with more hours and more detailed content) at another



university, college, or specialty.

(161) Passing the final exam for licentiate and integrated higher education cannot be equated with mobility.

(162) The recognition, equivalence and documentation of the performances achieved by the student through various non-formal or informal activities is carried out at the level of faculties by the persons designated for this purpose, based on a regulation approved by the Senate.

## **XV. LIQUIDATION OF ACADEMIC DIFFERENCES**

### **15.1. Causes and liquidation of academic differences**

(163) The causes of academic differences in the study process may be:

- a) transfer of students (from one educational institution to another, from one faculty to another, from one program of study to another);
- b) resumption of studies after suspension;
- c) re-enrollment after expulsion;
- d) academic mobility.

(164) Liquidation of academic differences involves the achievement of learning outcomes and the acquisition of skills by:

- a) attendance of course units that appeared as differences;
- b) performing the tasks assigned to the respective course units;
- c) passing the assessments and obtaining the study credits provided for these course units in the educational Plan.

## **XVI. COMPLETION OF LICENTIATE AND INTEGRATED HIGHER EDUCATION**

### **16.1. Graduation documents**

(165) The licentiate and integrated higher education studies are finalized with the final assessment, carried out in accordance with section 11.6 of this Regulation and with the issuance of higher education diplomas according to the models approved by the specialized central public authority. Diplomas are accompanied by supplements based on the European standard model. The diploma supplement is written in Romanian and English.

(166) The diploma issued at the end of the integrated higher education is equivalent to the master's degree.

(167) In the case of joint graduate programs, there may be issued:

- a) a common diploma, in addition to one or more national diplomas;
- b) a common diploma, issued by the institutions offering the joint study program, without the issuance of the national diploma;
- c) one or more national diplomas, accompanied by a certificate attesting to the joint qualification awarded.

Common diplomas and certificates are completed in the languages of communication established in the partnership and in English.

## **XVII. QUALITY ASSURANCE STRUCTURES**

### **17.1. Quality Management Board**

(168) The Quality Management Board (hereinafter QMB) is established by order of the Rector and operates based on the Regulation of organization and activity of QMB at Nicolae Testemitanu SUMPh and is related to the application of quality management requirements in order to

continuously improve all academic processes and activities at the University. The QMB is the Senate's advisory body on academic quality.

(169) QMB coordinates the activity of the profile Methodical Commissions and the Commissions for quality assurance and curricular assessment within the faculties - medicine, pharmacy and dentistry.

### **17.2. Profile Methodical Commissions**

(170) The profile methodical commissions (hereinafter PMC) are set up by order of the Rector, operate based on the Regulation on the organization and activity of the profile methodical commissions at Nicolae Testemitanu SUMPh and is the advisory body of the Faculty Councils on profiles: Fundamental Sciences, Community Medicine, Internal Medicine, Surgery, Obstetrics and Gynecology, Neuroscience, Pediatrics, Pharmacy, Dentistry and Medical Education.

(171) PMC carries out the expertise of monographs, methodological-didactic materials, Residency and Clinical Secondary programs, continuing education programs in medicine and pharmacy, discussing the need to modify and introduce in the Educational Plan the compulsory, optional, optional subjects according to the requirements of the health system, etc.

### **17.3. Commissions for quality assurance and curricular assessment**

(172) Commissions for quality assurance and curricular assessment (hereinafter CCACA) are approved by the decision of the Faculty Council, operate based on the Regulation on organization and activity of the Commission for quality assurance and curricular assessment at Nicolae Testemitanu SUMPh and have the mission of:

- promoting and implementing quality assurance policy and curriculum development in line with current European and global requirements in medical and pharmaceutical education;
- supporting teachers in their desire to teach students in a modern and effective way;
- promoting research in the field of medical and pharmaceutical education.

(173) CCACA apply the procedures and activities of curricular assessment and quality assurance within the Faculties of Medicine, Pharmacy and Dentistry.

(174) CCACA continuously monitor the Educational Plan, evaluate and approve the Curricula of the disciplines for licentiate (cycle I) and integrated (cycle I + II - Bachelor and Master) programs, evaluate the quality of teaching and training of students.

### **17.4. Dean's Office Board and the Commission for Quality Assurance and Re-enrollment to Studies**

(175) The Dean's Office Board and the Commission for Quality Assurance and Re-enrollment to Studies (set up at University level) have the task of examining and resolving the cases and situations of students, resulting from the application of the legislation in force and of this Regulation.

(176) The dean's office consists of the dean, vice deans, the secretary of the board and the student representative.

(177) The composition of the Commission for Quality Assurance and Re-enrollment to Studies is approved at the beginning of the academic year by Order of the Rector.

(178) The convening of the Commission for Quality Assurance and Re-enrollment to Studies takes place at the request of the Dean's Office Boards, which present the list of students, whose situations are subject to examination, 3 calendar days before the meeting. Depending on the situation, the student and his / her advisor / vice dean may attend the meeting.

(179) The decisions of the Commission shall be communicated to the persons concerned the following day and shall not be subject to appeal. As official documents, the Commission's decisions are kept in the institution's archives.

### XVIII. FINAL PROVISIONS

(180) This regulation is applied in full to all students, with no exceptions regarding rights and obligations, starting with the 2020-2021 academic year.

(181) The amendment of the Regulation on the organization of higher licentiate education (cycle I) and integrated higher education (Bachelor and Master) at Nicolae Testemitanu State University of Medicine and Pharmacy of the Republic of Moldova is made by the decision of the Senate.

(182) Regulation on the organization of studies in higher education based on the National Study Credit System at Nicolae Testemitanu State University of Medicine and Pharmacy of the Republic of Moldova, approved by the minutes of Nicolae Testemitanu SUMPPh Senate meeting no. 1/8 of 06.04.2017, is repealed starting with September 1, 2020.

Coordinated:

First vice-rector, vice rector  
for academic activity



Olga Cernetchi

Head of Didactic and Academic  
Management Department



Silvia Stratulat

Head of Academic Quality  
Management Unit



Stela Adauji

Dean of Faculty of Medicine no. 1



Gheorghe Placinta

Dean of Faculty of Medicine no. 2



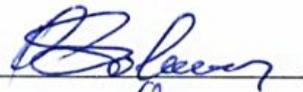
Mircea Betiu

Dean of Faculty of Pharmacy



Nicolae Ciobanu

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Tatiana Novac