



ACADEMIA DE STUDII ECONOMICE DIN BUCUREȘTI

DIRECȚIA RELAȚII INTERNAȚIONALE

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ANNOUNCEMENT



Bucharest University of Economic Studies (ASE) reaffirms its solidarity with the students, scholars and auxiliary staff of Ukrainian higher education, as well as with the citizens of this country.

According to the 3325/02.03.2022 *Ministry of Education Order*, ASE has developed the Methodology regarding the mobility of foreign students from higher education institutions of Ukraine, which establishes the general criteria for recognition and equivalence of studies conducted by non-EU and ethnic Romanian citizens in Ukraine. In this regard, please note the following:

*** The file for recognition of the study periods carried out in the context of unregulated mobility contains the following documents:**

- a) application form, standard form (*Annex 1*);
- b) legalized copy of the baccalaureate diploma, the certificate issued by the specialized directorate within the Ministry of Education, recognizing the diploma of access to higher education obtained abroad / letter of acceptance to studies - for applicants wishing to continue their studies within a undergraduate, master's or doctoral degree program;
- c) legalized copy of the bachelor's degree, the certificate issued by the specialized directorate within the Ministry of Education recognizing the diploma obtained abroad / letter of acceptance for studies - for applicants wishing to continue their studies within a master's or doctoral program;
- d) legalized copy of the master's degree, the certificate issued by the specialized directorate within the Ministry of Education, recognizing the diploma obtained abroad / letter of acceptance for studies - for applicants who wish to continue their studies within a doctoral program;
- e) the document, apostille or authentication, as the case may be, attesting the school situation for the graduated years, containing the name of the subjects, grades, number of credits (ECTS) and the number of hours of teaching activities (course, seminar, etc.) for each subject, issued by the higher education institution from which the applicant comes and the legalized translation into Romanian;
- f) if the higher education institution from which the applicant originates does not use the system of transferable study credits ECTS, the applicant must present a conversion grid of credits used in the educational institution from which he comes, in ECTS credits, issued therefore, translated and legalized in Romanian;
- g) analytical programs / subject sheets or their equivalent for the subjects studied in the higher education institution from which the applicant comes and the legalized translation into Romanian;
- h) the certificate of linguistic competence for the language of instruction and examination, within the study program to which he / she wishes to enroll, issued by the institutions authorized for this purpose by the Ministry of Education;
- i) the legalized copy of the birth certificate and the copy of the identity document or the passport, and, as the case may be, the legalized translation into Romanian;



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- j) legalized copy of the marriage certificate, in case the name written on the study documents does not coincide with the one from the identity document, and, as the case may be, legalized translation into Romanian;
- k) statement on one's own responsibility that the studies previously performed have not been interrupted as a result of expulsion due to violation of the code of ethics and deontology of the unit of origin;
- l) four pictures format $\frac{3}{4}$;
- m) proof of enrollment in one of the recognized higher education institutions in Ukraine (residence permit attesting the status as a student, student card, physical or electronic format, transcript, other documents), or a declaration on their own responsibility that they will present these documents in the next period.

* If the student is **not in possession of the diplomas** that allowed him / her access to the study cycle in which he / she was enrolled, he / she will **complete a declaration** on his / her own responsibility obliging him / her to submit them until the completion of the studies.

*** The procedure for evaluating the submitted files for recognition:**

- The applicant submits the file for the recognition of the study period, containing, as the case may be, all the documents mentioned, at the *Department for International Relations (DIR)* within ASE, room 0024;
- DIR verifies the eligibility and content of the file and schedules the language proficiency test for those who are not in possession of recognized international certificates;
- After the results of the language proficiency test are displayed, the files are sent to the specialized commission set up at the level of each faculty for the evaluations of the candidates who do not have the proving documents;
- For candidates whose files contain the required documents, the methodology for academic recognition of study periods is applied;
- If the doctoral students cannot prove the studies completed by documents issued by the higher education institution they have previously attended in Ukraine, ASE will assess on the basis of its own criteria and in accordance with international best practices, competencies, skills and learning outcomes according to the program for which the mobility is requested and will decide on the recognition and award of transferable study credits (*Annex 2*).
- The doctoral student in the situation mentioned in the paragraph above, will bring before completing his / her studies, the diplomas that allowed him / her access to the study cycle to which he / she was enrolled.

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Department for International Relations of ASE webpage: www.international.ase.ro