

**ORGANISING AND CONDUCTING THE UBB ADMISSIONS
IN THE CONTEXT OF SUSPENDING FACE-TO-FACE TEACHING ACTIVITIES**

Should it be deemed necessary to suspend face-to-face teaching activities during a state of emergency, alert or necessity and conduct them online, the *Babeş-Bolyai University Admission Regulation for undergraduate and master's degree programmes* and the *Methodology for admission to doctoral studies* shall be supplemented with the following provisions, applicable until the situation allows the resumption of face-to-face activities:

1. Admission sessions for undergraduate, master's, and doctoral degrees will be held in July and September, according to the officially scheduled calendar which was approved by Administrative Council Decision.
2. Candidate application is conducted online through a dedicated admission platform. Candidates are responsible for uploading/submitting all documents specified in the *Babeş-Bolyai University Admission Regulation for undergraduate and master's degree programmes* and the *Methodology for Admission to Doctoral Studies*, which must be signed (where applicable) and scanned. The original documents will be submitted in paper format before the start of the academic year, unless they cannot be physically submitted at the start of the academic year for legitimate reasons and reasonable grounds, in which situation they must be submitted at the latest at the start of the exam session pertaining to the first semester. This criterion does not apply to the 3cm/4cm photos that must be submitted in paper format prior to the commencement of the educational activities. By signing the application form, candidates accept responsibility for the authenticity and electronic version matching exactly with the content of the print version of the file submitted by the applicant. Candidates confirm their consent to the processing of personal data by selecting the appropriate box on the application page.
 - a) Scanned documents required to apply for an undergraduate degree:
 - application form (signed) - Addendum 1 automatically generated in the platform;
 - baccalaureate diploma and the school transcript (for diplomas issued with a school transcript) or equivalent diploma;
 - birth certificate;
 - Identity document;
 - a standard medical certificate stating that the applicant is able to pursue a higher education programme;
 - proof of payment of application fees (application fee and processing fee);
 - other documents, as established by university or faculty regulations, for special situations or facilities.
 - b) Scanned documents required to apply for a master's degree:
 - application form (signed) - Addendum 1 automatically generated in the platform;
 - baccalaureate diploma and the school transcript (for diplomas issued with a school transcript) or equivalent diploma;
 - bachelor's degree/ graduation diploma and the supplement to the bachelor's degree diploma/ undergraduate degree academic transcript or equivalent diploma;
 - birth certificate;
 - Identity document;
 - language proficiency certificate;
 - a standard medical certificate stating that the applicant is able to pursue a higher education programme;
 - proof of payment of application fees (application fee and processing fee);
 - other documents, as established by university or faculty regulations, for special situations or facilities.

- c) Scanned documents required to apply for a doctoral degree:
- application form (signed) - Addendum 1 automatically generated in the platform;
 - application form (including a declaration of ethnicity) based on the template available on the Institute for Doctoral Studies website - only for applicants who opt for places allocated for Roma ethnics;
 - Curriculum Vitae and list of published papers;
 - baccalaureate diploma and the school transcript (for diplomas issued with a school transcript) or equivalent diploma;
 - bachelor's degree/ graduation diploma and the supplement to the bachelor's degree diploma/ undergraduate degree academic transcript or equivalent diploma;
 - master's/further studies degree certificate and academic transcript/ supplement to the master's degree diploma;
 - birth certificate;
 - marriage certificate (only for change of name by marriage);
 - Identity document;
 - proof of payment of application fee (application fee and processing fee);
 - other documents established by the methodology of the doctoral schools and of the Institute for Doctoral Studies through the *Methodology for Admission to Doctoral Studies*.
3. The examination method for each cycle and programme will be established by the organising faculty/ doctoral school.
 4. The applicant confirms their place by signing the higher education learning agreement and uploading it to the admission portal, or submitting it online as specified by the faculty/ doctoral school/ Institute for Doctoral Studies. If the student has been admitted on tuition, confirmation of payment of the tuition fee is also required at the stage of confirmation of place. Failure to submit the required documents on the platform and the original documents in paper format within the relevant time frames will result in the loss of the place secured following admission.
 5. The annual learning agreement is filled out in Academic Info, printed signed by hand, scanned and uploaded by the student until the beginning of the academic year on the electronic platform provided by Babeş-Bolyai University.
 6. The provisions of this addendum also apply to organising the psycho-pedagogical training programme (*Pedagogical Module*), level I and level II admission sessions.
 7. All other provisions of the *Babeş-Bolyai University Admission Regulation for undergraduate and master's degree programmes* and *Methodology for Admission to Doctoral Studies* remain in effect following the adoption of this addendum.
 8. When the context at the national or local level changes so that it allows the resumption of face-to-face teaching activities, the provisions of this addendum will no longer be valid, and the *Babeş-Bolyai University Admission Regulation for undergraduate and master's degree programmes* and *Methodology for Admission to Doctoral Studies* will fully apply.