

**INSTITUTIONAL PROCEDURE CONCERNING THE ORGANIZATION AND DEPLOYMENT OF ADMISSION FOR DOCTORAL
UNIVERSITY STUDIES AT POLITEHNICA UNIVERSITY TIMISOARA
SESSION 2019**

ANNEX 4. REGISTRATION FILE

The registration file for admission to doctoral studies at IOSUD-PUT is constituted according to the following description:

- 1) registration form according to Annex 3, printed after registration in the computer platform ENROLL-PHD and signed by the candidate
- 2) Curriculum Vitae in EUROPASS format, signed by the candidate
- 3) Memorandum of Activity, signed by the candidate, containing at least the following elements:
 - Directions and intentions of study envisaged for the doctoral program,
 - Agreement between the field of doctorate and previous training,
 - Degree of initiation in research and / or practice activities,
 - Scientific papers published or disseminated on a topic related to the field of doctorate,
 - Prizes in the national phases of professional competitions in the specialized field.

The memorandum of activity shall be accompanied by supporting documents (scientific papers, diplomas, awards):

- 1) Certificate of linguistic competence
- 2) Receipt of the registration fee
- 3) Baccalaureate Diploma – Simple Xeroxed copy
- 4) Bachelor's degree- Simple Xeroxed copy
- 5) Supplement to Bachelor's degree - Simple Xeroxed copy
- 6) Master's degree - Simple Xeroxed copy
- 7) Supplement to Master's Diploma - Simple Xeroxed copy
- 8) Advanced studies Diploma (if applicable) - Simple Xeroxed copy
- 9) Birth certificate - Simple Xeroxed copy
- 10) Marriage certificate (if applicable) - Simple Xeroxed copy
- 11) Identity card - Simple Xeroxed copy

When submitting the registration file, the candidate will present the original documents for certification "according to the original" of the simple Xeroxed copies stipulated in items 6) ... 14).

If the candidate has only a Master's degree certificate at the time of submitting the application, if he is admitted, he / she will present the master's diploma for the enrollment.

The documents constituting the registration file will be presented in an envelope type file, ordered according to the present description.