

METHODOLOGY

On the Organisation and Development of the Bachelor/ diploma and dissertation exams for the 2021-2022 academic year at the "Vasile Goldiș" Western University of Arad

I. GENERAL PROVISIONS

Art.1.

This Regulations of Organisation and Development of the Bachelor/ diploma and dissertation exams was drafted based on the following documents of reference:

- The Act on National Education no. 1/2011, with subsequent amendments;
- The Law no. 288/2004 on the organisation of the academic studies, with subsequent amendments;
- The Disposition of the Minister of National Education no. 3106 of February 9, 2022 on the approval of the Framework Methodology of organisation and development of the Bachelor/ diploma and dissertation exams;
- The Disposition of the Minister of Education and Research no. 4206 of May 6th, 2020 on taking some measures in the Romanian Higher Education Area;
- The Charter of the "Vasile Goldiș" Western University of Arad;
- The Disposition no. 3235/93/ of 04.02.2021 on the approval of the measures for organization of the activity in the educational units/ institutions in terms of epidemiologic safety in order to prevent the infection with SARS-CoV-2;
- The Disposition no. 3459/ 280/ 2021 on Amendment 1 to the approval of the measures for organization of the activity in the educational units/ institutions in terms of epidemiologic safety in order to prevent the infection with SARS-CoV-2;
- The Disposition no. 3030/ 82/ 2020 on modifying the Disposition of the Minister for Education and the interim Ministry of Health no. 5338/ 2015/ 2021 on the approval of the measures for organization of the activity in the educational units/ institutions in terms of epidemiologic safety in order to prevent the infection with SARS-CoV-2.

Art. 2

The exams for studies completion at the "Vasile Goldiș" Western University of Arad, respectively, the graduation exam, the Bachelor, diploma, dissertation exam is organised and developed according to the provisions of this Regulations, approved by the University Senate, starting with the summer session June-July of the 2021-2022 academic year.

Art. 3

(1) The “Vasile Goldiș” Western University of Arad is a higher education institution accredited institutionally by the Law no. 240/2002, acquiring the legal right of being institution organising the Bachelor/ diploma and dissertation exams, being able to organise these exams both for their graduates and for the graduates of other state or private higher education institutions, at the specialisations/ study programs which are accredited according to the law.

Art. 4

(1) The “Vasile Goldiș” Western University of Arad organises and develops graduation, Bachelor and diploma exams for:

- a) its own graduates to all accredited study programs/ specialisations within its faculties;
- b) its own graduates at the temporary authorised study programs/ specialities for which it has in the same Bachelor field accredited study programs/ specialities.
- c) graduates from other accredited or temporary authorised higher education institutions for Bachelor academic studies which are in the structure of the “Vasile Goldiș” Western University of Arad, with the approval from the University Senates from both higher education institutions, with the endorsement from the Faculty Councils and with the payment of the Bachelor fee established by the UVVG Board of Directors.
- d) Graduates coming from other temporary authorised institutions of higher education who can pass the Bachelor/ diploma exam at the “Vasile Goldiș” Western University of Arad at the accredited specialisations functioning within the University, based on a protocole concluded between the two higher education institutions, with the approval of the University Senates, after the Boards of Directors endorsement. The graduates’ registration for the Bachelor/ diploma exam is performed by the higher education institution where they studies, based on the protocol concluded between the two higher education institutions, consistent with the applicable law

(2) The “Vasile Goldiș” Western University of Arad organises and develops the dissertation exam only for their graduates to all accredited master study programs.

Art. 5

(1) The completion of the studies for the graduates of the studies organised according the Law of education no. 84/1995, republished with ulterior amendments, benefiting of a studies extension concludes:

- a) With Bachelor or diploma exam, for the studies in the long-term academic education, if applicable;
- b) With graduation exam for short-term academic studies;

(2) For the graduates of the studies organised according to the Law no. 288/2004 on the organisation of the academic studies, with ulterior completions:

- a) the cycle I of academic studies: the Bachelor academic studies conclude with Bachelor exam or with diploma exam for the education in the field of engineering sciences;
- b) cycle II of academic studies: master academic studies conclude with dissertation exam.

Art. 6

(1) The exam for studies completion at the “Vasile Goldiș” Western University of Arad is developed with the same commissions for all graduates, regardless on the graduates higher education institution (where the person studied), at the “Vasile Goldiș” Western University of Arad.

(2)) For a university / specialization program, the graduation exam is organized and conducted under the same conditions for all graduates, only within the higher education institution that

organizes the graduation exam, regardless of the form of education completed or graduated higher education institution.

(3) By exception from the provisions of par. (2), for special, well-motivated situations, the organizing institution may conduct the bachelor's exams in the locations belonging to the higher education institutions where the candidates come from, based on a protocol concluded between the two higher education institutions, only with the approval of the Ministry of Education and Research.

Art. 7

(1) For the 2021 – 2022 graduates, the exams for studies completion can be organised in three sessions according to the graph approved by the University Senate, at faculties proposition:

- June-July 2022;
- September 2022;
- February 2023.

(2) The previous promotions graduates may register at the exams for studies completion in the sessions programmed for this promotion.

(3) Each faculty submits for the Senate approval the timetable for the exams of studies completion for the Bachelor and Master programs in their structure.

II. CANDIDATES' REGISTRATION IN ORDER TO HOLD THE BACHELOR/ DIPLOMA AND DISSERTATION EXAM

Art. 8

(1) The graduates of a study program/ speciality register for the graduation, diploma or dissertation exam, depending on the case at the faculties secretariats at the "Vasile Goldiș" Western University of Arad.

(2) Graduates of study programs / specializations authorized to work provisionally or accredited from higher education institutions accredited / authorized to function temporarily entered into liquidation or liquidated, who did not take or not pass the final exams, may take the bachelor's exam / diploma from accredited higher education institutions that have these accredited undergraduate / graduate programs.

(3) The registration of the "Vasile Goldiș" Western University of Arad registration is made individually, at least 5 days before the exam, each graduate submitting the following documents:

- a) The exam application;
- b) The liquidation sheet, filled in and signed; the form is taken from the faculty secretariat;
- c) The birth certificate in legalised copy/ if applicable the marriage certificate in legalised copy;
- d) Copy of the identity paper/ card;
- e) from the composition of the registration file, according to the Government Emergency Ordinance no. 41/2016 on the establishment of simplification measures at the level of central public administration and for the amendment and completion of some normative acts, eliminates the requirement to submit legalized copies of documents, replacing them with certification of conformity with the original by the person designated this sense
- f) The Bachelor/ diploma/ dissertation thesis having hard cover and endorsing the scientific coordinator's review to be submitted at the faculty secretariat at the deadline set by each faculty management in order to be checked with the Anti-plagiarism program.

- g) The personal statement that the Bachelor/ diploma/ dissertation thesis is the result of the personal work, based on the own research and based on the information acquired from the quoted sources and indicated, according to the academic norms in notes and references.
- h) Two recently achieved photos, on photographic paper, colour, format 3x4 cm;
- i) Proof of the payment of the registration fee.
- j) The report of the Commission for verification of the Bachelor's paper contents (Anti-plagiarism).

Art. 9

The registration of the candidates coming from other higher education institutions is made at least 15 days prior to the beginning of the exam, at the "Vasile Goldiș" Western University of Arad, either individually, either by the higher education institution where they studied based upon the agreement between these institutions, with the strict consistence of the law provisions, each graduate having to submit the following documents:

- a) The application for registration to the exam;
- b) Approval of the two University Senates for taking the Bachelor/ diploma exam;
- c) The Board of Directors' endorsement;
- d) The Baccalaureate diploma or the diploma equivalent to it, in original;
- e) Birth certificate in legalised copy/ marriage certificate, if applicable;
- f) Copy of the ID document/ card;
- g) Two recent photographs, on photographic paper, colour, format 3x4 cm;
- h) Certificate certifying the graduate quality, issued by the graduated higher education institution that has to comprise: the position, the name, the surname and the signature of the responsible persons in the higher education institution, as well as the following information: the field of academic studies; the studies program/ the speciality; the period of studies; the status of the accreditation/ temporary authorisation; the type of education, the teaching language, the geographic location, the number of credits and the normative acts establishing them (Government decision); the certificate must bear the signatures of the graduated faculty dean, the rector's and secretary-in-chief of the institution where the graduate comes from;
- i) The diploma supplement;
- j) The Bachelor/ diploma/ dissertation thesis, in hard cover, having attached the scientific coordinator's review is to be submitted at the faculty secretariat within the deadline established by each faculty management in order to be verified by the Anti-plagiarism program;
- k) Personal statement that the Bachelor/ diploma/ dissertation paper is the result of the personal work, based on own researches and based on the information obtained from quoted and indicated sources, according to the academic norms, in notes and bibliography.

Art. 10

Only candidates graduating all mandatory activities comprised in the curriculum can present at the graduation/ diploma/ dissertation exam, being declared as graduates and not having financial or material duties towards the graduated university.

Art. 11.

(1) The graduates from the accredited or temporary authorised specialities/ study programs for which the “Vasile Goldiș” Western University of Arad organises the graduation, Bachelor, diploma exams are registered and take the exam at the University.

(2) In particular situations, by request and consistent with the provisions of the art. 4, the graduates of the accredited or temporary authorised specialities/ study programs may register and may take the graduation/ Bachelor or diploma exam at another organising institution with the approval of the “Vasile Goldiș” Western University of Arad Senate and of the Senate of the organising institution, with the payment of the fee for releasing the documents in the amount established by the University Board of Directors.

Art. 12

After closing the registration, the faculties secretariats where the registrations are made will draft on study programs/ specialisations the lists with the registered candidates for holding the exam for studies completion, each list comprising all candidates, alphabetically, regardless on the higher education institution where they come from.

III. ORGANISING AND DEVELOPING THE BACHELOR/ MASTER EXAM AND THE THESIS DEFENCE

Art. 13.

(1) The following commissions are set for the organisation and development of the Bachelor/ Master exams and for the thesis defence:

- a. The central commission for organising and development of the Bachelor/ Master exams and for thesis defence;
- b. The commission for the Bachelor/ Master exams and for thesis defence on faculties and study programs/ specialisations;
- c. The commission for solving the appeals on study programs/ specialities.

(2) The central commission for organizing and conducting the Bachelor's / diploma / dissertation exams is established by the decision of the Rector of the University, with the approval of the University Senate.

(3) The exam commissions for studies completion and the commissions for appeals solving are appointed upon the proposition of the faculties/ departments councils, with the approval of the University Senate and are nominated by Decision of the “Vasile Goldiș” Western University of Arad Rector.

(4) The commissions are made public by publishing on the faculties publishing boards and on the University website.

(5) The management of the “Vasile Goldiș” Western University of Arad and the exam commissions are the sole liable for organising and developing the exams for studies completion.

(6) Each exam commission is formed of at least 4 teaching staff member, of which one president, at least 2 members and a secretary.

(7) The members of the commission for studies completion must have the scientific title of doctor and the teaching degree of lecturer/ academic head of works, associate professor or professor.

(8) The secretary of the commission of exam for studies completion must have at least the teaching degree of assistant professor and has only attributions in documents management.

(9) The members of the exam commissions must be experts in the speciality for which the studies completion exam is carried on;

(10) According to the law, both the members of the commission of exam for studies completion, and the secretary of the exam commission for studies completion cannot be in relation of spouses, in laws and relatives up to the 3rd degree, inclusively.

(11) The composition of the commissions for the Bachelor's / diploma and dissertation exams and of the commissions for solving the appeals, as well as the number of their members do not change during the final exams.

(12) The "Vasile Goldiș" Western University of Arad is paying exclusively for this activity the members of the exam commission for studies completion.

Art. 14

Bachelor's and master's degree students, who during the state of alert, necessity or urgency have followed learning and teaching activities in the online mode, participate in the exams provided by art. 143 of Law no. 1/2011, with subsequent amendments, in accordance with the provisions of this methodology. The online development of the exams must be recorded in full, for each graduate separately and archived at the faculty level

Art. 15

(1) Each of the graduation exam and the Bachelor/ Master exam consist of two tests, as follows:

- a) test 1: basic and speciality knowledge assessment;
- b) test 2: presentation and defence of the graduation paper/ project/ Bachelor thesis/ Master project; the presentation and defence are public;

(2) The faculties within the "Vasile Goldiș" Western University of Arad will take the bachelor's / diploma exams as follows:

Faculty of Legal Sciences

test 1: assessment of basic and specialist knowledge - classic model, with the physical presence of the candidate

test 2: presentation and presentation of the bachelor's thesis - classic model, with the physical presence of the candidate

Faculty of Economics, Computer Science and Engineering

test 1: assessment of basic and specialist knowledge - classic model, with the physical presence of the candidate

test 2: presentation and presentation of the bachelor's thesis - classic model, with the physical presence of the candidate

Faculty of Social Sciences, Humanities and Physical Education and Sports

test 1: assessment of basic and specialized knowledge classical model, with the physical presence of the candidate

test 2: presentation and presentation of the bachelor's thesis - classic model, with the physical presence of the candidate

Faculty of Medicine

test 1: assessment of basic and specialist knowledge - classic model, with the physical presence of the candidate

test 2: presentation and presentation of the bachelor's thesis - classic model, with the physical presence of the candidate

Faculty of Dentistry

test 1: assessment of basic and specialist knowledge - classic model, with the physical presence of the candidate

practical test - classic model, with the physical presence of the candidate

test 2: presentation and presentation of the bachelor's thesis - classic model, with the physical presence of the candidate

Faculty of Pharmacy

test 1: assessment of basic and specialist knowledge - classic model, with the physical presence of the candidate

practical test - classic model, with the physical presence of the candidate

test 2: presentation and presentation of the bachelor's thesis - classic model, with the physical presence of the candidate

(2) The tests mentioned at par. (1) for the Bachelor's/ Master's exam are carried on directly, immediately, by the presence in the same place and in the same time, of the exam commission and the examinee, at the "Vasile Goldis" Western University of Arad premises.

(3) During the state of alert, necessity or urgency, based on university autonomy, respecting the quality of the teaching act and assuming public responsibility, the exams of the bachelor's / diploma exam can be carried out online, with full recording of the evidence, for each graduate in part and archived at the faculty level

(4) The subjects for the tests of the Bachelor's/ Master's exams are established considering the following criteria:

a) to be in strict compliance with the contents of the published and communicated topics and bibliography;

b) to provide for a comprehensive coverage of the subject and that the graduate could be able to solve within the established timeframe;

c) to make possible the objective appreciation of the graduates' preparation, of their thinking capacity and aptitudes;

(5) For the human medical-pharmaceutical higher education, the first test of the Bachelor exam consists in a national component and, in case, of a specific component.

(6) The national component is to be as written paper from the topics and the bibliography notified by the organisation commission, which is to be formed by experts appointed by the management of the accredited universities of medicine and pharmacy.

(7) The dissertation exam consists in one test, which is the dissertation presentation and defence. During the state of alert, necessity or urgency, based on university autonomy, respecting the quality of the teaching act and assuming public responsibility, the dissertation can be carried out online, with full recording of the lecture, for each graduate separately and archived at faculty level

Art. 16

(1) For the performance of the written tests, the graduates' supervision in the rooms is to be provided by the institution teaching staff, others than those carrying on teaching activities in the respective program. The list with the supervision staff are to be issued by the faculty dean and approved by the institution Rector. The division on rooms of the supervision staff is drawn by the faculty management 1-2 hours prior to each test, so that for each room it is assigned one room responsible and a sufficient number of supervisors depending on the number of graduates, but there have to be at least 2 teaching staff members.

(2) The exam halls are to be prepared in advance for such activities by:

- a) eliminating any teaching material which might influence the graduates' papers;
- b) publishing the nominal list of the graduates who are assigned for the respective room;
- c) video supervision.

(3) Before moving to the rooms where they have been assigned, the room persons in charge receive, under signature, from the commissions secretaries the nominal table with the graduates assigned to the respective room, and a number of sheets for the written tests, as well as stamped paper for carbon papers, depending on the number of graduates established for the room they are responsible of.

(4) The graduates' access in the exam room is allowed with at most 1 hour prior to the beginning of the test. Upon graduates' entry in the room, the supervising staff checks their identity, based on the Identity card and on the table with the graduates assigned to the respective room. The papers remain on graduates' tables during the development of the respective test, to be checked. The graduates who do not have identity papers are not received in the exam room. The graduates take their seats at the desks only after they had left at the teacher's desk all written materials. The access in the room with any object that might influence the exam correctitude is not allowed.

(5) The room person in charge records the graduate's presence or absence on the nominal table and hands over to each graduate of template sheet for each subject from the written test, specifying them to write down, in the corner to be glued, legibly the name and surname, the father's name, as well as the other headings (the faculty, the speciality, the subject for which is the exam, the session). The corner is to be glued, sealed and signed by the commission president in the graduate's presence and it is to be stamped. In order to draft the carbon papers, the graduates are to receive distinct paper sheets where the faculty stamp is to be applied in advance.

(6) The person in charge for room receives the envelope with the subjects from the president of the commission for that test to be held and verifies the integrity of the seal affixed to it. If irregularities are detected, the room supervisor shall notify the president of the respective commission. The time established by the Commission for the opening of the envelopes with the topics will be the same for all the rooms where the test is given. The room supervisors open the envelope in front of the rest of the supervisors and of the graduates. The subjects are written on the board simultaneously in all rooms where tests are held for the respective subjects or may be multiplied and distributed to the graduates. The duration of the exam starts upon the end of subjects transcript on the board or upon ending the distribution of the test papers.

(7) Since the opening of the topics envelop, any graduate cannot enter the room and any graduate cannot leave the room unless delivering the written paper and signing for its delivery (unless the room supervisor allows the graduate to leave the room due to physiological needs). Graduates who will be in the room when opening the envelope with subjects shall lose the right to participate in the respective test.

(8) The graduates attention is to be drawn that, for issuing the written paper they can use blue or black ink or blue or black pen. The use of any other paper sheets except for the form one and for the stamped paper, distributed by the supervisors, is forbidden. Upon request, the room responsible is to distribute to the graduates extra sheets to those already handed over initially, showing them before that to the entire room, to see that they are clean. The columns in the corner to be glued of these additional sheets are to be filled in the same way like on the sheets initially distributed.

(9) During the test, the room supervisor and the other supervisors will not give any verbal indication to the graduates in addition to those arising from the wording of the topics. In addition, they are not allowed to talk to each other or to solve exam subjects through interpersonal consultation.

(10) During the written test graduates may, for various reasons (many corrections on sheets, mistakes that could be interpreted as signs of recognition) transcribe their work, but they shall not exceed the time duration of the test; initially used sheets will be canceled immediately and signed by the room supervisor. Writing down the candidate's name outside the rubric, on the sheets assigned for written papers, as well as any other distinctive signs entail the annulment of that paper.

(11) Throughout the written tests, there are allowed to enter in the examination rooms only those who are part of the Central Commission for organizing and running the Bachelor exam.

(12) While finishing their works, the graduates hand them over to the room supervisor, who signs them on the corner, records the number of written pages, where applicable, and the graduate signs in the nominal list. All free areas left in the paper are barred. The graduates hand over to one of the supervisors the annulled form sheets and the carbon sheets. Upon expiry of the timeframe, the graduates who did not conclude the test hand it over as it is, being forbidden to extend the timeframe for papers writing.

(13) The room supervisor, with the members of the supervising team, takes the papers to the secretary of the respective commission to whom the papers are delivered with number and under signature. The annulled form sheets and the carbon paper are handed over separately to the secretary of the test commission.

(14) The papers for the same subject and with the same topics received from the room supervisors are to be mixed, numbered. The carbon copies written and any annulled sheets during the exam are packed and kept separately, under key, for 30 days since the end of the exam, being destroyed afterwards.

Art. 17

(1) The candidates appealing to fraud or proven attempt to fraud are to be expelled from the exam, without reimbursement of the fee. The candidates withdrawing their papers before the publishing of the tests results are considered as expelled from the exam without being entitled to receive the fee reimbursement.

(2) Any proven attempt to fraud during the progress of the exam tests is sanctioned with the removal of the respective graduate, mentioning in all documents as "expelled" from the exam. The room supervisor is to issue a minute which is signed by the all the room supervisors, by another graduate and by the respective person.

(3) In the case of final exams that take place in the form of a grid-type exam, the valid completion by the candidate is done by hatching the correct answers. The boxes are filled on the entire surface according to the model below:



No corrections or other distinctive signs are allowed. If the answer to one or more questions is not completed in accordance with the above requirements, the answer or answers will be canceled by full hatching.

(4) During the action of verification and grading, the papers are to be kept at the premises of the exam commission on the faculty, in sealed iron lockers. The Commission secretariat is keeping the keys to the lockers where written papers are kept.

(5) The verification and the grading of the written papers is developed in prior established rooms by a scheduled set-up by the exam commission. The access in these rooms of other persons except for the commission members is strictly forbidden. Daily, after finishing the program for verification, the papers sets are handed over to the Commission Secretariat to be locked and kept in iron closets. The correctors have to hand over the papers sets to the Commission Secretariat when leaving the correcting room.

(6) Each topic in a subject is to be checked independently by two teaching staff members, according to the correction list.

(7) After concluding the checking and grading of all the papers, under the above specified terms, the exam Commission transcribes the grades given by the examiners for each paper in centralised entry forms and calculates the final grade of the paper as arithmetic mean, with two decimals, without rounding, of the grades granted by each examiner, under the Commission President's control and liability.

(8) If the grading difference between the grades given on the same written paper is higher than 1,00 points, the awarded grades are to be reconciled by the two correctors. If the difference is kept, the work is to be handed to another teacher, appointed by the Commission president among the teaching staff with the highest professional authority who, in the presence of the persons giving the respective grades, will proceed to re-check the paper and to set its final grade, which will be recorded in the entry forms, under signature. Same procedure applies for the differences strictly higher than 1.50 at the separately given grades for each topic, theme, problem.

(9) The final grade is marked on each work apart, with red ink or pen, before their opening and with the signature of the president of the exam commission.

(10) The graduates' written papers are opened only after closing the checking for all the exam tests, after completing and writing down the final grade on each paper. The opening of the written papers is made by the exam Commission.

(11) The graduates' final grades for each test are written down directly on ink in the catalogues prepared in this regard, under the commission president's control and liability. The eventual corrections in the catalogues prepared in this purpose, under the commission president's control and liability. The eventual corrections in the catalogues are made in red ink, only by the president of the commission who checked and signed for the correction.

(12) The final grades of the exam test, set according to the above stipulations, cannot be changed.

(13) All documents related to the organisation and development of the exam (written papers, the series of the entries, and the lists with the exam results) are kept at the Bachelor's commission premises in iron lockers, sealed, until the closure of the action of checking the appeals. The keys of the lockers used in this purpose are kept by the secretary of the Bachelor commission.

Art. 18

(1) The final grades obtained by the graduates at each test are passed directly, in ink, in the catalogues prepared for this purpose, under the control and responsibility of the chairman of the commission. Any corrections in the catalogues are made in red ink, only by the chairman of the commission who has checked and will sign the correction.

(2) The final marks of the examination test, determined in accordance with the above specifications, may not be modified

Art. 19

- (1)** The purpose of the Bachelor/ Master paper, of the thesis is to assess the graduates' capacity to process their knowledge under the terms of solving some issues specific for the field of learning or to perform some case studies, field research, by the specialisation specificity.
- (2)** The Bachelor/ Master paper, the theses may have as scientific coordinators only teaching staff having the doctoral title in the respective specialisation. The Bachelor/ Master/ Doctoral paper may have two or more scientific coordinators, in this case at least one of them being tenured staff and having the doctoral title.
- (3)** The graduates' training to issue the papers, the establishing of the teaching and scientific procedures for their assisting, guidance, setting the requirement and the assessment criteria are performed on specialisations. The year deans, the tutors are responsible with graduates' information on those, the papers coordinators are liable on the implementation of the University Senate decisions and on faculties councils ones on the drafting of the Bachelor/ Master paper or doctoral thesis.
- (4)** The "Vasile Goldiș" Western University of Arad encourages the participation of scientific coordinators from partner universities from the European Union. The role of scientific coordinator can be performed by the professors from partner universities, with cooperation agreement in force, situation where the agreement stipulates cooperation in the fields of research and of students' exchange.
- (5)** A teaching staff's member may guide papers for graduates from another faculty, specialisation, however, in such a case the professional criteria and requirements of the formation where the graduate is part are applicable.
- (6)** The Bachelor/ Master or Doctoral thesis supervisors have to ensure a continuous cooperation during the entire time of drafting the Bachelor/ Master paper or the doctoral thesis.
- (7)** The formal and content requirements on the individual research/ study on the Bachelor/ Master papers/ doctoral thesis, the landmarks on the justification, documentation, the conception, the drafting, the typing, the defence of the paper, as well as the criteria of evaluation are to be notified to the graduates at least 6 months in advance to the programmed first day of registration to the first session. The criteria of evaluation of the Bachelor/ Master/ doctoral paper are to be accompanied by a detailed explicit punctual standard and by an assessment form of the paper for studies completion. The changes in these requirements, the landmarks and the criteria compared to the previous years are to be applicable at the following summer session. The fall-winter session are organised with requirements, landmarks and assessment criteria identical to those from the previous summer.
- (8)** Each coordinator of Bachelor/ Master/ Doctoral paper present a review attached to the paper, which characterises the author's contribution and the paper degree of novelty, with the proposition of a grade.
- (9)** The Bachelor papers are prepared, issued, edited and defended in Romanian, including for the programs of Medicine (in French) and Medicine (in English), or in a language of large circulation in case of the field of language and literature, respectively when it was the predominant study language of the specialisation.
- (10)** The trading of the scientific papers in order to facilitate the forgery of the author quality of a Bachelor/ Master/ Doctoral thesis by the buyer is forbidden. The persons guilty of such actions, regardless on their quality at the "Vasile Goldiș" Western University of Arad, as student or teaching

staff's member, as well as any other employee or associate of the University are to be sanctioned according to the applicable law.

(11) In order to ensure the originality of the contents for each Bachelor or Doctoral thesis, this one shall also be submitted electronically (CD) and will have attached also a personal statement, completed and signed by the author of the paper.

(12) Under the terms where the scientific coordinators of the Bachelor/ Master/ Doctoral works, after providing all necessary guidance for drafting and issuing the paper, find out the violation of the Code of Academic Ethics and Professional Deontology by the Bachelor/ Master student, they issue a report where they propose this one's sanctioning.

(13) The University has an anti-plagiarism system, and rules in this regard. The commission for verifying the authenticity of the bachelor's / diploma / dissertation works will have to use the anti-plagiarism system.

Art. 20

At the Bachelor/ graduation exam, the graduates receive two marks

- a) one mark reflects the assessment of the basic and speciality knowledge, written test;
- b) another mark reflects the value and the way of presentation of the Bachelor/ graduation

paper.

Art. 21

(1) The average pass grade of the bachelor's / diploma exam must be at least 6.00.

(2) The grades given by the members of the examination board are whole numbers from 1 to 10.

(3) The passing grade for each test of the bachelor's exam must be at least 5.00, regardless of the number of tests.

(4) A graduate who does not obtain at the first test of the bachelor's / diploma exam - assessment of basic and specialized knowledge - minimum grade 5.00, may not participate in the second test (presentation and defence of the bachelor's thesis / project diploma;

(5) The mean of the test (s), calculated as the arithmetic mean of the marks awarded exclusively by the members of the examination board, shall be determined to two decimal places, without rounding.

(6) The mean of the bachelor's / diploma exam is calculated with two decimals, without rounding, exclusively based on the average of the test / tests.

(7) The deliberation of the commissions regarding the establishment of the results of the bachelor's / diploma exam is not public.

8. Decisions making in the Commission shall be governed by this Regulation.

Art. 22

(1) The dissertation exam consists in the presentation and defence of the dissertation.

(2) The presentation of the dissertation is public and takes place in the presence, in the same place and at the same time, of the examination commission and the examinee.

(3) The grades given by the members of the examination board are whole numbers from 1 to 10.

(4) The mean for passing the dissertation exam must be at least 6.00.

(5) The mean of the dissertation exam shall be calculated to two decimal places, without rounding, exclusively based on the marks awarded by the members of the examination board.

(6) The deliberation of the commissions regarding the establishment of the results of the dissertation exam is not public.

(7) Decision - making in the Commission shall be governed by this Regulation

Art. 23

(1) The result of each test is published at the premises of the organising institution and on the faculty website, under the signature of the president of Bachelor/ Master Commission and of the commission secretary, within at most 48 hours since its defence.

(2) The eventual appeals on the results of a test are submitted at the secretariat or sent to the e-mail of the faculty organising the exam for studies completion, within at most 24 hours since the communication/ display of the results and it is solved in at most 12 hours since the date of the closing deadline for submission of the appeals, by the commission for appeals analyse and solving, and it is solved within a maximum of 2 hours from the date of conclusion of the submission of appeals by the commission for analysis and settlement of appeals.

(3) The appeals are solved exclusively at the level of the "Vasile Goldiș" Western University of Arad, and the decisions of the commissions for appeals analyse and solving are final.

(4) According to the law, the members of the commission for analyse and solving of the contestation cannot be in relation of spouse, in-laws and relatives up to the 3rd degree with the examined ones.

(5) The results obtained at the oral tests cannot be disputed.

Art. 24

In case of not passing the exams for studies completions, they can be held in another session, with the candidate paying the related costs. The tests supported and passed during the prior sessions at the "Vasile Goldiș" Western University of Arad may be recognised by the Faculty Council.

IV. ISSUING THE DIPLOMAS

Art.25

Within 24 hours since the Bachelor/ Master exams and dissertation defence closing, the secretaries of the exam commission are to submit all documents on the exams results at the secretariats of the organising faculties.

Art.26

(1) The diplomas for the graduates who passed the exams for studies completion are issued for the graduated studies program/ speciality by the "Vasile Goldiș" Western University of Arad, within at most 12 months since the graduation date.

(2) Until the issuing of the diploma, the graduates passing the exam for studies completion receive, by request, graduation certificates.

(3) The studies graduation certificate grants the holder same legal rights as the diploma and it has to comprise the position, the name, the surname and the signature of the responsible persons from the institution of higher education, as well as the following information:

- a) the field of academic studies;
- b) the studies program /specialisation;
- c) the studies duration;
- d) the mean for studies completion;

e) the accreditation/ temporary authorisation statute, the type of education, the teaching language, the geographic location, the number of credit units and the normative act which established them (Government decision, Minister's Disposition, depending on the case).

(4) In case of loss or destruction, the issuing of a new certificate follows the procedures on the release of the duplicates of the acts of studies.

(5) The graduates who do not pass the studies completion exam receive, by request, a certificate of academic studies comprising information on the type of education where the schooling was organised, the duration of the studies, the means for passing the years of study.

Art.27

The “Vasile Goldiș” Western University of Arad Rector may cancel, with the University Senate approval, an exam for studies completion, a certificate or a studies diploma when it is proven that it was obtained by fraudulent means or by violation of the provisions of the Code of ethics and professional deontology.

V. FINAL PROVISIONS

Art. 28

All the provisions of these regulations and the criteria of evaluation apply non-discriminatory for the examined persons, regardless on the University of origin.

Art. 29

(1) These regulations is to be notified to the graduates by publishing it at the faculties notification boards and on University website.

(2) Any other information on the organisation and development of the Bachelor/ Master exams and of the thesis may be requested from the secretariats of the organising faculties.

Art. 30

The dispositions of these Regulations are to be completed with the eventual ulterior regulations of the Ministry of Education and with the decisions to be approved by the University Senate.

Art. 31

These regulations apply starting with the Bachelor/ Master exam sessions and the thesis defence related to the 2021-2022 graduation series.

Art. 32

These regulations, in their revised form were endorsed by the Board of Directors on February 16, 2022 and approved by the Senate of the “Vasile Goldiș” Western University of Arad on February 16, 2022.

**INTERIM PRESIDENT OF THE SENATE,
Prof. Aurel Petru Darau, PhD
Endorsed by the COMMISSION FOR CODES,
REGULATIONS AND JURIDICAL AFFAIRS,**

**President,
Assoc. Prof. Daniel Berlingher, PhD**