

# Regulations on the organization and conduct of the admission process for undergraduate degree programs

**Faculty of Sociology and Social Work**  
*Academic Year 2026–2027*

**The regulations for organizing the admission process for  
bachelor's degree programs**  
**Faculty of Sociology and Social Work**  
*Academic year 2026-2027*

<b>Prepared by:</b>	Assoc. Prof. Dr. Lupșa Marius Matichescu	
<b>Reviewed by:</b>	<i>Vice Rector</i> Prof. Irina Elena MACSINGA, Ph.D. <i>Director of the Educational Management Department</i> Vlad D. CHERECHEȘ	
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## CHAPTER I General Provisions

**Article 1.** These regulations establish the framework for organizing the admission process for undergraduate degree programs at the Faculty of Sociology and Social Work within the West University of Timișoara.

### **Article 2. Legal Framework**

In the 2026–2027 academic year, the admission process for undergraduate degree programs at the Faculty of Sociology and Social Work within the West University of Timișoara is organized in accordance with the provisions of *the Higher Education Law No. 199/2023*, as subsequently amended and supplemented, of *the Order of the Minister of Education No. 3693 of February 1, 2024, approving the Framework Methodology regarding the organization of admission to higher education in short-term, bachelor's, master's, and doctoral degree programs*, and of *the Regulations of the West University of Timișoara (UVT) regarding the organization and conduct of the admission process for undergraduate degree programs*, approved by the UVT Senate, available online on the UVT website dedicated to the admission process ([www.admitere.uvt.ro](http://www.admitere.uvt.ro)), and any other relevant national regulations.

## CHAPTER II Organization of the Admission Process for Bachelor's Degree Programs within the Faculty of Sociology and Social Work

### **Article 3.**

**(1)** For the undergraduate degree program, for the 2026–2027 academic year, the admission process is organized, in accordance with the legislation in force, by field of undergraduate study, for the following specializations/undergraduate study programs authorized to operate on a provisional basis or accredited within the Faculty of Sociology and Social Work:

Bachelor's Degree Program	Field of undergraduate studies	Form of instruction	Language of instruction	Maximum number of students who can be enrolled	Number of transferable credits	Accreditation status
Social work	Social Work	Full-time	Romanian	100	180	accredited
Social Work	Social Work	distance	Romanian	100	180	accredited
Sociology	Sociology	full-time	Romanian	100	180	accredited
Human Resources	Sociology	on-campus	Romanian	100	180	accredited

(2) The allocation of state-funded places by faculty is approved by the UVT Board of Directors after the Ministry of Education and Research communicates the number of such places to UVT. Subsequently, the allocation of state-funded places by study program is reviewed by the council of each faculty and approved by the UVT Board of Directors. Following approval, the number of places allocated at the faculty level and for each undergraduate program is published on the university's website dedicated to the admissions process (<https://admitere.uvt.ro/procesul-de-admitere/locuri-disponibile/>).

(3) The curricula for all undergraduate degree programs for which an admission exam is held at the Faculty of Sociology and Social Work are available online at: <https://fsas.uvt.ro/programe-de-licenta/>.

**Article 4.** The admission process for the bachelor's degree program at the Faculty of Sociology and Social Work is organized as follows:

- for state-funded places (only for full-time bachelor's degree programs) through study grants;
- for fee-paying places (in undergraduate programs offered in both full-time and distance learning formats).

**Article 5.**

(1) For citizens of European Union member states, the European Economic Area, and the Swiss Confederation, as well as for British citizens and their family members, as beneficiaries of the Agreement on the Withdrawal of the United Kingdom of Great Britain and Northern Ireland from the European Union and the European Atomic Energy Community 2019/C 384 I/01 (British citizens who are in Romania and continue to reside in Romania after the end of the transition period for the withdrawal of the United Kingdom of Great Britain and Northern Ireland from the European Union, as established under Article 126 of

the Withdrawal Agreement for December 31, 2020, their accompanying family members<sup>1</sup> or those who join them after the end of the transition period if they were family members prior to its conclusion, as well as children born or adopted after the end of the transition period, provided that proof of registration from the General Inspectorate of Immigration within the Ministry of Internal Affairs is presented), the admission process will take place under the same conditions as for Romanian citizens (provided that the requirements regarding the recognition and equivalence of diplomas are met).

**(2)** The recognition of studies completed outside Romania will be carried out by the specialized department within the Ministry of Education and Research (MEC)—*the National Center for the Recognition and Equivalence of Diplomas (CNRED)*—prior to candidates' registration for the admission competition, each candidate being required to submit the document certifying the recognition/equivalence of their studies upon registration for the competition, in accordance with the procedure described in [Annex 2](#) of the *Regulations of the West University of Timișoara (UVT) regarding the organization and conduct of the admission process for undergraduate degree programs*.

**(3)** High school graduates from international systems accredited and recognized by the Ministry of Education and Research are eligible to participate in the admission process for Romanian higher education, including in the year of high school graduation, through a conditional acceptance procedure, with the admitted candidate required to submit within a maximum of 6 months

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<sup>1</sup> Family members of a British citizen benefiting from Article 50 of the Treaty on European Union (TEU), regardless of citizenship, who accompany that citizen to Romania are persons who fall into one of the following categories:

- (i) the spouse of the British citizen benefiting from Article 50 TEU;
- (ii) direct descendants, including adopted children, regardless of nationality, who have not reached the age of 21 or who are dependent on the British citizen benefiting from Article 50 TEU, as well as those of the spouse or partner;
- (iii) direct ascendants, regardless of nationality, who are dependent on the British citizen covered by Article 50 TEU, as well as those of the spouse or partner;
- (iv) partner—a person cohabiting with the British citizen benefiting from Article 50 TEU, provided that the partnership is registered in accordance with the law of the country of origin or provenance, or, if the partnership is not registered, the cohabitation can be proven;
- (v) dependent - any other family member, regardless of nationality, who does not fall under the categories set forth in points (i) through (iv) and who, in the country of origin or provenance, is dependent on or lives with the British citizen, beneficiary of Article 50 TEU, or is in a situation where, for serious medical reasons, the citizen's personal care is required;
- (vi) any other family member, regardless of nationality, who does not fall within the categories set forth in points (i)-(v) whose presence on Romanian territory is necessary for the British citizen, beneficiary of Article 50 TEU, so that he or she is not deprived of a right of residence granted under this Emergency Ordinance.

Family members of the British citizen benefiting from Article 50 TEU who join after the end of the transition period are persons who are in one of the situations set forth above, points (i)-(iv) and (vi).

an equivalent International Baccalaureate diploma upon admission.

(4) If the admitted candidate fails to submit the equivalent international baccalaureate diploma within the timeframe specified in paragraph (2), or if the results listed in this document differ from the results declared by the candidate at the time of enrollment in the admission process, the candidate shall be expelled.

(5) If, at the time of registration for the admission process, the candidate referred to in paragraph (2) has not yet received the high school diploma or equivalent, but has taken and passed this exam or an equivalent one, the candidate shall submit proof of the results obtained on this exam and a sworn statement regarding their authenticity and acknowledgment of the provisions of paragraphs (2) and (3) of this article.

(6) For Romanian citizens everywhere, the admission competition will be conducted in accordance with the procedure described in [Annex 3](#) of the *Regulations of the West University of Timișoara (UVT) regarding the organization and conduct of the admission process for undergraduate degree programs*, for state-funded places specifically allocated to them, with or without a scholarship, or for fee-paying places, in compliance with the maximum enrollment capacity approved for each undergraduate program.

#### **Article 6.**

The admission process for undergraduate studies at the Faculty of Sociology and Social Work is conducted in Romanian for all undergraduate degree programs.

#### **Article 7. Admission Schedule**

(1) The admission competition for undergraduate studies at the Faculty of Sociology and Social Work is organized in two sessions, under identical conditions, before the start of the academic year; the second session is organized only for those study programs for which, after the first session, places remain unfilled.

(2) For the 2026–2027 academic year, *the schedule for the admission competition for the bachelor's degree program* at the Faculty of Sociology and Social Work, for Session I in July 2026, is as follows:

- Deadline for online registration of candidates by completing the information requested by the UVT admission platform: **July 17, 2026, at 12:00 PM**
- Date of publication of the lists of registered candidates: **July 18, 2026, at 2:00 PM**
- Date/time of the admission exams: **July 20, 2026, at 11:00 a.m.**, at the UVT campus(es) **in Timișoara**. Entry into the exam rooms will take place between 10:15 a.m. and 10:45 a.m.,

and the admission test will last 45 minutes. *The assignment of candidates to exam rooms will be posted on the website [www.fsas.uvt.ro](http://www.fsas.uvt.ro)*

- Deadline for certifying documents as true copies of the originals:  
**July 20, 2026, at 4:00 PM**
- Date of posting the results with the admitted candidates: **July 21, 2026, at 11:00 a.m.**
- Period for filing appeals: **July 21, 2026, at 11:00 a.m. – July 22, 2026, at 8:00 a.m.**
- Date of publication of final results listing admitted candidates: **July 22, 2026, at 2:00 p.m.**
- Placement confirmation period (first stage): **July 22, 2026, 2:00 PM – July 24, 2026, 10:00 AM**
- Date of publication of results showing candidates enrolled following the first confirmation stage and those who moved up in the rankings and were admitted: **July 24, 2026, at 12:00 PM**
- Confirmation period (second stage): **July 24, 2026, 12:00 PM – July 25, 2026, 2:00 PM**
- Date of posting the results with the candidates enrolled following the second confirmation stage: **July 25, 2026, at 4:00 PM**
- Place confirmation period (third stage): **July 25, 2026, 4:00 PM – July 27, 2026, 10:00 AM**
- Date of publication of final results with enrolled candidates: **July 27, 2026, at 4:00 PM**

**(3)** For the 2026–2027 academic year, *the schedule for the admission competition for the undergraduate program* at the Faculty of Sociology and Social Work, for the second session in September 2026, is as follows:

- Deadline for online registration of candidates by completing the information requested by the UVT admission platform: **September 9, 2026, at 2:00 PM**
- Date of publication of the lists of registered candidates: **September 10, 2026, at 12:00 PM**
- Date/period of the admission exams: **September 11, 2026, at 10:00 a.m.** at the UVT campus(es) **in Timișoara** (entrance to the exam rooms will be between 9:15 a.m. and 9:45 a.m.). *The assignment of candidates to exam rooms will be posted on the website [www.fsas.uvt.ro](http://www.fsas.uvt.ro)*
- Deadline for certifying documents as true copies of the originals:  
**September 11, 2026, at 4:00 PM**
- Date of posting the results with the admitted candidates: **September 12, 2026, at 12:00 PM**
- Period for filing appeals: **September 12, 2026, at 12:00 PM – September 13, 2026, at 10:00 AM**

- Date of publication of final results with admitted candidates: **September 13, 2026, at 4:00 PM**
- Confirmation period (first stage): **September 13, 2026, 4:00 PM – September 14, 2026, 2:00 PM**
- Date of publication of results showing candidates enrolled following the first confirmation stage and those who moved up in the rankings and were admitted: **September 14, 2026, at 6:00 PM**
- Confirmation period (second stage): **September 14, 2026, 6:00 PM – September 15, 2026, 10:00 AM**
- Date of publication of results with candidates enrolled following the second confirmation stage: **September 15, 2026, at 2:00 PM**
- Place confirmation period (third stage): **September 15, 2026, 2:00 PM – September 16, 2026, 10:00 AM**
- Date of publication of final results with enrolled candidates: **September 16, 2026, at 8:00 a.m.**

**(4)** For the 2026–2027 academic year, *the schedule for the admission competition for the undergraduate degree program* at the Faculty of Sociology and Social Work, **for Romanian candidates from all over the country**, for Session I in July 2026, is as follows:

- Deadline for online registration of candidates by completing the information requested by the UVT admission platform: **July 15, 2026, at 2:00 PM**
- Deadline for certifying documents as true copies of the originals: **October 5, 2026, at 4:00 PM;**
- Date of publication of results with admitted candidates: **July 16, 2026, at 10:00 a.m. on the website**  
[www.fsas.uvt.ro](http://www.fsas.uvt.ro)
- Period for filing appeals: **July 16, 2026, 10:00 a.m. – July 17, 2026, 8:00 a.m.**
- Date of publication of final results with admitted candidates: **July 17, 2026, at 10:00 a.m.**
- Placement confirmation period (first stage): **July 17, 2026, 10:00 a.m. – July 18, 2026, 10:00 a.m.**
- Date of publication of results showing candidates enrolled following the first confirmation stage and those who moved up in the rankings and were admitted: **July 18, 2026, at 12:00 PM**
- Confirmation period (second stage): **July 18, 2026, 12:00 PM – July 19, 2026, 10:00 AM**
- Date of publication of results with candidates enrolled following the second confirmation stage: **July 19, 2026, at 12:00 p.m.**

- Place confirmation period (third stage): **July 19, 2026, 12:00 PM – July 20, 2026, 8:00 AM**
- Date of publication of final results with enrolled candidates: **July 20, 2026, at 12:00 PM**

(5) For the 2026–2027 academic year, *the schedule for the admission competition for the undergraduate degree program* at the Faculty of Sociology and Social Work, **for Romanian candidates from all over the country**, second session, in September 2026, is as follows:

- Deadline for candidates to register online by completing the information requested by the UVT admission platform: **September 8, 2026, at 12:00 PM**
- Deadline for certifying documents as true copies of the originals: **October 5, 2026, at 4:00 p.m.;**
- Date of publication of results with admitted candidates: **September 9, 2026, at 10:00 a.m.** on the website [www.fsas.uvt.ro](http://www.fsas.uvt.ro)
- Period for filing appeals: **September 9, 2026, 10:00 a.m. – September 10, 2026, 8:00 a.m.**
- Date of publication of final results with admitted candidates: **September 10, 2026, at 12:00 PM**
- Placement confirmation period (first stage): **September 10, 2026, 12:00 PM – September 11, 2026, 8:00 AM**
- Date of publication of results showing candidates enrolled following the confirmation stage and those who moved up in the rankings and were admitted: **September 11, 2026, at 12:00 PM**
- Confirmation period (second stage): **September 11, 2026, 12:00 PM – September 12, 2026, 8:00 AM**
- Date of publication of results with candidates enrolled following the reconfirmation stage: **September 12, 2026, at 10:00 a.m.**
- Place confirmation period (third stage): **September 12, 2026, 10:00 a.m. – September 13, 2026, 10:00 a.m.**
- Date of publication of final results with enrolled candidates: **September 13, 2026, at 2:00 PM**

(6) The admission competition for undergraduate studies for foreign citizens from non-EU countries runs until August 1, 2026, or September 15, 2026, for students who complete *the Romanian Language Preparatory Program for Foreign Citizens* at UVT and who request a new Letter of Acceptance valid for the entire duration of the degree program, for programs taught in Romanian. The September 15 deadline also applies to candidates who pass the final examination for

(bachelor's degree, dissertation) at UVT during the September exam session. Registration is conducted through the online admission platform for third-country nationals [www.admitereonline.uvt.ro](http://www.admitereonline.uvt.ro) (details in [Annex 4](#) of the *Regulations of the West University of Timișoara (UVT) regarding the organization and conduct of the admission process for undergraduate degree programs*).

### **Article 8. Registration for the Admission Process**

**(1)** Registration for the admission process must be done in person, exclusively online, using an ID card or passport, personal identification data, and the other information requested on the registration form available on the admission platform (<https://admitereonline.uvt.ro/>). Candidates indicate, in order of preference, their program choices via the online admissions platform. Registration for the admission competition may also be completed on behalf of the candidate by another person based on a power of attorney, which must be uploaded to the admission platform in the section for required documents and certified as a true copy by UVT staff in accordance with paragraph (5) of this article.

**(2)** The West University of Timișoara will begin the online registration process for candidates in the admission competition starting in May, on the admission platform (<https://admitereonline.uvt.ro/>), in accordance with the provisions of paragraph (1).

**(3)** Once a candidate begins the online registration process by creating an account on the platform and entering personal identification data, they consent to the processing of their personal data by UVT in order to be periodically informed about the admission process, the educational offerings and services of UVT, and to allow UVT to connect with the Integrated Information System for Education in Romania (SIIIR) in order to retrieve the candidate's personal data and the results obtained on the high school graduation exam.

**(4)** The online registration process will be finalized upon validation of the application by the admissions committee, following verification of its completeness and accuracy, after the registration fee has been paid or after the exemption from the registration fee has been validated by the faculty-level admissions committee, based on the supporting documents uploaded to the admissions platform.

**(5)** Applicants must submit all documents required for the admission process, in accordance with the provisions of these regulations, either as originals or certified copies, at least one day prior to the date of publication of the lists of admitted applicants, as per the admission schedule outlined in Article 7, at the document collection points

at UVT offices or at the county admission centers organized by UVT, for scanning and certification as true copies by UVT staff. Candidates who do not comply with the provisions of this paragraph will not be included in the admission ranking.

(6) As an exception to paragraph (5), documents issued by legal entities under public or private law in electronic format, which bear a **qualified or advanced electronic signature** as defined in Article 3, points 11 and 12 of Regulation (EU) No. 910/2014, do not need to be certified as true copies of the originals.

(7) After the application period closes, the choices, their order, and other information in the application file registered on the online admission platform cannot be modified.

(8) Within a submitted application, a candidate may select multiple options for university study programs or types of spots in which they are interested, and may also choose their order of priority. Following the generation of the rankings, the applicant may be admitted to only one of the options selected within a single application, depending on their own choices, admission average, and the provisions of these regulations.

#### **Article 9. Documents Required for Enrollment in the Admission Process**

(1) The documents required for the application to the undergraduate programs within the Faculty of Sociology and Social Work are as follows:

1. Identity card;
2. Birth certificate;
3. Marriage certificate – *if applicable*;
4. High school diploma or equivalent;
  - Candidates who passed the high school graduation exam during the sessions corresponding to the 2025–2026 school year may upload to the admissions platform and submit at the document collection points for the admissions process at UVT campuses and at the county admissions centers organized by UVT, for the admission session immediately following the session in which they passed the high school graduation exam, in lieu of the high school diploma, the certificate issued by the pre-university educational institution, either in original or as a certified copy, stating the overall grade from the high school graduation exam, the scores obtained on the exam sections, the validity period, and the fact that the diploma has not been issued.
5. A medical certificate issued by the family doctor, the doctor at the

or a student health clinic, dated no more than 90 days prior to the date of submission to the document reception office, certifying whether the candidate is fit to enroll in and pursue university studies and, if applicable, the chronic conditions from which the candidate suffers (neuropsychiatric, psychopathological, pulmonary, dermatovenereological, disability (type, degree), etc.). Specific learning disorders (dyslexia, dysgraphia, dyscalculia, etc.) or any special educational needs must be documented by a diagnostic certificate;

6. A certificate confirming completion of another undergraduate degree program (whether or not completed at the time of application), specifying the funding status for each year of study (state-funded/tuition-based, if the program is/was conducted at a state higher education institution in Romania) and, if applicable, the years and semesters during which the student received a scholarship, as well as the type of scholarship—if applicable.

**(2)** Candidates who are Romanian citizens or citizens of European Union member states, the European Economic Area, and the Swiss Confederation, as well as British citizens and their family members, as beneficiaries of *the Agreement on the Withdrawal of the United Kingdom of Great Britain and Northern Ireland from the European Union and the European Atomic Energy Community 2019/C 384 I/01* (British citizens who are in Romania and continue to reside in Romania after the end of the transition period for the withdrawal of the United Kingdom of Great Britain and Northern Ireland from the European Union, set in accordance with Article 126 of the Withdrawal Agreement for December 31, 2020, their family members who accompany them or join them after the end of the transition period, provided they were family members prior to its conclusion, as well as children born or adopted after the end of the transition period, provided they submit proof of registration from the General Inspectorate of Immigration within the Ministry of Internal Affairs), who completed high school studies outside Romania, as well as those holding educational documents issued by educational institutions that provide schooling based on another country's curriculum, on Romanian territory, pre-university education activities, must submit, in addition to the above documents, the document of equivalence/recognition of studies issued by *the National Center for the Recognition and Equivalence of Diplomas (CNRED)*. In the case of recognition documents issued online by the specialized departments within the Ministry of Education and Research, these must be uploaded in electronic format to the admissions platform by the applicant, within the deadline set for

registration as set forth in each faculty's own regulations regarding the organization and conduct of the admission process, and do not require certification as a true copy by UVT staff. The required documents and procedure for the recognition of studies completed outside Romania are listed in [Annex 2](#) of the *Regulations of the West University of Timișoara (UVT) regarding the organization and conduct of the admission process for undergraduate degree programs*.

**(3)** The documents required for applicants applying for spots reserved for Romanian citizens worldwide<sup>2</sup> are listed in [Annex 3](#) of the *Regulations of the West University of Timișoara (UVT) regarding the organization and conduct of the admission process for undergraduate degree programs*.

**(4)** Applicants eligible for exemption from the application fee, in accordance with Article 19 of these regulations, shall upload to the admission platform the supporting documents for the category to which they belong.

**(5)** Candidates with outstanding results in national or international academic competitions or contests may upload the relevant supporting documents, issued by the organizer of the competition or contest, to the admission platform.

**(6)** For admission to undergraduate degree programs taught in Romanian, applicants who do not hold Romanian citizenship and who do not submit Romanian academic records (diplomas and certificates) issued upon completion of programs taught in Romanian or academic records/school transcripts attesting to at least three consecutive years of study in Romanian issued by schools/higher education institutions within the national system in Romania or abroad, are required to submit a certificate/attestation of language proficiency in Romanian at a minimum level of B1, in accordance with the *Common European Framework of Reference for Languages*, issued by the pre-university educational institutions organizing the introductory course in Romanian, or by accredited higher education institutions in Romania that organize the *Preparatory Program in Romanian for foreign citizens*, regardless of the field of study, by departments of Romanian language, literature, culture, and civilization at higher education institutions abroad, by the Romanian Language Institute, or by the Romanian Cultural Institute.

**(7)** For students who took the high school graduation exam in Romania and who completed high school studies in an internationally used language or in a minority language

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<sup>2</sup> Romanians everywhere = persons who freely embrace their Romanian cultural identity, persons of Romanian origin and those belonging to the Romanian linguistic and cultural community who reside outside Romania's borders, regardless of the ethnonym used, as well as Romanian emigrants, whether or not they have retained Romanian citizenship, their descendants, and Romanian citizens with their permanent domicile or residence abroad.

For national purposes, the certification of oral communication skills in the Romanian language is provided by the high school diploma issued by authorized/accredited educational institutions in Romania.

**Article 10.**

**(1)** For the purpose of enrollment in undergraduate studies, candidates admitted to state-funded spots are required to submit the documents necessary for the admission process at the collection points located at UVT campuses or at the county admission centers organized by UVT (*in the case of county centers, only during the periods when they are open, according to the information published on the website dedicated to the admission process - <https://admitere.uvt.ro/procesul-de-admitere/centre-judetene-de-admitere/>*), the original high school diploma (or certificate, for candidates who passed the high school graduation exam in the 2025-2026 session). The deadline for submitting the original diploma/certificate coincides with **the deadline for confirming the spot, corresponding to the confirmation stage during which the applicant also pays the registration fee**, in accordance with the admission process calendar mentioned in Article 7 of these regulations.

**(2)** If, following the confirmation and reallocation of places, a student initially admitted to a fee-paying place (a place the student confirmed within the deadline set for that stage in the calendar established in Article 7 of these regulations) is transferred to a state-funded place, they must submit the original high school diploma (or certificate, for candidates who passed the high school graduation exam in the 2025–2026 session) **within no more than 2 business days from the time the result is posted** on the online admission platform, but no later than **July 28, 2026, at 6:00 p.m.**, for the first admission session, and **September 17, 2026, at 4:00 p.m.**, for the second admission session.

**(3)** Admitted candidates for state-funded places who submitted only the certificate mentioned in Article 9, paragraph (1), point 4 of this regulation at the time of registration are required to submit the original high school diploma to the UVT Student Information Center no later than October 5, 2026.

**(4)** Failure to submit the original high school diploma, through the sole fault of the admitted candidate, within the established deadline, results in the loss of the state-funded place.

**(5)** Candidates who, at the time of submitting the original diploma, also possess the diploma recognition document, if applicable, are required to submit the latter in original form along with the diploma.

(6) In the case of recognition documents issued online by the specialized departments within the Ministry of Education and Research, these are uploaded in electronic format to the admission platform by the candidate, within the deadline set for registration by the respective faculty's regulations governing the organization and conduct of the admission process, and do not require submission or certification as a true copy by UVT staff.

#### **Article 11. Admission Exam/Tests**

(1) Admission to undergraduate programs at the Faculty of Sociology and Social Work, regardless of the mode of instruction, is by competitive examination, based on the tests established by these regulations, for the purpose of assessing competencies.

#### **A. Field: SOCIAL WORK**

A1. Bachelor's Degree Program in **Social Work – full-time program** (the curriculum can be viewed at <https://fsas.uvt.ro/programe-de-licenta-asistenta-sociala-zi/>).

Admission criteria:

1. FSAS test to assess language skills and reasoning **(50% of the admission average)**;
2. Overall grade on the high school graduation exam **(50% of the admission score)**. In the event of tied scores, the following tie-breaking criteria will apply:
  1. Grade obtained on the written Romanian Language and Literature section of the high school graduation exam;
  2. The score obtained on the written exam in the elective subject, depending on the high school's profile/specialization, as part of the high school graduation exam.

A2. Bachelor's Degree Program in **Social Work – distance learning** (the curriculum can be viewed at <https://fsas.uvt.ro/programe-de-licenta-asistenta-sociala-zi/>).

Admission criteria:

1. FSAS test assessing language and reasoning skills **(50% of the admission average)**;
2. Overall grade on the high school graduation exam **(50% of the admission score)**.

In the event of tied scores, the following tie-breaking criteria will apply:

1. Grade obtained on the written Romanian Language and Literature section of the high school graduation exam;

2. The score obtained on the written exam in the elective subject, depending on the high school's profile/specialization, as part of the high school graduation exam.

## **B. Field of SOCIOLOGY**

B.1 Bachelor's Degree Program in *Sociology – on-campus program* (the curriculum can be viewed at <https://fsas.uvt.ro/programe-de-licenta-sociologie/>).

Admission criteria:

1. FSAS test assessing language and reasoning skills (**50% of the admission average**);
2. Overall grade on the high school graduation exam (**50% of the admission score**). In the event of tied scores, the following tie-breaking criteria will apply:
  1. Grade obtained on the written Romanian Language and Literature section of the high school graduation exam;
  2. The score obtained on the written exam in the elective subject, depending on the high school's profile/specialization, as part of the high school graduation exam.

B.2 Bachelor's Degree Program in *Human Resources – full-time program* (the curriculum can be viewed at <https://fsas.uvt.ro/programe-de-licenta-resurse-umane/>).

Admission criteria:

1. FSAS test assessing language and reasoning skills (**50% of the admission average**);
2. Overall grade on the high school graduation exam (**50% of the admission score**) In the event of tied scores, the following tie-breaking criteria will apply:
  1. Grade obtained on the written high school graduation exam in Romanian Language and Literature;
  2. The score obtained on the written exam in the elective subject, depending on the high school's profile/specialization, as part of the high school graduation exam.

**(2)** The FSAS test for assessing language and reasoning skills will contain 45 items, each worth 0.2 points, with 1 point awarded automatically.

**(3)** The time allotted for completing the FSAS test for assessing language and reasoning skills will be 45 minutes.

**(4)** The minimum passing score for the FSAS test assessing language and reasoning skills will be 5.00.

(5) The procedure for organizing and conducting the FSAS Test for assessing language and reasoning skills as part of the admission process to UVT's undergraduate degree programs is attached (Annex 1) to these regulations, and it governs all necessary technical and organizational details.

**Article 12.**

(1) For students with disabilities and special educational needs, based on supporting documentation, admission tests may be adapted according to the type and severity of the disability. These include alternative methods for reading the text (large print, Braille, reader, screen reader), additional time to complete tasks, etc.

(2) For candidates with specific learning disabilities and sensory impairments, based on a diagnostic certificate issued by the competent authorities, upon request, the adaptation of examination procedures within the admission process is achieved by:

- a) providing additional time beyond the time initially allocated for completing the exam;
- b) for candidates with dyslexia, the reading of the questions is provided by a member of the faculty-level admissions committee; the questions are read one at a time, in the order in which the paper is written;
- c) for candidates with dysgraphia, the candidate is entitled to an oral assessment or may dictate the content of the paper to a member of the faculty-level admissions committee;
- d) For candidates with dyscalculia, the use of a pocket/desktop calculator, a Pythagorean table, or formula tables is provided.

(3) Candidates with disabilities and special educational needs who require support for the admission exams must indicate this during registration on the admission platform, and will be contacted by the UVT educational psychologist from the Department of Inclusion and Support for Students with Special Needs (CISSNS) to assess the need for adjustments to the admission process. The exam questions and evaluation criteria do not change for candidates with disabilities; only the conditions under which the exams are taken may be adapted.

**Article 13.** The allocation of places specifically reserved for Roma candidates, graduates of rural high schools, candidates belonging to national minorities (for study programs that do not exist in the state education system in the language of the respective minority), candidates from foster care facilities/the social protection system, and candidates with special educational needs or disabilities is carried out at the UVT level, in accordance with the provisions of Article 11 of *the Regulations of the West University of Timișoara (UVT) regarding the organization and conduct of the admission process for*

*undergraduate degree programs*, approved by the UVT Senate, and all information regarding this process is published on the website [www.admitere.uvt.ro](http://www.admitere.uvt.ro), in the sections dedicated to specific categories of applicants.

**Article 14.**

(1) Candidates who have received **distinctions (first, second, or third prizes) at international academic competitions recognized by the Ministry of Education and Research, and first prize at national academic competitions funded by the Ministry of Education and Research**, are eligible to enroll without taking the admission exam for state- funded spots.

(2) Candidates who have received distinctions at national academic competitions (2nd or 3rd place or honorable mention) organized by the Ministry of Education and Research will have their admission GPA equated to a grade of 10.

(3) Candidates who have achieved the following results in competitions organized by the Faculty of Sociology and Social Work will benefit from special conditions: **Altruism Olympiad – 2026 Edition**, 1st, 2nd, and 3rd places – their admission average will be equivalent to a grade of 10 for the Social Work – Full-Time Program.

**Article 15.**

(1) Candidates who have achieved **valedictorian** status at UVT partner high schools or who have obtained **a grade of 10 on the high school graduation exam** administered in Romania (based on **the invitation letter signed by the UVT rector**, which must accompany the candidate's application) take the admission exams specific to the undergraduate degree program(s), except in cases where they have received awards at national or international academic competitions during their high school studies and meet the special conditions regarding the admission process mentioned in Article 14 of these regulations.

(2) The candidates referred to in paragraph (1) of this article are eligible for tuition- free spots. If, following the admission exam, they are enrolled in a tuition-paying spot, they will be exempt from tuition fees for the first year of study; in this case, they shall not pay the first installment of the tuition fee, uploading the letter received to the section dedicated to the payment of this fee on the digital admission platform, as a supporting document for the exemption from payment.

### Article 16. Admission Grade Point Average

(1) The minimum overall admission average for undergraduate degree programs organized by UVT cannot be lower than 6.00 (six), provided that none of the scores obtained on the entrance exams is lower than 5.00 (five).

(2) The overall admission average is calculated to two decimal places, without rounding, using the following formula:

MA - Admission average, MB - high school graduation average, T - UVT language and reasoning skills test

- a. Social Work, on-campus program:  $MA = (MB + T) / 2$ ;
- b. Social Work, distance learning:  $MA = (MB + T) / 2$ ;
- c. Sociology:  $MA = (MB + T) / 2$ ;
- d. Human Resources:  $MA = (MB + T) / 2$ .

(3) Candidates are ranked in descending order of the grades obtained in the admission exam and within the limits of the approved enrollment slots for each degree program.

(4) The overall average or total scores obtained by candidates in the admission exam are valid for determining the ranking only within the Faculty of Sociology and Social Work, in accordance with these regulations.

(5) The ranking resulting from the admission exam will also be used to allocate state-funded places, which will be awarded to the highest-ranked eligible candidates for each undergraduate program.

In the event of tied admission scores, the following tie-breaking criteria will apply:

- The score obtained on the written baccalaureate exam in Romanian Language and Literature;
- The score obtained on the written exam in the elective subject, depending on the high school's profile/specialization, as part of the high school graduation exam.

(6) For **candidates in the "Romanians everywhere" category**, the admission average will be calculated as follows:

MA = the average score from the high school graduation exam.

If the candidate graduated from a high school without a baccalaureate exam, and the diploma is recognized by the Ministry of Education and Research, the average used for admission is the average of the years of study. The equivalence of grades and scores from different grading systems will be determined by the admissions committee at the Faculty of Sociology and Social Work based on existing recommendations.

In the case of tied averages, the tiebreaker will be based on two criteria:

- (1) the grade in the subject Romanian Language and Literature or, if no such grade is available, the grade in the most relevant subject on the high school diploma for the specialization's profile. The tie-breaking grade will be determined by the admissions committee based on an analysis of the documents submitted in the application.
- (2) the grade in the second most relevant subject on the high school graduation exam for the specialization's profile. The tiebreaker grade will be determined by the admissions committee based on an analysis of the documents submitted in the application.

#### **Article 17. Filing Appeals**

(1) Any *appeals regarding the admission process* may be submitted within the timeframe specified in the admission calendar presented in Article 7, via the email address [admitere.fsas@e-uvt.ro](mailto:admitere.fsas@e-uvt.ro). Appeals are reviewed by the *Appeals Resolution Committee* established at the faculty level, and the results of the appeals are posted within 24 hours of the deadline for submitting appeals, in accordance with the admission calendar presented in Article 7. Appeals regarding oral exams, athletic aptitude tests, or artistic aptitude tests are not accepted. Appeals based on ignorance of the admission regulations and/or applicable legislation are not accepted. The decision of the Appeals Committee is final.

(2) The results of the admission competition are made public by posting them on the UVT website/admission platform, in compliance with personal data protection regulations.

#### **Article 18. Confirmation of Places / Enrollment**

(1) During the period established for confirming the places obtained following the admission competition in accordance with Article 7 of these regulations, after the appeals have been resolved, the enrollment of admitted candidates shall take place.

(2) Candidates admitted to state-funded places shall pay the enrollment fee.

(3) Candidates admitted to fee-paying places shall pay the amount of the enrollment fee and the tuition fee (in part—30% of the annual tuition fee).

(4) UVT signs a university study contract with each enrolled student.

(5) After enrollment, the final lists of admitted and enrolled candidates are generated and posted.

(6) By paying the registration fee, candidates acknowledge that they have read and understood the provisions of the student contract for the 2026–2027 academic year, which will be published on the

and on the UVT platform/website regarding the admission process ([www.admitere.uvt.ro](http://www.admitere.uvt.ro)).

**(7)** A candidate may be admitted and enrolled as a student in no more than two undergraduate programs simultaneously, regardless of the level of study and the educational institutions offering them.

**(8)** A candidate declared admitted may receive state funding for only one undergraduate degree program. A candidate admitted to state-funded spots in two undergraduate programs within the same level of study must choose the program to be funded by the state budget by the confirmation deadline set forth in Article 7 of these regulations, confirming the spot via the admission platform and notifying by the admissions committee of the faculty managing the other program to which they were admitted regarding the waiver of the state-funded place obtained and the potential request to occupy a fee-paying place, in which case they shall confirm that as well.

**(9)** A candidate who has completed a bachelor's degree program in a state-funded position may pursue another bachelor's degree program only on a fee-paying basis. A candidate who has completed a bachelor's degree program only partially in a state-funded position may occupy a state-funded place in another bachelor's degree program only for those years of study that they have not already completed with state funding in another program of the same academic cycle.

**(10)** The costs associated with exceeding the standard duration of a state-funded undergraduate program, as provided by law, shall be borne by the students.

**(11)** After the conclusion of the enrollment confirmation periods, if there are admitted candidates who have not confirmed their admission by paying the enrollment fee, new lists ranking the candidates will be posted, resulting from the shifting of candidates with lower admission scores into the remaining vacant spots, based on the order of the options they selected in the application file registered on the online admission platform. When compiling the new ranking(s), candidates who, due to the limited number of options selected, were not included in the initial ranking and, therefore, were not admitted to a spot they could confirm, but who, based on their admission average, qualify for one of the spots remaining vacant following confirmations. Candidates who were initially admitted to lower- priority options but who, in subsequent iterations of the rankings, become

eligible for a higher-priority option, will be declared admitted to the highest-priority option on their initial list for which they are eligible.

#### **Article 19. Fees Related to the Admission Process**

(1) At the Faculty of Sociology and Social Work, *the application fee* for the undergraduate admission exam is 200 lei, and *the registration fee* is 250 lei, in accordance with the decisions of the UVT Senate. The application fee for the admission process is paid only once per faculty, regardless of the number of undergraduate degree programs for which the candidate has applied within the same faculty. If a candidate applies and wishes to pursue two undergraduate programs simultaneously at UVT, they must submit a separate application on the admission platform for each program and pay the registration fee for each one. These fees are published on the website of the West University of Timișoara.

(2) The categories of applicants exempt from paying the application fee for the undergraduate admission process, based on supporting documents uploaded to the online admission platform, are:

- a) students who, during their high school studies, received distinctions (1st, 2nd, or 3rd place) at international academic competitions recognized by the Romanian Ministry of Education and Research and/or distinctions (1st, 2nd, or 3rd place, or honorable mention) at national competitions or contests organized or funded by the Romanian Ministry of Education and Research;
- b) students who, during their high school studies, received awards in other national or international competitions—the Altruism Olympiad—2026 Edition, 1st, 2nd, and 3rd places;
- c) students who are valedictorians at UVT partner high schools or who achieved a perfect score on the high school graduation exam administered in Romania (based on an invitation letter signed by the UVT rector, which must accompany the candidate's application);
- d) children of all staff in the pre-university education system in Romania (teaching, auxiliary teaching, and non-teaching staff), whether currently employed or retired;
- e) children of all staff in the Romanian higher education system (teaching, teaching support, non-teaching, and central university library staff), whether currently employed or retired;
- f) all staff in the higher education system and in central university libraries in Romania;

- g) applicants with one or both parents deceased, as well as those from single-parent families<sup>3</sup> ;
- h) applicants from foster care facilities/the social welfare system;
- i) applicants at risk of losing the ability to meet their daily living needs due to illness (proven by a medical certificate attesting to a chronic condition), disability (proven by a corresponding certificate), poverty (proving that they received a social scholarship during their final year of high school, in the case of high school graduates from the current class, or through other supporting documents demonstrating that they received financial support from the Romanian state), in accordance with the decision of the faculty-level admissions committee;
- j) athletes with outstanding achievements (CSU-UVT athletes—upon the recommendation of CSU-UVT; athletes from sports clubs and sections with which UVT has collaboration agreements; or medalists in national, European, and world competitions—upon the recommendation of the Faculty of Physical Education and Sport or CSU-UVT).

**(3)** The categories of candidates exempt from paying the tuition fee for undergraduate studies are:

- a) students who, during their high school studies, received distinctions (1st, 2nd, or 3rd place) at international academic competitions recognized by the Romanian Ministry of Education and Research and/or distinctions (1st, 2nd, or 3rd place, or honorable mention) at national competitions or contests organized or funded by the Romanian Ministry of Education and Research;
- b) students who, during their high school studies, received awards in other national or international competitions—the Altruism Olympiad—2025 Edition, 1st, 2nd, and 3rd places;

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<sup>3</sup> According to Law No. 277/2010 on family support allowances, a single-parent family is defined as one consisting of a single person and the children in their care who live with them, the single person being someone who is in one of the following situations:

- a) is unmarried—a situation proven by a certificate of single status for the candidate's parent issued by the Public Population Registry Service;
- b) is a widow—a situation proven by the marriage certificate of the candidate's parents and the death certificate of the deceased parent;
- c) is divorced – a situation proven by the divorce certificate or court judgment regarding the dissolution of the candidate's parents' marriage;
- d) has a spouse declared missing by a court order – a situation proven by the court order attesting to this situation;
- e) has a spouse who is in pretrial detention for a period exceeding 30 days or is serving a custodial sentence and does not contribute to the children's support—a situation proven by the court order issued in this regard;
- f) has been appointed guardian or has been entrusted with or placed in foster care with one or more children and is in one of the situations described in subparagraphs (a) through (c)—a situation proven by a court ruling issued in this regard.

- c) students who are valedictorians at UVT partner high schools or who achieved a grade point average of 10 on the high school graduation exam administered in Romania (based on the invitation letter signed by the UVT rector, which must accompany the candidate's application);
- d) athletes with outstanding achievements (CSU-UVT athletes—upon the recommendation of CSU-UVT; athletes from sports clubs and sections with which UVT has collaboration agreements; or athletes who have won medals at national, European, and world competitions—upon the recommendation of the Faculty of Physical Education and Sport or CSU-UVT).

(4) Exemption from these fees is granted only on the basis of supporting documents uploaded by applicants to the online admissions platform and submitted in original form at the document collection points for the admissions process located at UVT campuses or at the county admissions centers organized by UVT (Invitation letters issued by the UVT Rector to candidates with outstanding results do not require certification as true copies via scanning at the document collection points organized by UVT). Approval of the exemption is granted by the Faculty *Admissions Committee* through validation on the online admissions platform.

(5) Candidates from countries outside the EU, the European Economic Area, and the Swiss Confederation pay an admission application fee of 100 euros (for processing the application in preparation for the admission process).

(6) Upon confirmation of the place obtained following the admission competition, in accordance with the admission process schedule mentioned in Article 7 of these regulations, admitted candidates pay the enrollment fee.

(7) By **July 28, 2026**, for the July admission session, and by **September 17, 2026**, for the September admission session, students admitted to the undergraduate degree program in fee-paying places are required to pay 30% of the annual tuition fee. In the event of non-payment by the established deadline, the student will lose their assigned spot.

#### **Article 20.**

(1) The Faculty of Sociology and Social Work establishes an *Admissions Committee*, responsible for the proper organization and conduct of the admissions process at the faculty level, and an *Appeals Committee*, both approved by the Faculty Council.

(2) The faculty-level *Admissions Committee* consists of the associate dean responsible for Academic Strategy, student relations, and administrative matters, as well as faculty members, researchers, and doctoral students from each department (for the validation of applications and

supervision), and faculty members (for evaluating written exams). The number of faculty evaluators will be determined based on the number of unique candidates taking the FSAS Test, at a ratio of 1 grader per 30 candidates.

**(3)** The duties of the members of the *Admissions Committee* are:

- a) participating in training sessions;
- b) communicating with candidates;
- c) verifying and validating the application files submitted on the platform;
- d) final verification of applications and posting of results;
- e) verifying and approving fee waivers in accordance with the university's admission regulations;
- f) supervision during the exam;
- g) grading of exams (tests).

**(4)** The Faculty-level *Appeals Committee* consists of the Dean of the Faculty of Sociology and Social Work, the Vice Dean responsible for International Relations, Research, and Relations with the Socio-Economic Environment, and the head of the undergraduate program.

**(5)** The duties of the *Appeals Committee* are:

- a) to review appeals;
- b) resolving appeals;
- c) communicating the resolutions of appeals to candidates.

**Article 21.** These regulations, as well as the *UVT Regulations on the organization and conduct of the admission process for undergraduate degree programs*, are binding on both the Faculty *Admission Committee* and the candidates and are made known to them by posting on the of the Faculty of Sociology and Social Work and on the website dedicated to the UVT admission process – [www.admitere.uvt.ro](http://www.admitere.uvt.ro).

**Article 22.** The Faculty of Sociology and Social Work is not responsible for:

- errors in registration or calculation in the official documents requested from applicants as part of the admission process (diplomas, transcripts);
- errors made by candidates when filling out the application form on the online admission platform;
- the candidate's failure to complete the admission application on the online admission platform (after paying the application fee or uploading supporting documents for fee exemption)

via the online admission platform, the application must be completed and submitted; payment of the application fee does not constitute submission of the application).

## LIST OF ANNEXES

*Appendix 1. Procedure for the organization and conduct of the Faculty of Sociology and Social Work (FSAS) admission test for admission to undergraduate degree programs*

**Appendix 1.**

***Procedure regarding the organization and conduct of the Faculty of Sociology and Social Work (FSAS) for admission to undergraduate degree programs***

**Article 1.** In accordance with these regulations, the admission process for each undergraduate program offered by UVT-FSAS involves taking an admission test (referred to in this document as the FSAS test).

**Article 2.** For undergraduate degree programs for which the admission test is the FSAS admission test, the overall admission average is calculated by taking into account 50% of the score on this test.

**Article 3. Test Structure**

(1) The FSAS admission test contains 45 items, each worth 0.2 points, structured as follows: 20 vocabulary items (each with 4 answer choices), 15 analogical reasoning items (each with 4 answer choices), 10 inductive reasoning items (each with 4 answer choices)

(2) One point is automatically added to the final score.

(3) For each test item, there is only one correct answer.

**Article 4. Development of Test Questions**

(1) Responsibility for preparing the content of the FSAS admission test and organizing the evaluation process lies with the committee established at the FSAS level by decision of the FSAS dean (hereinafter referred to as the committee), composed of faculty representatives.

(2) The items used in the admission test are developed and validated by the committee mentioned in the preceding paragraph. The provisions of this procedure apply only to admission tests that use the questions developed for the FSAS test.

(3) The FSAS admission test will be administered in accordance with the schedules established by the FSAS regulations regarding the organization and conduct of the admission process.

(4) For each session (July and September) in which the FSAS admission test is administered, in accordance with the schedule established by the FSAS regulation on the organization and conduct of the admission process, a distinct version of the test will be developed.

(5) For each version of the FSAS admission test, two variants will be developed, containing the same items but arranged in a distinct, random order within the same task and difficulty level.

(6) Examples of items from the FSAS test:

Choose the word with the closest meaning.

- **Community**

a) building b) group of people c) document d) rule Complete the correct analogy.

- **Family : child = school : \_ \_ \_ \_ \_**

a) teacher b) student c) building d) textbook

#### **Article 5. Organization of the rooms where the test will be administered**

(1) The assignment of candidates to rooms for the admission exam will be carried out by the faculty-level admissions committee and will be communicated to candidates by posting on the website [www.fsas.uvt.ro](http://www.fsas.uvt.ro), no later than the day before the admission exam is held. Candidates will be assigned to rooms in alphabetical order by last name.

(2) In each room where the admission exam is held, candidates will be seated with one empty seat to their left and one to their right.

(3) The rooms where the exams will be held are reserved at the UVT level by the General Administrative Directorate and will be allocated for the exams in consultation with the relevant faculty.

#### **Article 6. Printing, Duplication, and Distribution of Test Questions**

(1) The faculty is responsible for printing, duplicating, and delivering the test questions to the faculty-level admissions committee.

(2) The FSAS Committee will prepare the envelopes containing the test questions for each exam room. For each exam room, one envelope containing the test questions will be prepared, along with an envelope containing the answer sheets on which candidates will write their answers to the test items and the instructions for completing them.

(3) The chair of the faculty-level admissions committee distributes the envelopes containing the test questions, the answer sheets, and the instructions for completing them to the proctors assigned to each exam room.

(4) The envelopes containing the answer sheets and instructions will be unsealed and distributed to the candidates 15 minutes before the actual start time of the exam.

(5) The envelopes containing the exam questions will be opened at the start of the exam, at which time the test sheets will be distributed to the candidates.

(6) Each candidate will also receive a blank A4 sheet from the proctors to use as a scratch pad.

(7) At the end of the admission test, each candidate will hand in the answer sheet, the test sheets, and the draft paper to the proctors and will sign the "submission" column on the list of candidates present in the room.

(8) It is strictly prohibited to leave the exam room with the exam papers, answer sheets, or draft papers.

(9) It is strictly prohibited for candidates, supervisors, members of the admission committee, or any other person involved in the admission process to photograph, film, or photocopy the question sheets, answer sheets, or draft papers.

(10) Violation of the provisions of paragraphs (8) or (9) of this article by candidates shall result in the exclusion of the respective candidate from the admission process.

(11) UVT employees who come into contact with the admission test questions shall comply with confidentiality principles through a written commitment.

(12) UVT employees who photograph, film, photocopy, or distribute exam questions outside the provisions of this procedure will be subject to disciplinary investigation.

#### **Article 7. Candidates' Access to the Exam Room**

(1) Candidates may enter the exam room at least 25 minutes before the scheduled start time of the admission exam. Candidates will not be permitted to enter the exam room less than 15 minutes before the start of the admission exam.

(2) Upon entering the exam room, candidates must present their ID card, which will be verified by one of the proctors. To this end, the faculty-level admissions committee will provide the proctors with a list of the candidates assigned to each room. Candidates who wish to wear a protective mask during the test are required to temporarily remove the medical device (mask, etc.) so that they can be identified by the proctors.

(3) Candidates must store their mobile phones, smartwatches, and any other electronic devices, personal belongings, or luggage in the areas designated by the proctors in each exam room.

(4) Mobile phones must be turned off while candidates are in the exam room. Keeping a mobile phone turned on during the exam will result in the candidate's disqualification from the admission process.

(5) Violation of the provisions of paragraph (3) of this article will result in the from the admission process.

(6) UVT will provide candidates in the exam room with still water in sealed bottles

#### **Article 8. Supervision of Exam Tests**

(1) Supervision of the admission exams is the responsibility of the faculty-level admission committee, with the following minimum number of proctors provided, depending on the size of the exam room: ● at least 2 proctors in seminar rooms; ● at least 3 proctors in lecture halls; ● at least 6 proctors in the "Ioan Mihai" Lecture Hall and in lecture halls A1 and A2 within the UVT Faculty of Law.

(2) Supervisors are strictly prohibited from providing explanations or answers to candidates regarding questions about the exam topics.

(3) Exam proctors may be UVT faculty and research staff or UVT doctoral students, appointed by decision of the dean of the faculty.

(4) If a candidate requests to leave the room for an emergency during the exam, one of the proctors will accompany them.

(5) Proctors will ensure that each candidate stores mobile phones, smartwatches, any other electronic devices, personal belongings, or luggage in the designated areas of each exam room, and that all candidates have turned off their mobile phones.

(6) Proctors verify the candidates' identities upon entering the exam room and seat them in the room according to the seating chart.

#### **Article 9. Conduct of the Exam**

(1) The time allotted for completing the FSAS admission test will be 45 minutes, starting from the moment the exam question sheets are distributed.

(2) Fifteen minutes before the exam papers are distributed, proctors will distribute answer sheets, instructions for completion, and scratch paper (each candidate will receive one blank A4 sheet for scratch work) to the candidates, and a briefing on the conduct of the exam will take place, including the screening of an informational video.

(3) Candidates must complete the answer sheet using only a blue pen or pencil.

(4) Upon completion of the exam, candidates will hand in their answer sheets, question sheets, and scratch paper to the proctors. Candidates may hand in their documents at any time during the allotted exam time. At the end of the exam, at least 3 candidates must remain in the room until all candidates have finished answering the questions, but no later than the expiration of the time allotted for the exam.

(5) The proctors will place the exam question sheets in an envelope and hand them over to the chair of the admissions committee no later than one hour after the completion of the answer sheet grading process.

(6) The start time of the exam will be communicated along with the assignment of candidates to exam rooms (Article 5, paragraph 1 of this procedure), in accordance with the time slot specified in the faculty regulations.

#### **Article 10. Test Evaluation and Communication of Results**

(1) The minimum passing grade for the FSAS admission test is 5.00 (five).

(2) Each candidate receives a pre-filled standardized answer sheet with unique identification features, which are not kept confidential.

(3) The grading process will be conducted using a platform by scanning the answer sheets.

(4) The tests will be graded after the allotted time for completing the test (45 minutes) has elapsed, in the presence of the candidates, if they wish to attend. Candidates will be informed of the number of correct answers.

(5) Candidates who wish to leave the room before the allotted time for completing the test has expired will not be able to be present during the grading of the test.

(6) The results obtained by candidates on the FSAS admission test will be communicated after the scores are entered into the admission platform in each candidate's file, in the *Results* section.

(7) Answer sheets are retained by FSAS for archival purposes.