

DISPOSITION No. 3223 of February 8, 2012

On the Approval of the Methodology of Recognition of the Study Periods Abroad  
ISSUER: MINISTRY OF EDUCATION, RESEARCH, YOUTH AND SPORT  
PUBLISHED IN: OFFICIAL JOURNAL NO. 118 of 16 February 2012

According to the provisions of the [Disposition of the Minister of Education, Research, Youth and Sports no. 4.061 / 2011](#) on the general framework for organizing and conducting admission in the bachelor, master and doctoral degree courses for the 2011-2012 academic year,

based on [Government Decision no. 49/1999](#) on the establishment of the National Center for the Recognition and Equivalence of Diplomas, the Disposition of the Minister of Education, Research and Youth no. 4,022 / 2008 \*) regarding the approval of the Regulation on the organization and functioning of the National Center for the Recognition and Equivalence of Diplomas and the Methodology for the Recognition and Equivalence of Scientific Diplomas, Certificates and Titles, as subsequently amended and supplemented, the [Government Decision no. 76/2005](#) on the establishment of the National Agency for Community Programs in the Field of Vocational Education and Training, as subsequently amended, and [Government Decision no. 67/2007](#) on the participation of Romania in the Community programs "Lifelong Learning", "Erasmus Mundus " and "Youth in Action", 2007-2013, under the provisions of [Art. 147](#) par. (1) of the National Education Law no. 1/2011, with subsequent amendments and completions, of the Financing Contract no. 55 of 25 September 2008, identification number POSDRU / 2 / 1.2 / S / 6, on the project "Correct information - the key to recognition of studies", Project ID 2789, and [Government Decision no. 536/2011](#) on the organization and functioning of the Ministry of Education, Research, Youth and Sport, as subsequently amended and supplemented,

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\*) Disposition of the Minister of Education, Research and Youth no. 4.022 / 2008 was not published in the Official Journal of Romania, Part I.

the Minister of Education, Research, Youth and Sport issues this Disposition .

Article 1

It is approved the Methodology for recognizing periods of study abroad in the three cycles of university, carried out by citizens of the Member States of the European Union, European Economic Area and the Swiss Confederation and citizens of third countries, provided in the [Appendix](#) which is an integral part of this Disposition .

Article 2

The National Center for the Recognition and Equivalence of Diplomas, the National Agency for Community Programs in the Field of Education and Vocational Training and the Romanian higher education institutions accredited in Romania will carry out the provisions of this Disposition.

Article 3

On the date of entry into force of this Disposition, any contrary provision shall be abrogated.

#### Article 4

This Disposition shall be published in the Official Journal of Romania, Part I.

Minister of Education, Research, Youth and Sport,  
Daniel Petru Funeriu

Bucharest, February 8, 2012.  
Nr. 3223.

### APPENDIX 1

#### METHODOLOGY of Recognition of the Study Periods Abroad

##### Article 1

(1) Periods of studies conducted on the basis of agreements concluded between Romanian higher education institutions accredited from Romania and foreign accredited institutions or international programs, except for periods of study or placement in Erasmus mobility, shall be recognized by universities in accordance with the provisions of the respective mobility agreements or programs.

(2) Starting with the date of entry into force of this methodology, the Romanian higher education institutions shall submit for opinion to the National Center for the Recognition and Equivalence of Diplomas, hereinafter referred to as CNRED, the drafts of international inter-institutional agreements referred to in paragraph (1). CNRED endorses the draft agreement after the verification of the following:

- a) the status of the partner higher education institution from abroad;
- b) the type of act issued at the end of the study program subject to the agreement, i.e. its recognition as being part of the category of study documents in the education system of the state that has accredited the partner institution.

### CHAPTER I

#### Recognition of periods of study in unregulated mobility

##### Article 2

(1) The procedure provided for in this Methodology shall be applied by the accredited higher education institutions through information and documentation centers.

(2) The Information and Documentation Resource Centers, hereinafter referred to as CRID, shall be established at the level of each accredited higher education institution in Romania.

(3) Each CRID is made up of a number of 3 to 5 teaching staff appointed by the university's management and by the chief secretary of the university.

##### Article 3

(1) CRIDs have the following attributions in the recognition procedure for study periods:

a) establish the additional documents that may be required in relation to those stipulated in [art. 4](#) ;

b) evaluate the files submitted for recognition of the study periods or submit them for evaluation to the specialized teachers, where applicable;

c) may propose for approval to the management of the university a committee made up of teachers with expertise in different specializations from those held by CRID members, having the following attributions:

(i) evaluation of recognition files;

(ii) communicating the outcome of the evaluation;

(iii) the recommendation, following evaluation, of registering the applicant in the appropriate academic year or not to recognize the previous studies;

d) informs the Secretary-General of the outcome of the evaluation.

2. The Secretary-General shall have the following duties:

(a) communicate to the applicant the outcome of the assessment carried out by the CRID or by the specialized committees;

b) submit to the Rector of the University for approval the applicant's registration decision in the corresponding academic year;

c) completes and updates the database with students who have benefited from the recognition of study periods.

#### Article 4

The file for recognition contains the following documents:

1. the application form - a standard form which is available on the web page of each CRID;

2. the certified copy of the baccalaureate diploma obtained in Romania or, where applicable, the certificate issued by the specialized directorate of the Ministry of Education, Research, Youth and Sport, of recognition of the diploma of access to higher education obtained abroad / the letter of acceptance to studies;

3. the certified copy of the bachelor's or master's degree obtained in Romania or, as the case may be, the certificate issued by the specialized department of the Ministry of Education, Research, Youth and Sports, recognition of the diploma of access to doctoral studies obtained abroad / the letter acceptance of studies;

4. the document, apostilled or over-legalized, as the case may be, which certifies the school situation for the years of graduated studies, containing the subjects, grades, number of credits / number of points and number of courses for each subject, issued by the higher education institution from which the applicant comes, and the legalized translation into Romanian;

5. the syllabi for the subjects studied in the higher education institution from which the applicant comes, as the case may be, and the legalized translation in Romanian;

6. the language proficiency certificate for the language of instruction and examination;

7. the legalized copy of the birth certificate and of the identity document or of the passport and, if necessary, the certified translation into Romanian;

8. the certified copy of the marriage certificate, if the name on the study papers does not coincide with the one in the identity document and, if necessary, the certified translation;

9. Personal statement on your own responsibility that previous studies have not been interrupted as a result of expulsion due to violation of the code of ethics and deontology code of the university of origin.

#### Article 5

(1) The applicant for the recognition of the study period shall submit the file to the secretary-in-chief of the university.

(2) The secretary-in-chief of the university shall verify that the file contains all the documents stipulated in [art. 4](#).

(3) If the submitted file is incomplete, the secretary-in-chief shall communicate to the applicant, as a matter of urgency, by electronic means, the document (s) not that have not been filed / deposited.

#### Article 6

(1) The deadline for solving the recognition file is of 10 working days from the date of submitting the complete file, according to the admission methodology for studies adopted at the level of each university. This period may be extended in cases where it is necessary to verify the authenticity of the school documents and the status of the issuing university, and the applicant shall be informed in writing of the reasons for the failure to resolve within the legal deadline.

(2) Complaints on recognition decisions may be filed with the secretary-in-chief of the university within a maximum of 3 working days from the date of confirmation by mail of receipt of the recognition decision.

(3) The secretary-in-chief shall convene, within two working days, the appeal committee, consisting of 3 specialized teachers, appointed according to the provisions of [art. 3](#) par. (1) lit. c), others than the teachers who initially assessed the file with professional qualifications and competencies in the fundamental field of sciences to which the specialization subject to recognition belongs.

(4) The appeal shall be settled within 3 working days from the convocation of the Appeals Committee.

#### Article 7

The assessment by CRIDs or by specialized committees, as appropriate, of school documents and study papers for recognition is accomplished through the following steps:

1. verification of the status of the study program and of the higher education institution that issued the school documents and study papers subject to recognition, as well as the level of the study program followed within that higher education institution. If the issuing higher education institution is not recognized / accredited in the State of origin, the study papers submitted by the applicant are not recognized;

2. transmission to the CNRED in electronic format for verification of the school documents submitted to the file if there are doubts about the authenticity and legality of their issuance;

3. analyze on the following:

- a) the number of transferable and accumulating study credits - ECTS or the points obtained in the studies at the higher education institution from which the applicant comes;
- b) the results obtained during the previous schooling, highlighted by different evaluation / grading systems. To this end, the conversion of averages obtained with the conversion grid will be carried out as set out in the [Appendix](#) which is an integral part of this methodology;
- c) the curriculum attended at the higher education institution from which the applicant comes;
- d) the results of the exams and scientific papers defended in the doctoral studies conducted abroad;
- e) list of articles and papers published in doctoral studies abroad.

#### Article 8

(1) Following the assessment referred to in [Art. 7](#) , members of CRIDs or specialized committees, where applicable, pronounce one of the following solutions:

- a) automatic recognition if there are no substantial differences with respect to the above mentioned elements and the applicant can be equated with the minimum number of study credits required for enrollment in the current academic year provided for in the higher education institution's regulations;
- b) support for compensatory measures, i.e. differences examinations, if there are substantial differences that must be taken for the applicant's registration in the corresponding year of study.

(2) Substantial differences referred to in paragraph (1) lit. b) consist of:

- a) the insufficient number of transferable credits / study points required for enrollment in the corresponding year of study that the applicant would have received and at the higher education institution of origin;
- b) the insufficient number of specialized disciplines studied by the applicant within the higher education institution from which he / she comes, in relation to the number of the educational plan of the institution to which he / she enrolls;
- c) failure to pass the necessary examinations, as appropriate, for further doctoral studies;
- d) insufficient number of papers or scientific results, articles, papers published in doctoral studies abroad.

(3) From the date of the postal and e-mail notification of the decision to support the difference examinations, the applicant must declare in writing, within two working days, his / her agreement on taking the difference exams.

(4) Both the exams taken at the recognized higher education institution of origin and the exams taken as compensatory measures shall be recorded in a report.

(5) Support for differential examinations as compensatory measures shall be carried out in accordance with the provisions of the university regulations on the period of support of exams, respectively arrears, examinations and payment of the corresponding fee, established at the level of each higher education institution.

#### Article 9

Periods of study previously conducted on external mobility in non-accredited or non-authorized Romanian study programs are recognized after having passed the selection examinations, in compliance with the legal requirements in force.

#### Article 10

The supplement to the Bachelor's degree and Master's degree is supplemented, after the recognition of the period of study abroad, to the 5th "Additional Information", with the following: years of equivalent studies, the higher education institution of origin, the mention on supporting differential examinations or selection exams, as the case may be, as well as the document issued by the Ministry of Education, Research, Youth and Sport for the approval of further studies.

## CHAPTER II

### Recognition of periods of study or placement in Erasmus mobilities

#### Article 11

(1) Universities participating in the Erasmus Program of the European Union, signatories to the Erasmus University Charter, shall elaborate and approve by the Senate of the University, within 3 months after the entry into force of this Methodology, regulations providing for specific procedures for Recognition of periods of study and / or placement by students in this program.

(2) Regulations shall be drawn up in accordance with the ECTS User Guide of the European Commission and shall be updated as it is amended or supplemented.

#### Article 12

Regulations should contain clear provisions on the following principles:

1. the recognition in an integrity and automation of the Erasmus study or placement period of the total number of transferable credits accumulated by the student during the traineeship by the management of the faculty to which the student is enrolled;
2. Recognition of certified credits in the matriculation sheets as being obtained by the student at the institution (s) visited;
3. equivalence for Erasmus study or placement periods, following the recognition referred to in point 1, grades / grades obtained in the subjects completed during the traineeship through clear, transparent and competence-based conversion rules, and not by the subject titles, based on a correspondence between the scoring systems of the two countries.

#### Article 13

The Erasmus Mobility Education / Training Agreement is the basis for recognizing the internship period.

#### Article 14

Rights earned as a student at the home university, study grant, scholarships, scholarships, scholarships, other rights or facilities may not be withdrawn during the Erasmus internship or participation in the Erasmus program.

#### Article 15

(1) The equivalence referred to in [art. Article 12 \( 3\)](#) does not prejudice the position of the student in the ranking of the faculty of origin for the academic year following that in which the student participated in the Erasmus internship.



(2) The Erasmus student is entitled, on the basis of a specific reclassification procedure, on a non-discriminatory basis, to take in the next academic year any unsuccessful exams as a result of participation in the Erasmus Program. The average for the subjects to which the Erasmus student was able to take part in exams at the home university is the one that will be taken into account when determining the rankings.

(3) The procedure referred to in paragraph (2) shall be elaborated at the faculty level, as part of the regulations mentioned in [art. 11](#) , and approved by the University Senate.

#### Article 16

(1) Examinations for subjects not covered by the Erasmus mobility study / training agreement, as well as Erasmus internships not promoted during the Erasmus internship period, shall be taken at the home university during the examination sessions approved at the university level.

(2) Special exams can be organized if the students are unable to attend the approved examination sessions at the university level as a result of participating in the Erasmus internship.

#### Article 17

The National Agency for Community Programs in the Field of Vocational Education and Training verifies the existence and implementation of the regulations mentioned in [art. 11](#) as part of the control over compliance with the Erasmus University Charter.

#### ANNEX 1\*)

##### To the Methodology

\*) The annex is rendered in facsimile.

#### Marks Evaluation Grid

|                        |               |                 |                   |            |
|------------------------|---------------|-----------------|-------------------|------------|
| Romania                | 1 - 4         | 5               | 6                 | 7          |
| ECTS grid              | FX, F<br>Fail | E<br>Sufficient | D<br>Satisfactory | C<br>Good  |
| Austria                | 5             | -               | 4                 | -          |
| Albania                | 1 - 4         | 5               | 6                 | 7          |
| Bulgaria               | 2<br>Weak*)   | 3<br>Sreden*)   | -                 | -          |
| Belgium                | 7, 8, 9       | 10              | 11                | 12         |
| P. R. China            | 0 - 59.99     | 60 - 69.99      | 70 - 74.99        | 75 - 79.99 |
| Denmark                | 0, 3, 5       | 6               | 7                 | 8          |
| Swiss<br>Confederation | < 3,5         | 3,5 - 3,99      | 4,0 - 4,49        | 4,5 - 4,99 |
| Finland                |               | 1               | 1 1/2             | -          |

|                             |                               |                          |                            |                              |
|-----------------------------|-------------------------------|--------------------------|----------------------------|------------------------------|
| France                      | Insuffisant<br>( < 10)        | Passable<br>(10 - 10,49) | Passable<br>(10,5 - 10,99) | Assez bien<br>(11,0 - 11,49) |
| F. R. Germany               | > 4,01                        | 4,00 - 3,51              | 3,5 - 3,01                 | 3,00 - 2,51                  |
| R. Greece                   | 2, 3, 4                       | 5                        | 6                          | -                            |
| Jordan                      | 0 - 49.99                     | 50 - 50.99               | 51 - 59.99                 | 60 - 69.99                   |
| Ireland                     | < 25%<br>Fail                 | 25% - 39%<br>Pass        | 40% - 44%<br>3rd pass      | 45% - 54%<br>-               |
| Island                      | Fail                          | 5                        | -                          | 6                            |
| Italy                       | <= 17                         | 18, 19                   | 20 - 22                    | 23 - 24                      |
| Great Britain               | 0 - 39%<br>(Fail)             | 40 - 49%<br>(3rd)        | 50 - 54%<br>(2ii)          | 55 - 59%<br>(2ii)            |
| Norway                      | 6 - 4.1                       | 4 - 3.5                  | 3.5 - 3                    | 2.9 - 2.4                    |
| Netherlands                 | 1 - 4                         | 5                        | 6                          | -                            |
| Poland                      | < 3,00                        | 3,00                     | 3,01 - 3,49                | -                            |
| Portugal                    | 1 - 9                         | 10                       | 11, 12                     | 13                           |
| Slovakia                    | 5                             | -                        | 4                          | -                            |
| Slovenia                    | 1 - 5.9                       | 6                        | 6.1 - 6.9                  | 7 - 7.5                      |
| Spain                       | < 5<br>Suspenso               | 5,0 - 5,49<br>Aprobado   | 5,5 - 6,49<br>Aprobado     | 6,5 - 7,49<br>Notable        |
| United States<br>of America | E-F/0-59                      | D/60-65                  | -/66-72                    | C/73-79                      |
| Hungary                     | 1,00 - 1,99<br>elegtelen      | -                        | 2,00 - 2,50<br>elegseges   | -                            |
| Turkey                      | 1 - 4<br>Noksan/Pek<br>Noksan | 4,5 - 4,99               | 5,00 - 6,49<br>Orta        | 6,5 - 6,99<br>Orta           |

|               |             |                   |                |
|---------------|-------------|-------------------|----------------|
| Romania       | 8           | 9                 | 10             |
| ECTS grid     | C<br>Good   | B<br>Very Good    | A<br>Excellent |
| Austria       | 3           | 2                 | 1              |
| Albania       | 8           | 9                 | 10             |
| Bulgaria      | 4<br>Dobr*) | 5<br>Mnogo Dobr*) | 6<br>Otlicen*) |
| Belgium       | 13, 14      | 15, 16, 17        | 18, 19, 20     |
| P. R. Chinese | 80 - 84.99  | 85 - 89.99        | 90 - 100       |
| Denmark       | 9           | 10                | 11, 13         |



|                          |                              |  |                                   |
|--------------------------|------------------------------|--|-----------------------------------|
| Swiss Confederation      | 5,0 - 5,49                   | 5,5                                      | 5,51 - 6,0                        |
| Finland                  | 2                            | 2 1/2                                    | 3                                 |
| France                   | Assez bien<br>(11,5 - 12,49) | Bien<br>(12,5 - 14,49)                   | Tres bien<br>(14,5 - 20,0)        |
| F. R. Germany            | 2,50 - 2,01                  | 2,00 - 1,51                              | 1,50 - 1,00                       |
| R. Greece                | 7                            | 8, 9                                     | 10                                |
| Jordan                   | 70 - 79.99                   | 80 - 89.99                               | 90 - 100                          |
| Ireland                  | 55% - 69%<br>2nd/II          | 70% - 84%<br>2nd/I                       | 85% - 100%<br>I                   |
| Island                   | 7                            | 8  | 9, 10                             |
| Italy                    | 25 - 26                      | 27, 28                                   | 29, 30, 30+                       |
| Great Britain            | 60 - 64%<br>(2i)             | 65 - 69%<br>(Upper 2i)                   | 70 - 100%<br>(First)              |
| Norway                   | 2.3 - 2                      | 1.9 - 1.2                                | 1.1 - 1.0                         |
| Netherlands              | 7                            | 8  | 9, 10                             |
| Poland                   | 3,50 - 3,99                  | 4,00 - 4,49                              | 4,50 - 5,00                       |
| Portugal                 | 14, 15                       | 16, 17                                   | 18, 19, 20                        |
| Slovakia                 | 3                            | 2  | 1                                 |
| Slovenia                 | 7.6 - 7.9                    | 8 - 9.9                                  | 10                                |
| Spain                    | 7,5 - 8,49<br>Notable        | 8,5 - 9,49<br>Sobresaliente<br>Excellent | 9,5 - 10<br>Matricula de<br>Honor |
| United States of America | B/80-86                      | A-/87-93                                 | A/94-100                          |
| Hungary                  | 2,51 - 3,50<br>kozepes       | 3,51 - 4,50<br>jo                        | 4,51 - 5,00<br>jeles, kivalo      |
| Turkey                   | 7,00 - 7,99<br>Lyi           | 8,00 - 8,99<br>Lyi                       | 9,0 - 10,0<br>Pek iyi             |

\*) The letters in the Bulgarian alphabet have been converted into Latin letters.

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