METHODOLOGY

For Development of the Admission Competition to the Cycle of Bachelor Academic Studies at the
Faculty of Pharmacy, Session July-September 2018

According to the following legal provisions:

- The Law on National Education no. 1/2011, with subsequent amendments;
- GD nr 158/2018 of March 29 2018 on the approval of the Nomenclature of the academic fields and specialisations/ study programs and of the structure of the higher education institutions for the academic year of 2018-2019
- Disposition of the Ministry of Education and Scientific Research nr.6102/2016 of December 2016 on the approval for the methodology regarding the organization of admittance exams for cycle of Bachelor master and doctoral programs.
- Disposition of the Ministry of Education nr 3062/16.01.2018 regarding the Annex to the disposition nr6102/2016 of December 2016 regarding the approval for the methodology regarding the organization of admittance exams for cycle of Bachelor master and doctoral programs.
- Methodology regarding the organizing of Bachelor, Master and Doctoral programs for the 2018-2019 academic year at "Vasile Goldis" Western University of Arad.
- the Charter of the "Vasile Goldis" Western University of Arad

The Senate of the "Vasile Goldis" University of Arad
Approves the current

METHODOLOGY

I. ORGANISATION OF ADMISSION

Art.1 According to the law, the Faculty of Pharmacy of the "Vasile Goldis" Western University of Arad organizes admission competition for the Bachelor academic studies.

Art.2 For the Bachelor academic cycle, the admission is organised for applicants who have graduated the Bacaulaureat exams or have an equivalent diploma, irrespective of the year of graduation.

Art.3 (1) The citizens of the European Union Member States, of the States of the European Economic Area and of the Swiss Confederation may attend to the admission in all cycles of academic studies, under the same terms stipulated by law for Romanian citizens, including in regards to the tuition fees. The recognition of the studies performed by them outside Romania is to be performed by the National Centre for Diplomas Recognition and Equivalence (CNRED) of the Ministry of National Education.
(2) The extra-community citizens may run on the places approved by the University Senate for the Bachelor academic study programs which are accredited or provisory authorized.

(3) The admission of the non-EU citizens is made according to the Methodology on the admission to studies and schooling of the foreign citizens from third countries of the EU at the VGWU, approved by the University Senate.

(4) The responsibility for the information provided, for the documents check and of the foreign applicants' registration goes to the secretariat of the Office for Foreign Students;

**Art. 4** An applicant may be admitted and enrolled as student for maximum two study programs simultaneously, regardless on the study cycle and on the education institutions delivering them.

**Art. 5** The University provides the possibility to examine the applicants by an alternate method when they suffer of temporary or permanent disability, medically certified, which makes it impossible for them to deliver their acquired knowledge in the pre-established way, so that the alternate method does not limit the achievement of the examination standards.

**Art. 6** The Romanians from everywhere, as well as the citizens from third States of the European Union, declared admitted at the cycle of Bachelor, Master and Doctoral studies, may enrol only based on Baccalaureate, respectively Bachelor/ Master diploma, recognized according to the methodologies issued by the directions of specialty of the Minister of National Education.

**Art. 7** Applicants who took and graduated integral or partial Bachelor academic studies at other education institutions may participate in the admission, within the approved limit of the Numerus Clausus. The Commission for studies equivalences of the Faculty of Pharmacy, after analyzing the curricula may propose the respective student's registration into a higher year with eventually taking exams for the difference and without exceeding the approved Numerus Clausus. The studies equivalence, the establishment of the study year where the student may be enrolled and the eventual exams for the difference are carried out according to the provisions of the Regulations on students' professional activity and of the ECTS Regulations. These applicants' registration is made directly at the Faculty secretariat and not by registration on the online platform.

### II. APPLICANTS ADMISSION

**Art. 8** According to Law, the Faculty of Pharmacy within the “Vasile Goldis” Western University organizes admission exams to the following bachelor program studies accredited/ partially authorized.

<table>
<thead>
<tr>
<th>Pharmacy</th>
<th>Bachelor program</th>
<th>Accredited</th>
<th>300 credit units</th>
<th>50 places for Romanian and EU member states</th>
<th>25 places for Non-EU member states</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nutrition and Dietics</td>
<td>Bachelor Program</td>
<td>Temporary authorized</td>
<td>180 credit units</td>
<td>30 places for Romanian and EU member states</td>
<td>15 places for Non-EU member states</td>
</tr>
</tbody>
</table>

**Art. 9** The admission for Bachelor academic programs of the Faculty of Dental Medicine is organised in two sessions, respectively in July 30 2018 09.00 h, applicants' registration being June 25 to July 27 2018. In case there are any places left another session will be organized in September 24 2018 09.00, applicants' registration being 03-21 September 2018.
Art. 10 The applicants will be assigned places in the decreasing order of the admission exam average grade.

Art. 11 Applicants failing other entrance exams in the field of medicine but who were awarded a grade 5 (five) in Biology (Medicine, Dental Medicine, Balneo-Physical Therapy, Dental Technique) or Botanic (Pharmacy) or Chemistry (Pharmacy) will be redistributed for the Nutrition and Dietetics study program according to the applicants’ option made in writing.

JULY – AUGUST SESSION 2018

Art. 12 Applicants’ registration June 25 – July 27, 2018

Art. 13 Admission exam will take place on the 30 July 2018 at 09.00 hours, at “Vasile Goldis” University Campus situated at nr 86 Rebreanu Street. Applicants will be admitted to the examination room one hour before the exam, up to 08.45, on the bases of ID and proof of registration.

Art. 14 The results of the admission exam taking place on 30 July 2018 will be published on the Campus notice board and on the university website. Any appeals will be submitted at the faculty secretariat.

Art. 15 Appeals solution and the publishing of the final results is made on August 1, 2018.

Art. 16 August 02 - confirmation of the place by entirely paying the tuition fee for the 1st year of studies, the academic year of 2018 - 2019, with submission of the payment proof at the faculty secretariat and submission of the personal registration file with the Baccalaureate diploma in original, and also of the contract of studies signed in two original copies.

Art. 17 If the admitted applicants do not submit at the faculty secretariat the proof of the entire payment of the tuition fee for the academic year of 2018 - 2019, the personal file with the Baccalaureate diploma in original and of the contract of studies signed in two original copies, the respective persons lose the place they earned by competition, the unconfirmed places being reassigned.

Art. 18 The final list will be published on August 4, 2018.

Art. 19 The files of the not admitted applicants will be returned in 48 hours.

III. ADMISSION EXAMS

Art. 20 The admission is organized for two program studies.
   1. Pharmacy
   2. Nutrition and dietetics

Art. 21 For the Pharmacy program of study, the admission exam will consist of 60 multiple choice questions (30 questions Biology IX grade and 20 questions anorganic and organic Chemistry, with one or multiple correct answers.

Art. 22 Evaluation will be done as follows:
   - 30 questions from Biology IX grade (Botanics) will be given 90 points with 10 from the start.
   - 30 questions from anorganic Chemistry or 30 questions from organic Chemistry will be given 90 points with 10 points given ex-officio.
   - Evaluation is done from 10 to 100 separately for Botanics and separately for anorganic and organic Chemistry.
   - Final grade will be calculated as an average of the two exams, respectively for Botanics and anorganic and organic Chemistry.
   - Final evaluation is done from 10 to 100.

Art. 23. Applicants will be admitted in the decreasing order of their final grades.

Art. 24 The written examination will last 3 hours.
Art. 25. For the Nutrition and Dietetics program study the exam will consist of:
- 30 multiple choice questions with one or multiple correct answers from Biology IX grade or Biology XI grade or inorganic and organic Chemistry, for which they will receive 90 points, with 10 points given ex-officio
- The final evaluation is from 1 to 10, through transformation of the final number of points.

Art. 26. Applicants will be admitted in the decreasing order of their final grades.

Art. 27. The written examination will last 2 hours

Art. 28. The valid filling of the grid is made by the applicant by shading the proper answers. Filling in the boxes is made on the entire surface. No corrections or other distinctive signs are allowed.

IV. APPLICANTS’ REGISTRATION FOR THE ADMISSION EXAMINATION

Art. 29. The applicants' registration is carried out using the online registration platform provided by the University at the address http://admitere.uvvg.ro from any device such as desktop, laptop, tablet, mobile phone type with internet access. The university puts at applicants' disposition, via the Permanent Centre for Information and Registration a hall equipped with the necessary devices for online registration.

Art. 30. For the registration for the admission examination, the applicants are to fill in an application form. The data completion is to be made online, using the online registration platform. By filling in the application, the applicant undertakes liability for all the performed statements, including on the acknowledgement of the contents of this methodology for organization and development of the admission exam, as well as of the obligation to constantly follow up the communications to be made on the admission competition published on University website.

Art. 31. All applicants, including married female applicants, are to be registered for the admission examination with the surnames of the birth certificates. In order to avoid misunderstanding, when operations of legitimation based on the identity card are performed, it is required that, at the surname from the birth certificate to be registered (between brackets) also the surname in the marriage license, in the adoption document or that stipulated in court decisions of change of the surname or name, the initial being that of the father’ or, depending on the case, on the mother's name.

Art. 32. The following documents are mandatory to be attached, on demand, for registration upon their uploading on the online registration platform:
< The Baccalaureate diploma or its equivalent. The 2018 high school graduates may submit instead of the Baccalaureate diploma a certificate issued by the institution of education where there are mentioned the general average grade, the average grades during the years of study, the validity term and that the diploma was not issued. The applicants from the above mentioned category, declared admitted after the admission examination, have to submit at the faculty secretariat the diploma of Baccalaureate in original up to a date set by the Faculty.
< transcript of records or a certificate equivalent to it (with the average grades for the high school years);
< Birth certificate;
< Marriage license, where applicable;
< copy of a valid identity act (identity card or passport);
format medical certificate issued by the family physician's practice from the locality of residence and psychological opinion from where it results that they are able for the study profile or program they are applying for. The applicants with chronic conditions are to have stamped the certificate issued by the family physician by a physician specialist in the field. Not stating these conditions draws by itself the applicable institutional consequences;

- an applicant's photograph in electronic format;
- the proof of the payment of the registration fee;

Art.33 After the validation of the registration, each applicant will print the registration form and the admission examination legitimation.

Art.34 After the final conclusion of the registration process, nominal lists of the registered applicants are to be drawn, alphabetically, and they are to be published in a visible place, at least with 24 hours before the beginning of the exams, on template tables, which comprise the faculty, the study program and the repartition on competition halls. Any claim coming from the applicants on some inexact information of the data in these tables are checked immediately, the necessary rectifications being made directly on the lists published at least 3 hours before the beginning of the exam, upon the faculty dean's approval.

V. THE ADMISSION COMMISSIONS

Art. 35 By decision, the University Senate is to approve the nominal membership of the Central Commission for Admission, the nominal membership of the admission commissions at faculties level and the nominal membership of the appeals commission at faculties level.

Art. 36 The Central Commission for Admission is responsible for the entire activity of organization and development of the admission.

Art. 37 The president of the Central Commission of Admission is the University Rector.

Art. 38 The Central Commission of Admission is formed by the Rector, the University President, the vice-rectors, the presidents of the admission commissions on faculty and the secretary in chief of the University.

Art. 39 The attributions of the Central Commission for Admission are the following:
- Training the teaching and administrative staff involved in organizing and developing the admission in order to know the legal norms and the internal norms regulating such activity;
- Centralizing the results at faculties and branches level;
- Establishing and communicating the final results at University level;
- Coordinating the activity of the commissions for admission of the faculties.

Art. 40 The attributions of the commissions for admission at Faculty of Pharmacy are the following:

c. The verification of the exam grids (for the study programs in the field of Health);

d. Establishing the final results at the faculties level;

e. Submitting the file with the final results to the Central Commission for Admission;

Art. 40 The Admission Commission at the level of Faculty has the following responsibilities:
- Drawing of questions formulated by the Exam Committee
- Verifying the correctness of the questions
- Creating the answer grid
- Supervising the multiplication of exam papers and safe keeping them up to the moment of exam
- Appointing member for distributing the exam paper in the examination room
- Appointing room chief supervisors and supervisors
- For the development of the written tests, the supervision is to be performed by teaching staff, by drawing lots. A responsible for hall is to be appointed for each hall and also there is to be appointed a sufficient number of supervisors, so that there are at least 3 persons in a hall.
- The competition halls are to be adjusted in advance for the requirements which are specific for providing the security during the competition, by: eliminating any teaching and any kind of materials;
- Each person responsible for the hall is to receive before the competition test, under signature, the nominal table with the applicants assigned for the respective hall, a template of sheet, type grid, on how to fill the lines in the heading;
- instructions for the applicants, which are to be read before beginning the test;
- Upon applicants' entry in the hall, the responsible for the hall, helped by the supervision staff, checks their identity, based on the identity card/valid passport, of the competition legitimation and of the nominal table with the applicants distributed in the respective hall, marking down their presence.
- The applicants take the seats at the desks only after leaving at teacher's desk any materials or objects, mobile telephones included.
- The documents for identification remain on applicant's desk for checking during the entire test.
- Each test will be evaluated by 2 members of the teaching staff who will then sign the papers.
- Analyzes the eventual appeals and presents them to the Commission for solving the appeals
- Centralizes the results of the appeals and publishes the final exam results.

VI. ADMISSION OF SPECIAL APPLICANTS

Art.41 Olympic students who distinguished themselves at national and international Olympic competitions will be admitted without any admission test.

VII. CRITERIA FOR SELECTING APPLICANTS FROM NON EU STATES

Art.42 General Criteria for evaluation. The non-EU citizens may run on the places approved by the University Senate for the Bachelor academic study programs which are accredited or provisory authorized as follows:

a. holders of an international Baccalaureate (IB) who were awarded at least a grade 5 for Chemistry or Biology, or
b. holders of a General Certificate of Education (GCE) grade A or A+ with at least a B+ for Biology or Chemistry, or
c. the average grade for the baccalaureate, respectively the annual grades for Biology and Chemistry represents at least 60% of the maximum grade possible in the educational system of that country, on the condition that none of the individual grades is less than 60%, or
d. having Biology and Chemistry for the final exams, or
e. graduating from a high school that has Biology and Chemistry in its curricula, or
f. graduating a high school with a diploma that is recognized by the Romanian Ministry of Education and Scientific research.

It is necessary for the graduating diploma to allow students to enroll in higher education in their native countries.

Art. 43 Individual criteria for Evaluation will consist of:
   a. High school studies, type of high school, results for the final graduation exams
   b. Proof of language knowledge, basically a certificate internationally acknowledged
   c. Extracurricular activities, CV, professional experience in medical side-fields, other relevant activities, volunteer work.
   d. Letters of recommendation, certificates of volunteer work in healthcare

VIII. ADMISSION RESULTS AND STUDENT RANKING

Art. 44. The candidates' ranking is performed in descending order of the grades obtained at the admission competition and within the margins of the approved vacancies for the study program.

Art 45. For the candidates with same general mean grade, there are the following successively applied criteria for differentiating them:
   - Pharmacy Program study
     Higher grade at Baccalaureate
   - Nutrition and Dietetics Program Study
     Higher grade at Baccalaureate

Art 46. Redistribution of applicants who failed the exam
   a. Applicants who did not succeed the competition test for Pharmacy, who were awarded 5 for the Biology or Chemistry, can enter the Nutrition Dietetic program study following a written request.
   b. Applicants who did not succeed the competition test at Medicine, Dental Medicine, Balneo and Kineto Therapy or Dental Technics, who were awarded a grade of 5 for Biology can enter the Nutrition and Dietetics study program following a written request.

IX. SUBMISSION AND SOLVING OF THE APPEALS

Art.47 The appeals on the result of the written test are submitted exclusively at the appeals commission of the faculty (registry - faculty secretariat), within 24 hours since the date and hour of publishing the competition results.

Art.48 The commission for appeals is the only one able to decide on the substantiation of the appeals. If the appeals are accepted, the initial grade is changed, regardless on the size of the grading difference.

Art.49 The applicant, to whom the appeal was admitted, acquires the quality of student if obtaining a higher general average than the last initially admitted applicant. If he/ she obtains a general average grade equal to the last initially admitted applicant, the established criteria of distinction apply.

Art.50 After the expiry of the deadline for solving and answering to the appeals (48 hours since the expiry of the deadline for their submission), the result of the admission competition is regarded as final and it cannot be altered anymore.

Art.51 It is of the University Commission of Ethics competency to analyze the appeals or the claims referring to the teaching staff's activity (reviewers, examiners, supervisors or from the admission commission).

Art 52 In case of claims or appeals against some irregularities at the admission, caused by the teaching staff, the admission commission asks the rector for the meeting of the Commission of Ethics to analyse the situation and to take the appropriate decision. The Commission of admission may also be notified ex-officio.

Art.53 The communication of the results to the appeals is also made by publishing them.
X. CONFIRMATION OF AN APPLICANT’S PLACE

Art 54 By August 2, 2018, the admitted applicants have to submit at the faculty secretariat the proof of the entire payment of the tuition fee for the academic year of 2018 - 2019, the personal file with the Baccalaureate diploma in original and of the contract of studies signed in two original copies.

Art 55 If at the deadline mentioned above applicants do not submit proof of full payment the respective persons lose the place they earned by competition, the unconfirmed places being reassigned.

Art 56 The re-assignment of the places remaining unoccupied is made in the decreasing order of the admission exam average grade. The application is made in writing and is submitted at the faculty secretariat and the place confirmation is performed by submitting the proof for entire payment of the tuition fee for the academic year of 2018 - 2019, by the submission of the personal file with the Baccalaureate diploma in original and of the contract of studies signed in two original copies.

Art.57 Candidates with the same mean grade will be redistributed according to article VIII

Art. 58 Redistribution of applicants with a grade 5, who failed the written test for the other program studies (MG,MD,BFK,TD) will be done according to the applicant choice, applicants having the possibility to enter the Nutrition and Dietetics program study.

Art. 59 The publishing of the final results is made on August 4 2018.

XI. ENROLMENT

Art. 60 The enrolment of the admitted candidates, stated as such after the admission competition, is performed by the decision of the Rector of the "Vasile Goldiș" Western University of Arad. After the approval of the enrolment, the students are registered in the faculty Enrolment Registry and in the students' management system implemented by the University (UMS). Afterwards, upon the Ministry of National Education and UEFISCDI request, the students are also introduced in the application - RMU (National Student Enrolment Registry).

SEPTEMBER SESSION 2018

Art.61 The admission session of September 2018 is to be carried on for the places not occupied in the July-August session.

Art. 63 Applicants' registration September 03 – September 21 2018

Art.63 Admission exam will take place on the 24 September 2018 at 09.00 hours, at “Vasile Goldiș” University Campus situated at nr 86 Rebreanu Street. Applicants will be admitted to the examination room one hour before the exam, up to 08.45, on the bases of ID and proof of registration.

Art. 64 The results of the admission exam taking place on 24 September 2018 will be published on the Campus notice board and on the university website. Any appeals will be submitted at the faculty secretary.

Art 65 Appeals solution and the publishing of the final results is made on September 26, 2018.
Art. 6. Until September 27 2018 - confirmation of the place by entirely paying the tuition fee for the 1st year of studies, for the academic year of 2018 - 2019, with submission of the payment proof at the faculty secretariat and submission of the personal registration file with the Baccalaureate diploma in original, and also of the contract of studies signed in two original copies.

Art. 67 If the admitted applicants do not submit at the faculty secretariat the proof of the entire payment of the tuition fee for the academic year of 2018 - 2019, the personal file with the Baccalaureate diploma in original and of the contract of studies signed in two original copies, the respective persons lose the place they earned by competition, the unconfirmed places being reassigned.

Art. 68 Redistribution of the unoccupied places is done in order of the grade of the admission exam. The request is done in writing at the faculty secretary, and confirmation of the place is done by submitting proof on entire payment for the 2018-2019 academic year, and submission of the necessary documents.

Art. 69 The final list of results will be published on September 28 2018.

XII. FINAL PROVISIONS

Art. 70 The staff involved in the works for the admission competition do not start discussions or give information or does not express its opinion in front of the applicants, parents etc., and otherwise but in the absolutely official limits. Any arising problem is to be submitted to the Central Commission of Admission, the only competent structure in deciding and communicating the required solution.

Art. 71 In particular, the attention is paid on the compliance with the discipline during the admission competition and on the prompt answering to the requests of the admission commission.

Art. 72 In addition, it is also requested to know thoroughly and to comply strictly with the regulations of the Ministry for National Education and also with those specific for the university, in order not to lead to misleading interpretations and to disturbance during the development of the competition.

Art. 73 The present document is to be complete in compliance with existing law.

Art. 74 This Methodology has been approved by the "Vasile Goldis" Western University of Arad Senate in its session of May 09, 2018.