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## **Regulation on the organisation of final examinations upon completion of studies in "Politehnica" University of Timișoara**

### **I. FRAMEWORK PROVISIONS**

**Art. 1.** – This Regulation was developed based on:

- Education Law no 84/1995 (republished in compliance with art. II of Law no 199/1999 on the approval of the Government Expeditious Ordinance no 36/1997 on the amendment and completion of the Education Law);
- Law 128/1997 on the teaching staff status;
- Law 288/2004 on the organisation of university studies;
- Government Expeditious Ordinance no 75/12.07.2005 on quality assurance in education, approved by Law no 87/2006;
- GD no 88/2005 on the organisation of Bachelor university study cycle;
- GD no 404/2006 on the organisation and functioning of Master's university studies;
- Order issued by MER no 4868/2006 on the Diploma Supplement;
- Methodology on external evaluation, reference standards and list of performance indicators ARACIS;
- Charter of "POLITEHNICA" University of Timișoara;
- Decision of the Senate of "Politehnica" University of Timișoara on the quality assurance policy;
- Regulation on the organisation and functioning of the educational process for Bachelor study cycle in "Politehnica" University of Timișoara;
- Regulation on the organisation and functioning of the educational process for Master's study cycle in "Politehnica" University of Timișoara;
- Decision of the Executive Board of the Senate of "POLITEHNICA" University of Timișoara no 20/27.05.2005 on setting Specialisation Boards;
- Order issued by MER no 295/05.02.2007 on the general framework for the organisation of final examinations upon completion of higher education studies.

**Art. 2.** – This Regulation sets the overall framework, the contents and the organisation of activities related to final examinations upon completion of studies within „POLITEHNICA” University of Timișoara.

**Art. 3.** - (1) Bachelor and long-term university studies (4-6 years full-time mode) are finalised, as appropriate, by Bachelor examination or by Diploma examination.

(2) Master's university studies and in-depth postgraduate studies are finalised with a dissertation examination.

**Art. 4.** - (1) The final examinations upon completion of higher education studies, hereinafter called examinations, are organised and take place in the “Politehnica” University of Timișoara in compliance with this regulation.

(2) “Politehnica” University of Timișoara organises, as appropriate, Bachelor/Degree examinations, dissertation examinations only for graduates of specialisations which are either accredited or authorised to function temporarily, which are part of related fields within the same fundamental field, with the accredited specialisations.

## **II. PROVISIONS ON THE BACHELOR/DEGREE EXAMINATIONS**

**Art. 5.** The Bachelor/diploma studies in UPT are finalised by means of an examination consisting of:

- a test to check the fundamental and specialised knowledge;
- a test requiring the candidate to defend a paper / a project, hereinafter called degree paper / project.

**Art. 6.** For each of the two tests of the examination indicated above the Faculty / Independent Department Board shall decide upon and register the manner of defending the degree paper / project (either in writing, orally or as a practical test) in their own methodology on the organisation of Bachelor examinations.

**Art. 7.** The examination commissions shall be set according to specialisations, in compliance with the Rector’s decision, following the proposal of the Faculty / Independent Department Board.

The members of an examination commission shall be holders of PhD and have the position of lecturer/associate professor/professor.

The secretary of the examination commission may be an assistant lecturer.

**Art. 8.** Only students who – at the beginning of the semester when the Bachelor/Degree examination is planned - are not more than 30 credits short from the total of their credit obligations related to the respective specialisation may sit the respective examination. Of the students who meet this preliminary requirement, only those who have acquired a total of  $(2n-1)*30$  credit points for the “Architecture” field and of  $(2n-1)*30 + 15$  credit points for the other fields,  $n$  being the normal duration of studies expressed in study years, and who hold a certificate of linguistic competence for specialised communication in an international language may actually undertake the examination. The certificate may be issued by the Communication and Foreign Languages Department in UPT, Embassies, Consulates or Cultural Centres of countries where the respective language is official language. The Communication and Foreign Languages Department shall issue certificates to those students who either studied for at least one semester the respective foreign language and got a passing mark or successfully passed a linguistic competence test organised by the Department.

The students who are more than 30 credits short at the beginning of the semester when the Bachelor/Degree examination is planned shall have the “Study completion examination” position in their study agreements for the current year annulled, by unilateral intervention of the University.

The Bachelor/Degree examination shall be scheduled in the second part of June. Only as an exception, the study completion examination may be scheduled in the winter session of a subsequent academic year, as a resit.

**Art. 9.** The Bachelor/Degree examination shall be considered as successfully passed only after both tests have been passed. Passing the examination shall lead, implicitly, to acquiring the credit points allocated to it – 30 for the “Architecture” field and 15 for the other fields. Failure to pass at least one of the tests shall lead to failure to obtain any of the credit points and to a resit of the entire examination.

**Art. 10.** Students who pass the Bachelor/Degree examination and thus acquire the  $2n*30$  credit points shall be granted the degree as stipulated by the legal provisions in force.

**Art. 11.** Students who have not passed the Bachelor/Degree examination but have acquired at least  $(2n-1)*30$  credit points for the “Architecture” field and  $(2n-1)*30 + 15$  credit points for the other fields may not be granted the degree yet, but only a higher education studies certificate, which shall be issued on request.

### **III. PROVISIONS ON THE DISSERTATION EXAMINATION**

**Art. 12. Master’s university studies and postgraduate studies** shall be finalised by public presentation of a dissertation.

**Art. 13.** The public presentation of a dissertation shall be delivered in front of a commission appointed by the university management.

**Art. 14.** The dissertation topic shall be set by a member of the teaching staff holding a PhD title, who assumes the capacity of supervisor. The dissertation shall be correlated with the Master’s university training programme, with the specialisation field of the supervisor and with UPT programmes and institutional policies. The dissertation topics and supervisors shall be approved by the respective faculty/independent department management.

**Art. 15.** The dissertation must demonstrate advanced scientific knowledge of the topic, must include elements of originality in the development or solutions found for the topic, as well as scientific validation means.

**Art. 16.** The dissertation shall be developed during the second semester of the second year of study or during one of the semesters of the extension year, if appropriate.

**Art. 17.** - (1) Generally, development and presentation of dissertation shall be made in Romanian, but they may be made in a foreign language as well, if specifically provided for in the Master’s studies agreement.

(2) In case of Master’s university studies organised in partnership, the dissertation shall be submitted to the institution where the student was initially registered, together with a report from the partner institution. The dissertation shall be presented in the institution administering Master’s studies where the student was initially registered, but only if the report from the partner institution is favourable.

**Art. 18.** If the dissertation in another language than Romanian, the paper shall be accompanied by a summary in Romanian. In case of dissertations written in a foreign language, the public presentation may be delivered in the respective language.

**Art. 19.** The presentation shall highlight the student’s contribution and especially the originality elements.

**Art. 20.** The commission’s appraisal shall be expressed as arithmetic mean of the grades granted by each member of the commission; the grades may be from 1 to 10.

**Art. 21.** - (1) The dissertation presentation is considered passed if the arithmetic mean of the grades granted by the commission members is at least 6.

(2) In case of failure to pass the dissertation presentation, the candidate may participate to a second session, after making the due corrections to the paper, based on the commission's observations and/or recommendations.

(3) If after the second presentation the candidate did not acquire a passing grade, he/she shall receive a Master's programme graduation certificate and the transcript.

**Art. 22.** UPT ensures access to public dissertations by making them available in its libraries or by means of inter-university exchanges.

**Art. 23.** The Master's student who has met all requirements provided for by the Master's university studies programme and has acquired at least 6 (arithmetic mean of the grades) for the public presentation of the dissertation shall be granted the Master's diploma together with the Diploma Supplement, in compliance with the regulations in force. This diploma grants the Master's degree in the field of study pursued.

#### **IV. OTHER PROVISIONS**

**Art. 25.** - (1) The results of each test shall be published at the headquarters of the institution administering the studies and on web pages within 48 hours after the date scheduled for the test.

(2) Any possible complaints on the results of a test shall be submitted to the Secretariat of the faculty/independent department/institution administering the programme where the respective test took place and shall be solved within 48 hours from the deadline for submission of complaints by the Commission for complaint analysis – appointed by the institution administering the study programme. The complaints shall be solved only at university level and the results shall be final.

**Art. 26.** An examination may be resat during a subsequent session provided that the candidate shall bear the related costs, in compliance with the regulations of the institution, set according to law.

**Art. 27.** – This Regulation was approved during the Senate Executive Board meeting held on 13.04.2009 and validated by the UPT Senate on ...

**RECTOR,**  
Professor Nicolae ROBU, PhD

**REGISTRAR,**  
Alexandru GAȘPAR