

## DECISION

of the Administration Board of Politehnica University Timisoara

No. 18 / 10.03.2015

- procedure for granting IT rights to international students –

1. According to the provisions of the Decision of the Administration Board of UPT No. 7 / 20.01.2015 international students enrolled in full-degree study programmes (bachelor's, master's, PhD) or for a determined period of time have the same IT rights as their Romanian peers:
  - E-mail accounts in the form [FirstName.LastName@student.upt.ro](mailto:FirstName.LastName@student.upt.ro)
  - Student ID cards
2. The e-mail accounts are opened by the Service for Communications – Computerization, at the request of the Department for International Relations, which has the obligation to submit the personal data of the students in a standardized format to [admin@upt.ro](mailto:admin@upt.ro).
3. The data needed to access the accounts will be transmitted by the Service for Communications – Computerization to the personal e-mail address of each student (if it has been provided) and to the Department for International Relations to be handed over to the students.
4. The student ID cards will be issued by the UPT Library (on the basis of the report card and an ID document).
5. To be granted the right to borrow books from the library each international student will sign a commitment, in English, to return all borrowed publications and to close the library account before ending his/her activity at UPT.
6. For international students enrolled for determined periods of time, the Department for International Relations will issue at the end of the mobility the study / internship documents only after the student submits the confirmation of closing the library account.
7. For international students enrolled in full-degree study programmes the faculty issues the study documents only after completion of the standard clearance procedure.
8. The Department for International Relations informs the Service for Communications – Computerization about the conclusion of the activities of international students in UPT in order to terminate their accounts after a period set by the current provisions.

Rector

Prof. dr. eng. Viorel-Aurel ȘERBAN

Chief Secretary

Alexandru GAȘPAR