



*Translation from Romanian into English*

**APPROVED**  
**at the meeting of Senate of**  
**Nicolae Testemitanu SUMPh**  
**minutes no. 1/8 of 06.04.2017**

**REGULATIONS**  
**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**

**I. GENERAL PROVISIONS**

1. This Regulation determines the organization and conduct of studies at Nicolae Testemitanu State University of Medicine and Pharmacy of the Republic of Moldova (hereinafter the University).
2. The Regulation is based on:
  - a) Education Code no.152 of July 17, 2014;
  - b) Law no.142-XVI of July 7, 2005 on the approval of the Nomenclature of Professional Training Areas and Specializations for the Training of Specialists in Higher Education Institutions, Cycle I;
  - c) Framework Regulation on organization of studies in higher education on the basis of the National Study Credit System, approved by Order of the Minister of Education no. 1046 of October 29, 2015;
  - d) The Framework Plan for Higher Education (cycle I - License, cycle II - Master, integrated studies, cycle III - Doctorate), approved by Order of the Ministry of Education no. 1045 of October 29, 2015;
  - e) User Guide of the European Credit Transfer System / ECTS;
  - f) The Implementation Guide for the National Study Credit System, approved by Order of the Minister of Education, Youth and Sports no. 140 of 25 February 2006;
  - g) The Framework Regulation on the organization of the examination for the completion of higher education studies, approved by the Order of the Minister of Education no.1047 of October 29, 2015;
  - h) Regulation on the organization of the doctoral studies, cycle III, approved by GD no. 1007 of December 10, 2014;
  - i) Framework Recommendations for the elaboration of the Institutional Regulation on the organization of the assessment of student learning activities, approved by the Order of the Minister of Education no. 881 of 18 December 2009;
  - j) Regulation on the conditions for occupying places with budget financing in the state higher education institutions of the Republic of Moldova;
  - k) The Charter of Nicolae Testemitanu State University of Medicine and Pharmacy registered at the Ministry of Justice on 08.10.2015;
  - l) Regulation on assessment and academic progress at Nicolae Testemitanu State University of Medicine and Pharmacy no. 5/4 of 12.10.2016.



3. This Regulation establishes the following specific operational definitions to be used in the educational process:
  - a) **The National Study Credit System (hereinafter NSCS)** is a student-centered system, that relies on the workload required for the student, to achieve the objectives of the curriculum, specified in terms of expected learning outcomes and expected competencies.
  - b) **The annual study contract** is the basic document in the process of accomplishing the function of accumulation of NSCS credits, concluded between the student and the University.
  - c) **Juries** are commissions for analysis, appointed by the Faculty Council to analyze the situations of the students of the respective academic years and solve the exceptional situations related to the application of the present Regulation.
4. The provisions of this Regulation are applied to all students enrolled in upper-secondary education (cycle I), higher integrated education in medicine and pharmacy (cycle I + cycle II) in the form of higher education and doctoral studies (cycle III) on a full-time bases and at a distance education provided by current legislation, including students enrolled in mobility programs (according to provisions included in separate agreements between the institutions concerned) or temporarily studying foreign students (with the exceptions provided by current legislation or international treaties).
5. The process of studies in higher education, integrated studies and doctoral studies in the university, in all forms of education, is organized with the application of **NSCS**, developed on the basis of European Credit Transfer System – ECTS.

## **II. CONTENT OF THE STUDY PROCESS**

6. The content of the study process is determined by the National Qualifications Framework on the fields of professional training (after approval in the established manner), study plan and the curriculum (syllabus) by course units / modules.
7. The teaching-learning-assessment process is carried out according to the Study Plan developed on the basis of the National Qualifications Framework, which includes the objectives of the study process, expressed in study objectives, the standard period of study, the workload required, the requirements for starting the studies, list of course units / modules studied, Curriculum (syllabus) of course units / modules, course units, proposed options and conditions for selecting course units / modules, options for choosing educational paths, requirements for completing studies, documents on education, qualifications / titles to be conferred at the completion of studies.
8. The requirements for the development of the Curriculum for the course unit / module are established by the Regulation for the organization of studies in higher education based on the National Study Credit System, approved by the Ministry of Education and the present Regulation. The Curriculum is developed and approved by the University. The requirements for the development of the Study Plan are regulated by the Framework Program for Higher Education and Integrated Studies.
9. The curriculum and the study plan may be modified / completed provided it is implemented in the next academic year. A new version of the curriculum and the study plan for a new academic year is applied to people enrolled in the studies in that year,



provided that the modifications were operated in the manner established by the end of the previous academic year and were made public in the university management information system (UMIS) the Didactic module.

10. The study plan can be divided into modules of course units. The module represents a group of course units based on the objectives of the curriculum.
11. A course / module unit represents a structured unit of teaching-learning-assessment of learning outcomes in a field of knowledge.
12. The types and forms of course units are determined by the Framework Plan for Higher Education. For each course unit / module, the curriculum (syllabus) on different forms of education is developed, provided that the content of the course unit / module is fully reflected and that the unity of the curricular objectives is ensured.
13. Curriculum (syllabus) on course unit / module, developed by the departments and approved by the faculty council includes: description of course unit / module and content itself.
14. The doctoral degree programs (III cycle) include the advanced training program and / or the carrying out of materialized research program through published articles, research reports, delivered and approved within the doctoral school, active participation in scientific conferences, obtaining titles of intellectual property and the like, as well as by successful defense of doctoral thesis. The allocation of study credits is established by the Doctoral School Council in accordance with the legislation in force, and approved by the Scientific Council of the University, which organizes doctoral studies.
15. *The description of course units / modules* is done in Romanian (and language of instruction) and includes:
  - a) course / module name;
  - b) the code of the course, which includes the information about the academic year and the semester, in which the unit of the course / module is held, the degree of compulsion (compulsory in a domain (specialty), optional or at free choice), as well as its formative category (fundamental, training of general skills and competences, socio-humanistic orientation, orientation towards specialization, doctoral studies);
  - c) the type of the course, indicating the share of different activities, including the allocation of hours on study subjects;
  - d) the number of credits allocated to the course unit / module;
  - e) the name of the author / lecturer teaching the course unit or the names of the authors / lecturers teaching the course units in the module;
  - f) the competences developed during the course and the learning outcomes;
  - g) provisional terms and conditions.
16. *The content of the course / module includes:*
  - a) a) content corresponding to the field, specialty;
  - b) the basic content of the course / module, the allocation of classes on subjects of study with their division for lectures, seminars, practical and laboratory works, self-training etc;
  - c) recommended bibliography (mandatory and additional) necessary to acquire the course unit;



- d) teaching and learning methods;
  - e) suggestions for self-training, including the description of the interactive forms for tutorials used by the teacher, the themes, the tasks and the number of hours.
  - f) methods of assessment. The methods used for the current or final assessment of the students' knowledge (assessment by written exams, written examinations in combination with oral discussions, oral examinations, computer-based assessment, reports, practical works, laboratory works, case studies, practice internships, papers, projects / theses, portfolio, etc.) as well as the relative ratio and relative importance of different stages and ways of assessment are determined;
  - g) language of instruction. Language of instruction is set.
- 17.** The curriculum (the syllabus) is public information and is placed on the official website of the University. The Course Unit / Module Holder / Holders develops and presents, by August 25, the Curriculum (syllabus) at the Chair for the respective approvals. Students are presented the curriculum (syllabus) at the course unit / module with the expected learning outcomes, ways and means of assessment of knowledge at theoretical and practical classes at the first hour of the course unit.

### **III. ADMISSION TO STUDIES**

- 18.** To acquire and maintain the status of student, the applicant must initiate and completely go through:
- b) The procedure of enrollment / re-enrollment in a study program;
  - c) The procedure of promotion from year to year.
- 19.** The way of organization and conduct of admission to higher education (cycle I) and integrated higher education (cycle I + cycle II) is carried out in accordance with the provisions of the Regulation on the organization and conduct of admission in higher education institutions of the Republic of Moldova , approved by the Ministry and the admission regulations of the University.
- 20.** Admission to the third cycle of higher education is organized by the Doctoral School in the field of Medical Sciences, founded by the Consortium of the Institutions organizers of doctorate in the field of Medical Sciences (Nicolae Testemitanu SUMPh, National Center of Public Health, Institute of Cardiology, Institute of Oncology, Institute of Neurology and Neurosurgery, Chiril Draganiuc Institute of Phthisiopneumology, The Mother and Child Institute and the Republican Clinical Hospital) to doctoral programs accredited or provisionally authorized in accordance with the Regulation on the organization of doctoral studies, cycle III, approved by Government Decision no. 1007 of December 10, 2014.
- 21.** Temporary enrollment is applied to students from other universities who have been approved to attend at the University a part of the study program, at which they were enrolled at their home university, thus obtaining a visitor status. In this case the approval is made on the basis of the applicant's previous university studies and the provisions of the collaboration contract concluded with the home university.
- 22.** Year-to-year promotion is the annual procedure, which maintains the status of student, acquired through registration, and the Study Contract is concluded (annually).



23. At registration, each student is assigned a personal code, he / she is issued the student's card and the student's record-book, according to the model established by the University.
24. In case of transfer, study interruption or expulsion, the Student's card / Record-book is withdrawn and archived according to the appropriate procedures.

#### **IV. ORGANIZATION OF LICENTIATE HIGHER EDUCATION IN THE UNIVERSITY**

25. Higher licentiate education is conducted at the University exclusively as a full-time education for a 4-year period of study, each semester being allocated 30 transferable study credits.
26. In Licentiate Higher Education (Cycle I), the cumulative number of transferable study credits is 240.
27. Licentiate higher education programs in the medical field correspond to ISCED level 6 and are completed with the graduation examination and the licentiate thesis defense and with the issue of the licentiate higher education diploma.
28. Licentiate higher education diploma is accompanied by the Diploma Supplement, drafted in Romanian and English.
29. Within licentiate higher education, the student may obtain additional credits of up to 10% of the total number of credits allocated to the study program. Additional credits accumulated in various related disciplines are specified in the supplement to the diploma.

#### **V. ORGANIZATION OF INTEGRATED HIGHER EDUCATION IN THE UNIVERSITY**

30. Higher education in medicine and pharmacy is carried out in the University through integrated higher education in specialty and residency studies, doctorate and continuing medical training.
31. Programs in integrated higher education in the fields of medicine and pharmacy are organized exclusively as full-time education, for a 5-6-year period, each semester being allocated 30 transferable study credits.
32. In Integrated Higher Education (Cycle I + Cycle II), the cumulative number of transferable credits corresponds to 360 at the Faculty of Medicine, and 300 at the Faculties of Dentistry and Pharmacy.
33. Within the integrated higher education, the student may obtain additional credits of up to 10% of the total number of credits allocated to the study program. Additional credits accumulated in various related disciplines are specified in the supplement to the diploma.
34. Integrated higher education programs in medicine and pharmacy correspond to ISCED level 7 and are completed with the graduation examination and the issue of a licentiate diploma in medicine or pharmacy, equivalent to a Master's degree, conferring the right to take part in the admission to residential studies, enrollment in doctoral study



programs and allowing employment on the labor market, according to the occupational framework.

## **VI. ORGANIZATION OF DOCTORAL STUDIES**

- 35.** Doctoral studies, cycle III, are organized within the programs authorized or provisionally accredited at the Doctoral School in the field of Medical Sciences founded by the Consortium of the Institutions organizers of doctoral studies in the field of Medical Sciences (Nicolae Testemitanu SUMPh, the National Center of Public Health, the Institute of Cardiology, Institute of Oncology, Institute of Neurology and Neurosurgery, Chiril Draganiuc Institute of Phthisiopneumology, Mother and Child Institute and Republican Clinical Hospital), provisionally authorized or accredited, according to the law.
- 36.** Doctoral study programs correspond to 180 transferable credits, of which 60 credits are given for advanced training, 40 credits - for the defense of the thesis of Doctor of Sciences, while the others are accumulated from the activities related to the research program (scientific publications, communications at scientific forums, research internships, etc.).
- 37.** Higher doctoral studies at the University are accomplished through scientific doctoral programs, which have as purpose the production of an original scientific knowledge, recognized internationally. The scientific doctorate is a prerequisite for the development of professional careers in higher education and research.
- 38.** Higher doctoral studies are organized as full-time and part-time education.
- 39.** On completion of the doctoral studies with the defense of the thesis and its validation by the competent national authority, the doctoral degree in science is issued.
- 40.** The doctoral diploma also grants the right to enroll in postdoctoral programs.

## **VII. ORGANIZATION OF POSTGRADUATE STUDIES**

- 41.** Residential studies are organized by the Ministry of Health, for a 2-5 year period and have as objective the obligatory professional training of doctors and pharmacists by specialties.
- 42.** Admission to residential studies is organized on competitive basis, according to the criteria established by the Ministry of Health in coordination with the Ministry of Education.
- 43.** Residential studies complete with the passing of the graduation examination and the issuing of the diploma of specialist doctor, conferring the right to carry out independent practice in accordance with the qualification obtained.
- 44.** Continuing training in the field of medicine and pharmacy is mandatory throughout the entire professional activity and is organized under various forms of training regulated by the Ministry of Health.



## **VIII. FORMS OF ORGANIZATION OF HIGHER EDUCATION**

- 45.** Licentiate higher education (cycle I) and integrated higher education (cycle I + cycle II) can be organized only in the form of full-time education, and higher doctoral studies (cycle III) – in the form of full-time and part-time education as well. In licentiate and integrated higher education, the academic year consists of two relatively equal semesters, including examination sessions, internships and two holidays. The duration of a semester is 15-17 weeks of direct contact with the students. The duration of the examination sessions, as well as the duration of the holidays, is determined by the University. The academic calendar is established by the University Senate. The academic year in licentiate and integrated higher education starts usually on September 1 and finishes until August 31, except for the first (in the case of international students) and the last year of study.
- 46.** Higher doctoral studies include the advanced training program organized during the first year of study, and the scientific research program - II-IV years for the form full-time education and II-V years for the part-time education. The advanced training program is organized in two relatively equal semesters, two examinations and a 31-day summer vacation. The semesters last 12 weeks of direct and web-based training. The academic timetable, including the duration of the examination sessions and the length and duration of vacation, is determined by the Scientific Council of the Consortium, after consultation with the member-institutions of the Consortium.
- 47.** Full-time studies involve the student's constant personal participation in all the training activities organized by the University.
- 48.** In licentiate and integrated higher education in medicine and pharmacy, parallel studies at two specialties within the University, as well as short-term studies, are not allowed.
- 49.** Doctoral studies consist of web-based training and student's self-training, with personal participation in a limited number of training activities, organized as study modules and examination sessions.
- 50.** Higher education may be organized on the basis of study plans on the fields of professional training / specialties / programs, structured by academic years / semesters, in accordance with the Framework-Plan for Higher Education. Study plans on the fields of professional training / specialties / programs are developed and approved in the established manner. The individual study plan is developed by the coordinator / counselor / teacher / supervisor appointed at the faculty / doctoral school level, jointly with the student concerned. Individual study plans and the list of students, who can make their studies according to individual plans, are approved by the Rector of the University / Scientific Council of the Founding Consortium of the Doctoral School in the field of Medical Sciences.
- 51.** The method of organization of the study process in the semester is set out in the timetable of teaching activities, approved at the beginning of the semester according to the procedure established by the university regulations (University Charter, the regulations of the faculty / department / Doctoral School). The timetable of teaching activities is placed on the Web site of the University / faculty / department / chair / doctoral school and in the SIMU.



## **IX. STUDENT'S SELF-TRAINING UNDER THE TEACHER'S GUIDANCE**

52. The ratio "direct contact hours – self-training hours" is determined by the field of vocational training, the learning objectives, the specificity of the course unit / module: the degree of novelty and / or complexity and provision with didactic and methodological aids. The ratio "direct contact hours – self-training hours" is proposed by the chair / department / faculty, based on a specific methodology for each general field of study, approved by the councils of the respective faculties and by the Senate of the University, with subsequent publication on the University's website.
53. Student's self-training under the teachers guidance includes the study of additional materials to course / module, additional tutorials for students with low academic progress, who have difficulties in understanding and carrying out study tasks, organization of didactic activities using various interactive forms, including the discussions; current assessments; checking essays, papers, reports, portfolios, case studies developed by students etc.
54. The teacher-guided self-training is included in the teaching process and is part of the student's workload per week, in addition to the number of direct contact hours included in the study plan.
55. The teacher-guided self-training is part of the teacher's work-load, carried out in the second half of the day and not covered by teaching hours.
56. The teacher-guided self-training is provided for all course units / modules in the the study plan.

## **X. PLANNING OF STUDIES**

57. *Study plans* in the fields of professional training / specialties / programs are developed and approved in accordance with the provisions of the Framework Plan for Higher Education (Licentiate and Integrated Higher Education, Doctoral Studies).
58. *The academic calendar* of the study process includes the assignment of teaching activities to faculties, years, semesters and sessions in case of doctoral part-time studies, indicating the terms and duration of the semesters, internships, examinations, including the re-examination sessions, current and final assessments / graduation examinations and vacations.

## **XI. STUDY CONTRACTS**

### **11.1. Licentiate (cycle I) and integrated higher education (cycle I + cycle II)**

59. The signing of the Annual Study Contract, a basic document in the process of accomplishing the NSCS accumulation function, between the student and the University, is an annual procedure, mandatory for all categories of students.
60. The student is free to choose optional courses from the study plan, respecting its conditions. The student is guided by the Dean / Vice-dean of the faculty when drawing up the Annual Study Contract. The contract is signed in the period from 1<sup>st</sup> to 30<sup>th</sup> May for students of the 2nd-V<sup>th</sup> (IV) year and within 15 days after the enrollment for students of the first year. Amendments to the Annual Study Contract may be made in





the first two weeks of the new academic year.

- 61.** The annex to the annual study contract contains the list of course units / modules (compulsory, optional, at free choice) to be studied in the respective academic year, and which comprise at least 60 study credits, unpromoted units of the previous academic year, as well as those planned to be taken in advance. When choosing the course units for the Annual Study Contract, the existing conditions from the study plan are taken into account. The annual study contract can not be changed during the academic year. An exception is made for students involved in mobility programs.
- 62.** The student enters the examination only at those course units / modules listed in the Annual Study Contract he has signed.
- 63.** The student who does not sign the Annual Education Contract in the programmed period loses his / her student status. In exceptional cases (sickness cases, etc.), the signing of the Annual Education Contract may also take place beyond the indicated timeframe.
- 64.** The list of course units / optional modules / free choice provided in the curriculum and proposed for the next year of study shall be made known to students by displaying them on the annual Dean's website, no later than May 1<sup>st</sup>. The student is obliged to choose the courses that will make his own academic plan until May 30<sup>th</sup>. In order to enroll and obtain credits at the mentioned courses, the student submits a written application at the end of each academic year and indicates the selected courses, which will constitute the annex, an integral part of the annual study contract. If for an optional / free choice course chosen by the student, in accordance with the legislation in force, a formation / study group can not be formed, the student is required to opt for another course.
- 65.** The full or partial fulfillment, in accordance with the regulations in force, of the conditions stipulated in the Annual Study Contract, gives the right to continue the studies.
- 66.** In the case of international mobility, the student involved in mobility signs the ECTS Study Contract. It includes the list of course units or modules, that the student chose to study, indicating the title, code and number of ECTS credits in the host institution.
- 67.** The ECTS study contract is signed by three parties: the student involved in mobility, the person holding the authority to represent the University and an equivalent authority of the host institution to ensure that the student can study the course units / modules required. Each of the three Contracting Parties shall have one copy of the study contract countersigned by all three parties.
- 68.** The ECTS study contract guarantees the transfer of credits for the course units / modules completed and promoted by the student within the limits of the compatibility of the study outcomes and study plans of the institutions involved, the equivalence and full academic recognition at the return of the student to the university, according to the regulations of the University in force.
- 69.** The Study Contract for licentiate and integrated higher education includes the information on the rights and obligations of the University and the student, the tuition fee, the method of payment, the basis for the issuing of the promotion order, the



academic leave, the expulsion, the application of disciplinary sanctions and other provisions

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

### **11.2. Doctoral studies (cycle III)**

- 71.** The Higher Doctoral Studies Contract establishes the rights and obligations of doctoral students, doctoral advisors, as well as the institutions of the Founding Consortium of the Doctoral School.
- 72.** The model of the framework contract for doctoral studies is developed by the Doctoral School, endorsed by the Council of the Doctoral School and approved by the Scientific Council of the Consortium and the Council for Institutional Strategic Development.
- 73.** The doctoral studies contract is concluded with each doctoral student and is signed by the doctoral student, the doctoral advisor and the representative of the institution that enrolls the doctoral student. Doctoral students coordinated in co-tutorship sign additional contracts with the co-tutorship institution.
- 74.** The doctoral studies contract includes the following information:
- a) the identification data of the doctoral student and of the doctoral advisor;
  - b) data about the institution that enrolls the doctoral student and the doctoral school;
  - c) the form of studies at which the student is enrolled (budget / contract, full-time / part-time);
  - d) the theme of the research project;
  - e) the monthly amount of the individual scholarship;
  - f) the amount of the tuition fee for doctoral students enrolled on the contract basis in the full-time or part-time form of study;
  - g) the language in which the doctoral thesis is drafted and defended - the Romanian language, or another language of international circulation (English, French);
  - h) the term of completion of the doctoral thesis;
  - i) the conditions for extending the term for completion of the doctoral thesis;
  - j) the amount of the didactic activities that the doctoral student can carry out and the period in which they take place, for the doctoral students enrolled in the full-time form of study;
  - k) copyright and related rights.

## **XII. ASSESSMENT OF LEARNING RESULTS AND COMPETENCIES**

- 75.** Student's learning, including self-training as well as the study outcomes and competencies acquired, are assessed during the semesters by means of current assessments, as well as during examination sessions as final / summative assessments in accordance with study plans. In order to increase the degree of objectivity and transparency of the evaluation process, current assessments and examination sessions, at the Senate's decision, can be carried out by means of information technologies – computer-based programs.
- 76.** The current assessment is done during practical, laboratory and seminar classes and in intermediate sessions, in various ways: tests, papers, individual papers, portfolios,



essays, case studies etc. Written, oral and combined tests may be proposed. The appropriate forms of assessment are established by departments at the beginning of the academic year.

- 77.** During the semester, current assessments, distributed proportionally during the semester / module, which totalize the intermediate status of the student's academic progress, are organized. The results of current assessments are included in the UIMS and the discipline register and are taken into account in the semestrial final assessments with an average weight of 50 percent.
- 78.** Semestrial final assessments may be oral, written, computer-based tests or combined. The number of oral examinations can not exceed one-half of the total number of examinations in the session. The form of assessment is determined by the Dean, at the proposal of the profile chair and announced to the students at the beginning of the semester.
- 79.** In case of modular training, the final assessment is carried out at the end of the module.
- 80.** Examinations can be taken only during scheduled examination sessions, according to the Academic Calendar of didactic activities. The student can take the exam at one course unit / module per day, and the interval between 2 successive exams must be at least 2 days.
- 81.** Examination subjects are approved by the head of the department /chair and are announced to students at the beginning of the course / discipline / module. On the basis of approved subjects, examination tests can be developed. The assessment of examination tests is based on the scoring scales, which is announced to students once the assessment results are displayed.
- 82.** The time taken to prepare the answer for the oral examination is about 30 minutes, the time required for writing the test is determined by the course holder and is up to three academic hours, depending on the form of assessment, the test time is calculated from the algorithm: one minute per question.
- 83.** In regular sessions the student is required to come with the group / study unit in which he is enrolled. In well-justified cases, the dean of the faculty may allow the student to come with another group / study unit. In re-taking sessions the student is given the opportunity to select from the planned dates when to attend the examination.
- 84.** Persons who have been unable to attend the current / final assessment session on good ground (sickness, participation in republican and international competitions / contests, etc.) justified by the respective documents (medical certificates, decisions, orders, provisions etc.), are allowed to support the assessments / exams according to a special time-table.
- 85.** Students develop a licentiate thesis that is defended in the last year of study. The criteria for the development and assessment of theses are set by the University, in accordance with the Regulation on the organization of the graduation examination of integrated higher education at Nicolae Testemitanu State University of Medicine and Pharmacy.



- 86.** Students choose the theme for the licentiate thesis from the UIMS and from those proposed by the departments. The licentiate theses are part of the graduation examination and are defended at least 1 week before the following stage of the graduation examination. Students who fail to defend the licentiate thesis may be admitted to the next stages of the graduation examination.
- 87.** Advanced doctoral studies within higher doctoral studies (cycle III) end with the development, under the guidance of the doctoral advisor, of a doctoral student's research project, that he publicly defends before the board of directors and the doctoral advisor (co-tutorship advisor), who appreciates its viability and decides whether the doctoral student can continue with the scientific research program, in accordance with the presented and publicly debated project. The support of the research project is public and necessarily contains a session of questions and answers on the project, in which any participant in the presentation can put questions to the doctoral student.
- 88.** The scientific research program involves the implementation of the scientific project established with the doctoral advisor. Responsibility for the structure, content, development and organization of the doctoral student's scientific research program rests with the doctoral advisor. The doctoral advisor is directly responsible for the doctoral student's scientific course, being required to take all necessary measures to ensure the conditions, knowledge and information to maximize the chances of completing the doctoral program. In order to ensure a coherent the doctoral student supports, at his / her request and at least once every 12 months, a public presentation of the progress of his / her scientific research program in front of the steering committee and the doctoral advisor, who have the role of guiding, correcting and supporting the scientific progress of the doctoral student.

### **XIII. ORGANIZATION AND CONDUCT OF EXAMINATIONS**

- 89.** Only the students, who have fully complied with the course requirements and have passed the mid-term assessments with a promotion mark, are admitted to examination. Getting a negative mark on an exam or absence from an exam is not a reason for forbidding the student to take the following examinations, unless the courses / modules set out in the study plan have not been promoted, as preconditions for the assessed courses.
- 90.** During the examination students have the right to use sources and materials allowed by the examiner. Students are entitled, upon request, to see their written papers within five working days after the insertion of grades in the UIMS.
- 91.** Absence on examination without good reason is recorded as "absent". The student has the right to re-take the failed examination twice, and the right to additional re-taking at the Jury's decision. Academic arrears are taken in repeated sessions, organized according to the academic timetable.
- 92.** During the current session any examination may be held only once.
- 93.** If during the evaluation the student manifests contradictory behavior to the rules of the University's Code of Ethics, the examiner / examiners are empowered to ask him / her to leave the examination, being given with the mark "2" (two).



- 94.** The form of final assessment of the integrated higher education is established by the Senate of the University. Integrated Higher Education completes with a graduation examination, consisting of an oral examination, written test and licentiate thesis, with the issuing of a licentiate diploma in medicine, dentistry or pharmacy.
- 95.** The way of organization and conduct of the graduation examination of licentiate and integrated higher education is established by the Regulation on the organization of the graduation examination of licentiate and integrated higher education at Nicolae Testemitanu State University of Medicine and Pharmacy.
- 96.** students who have completed the curriculum in full and obtained the credits for all related compulsory and optional course units / modules, followed, are admitted to the graduation examination.
- 97.** Completion of doctoral studies and doctoral thesis.
  - a) Higher doctoral studies are finalized with the doctoral thesis public defense in the presence of the board for doctoral thesis public defense (hereinafter doctoral board).
  - b) Doctoral thesis is developed according to the requirements of the Doctoral School. The Doctoral School establishes the doctoral thesis format, which includes the elements of structure and graphic formatting, the doctoral student having the obligation to observe the respective format-sample. The content of the doctoral thesis is determined by the doctoral student in consultation with the doctoral supervisor and the steering committee.
  - c) Public defence can take place only after the doctoral advisor and the steering committee have given their consent. After identifying breaches of good conduct in research and development - including plagiarizing the results or publications of other authors, producing results or replacing the results with fictitious data - during the assessment of the thesis by the doctoral advisor or the steering committee, the public defense agreement is not obtained, and the student is expelled.
  - d) The defense of the doctoral thesis may only take place after its assessment by all members of the doctoral board and in the presence of at least 4 of them, with the mandatory participation of the Chair of the Committee and of the doctoral advisor. Public defense includes a session of questions from members of the doctoral board and the audience.

#### **XIV. ASSESSMENT SCALE**

- 98.** The assessment of learning outcomes is done with marks from "10" to "1" with the decimals "0.5". The marks from "5" to "10" obtained as a result of the course unit / module assessment allow the obtaining of credits allocated to them according to the study plan. The mark of the student's current assessment on the semester and the examination mark are expressed in whole or decimals "0.5".
- 99.** The final mark at the course unit / module is calculated based on the semester and examination marks and is expressed in numbers with two decimal places. The student, whose mark on the current evaluation is less than "5", is not admitted to final assessment.
- 100.** Mark 10 or "Excellent" (ECTS equivalent - A) is given for the profound and remarkable demonstration of the theoretical and practical skills developed by the course



unit / module, creativity and skills in the application of acquired skills, considerable self-training and versatile knowledge of literature in the field. The student acquired 90-100% of the material included in the curriculum / syllabus of the course unit / module.

- 101.** Mark 9 or "very good" (ECTS equivalent - B) is given for a very good demonstration of the theoretical and practical skills developed by the course / module, very good skills in the application of acquired skills with a few insignificant / non-essential errors. The student acquired 81 – 90% of the material included in the curriculum / syllabus of the course unit / module.
- 102.** Mark 8 or "good" (ECTS equivalent - C) is given for the good demonstration of the theoretical and practical skills developed by the course / module, good abilities in the application of study objectives with a certain lack of confidence and inaccuracy related to the depth and details of the course / module, but which the student can correct by answering additional question. The student acquired 71 – 80% of the material included in the curriculum / syllabus of the course unit / module.
- 103.** Marks 6 and 7 or "satisfactory" (ECTS equivalent - D) are given for the demonstration of basic skills developed by the course unit / module and their ability to apply in typical situations. The student's response lacks confidence and there are considerable gaps in the knowledge of the course unit / module. The student acquired 61– 65% and respectively 66 – 70% of the material.
- 104.** Mark 5 or "weak" (ECTS equivalent - E) is given for the demonstration of the minimum competencies in the course unit / module, the implementation of which faces many difficulties. The student acquired 51 – 60% of the material.
- 105.** Marks 3 and 4 (ECTS equivalent - FX) are given when the student does not demonstrate the minimum competencies and additional work is required to promote the course unit. The student acquired 31 – 40% and respectively 41 – 50% of the material.
- 106.** Marks 1 and 2 or "unsatisfactory" (ECTS equivalent -F) are given to the student who has copied or demonstrated a minimum knowledge of the material of 0-30%. There is still a lot to do to promote the course unit.
- 107.** In the case of non-gradual assessment, the course unit / module is considered to be promoted if the student demonstrates the competencies established by the curriculum of the course unit / module. Students can get the following grades:
  - a) „admitted "- is given, if the student demonstrates that he / she has acquired the necessary skills, abilities and knowledge;
  - b) „rejected "- is given if the student has not acquired the skills, abilities and knowledge required by the syllabus.
- 108.** A course unit / module has only one final mark.
- 109.** The examiner's mark may be lawfully contested. The contestations are examined by the third person designated by the dean of the faculty together with the head of the respective chair according to the procedure established by the Senate of the University within one working day of the announcement of the results of the examination in the UIMS. Changing of the disputed mark with the mark after reviewing the contestation is done by increasing or decreasing, remaining final.



- 110.** Based on the public defense of the doctoral thesis and the reports of the official reviewers, the doctoral board assesses and deliberates on the grade to be given to the doctoral thesis. The grades to be given are: "Excellent", "Very Good", "Good", "Satisfactory" and "Unsatisfactory".
- 111.** If a member of the doctoral board identifies in the process of evaluating the thesis, both prior to and during public defense, serious misconduct in the conduct of scientific research and academic activity, including the plagiarization of results or publications of other authors, making results or replacing the results with fictitious data, the member of the doctoral board is obliged to take the following measures:
- a) to notify the ethics commission of the higher education institution where the doctoral student is enrolled and the ethics committee of the institution where the doctoral advisor is employed for the analysis and resolution of the case;
  - b) to notify the deviation to all members of the doctoral board and to propose the grade "unsatisfactory", if the deviation was found during the public defense of the doctoral thesis.
- 112.** If the doctoral student has fulfilled all the requirements stipulated in the scientific research program and the assessments on the doctoral thesis permit to give one of the grades "Excellent", "Very good", "Good" or "Satisfactory", the doctoral board proposes to award the doctoral degree. The proposal shall be submitted to the competent national authority.
- 113.** In the case of giving the "unsatisfactory" grade, the doctoral board specifies the content items to be restored or completed in the doctoral thesis and calls for a new public defense of the thesis. The second public defense of the thesis takes place in front of the same doctoral board as in the first case. If the "unsatisfactory" grade is given to the second public defense, the doctoral degree is not awarded and the student is expelled.

## **XV. REGISTRATION OF EXAMINATION RESULTS**

- 114.** The results of the final evaluations are recorded in the UIMS by the lecturer in charge with the subsequent tally-sheet printing. Tally-sheets necessarily include the annual average mark (current student assessment, practical test score), marks of all final stages, all expressed in numbers, according to the scoring scale and the final mark expressed in a number with two decimal places; and with the ratings recommended in the European Credit Transfer System, as follows:

<b>Intermediate marks grid (annual average, marks from the exam stages)</b>	<b>National scoring system</b>	<b>ECTS Equivalent</b>
<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>	



Intermediate marks grid (annual average, marks from the exam stages)	National scoring system	ECTS Equivalent
6,01-6,50	6,5	D
6,51-7,00	7	
7,01-7,50	7,5	C
7,51-8,00	8	
8,01-8,50	8,5	B
8,51-9,00	9	
9,01-9,50	9,5	A
9,51-10,0	10	

The number of credits accrued must be indicated in the tally-sheet.

**115.** Students' record-books include only promotion marks (the minimum promotion mark is 5). Marks are written both in Arabic numerals (with two decimal places) and letters.

#### **XVI. PROMOTION OF THE ACADEMIC YEAR**

**116.** The condition of promotion in the following academic year is the accumulation of the number of compulsory credits for qualification, according to the standards of the professional training / specialty / program.

**117.** Students, who have accumulated during the whole academic year the number of compulsory credits, stipulated in the curriculum for the respective year, are promoted in the following academic year.

**118.** In licentiate and integrated higher education, the enrollment in the following academic year is conditioned by the accumulation of at least 40 credits in the course units / compulsory modules foreseen in the study plan for the current academic year and the accumulation of the total number of credits (60 per year) provided by the curriculum for previous years of study, as well as for the year of graduation from the university studies.

**119.** Students promoted in the following academic year may accumulate credits during the following 2 (two) repeated sessions (working out of arrears) or during additional session approved by the Jury's decision.

**120.** If the minimum of 40 credits is not accumulated in the current academic year, the student is proposed for expulsion. The student proposed for expulsion is entitled to request the repetition of the semester or the academic year with payment of the tuition fee.

**121.** The full accumulation of the number of study credits established through the curricula is a mandatory condition for promotion in the next academic year.

**122.** In the case of repeating the year, the course units / modules previously promoted are not repeated.





- 123.** If the student has not obtained the minimum mark from the current assessments for activities during the semester, the repetition of the course unit / module and all related activities is mandatory.
- 124.** Students rated less than "5" in the course / module unit, in the second repeated session or in additional session, approved by the Jury's decision, must register for the course / module repetition and meet the requirements for completing it.
- 125.** Changing of the mark (request to increase the mark) by means of final examination is possible for not more than 2 courses per year, at the request of the student with the approval of the Rector of the University, during the period of liquidation of arrears of the respective year. Only the students who have accumulated the full number of credits set for the respective academic year may request an increase in the mark. Changing of the mark is done by increasing or decreasing, remaining final. The increased mark does not affect the grant of the scholarship.

#### **XVII. INTERRUPTION OF STUDIES (ACADEMIC LEAVE)**

- 126.** Students may request, after completion of at least two semesters, the interruption of studies for a period of maximum 3 years throughout their studies.
- 127.** In order to benefit from the interruption of studies, the student shall submit a request to the Dean. The interruption of studies is approved by the rector's order, with the Dean's favorable opinion, based on the student's request.
- 128.** Interruption of studies may take place in the following situations:
- a) Loss of study capacity due to health reasons (chronic diseases, surgery, accidents, maternity leave etc.)
  - b) child care;
  - c) material reasons;
  - d) performing of military service;
  - e) other well-founded reasons: scholarship in a mobility program abroad, parallel studies, etc.
- 129.** The interruption of studies is done by granting academic leave. Academic leave is granted only once during the studies. In exceptional cases, the Jury has the right to consider the possibility of repeated granting of academic leave.
- 130.** The period of academic leave is established by order. As a rule, academic leave is approved for one year. In exceptional cases, sick leave may be approved for a period of two years, and academic leave for child care is granted for up to three years on the basis of the copy of the child's birth certificate.
- 131.** No academic leave shall be granted to students in a situation of expulsion.
- 132.** Students of the first year may receive academic leave in exceptional cases (chronic diseases accompanied by loss of work capacity) provided, that the confirmatory document issued by the competent bodies will be presented.
- 133.** Upon expiration of sick leave, the student addresses to the competent bodies (University Clinics), where he is issued a medical certificate with the permission to continue his studies. The request for resumption of studies after the academic leave,



addressed to the Rector and countersigned by the Dean, indicating the difference of plan, to which the medical certificate is attached, shall be submitted to the Department of Didactics with 10 calendar days before the expiration of the term. On the basis of the request, the rector issues the re-enroll order.

- 134.** Doctoral studies may be interrupted for good reasons, under the conditions laid down in the Doctoral School regulations, for cumulative time periods not exceeding 2 years. The duration of the studies is prolonged with the cumulative periods of approved interruptions.
- 135.** The re-enrollment after the interruption of studies is done in the year when the student was promoted, respecting the provisions of this regulation, benefiting from the recognition of the results before the interruption. The last semester to academic leave and the first semester after return are considered as two consecutive semesters in terms of accumulation of credits.
- 136.** Upon return, the student will meet the requirements of the curriculum of the academic group with which he / she will complete the studies, the fact he / she will be informed about. At the same time, he / she will also study, for a fee, the course units, that appear as differences after the eventual change of the curriculum, except when the studies are carried out with budget financing.
- 137.** School interruptions and extensions are not included in the free legal tuition period. Budgetary students, scholarship recipients, may apply for a scholarship grant on return from academic leave.
- 138.** Students, who undertake contract studies and are granted academic leave, will only be charged for the actual period of study.
- 139.** If at the end of the legal term of the study program the student has not accumulated the total number of credits set in the curriculum, he / she may request the extension, for a fee, of the legal duration of the study for the non-promoted courses.
- 140.** If the student does not return for studies within the prescribed time limit, he / she is expelled with the following form: " Expelled for non-attendance after the expiry of the academic leave".

### **XVIII. STUDENTS' TRANSFER**

- 141.** The student may request transfer from one educational institution to another subject to the compatibility of the curriculum in terms of learning outcomes and expected competencies, respecting the rules of application of the National Study Credit System.
- 142.** The transfer can be made only for the second and subsequent years, without taking into account the year of compensations for the studies and except for the last academic year.
- 143.** The transfer is only allowed after the completion of the academic year and not later than September 1 of the new academic year and is done with the agreement of the two Universities under the following conditions:
  - a) only to specialties in the same field of study / professional training;
  - b) by observing the professional performance criteria established by each institution;



- c) only for available places, within the limit of the registration rate in that year;  
d) the number of difference credits shall not exceed 20.
- 144.** The student can submit the transfer request after the summer session when declared to be promoted in accordance with the curriculum and meets the performance criteria established by each faculty / institution.
- 145.** Applications for transfer will necessarily contain the favorable opinions of the rector from the basic institution and the institution where the student is going and will have attached the Transcription of Marks / Extract from the student's record-book of the established model.
- 146.** The transfer from abroad is done with the favorable opinion of the Ministry of Education.
- 147.** The faculty office establishes:
- a) Recognition or equivalence of examinations and study credits based on learning outcomes and acquired skills;
  - b) the differences in the curricula to be accomplished;
  - c) the period of working out the differences in the curricula.
- 148.** In order to obtain a diploma at a higher education institution the student transferred from another institution will have to accumulate at least 60 credits at the course units / modules provided in the curriculum at this university. Exceptions are allowed to revocation / cancellation of the institution's license or liquidation of the institution.
- 149.** It is not allowed to enroll by transfer students to educational institutions, which, for various reasons, did not carry out the admission for the respective year.
- 150.** Exceptional situations resulting from the application of the nominated rules will be settled by the Jury of the faculties.

### **XIX. EXPULSION AND RE-ENROLLMENT IN STUDIES**

- 151.** Expulsion is the prerogative of the faculty dean and is made by Rector's order, causing the loss of student status. The basis for the expulsion decision may be the following:
- sanctioning of the student in accordance with the provisions of the University Regulations and / or the Study Contract;
  - the written request of the student concerned.
- 152.** Students may be expelled in the following cases:
- academic failure - accumulation of less than 40 study credits by the end of the academic year he / she was enrolled in;
  - unmotivated absences - at least 1/3 of the planned time in the curriculum for the course units in the given semester, or unmotivated absences for a period of more than five consecutive weeks;
  - serious violations of the University Charter and the University's Moral Code;
  - own initiative;
  - sickness;
  - fraudulent promotion of examination (with incontestable evidence).



- 153.** In case of expulsion, the student is issued with the Extract from the Student's Record-book / Transcription of Marks, entered in the respective register and the documents (in original) regarding the previous studies.
- 154.** Students who are expelled or, who renounce the student status, may be re-enrolled on a fee-based studies upon request.
- 155.** Re-enrollment refers to persons who have lost, by expelling, a student status and request to continue the study program, from which they have been expelled, without an admission examination. The re-enrollment of expelled students is made by order of the rector of the University at the proposal of the dean. The Rector may approve the re-enrollment at the Dean's proposal only if the applicant's prior academic studies include the promotion of at least the first year of study. Re-enrollment to studies is done by the assessment of learning outcomes and skills previously acquired.
- 156.** Re-enrollment to studies is not allowed to students who are expelled after the expiration of the three-year expulsion period.
- 157.** Students can not be re-enrolled more than twice during their studies.
- 158.** Students expelled because of passing the exam through fraud / copying or for behavior incompatible with the rules of the University Charter and the Moral Code can not be restored to / re-enrolled.
- 159.** It is not allowed to enroll through restoring of students at the University, who, for various reasons, did not achieve admission for the respective year.

## **XX. LIQUIDATION OF DIFFERENCES IN CURRICULA**

- 160.** Differences in curricula may arise for the following reasons:
- student transfer from another institution;
  - interruption of studies / academic leave;
  - restoration to studies.
- 161.** The liquidation of academic differences requires the achievement of learning outcomes and the acquisition of the competences expected through:
- attending the courses;
  - performing of expected tasks for the course;
  - passing of assessments and obtaining the credits foreseen in the curriculum.

## **XXI. STUDENTS 'MOBILITY. RECOGNITION OF STUDY PERIODS. ACCREDITATION OF LEARNING RESULTS.**

- 162.** Students have the right to get involved and participate in compact mobility programs to complete the training process in accordance with the chosen educational path. Mobility is organized by the University in accordance with the Mobility Regulations issued by the University.
- 163.** It is possible to move students between institutions in compliance with the specific regulations existing at the institutional level without affecting the study formations.
- 164.** The mobility programs can be attended by students who have completed the study program for the previous academic year / semester. Mobility can be organized from the



second year of studies, except for the last year of study.

- 165.** Agreements between partner universities (faculties) guarantee the recognition of study periods and credit transfer for course units / modules. Recognition of study periods refers to the duration and content of the study. The period of study in another institution replaces by acknowledgment a study period with duration and workload (measured in credits) similar to the one the student had at the home university.
- 166.** The courses provided in the mobility contract may be equivalent to those of the home institution's curriculum, assimilated within the same field of professional training / specialties, acceptable as an alternative to existing courses.
- 167.** The student involved in mobility programs on the basis of partnership agreements signed between the University and another institution will present the evidence of activities carried out, the exams passed and credits accumulated.
- 168.** Transfer of ECTS credits, recognition, equivalence and documentation of student performance throughout the mobility period is done through the Transcription of Marks / Extract from Student's record-book, which reflects quantitatively and qualitatively the work done by the student. The student is not obliged to negotiate acceptance / recognition / equivalence with the teaching staff.
- 169.** Recognition / equivalence / acceptance of activities / exams / periods of study is approved by the Dean.
- 170.** Credits obtained previously at course units / modules similar to expected learning outcomes, content, eventual naming and extension (number of hours in the curriculum) are automatically equated within mobility programs as well as at transferring of the student from one higher education institution to another.
- 171.** Students who choose course units with a content overlap of at least 2/3 accumulate credits allocated to only one of them.
- 172.** At the student's request, credits for a course may be equated to credits obtained at another equivalent or higher course (with more hours and a more detailed volume) at another university, faculty or specialty. Passing of a higher education graduation examination can not be equated through mobility.
- 173.** Acceptance, based on inter-university contracts, of visiting students for limited periods of time (usually one semester) involves ad-hoc recognition of previous studies.
- 174.** Recognition, equivalence and documentation of performances made by the student through various non-formal or informal activities are carried out at the faculty level by the persons designated for this purpose, based on a regulation approved by the Senate.

## **XXII. RIGHTS AND RESPONSIBILITIES OF THE ACADEMIC COMMUNITY MEMBERS**

- 175.** The members of the academic community (teachers and students) have rights and obligations deriving from the legislation in force, the University Charter and the regulations of the University, as well as from the provisions of the signed contracts.



- 176.** Academic staff and students have a moral obligation to participate in university, social life in their own interests, in the interest of education and society.
- 177.** Academic staffs' rights and obligations:
- a) Academic staff have the right to academic freedom in the process of developing the offered course units / modules, included in the curriculum.
  - b) Academic staff have the obligation to:
    - develop, present and implement the syllabi of the course units included in the curriculum;
    - set the learning outcomes for each course unit / module taught;
    - diversify the forms and modalities of current and final assessment;
    - ensure fairness, objectivity and transparency of the assessment process;
    - record student attendance at classes;
    - respect the timetable;
    - provide the necessary consultations,
    - participate in the extra-curricular instructive-educational process
    - diversify the forms and modalities of the current and final assessment according to the University regulations.
- 178.** The rights and obligations of the teaching and scientific staff - the doctoral advisor:
- a) the right to participate in competitions for doctoral grants;
  - b) the right to guide and evaluate the work of doctoral students he leads in the program of doctoral studies, according to the professional and university autonomy, following the requirements of the doctoral degree program and respecting the professional interests of the doctoral students;
  - c) the right to propose the doctoral board;
  - d) the right to refuse the mentoring of a doctoral student in circumstances where he / she is unwilling to be in a conflict of interest;
  - e) the right to ask the Doctoral School Council to interrupt the mentoring relationship with a doctoral student;
  - f) the right to select the doctoral candidate for a vacant position under his / her mentoring and to propose the enrollment of the doctoral student following the admission process;
  - g) the right to request the Doctoral School to organize an admission contest for each vacant doctoral student position under his / her guidance;
  - h) the right to decide on the study elements of the advanced training program in which the student has to participate, in compliance with the provisions of the present Regulation;
  - i) the obligation to ensure the scientific, professional and deontological guidance of each doctoral student;
  - j) the obligation to propose the research themes;
  - k) the obligation to ensure the conditions and to stimulate the progress of doctoral students in the research they perform;
  - l) the obligation to carry out the objective and rigorous monitoring and evaluation of each doctoral student;
  - m) the obligation to support the mobility of doctoral students;



n) the obligation to avoid conflicts of interest in the guidance of doctoral students.

**179. Student's rights and obligations:**

- a) During the studies, the student has the right to:
- Benefit from all the facilities offered by the University to carry out the activities foreseen by the curricula;
  - set up his / her own educational route and complete the individual study program within the curriculum, in the limits of the real offer of the faculties;
  - participate annually in the competition for a budget-financed place;
  - obtain in the UIMS the required information about their own school situation during and at the end of the semester;
  - accumulate credits in modules;
  - contest the mark, if he / she considers it incorrect (according to the Regulations in force);
  - benefit from a special exam schedule in well-grounded cases (sickness case, participation in contests, republican and international Olympics, competitions, mobility programs, etc.);
  - repeat in paid mode the unprompted course, according to an individual schedule;
  - equire an extension of the duration of the study for a fee, if at the end of the legal period of the study program he did not obtain the prescribed number of credits required for obtaining the license for the given specialty;
  - require one-year academic leave in case of loss of study capacity in relation to some chronic diseases, surgery, accidents, involvement in academic mobility programs, etc. and up to three years - for child care;
  - participate in various scientific research activities within the University, which are not compulsory through the curricula;
  - Benefit from mobility grants for studies, at other universities abroad, through competition;
  - request the transfer of the credits accumulated at another partner university / faculty, with which the University has concluded an agreement, on courses, modules, compact study periods;
  - ask the teachers for consultations;
  - participate in various forms of extracurricular activity for the development of complementary competencies;
  - participate, through the free expression of opinions, according to the procedure approved by the university senate, in assessment of the activity for the course units / modules made;
  - participate in the University governing;
  - receive the diploma supplement, moldel established by the Ministry of Education;
  - benefit from scholarships, merit scholarships and social scholarships in accordance with the regulations in force.
- b) the student is obliged to:
- to know and comply with the provisions of the University Charter, the Moral Code, the internal regulations of the University and other regulations approved by the University;



- develop and promote all compulsory courses in the curriculum;
- fulfill, exacting and on time, the obligations according to the curriculum and the syllabus on discipline / module for the purpose of a thorough professional training;
- participate actively in all forms of organizing the teaching-learning-assessment process;
- to make personal efforts to achieve the expected learning outcomes: to acquire knowledge, to develop abilities and skills;
- attend courses, seminars and other activities provided by the curriculum;
- pass all forms of current and final / summative assessment;
- accumulate the required number of credits to promote the semester, the academic year, for graduation and for obtaining of the diploma.

**180.** During the course of the doctoral studies program:

a) Doctoral student has the right to:

- benefit from the support, guidance and coordination of the doctoral advisor, as well as the steering committee;
- participate in seminars and meetings of scientific-development staff of the university when relevant topics for his doctoral studies are under discussion;
- be represented in the decision-making bodies of the doctoral school;
- benefit from the logistics, documentation centers, libraries and equipment of the doctoral school and its organizational institutions for the elaboration of the research projects and the doctoral thesis;
- enroll in courses, seminars and laboratories at any level, organized by the institution, consortium or partnership, as the case may be;
- work with teams of researchers from the organizing institutions within the doctoral school, or from research and innovation organizations that have concluded agreements or institutional partnerships with the institutions that have enrolled them;
- benefit from national or international mobility;
- Have institutional support to participate in scientific conferences or congresses, workshops, summer or winter schools, national and international seminars in the field of specialization in which he has chosen his doctoral thesis and the like;
- participate in the scientific communication sessions organized by the doctoral school and / or its organizing institutions;
- be informed about the curriculum of doctoral studies within the doctoral school.

b) Doctoral student is obliged:

- comply with the timetable established with the doctoral advisor and fulfill the duties of defending the papers and presenting the results of the research;
- present activity reports to the doctoral advisor and the steering committee whenever required;
- be in permanent contact with the doctoral advisor;
- observe institutional ethics and discipline.





### **XXIII. JURIES**

- 181.** Juries (Analysis Commissions) are constituted at the faculty level.
- 182.** The Jury consists of 5 teachers. As the president of the Jury, the Dean, Vice-dean, Heads of Specialized Chairs can be appointed. The composition of the juries and their working procedure are validated annually by the Faculty Council at the beginning of the academic year.
- 183.** Convening of The Jury and the list of students analyzed are announced by the faculty dean's office 3 calendar days before the analysis session. The case of the student is analyzed in the Jury meeting with the participation of the student concerned.
- 184.** Jury decisions are communicated to students the following day and can not be appealed.
- 185.** Decisions of the faculty jury are considered official documents and are archived accordingly.
- 186.** Juries are working after the final examination sessions, if necessary, after the re-examination session.
- 187.** The Jury has the power to act only in exceptional situations that are highlighted by dean's offices.
- 188.** The conflicts between doctoral students and the doctoral school are mediated by the Scientific Council.
- 189.** Conflicts between doctoral students and the doctoral advisor are mediated by the Doctoral School Council, and if the conflict is not solved at this level, it is mediated by the Scientific Council.

### **XXIV. COUNSELING SERVICE**

- 190.** The counseling service is constituted within the University in order to coordinate the process of implementation of study credits in the didactic process.
- 191.** The counseling service consists of university teaching staff, counselors (teachers) and university coordinators.
- 192.** The counseling service can be set up at each chair / faculty / department in which a coordinator / counselor is appointed, who acts as a mentor, consultant of the students in the training process based on study credits. The number of counselors is set by the University according to economic and financial possibilities, organizational capacities and the number of students.
- 193.** A counselor consults, as a rule, in a general field of study / field of professional training / specialization, students of all years of study.
- 194.** Professors, methodologists and doctoral students, persons with higher education, who work within the University and who have preventively received special training on the structure and content of training in a general field of study / professional training area / specialty, can be appointed as counselors.
- 195.** The Coordinator / Counselor / Teacher must:



- inform students about the role of the National Study Credit System and its possibilities and facilities in organization of the teaching process;
- inform the students about the conditions for filling the places with budget financing;
- explain to the students the structure and the way of organizing the educational process on the basis of study credits, to prepare informative materials on the subject and to make them public on the institution's website and printed materials;
- inform students about the educational opportunities offered by the educational institution: library / media, laboratories, workshops, study and resting places, etc..;
- guide students in completing the Study Contract;
- provide students with counseling for the elaboration of the program of re-taking of the non-promoted courses or the increase of the mark;
- inform students about the themes of the annual theses, the licentiate theses (projects), the master theses and the scientific research works from the chairs, to which they can collaborate;
- inform the students about the counseling / guidance program: the time, day and place where they will be held;
- provide consultancy in all mobility procedures;
- periodically present information and proposals on the functioning of the National Study Credit System and to improve the conditions of application.

**196.** The Coordinator / Counselor / Teacher has the right to:

- verify the timely development and provision of students with the necessary methodological support for learning in a professional / specialty training area;
- help students modify their individual academic plan, if necessary;
- participate in meetings of the committee, which examines students' academic progress problems;
- check how current assessments within course units / modules are carried out.

**197.** The ECTS Coordinator of the University must:

- ensure the institution's commitment to the implementation of the principles and mechanisms of the National Study Credit System in the context of the allocation, award, accumulation and transfer of credits;
- monitor the mechanism of the correct use of the National Study Credit System tools and documents;
- coordinate, together with the department / faculty / chair coordinators, the elaboration and editing of the Information File / Catalog of institutional courses;
- monitor the consistent achievement of the allocation / award / transfer / accumulation at university level at all faculties / departments.

**198.** The University Management Board has the responsibility to :

- ensure the educational process with classrooms, computer classes, laboratory rooms and necessary teaching equipment;
- maintain a healthy working atmosphere and competitiveness with the teaching staff and students;
- involve students in the University Governance;
- stimulate the activity of teaching staff and students' aspirations for progress;
- facilitate and promote students' mobility.



## **XXV. FINAL PROVISIONS**

- 199.** This Regulation is applied to all students in full, without any exception for rights and obligations, starting with the academic year 2017-2018.
- 200.** The modification of the Regulation on the organization of studies in higher education based on the National Study Credit System is made by decision of the Senate.

Signed by:

Vice-Rector for Quality Assurance  
and Integration into Education

Olga Cernetchii

Head of Department of Didactics

Silvia Stratulat

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