



**UNIVERSITATEA
BABEȘ-BOLYAI**

FACULTY OF PSYCHOLOGY AND EDUCATIONAL SCIENCES

Admission, 2023

UNDERGRADUATE LEVEL / MASTER'S LEVEL

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ADMISSION REGULATION OF THE BABEȘ-BOLYAI UNIVERSITY
FOR THE 2023-2024 ACADEMIC YEAR,
approved by Babeș-Bolyai University Senate Decision no. 141 of 12.12.2022

A. GENERAL REQUIREMENTS FOR ADMISSION

1. In accordance the National Education Law no. 1/2011, as subsequently amended and supplemented, in line with Law no. 288/2004 on the organisation of higher education studies, as subsequently amended and supplemented and in accordance with the Government Emergency Ordinance no. 133/2000 regarding the public higher education and postgraduate education on tuition over the number of places financed from the state budget, approved with amendments by Law no. 441/2001, as subsequently amended, based on Law no. 448/2006 regarding the protection and promotion of rights of people with disabilities, republished with subsequent amendments, and pursuant to Government Decision no. 1004/2002 on stimulating high school students and university students who received awards at international school competitions organised for secondary education and doctoral students who achieved outstanding results in research, as amended and supplemented, as amended by the GD no. 404/2006 regarding the organisation of master's studies, according to the Ministry Order no. 3102/08.02.2022 regarding the approval of the framework-methodology of the organisation of admission for undergraduate, master's and doctoral studies, with subsequent amendments, by Art. 13, par. (3) of GD no. 369/2021 regarding the organisation and operation of the Ministry of Education, as further amended and supplemented, the admission to undergraduate, master's, and doctoral studies is organised through competition. According to the principle of university autonomy, the regulation for admission falls within the competence of the Babeș-Bolyai University Senate. The admission is organised only in higher education institutions that have accredited specialisations and specialisations with provisional authorization.
2. **Admission** to higher education is **organised** as follows:
 - a) for **state funded** places;
 - b) for places on tuition (full-time and distance learning at the undergraduate level and full-time and part-time for the master's level).

The number of state funded places is established by Order of the Line Minister. The total number of candidates admitted on state funded places or places on tuition cannot

exceed the total capacity of places assigned to each field or each specialisation/study programme.

Candidates who are not admitted on state funded places may apply for tuition places if they meet the minimum requirements for admission. The places are distributed in descending order of the admission average scores.

3. At the Faculty of Psychology and Educational Sciences admission is organised for undergraduate and master's levels, under the conditions specified in point 2, a) and b), for full-time, part-time (at master's level), and distance learning (at undergraduate level).
4. Candidates admitted to study programmes of the Babeş-Bolyai University have the option of enrolling in psycho-pedagogical training (*Pedagogical Module, Level I and Level II*). Only graduates of the first level of psycho-pedagogical training may apply for the second level. Admission to these programmes is organised by the Department for Teachers Training (DPPD, Departamentul de Pregătire a Personalului Didactic). Candidates enrolled on state funded places at their faculty shall benefit from state funding for the Pedagogical Module as well. Candidates enrolled on tuition places at their faculty shall also be enrolled on tuition places at the Pedagogical Module. Graduates of bachelor's and master's programs can be enrolled at the Level I or Level II Pedagogical Module in the postgraduate regime.
5. Special destination places are allocated by order of the competent ministry. The manner of their occupation and the conditions of eligibility are:
 - a) Candidates for the places allocated to Romanians from everywhere (ethnic Romanians) by the relevant ministry regardless of the level at which they give admission, must prove their ethnicity by completing the Declaration regarding belonging to the Romanian cultural identity, addressed by the Romanian Embassy or Consulate in the country of origin (except for citizens of the Republic of Moldova).

<https://admitere.ubbcluj.ro/ro/licenta/files/Anexa%203%20Declaratie%20apartenenta.pdf>

In the case of dual citizenship (other than Romanian citizenship), candidates will opt for one of the citizenships with which they want to participate in the competition. Persons holding Romanian citizenship must apply for places for Romanian citizens. The special places are allocated exclusively to specializations taught in the Romanian language, according to the Methodology regarding the

education of Romanians from everywhere in the state higher education in Romania, starting with the academic year 2017-2018, with subsequent amendments and additions.

At the undergraduate level, ethnic Romanians can only occupy places with a fee.

At master's level, ethnic Romanians will initially appear on places with a fee, the ranking of Romanians from everywhere on budgeted places is done after each university admission session (all master's programs). The ranking of candidates is done at the university level (on the available budget places), after each admission session. The International Cooperation Center and the faculty can provide information related to the admission of ethnic Romanians.

- b) Candidates opting for the places allocated to the Roma ethnic group by the relevant ministry will bring to registration a recommendation issued by a legal Roma organization (signed), which attests to their belonging to this ethnic group. The ranking of ethnic Roma is done after each admission session, by university, depending on the applicants' requests for enrollment.

The reserved places will be allocated to the faculties by the Rectorate according to the request of the candidates upon registration.

- c) Based on Law no. 221/2019, at least 10 budgeted places are granted, within the approved tuition figure, to graduates with a baccalaureate degree from the social protection system (located in foster care centers or in foster care). Candidates opting for these places will prove their eligibility for this category through specific documents (certificates issued by DGASPC, court decisions). The ranking of candidates from the social protection system is done after each admission session, by university, according to the candidates' requests for registration.
- d) High school graduates included in the list approved annually by the competent ministry, valid for the current school year, can apply for the places intended for high school graduates located in rural areas, regardless of the year in which they graduated high school. . Places reserved for candidates from rural high schools will be allocated to the faculties by the Rectorate of the Babeş-Bolyai University, according to the candidates' request at registration, but they will be ranked at the faculty level.
- e) In order to ensure equal opportunities and effective integration into social life, the university allocates a number of special places for people with special educational requirements/disabilities. During admission, the faculty provides additional support

adapted to the needs of candidates with disabilities and to support their access to the institution.

The budget for the places reserved for the admission to special places for ethnic Romanians, the Roma ethnic group, candidates from rural high schools and candidates from the social protection system will be allocated by the Rectorate by transforming the places with a fee into budgeted places, without exceeding tuition fee.

These candidates can benefit from funding from the state budget for the first year only once. If they were admitted in the first year and were expelled (or if they attended the first year in the budget at the level of studies they are applying for), they can only benefit from a fee-paying place through the admission competition.

6. Admission for the bachelor's level is organized on the bachelor's programs established in the GD regarding the adoption of the Nomenclature of fields and specializations/university study programs and the structure of higher education institutions for the following academic year, and for the master's level on the master's university study programs established in the GD regarding the fields and accredited Master's degree programs and the maximum number of students that can be enrolled in the following academic year.

At the Faculty of Psychology and Educational Sciences there are: the field of Psychology with specialization in Psychology, Psychology-Cognitive Sciences (in English); the field of Education Sciences with specializations: Special Psychopedagogy, Pedagogy, Primary and Preschool Education Pedagogy.

At the master's level, admission to the specializations is organized: Clinical Psychology, Psychological Counseling and Psychotherapy, Psychological Techniques for Controlling Behavior and Developing Human Potential, Public and Clinical Health Psychology, Counseling and Psychological Intervention in Human Development, Human Resources Psychology and Organizational Health, Forensic Psychology , Psychological consultation and intervention (in Hungarian), Language therapy and educational audiology, Management, counseling and psychopedagogical assistance in inclusive institutions, School counseling and psychopedagogical assistance, Instructional designer, Curriculum management, Educational management, Didactics of German language and literature, Culture and the German civilization of Central and South-Eastern Europe (in German), Alternative methods and practices in primary and

preschool education (in Hungarian), Effective learning strategies (Odorheiu Secuiesc, in Hungarian), Clinical Psychology: Evaluation and Intervention (in Hungarian).

7. Candidates for the university admission competition, for university undergraduate studies, are high school graduates with a baccalaureate diploma (or equivalent), as well as graduates of studies carried out abroad and recognized by the competent authorities, citizens of Romania. Graduates with a bachelor's degree/engineering degree or equivalent degree, as well as graduates with studies carried out abroad and recognized by the competent authorities, citizens of Romania, regardless of the year of graduation of the program, can participate in the admission to the master's university study cycle. Citizens of the member states of the European Union, of the states belonging to the European Economic Area and of the Swiss Confederation can participate in the admission competition under the same conditions provided by law for Romanian citizens, including regarding tuition fees. Citizens of the member states of the European Union, of the states belonging to the European Economic Area and of the Swiss Confederation will present a certificate of language competence for the language of instruction of the study program, of minimum level B1, or accepted language certificates or attestations according to the attached list. Taking an admission test in the language of specialization can replace the language proficiency certificate. Students of higher education institutions enrolled during previous years on state funded places may apply to a second specialisation. If they are admitted, they may receive a subsidy from the state budget only for the normal period of study (i.e. the period obtained by subtracting from the duration of the new study programme the number of study years in which they were enrolled on a state funded place). If the first specialisation is on tuition, the second specialisation may be pursued with funding from the state budget, following a successful admission on funded places. The same rules apply to first year students. If students are expelled or withdraw from a state funded place, they must take the admission exam to be enrolled again.

In the case of admission to study programs taught in the Romanian language, candidates who do not present documents of studies issued by educational institutions in Romania or abroad with teaching in the Romanian language, the admission test will be taken in the Romanian language. By way of exception, candidates who studied in Romania, in an internationally spoken language or in a language of national minorities, the

certification of linguistic skills in Romanian is done with the baccalaureate diploma, issued by authorized/accredited educational units in Romania.

The admission of citizens from third countries of the European Union is done in accordance with the Methodology for admission to studies and schooling of foreign citizens starting from the 2017-2018 school/university year, with subsequent amendments and additions. The registration of citizens from third countries is done exclusively at the Center for International Cooperation, with the exception of ethnic Romanians from third countries who can register for admission to the faculty (under the same conditions provided by law for Romanian citizens), provided they present the documents proving their ethnicity.

The following cannot constitute criteria for the selection of admitted candidates: age, gender, ethnicity, mother tongue, religion, race, political affiliation, membership in legally established organizations (or whose activity does not violate the laws of the Romanian state) or chronic diseases that do not pose a risk to collectivity.

Candidates diagnosed with psychotic disorders and/or severe personality disorders cannot be admitted. Based on the existence of a diagnosis, the admission committee can refuse to confirm the candidate's place.

Admission to master's studies is open to all graduates, within the limit of places and to programs accredited at the university.

For master's level programs, the presentation of a certificate is mandatory linguistic competence in an internationally spoken language. The language certificates issued by the faculties, the certificates in the annex and the university diplomas accepted according to the list on <https://psiedu.ubbcluj.ro/51-competenta-lingvistica> are valid.

For university bachelor's and master's studies, organized in the mother tongue / in a foreign language, the admission test is taken in the language of teaching of the university study program. For programs with teaching in several languages, if candidates choose more than one option, they will take the entrance exam in the language of instruction according to the first option chosen. For the other language options, a test will be taken in the language of instruction of the respective program, or as the case may be, the competition test in the respective language.

8. A candidate can take part in simultaneous admission to several fields/study programs/specializations from "Babeş-Bolyai" University or from other higher

education institutions, under the conditions established by their Senates, but can be admitted to only one specialization/one study program on subsidized places from the state budget, regardless of the category of place they are applying for. The candidate admitted to several specializations must opt for that specialization for which he wishes to be subsidized from the state budget, by presenting the file with the original documents. The exception is the international Olympians, who can benefit from two specializations/programs financed from the state budget, regardless of the specialization chosen and the discipline in which they are an Olympian. The candidate can be admitted to a maximum of two study programs simultaneously, regardless of the level of studies. The Faculty of Psychology and Educational Sciences does not have any special places for graduates. They shall compete under the same terms as high school graduates.

9. Students from state higher education institutions enrolled in previous years on places financed from the state budget, who decide to follow a second specialization and are declared admitted to this new specialization, can benefit from the subsidy from the state budget only on the normal duration of study (subtracting from the duration of study of the new specialization the years of study with funding from the budget for the initial specialization). The same regulation applies to expelled students (including those who withdrew from their studies), except for the first year after re-enrollment. If the first specialization is completed with the payment of the tuition fee, the second specialization can be carried out with financing from the state budget, following the success of the admission competition for a budgeted place. The same regulation applies to first-year students, if they have withdrawn or been expelled, in order to become students they must take an admission test.
10. Graduates, with or without a bachelor's degree/graduation of state and private higher education, have the right to appear for admission to study a new specialization, as follows:
 - a) if the first specialization was followed without a fee, the second specialization will be with a fee;
 - b) if the first specialization was followed with a fee in private or state education, the second specialization can be without a fee, following success in the budgeted place at the admission competition.

Candidates are obliged to declare on their own responsibility (in the registration form) the period in which they were financially supported by the state budget during the first

specialization, regardless of whether or not they graduated from the respective study program. False declarations produce legal effects according to the Criminal Code art. 320-327, as a result the candidate will be expelled and the legal authorities will be informed to carry out the criminal investigation. Any inconsistency between the competition data declared at registration (selection criteria, tie-breaking, etc.) and the official data (baccalaureate average, tie-breaking criteria, etc.) results in the elimination of the candidate, respectively the cancellation of registration.

- 11.** The Faculty of Psychology and Educational Sciences does not have special places for graduates, they will compete on the same criteria as high school graduates.
- 12.** Funding from the state budget of the normal study cycle requires following each year of study in a budgeted regime only once. A candidate who attended the first year with funding from the budget can only attend the first year with a fee.
- 13.** Candidates who, during their high school years, have achieved recognized performances at national or international olympiads and competitions recognized by the relevant ministry (the list of school olympiads and competitions can be found here: <https://www.edu.ro/olimpiade-si-concursuri>), can be enrolled according to the admission regulations of the Faculty of Psychology and Educational Sciences for places financed from the budget, at the bachelor's level, without admission, to specializations (field of Psychology / Educational Sciences) corresponding to the disciplines for which they were awarded, under the following conditions:
 - a) High school graduates with a baccalaureate diploma, in specializations corresponding to the disciplines in which they were distinguished, who obtained distinctions (1st, 2nd, 3rd place, mention) at the Olympiads or international school competitions,
 - b) High school graduates with a baccalaureate diploma, in specializations corresponding to the disciplines in which they were awarded, who obtained the first prize or the gold medal at the Olympics or school competitions at the national level.

Candidates who obtained the respective performances during their high school studies benefit from the above facilities, within a maximum period of three years after graduating from high school.

Olympic candidates are considered admitted, with an admission average of 10 (ten). Olympic candidates who meet these criteria are not automatically declared admitted, they must go through the registration and place confirmation procedures.

- 14.** Admission to the available places at the Faculty of Psychology and Educational Sciences is done in strictly descending order of averages, depending on the order of the candidates' options for the form of education.

The number of places subsidized from the state budget cannot be exceeded. If there are several candidates with equal averages in the last place, the tie-breaking criteria established by the Council of the Faculty of Psychology and Educational Sciences will be applied.

The general averages obtained by the candidates (respectively the overall score) are valid for establishing the classification order only at the faculty, specialization and line of study mentioned by the candidate in the enrollment application.

In the event that a group of 20 students (on the budget and with a fee) will not be made in the Romanian line for the specialization Pedagogy of Primary and Preschool Education (Năsăud, Sighetu Marmației, Târgu Mureș, Reșița extensions), the student accepts either to continue his studies in another location, or give up the place obtained.

In the event that a group of 10 students (on the budget and with a fee) will not be made in the Hungarian line for the specialization Pedagogy of Primary and Preschool Education (extensions Târgu Mureș, Odorheiu Secuiesc, Satu Mare), the student accepts either to continue his studies in another location, or give up the place obtained.

In the event that a group of 8 students (on the budget and with a fee) will not be made in the German line for the specialization Pedagogy of Primary and Preschool Education, the student accepts either to continue his studies in another location in the Romanian or Hungarian lines, or to give up at the place obtained.

- 15.** A percentage of a maximum of 5% of the number of students from a full-time bachelor's degree program can complete, with the approval of the Faculty Council and the approval of the relevant vice-rector, 2 years of studies in a single year, with the exception of the last year of studies, under the conditions provided by the regulations for the organization and conduct of study programs and in compliance with the legislation in force.

B. THE ADMISSION CONTEST AND EXAMINATIONS

1. PREPARATORY ACTIVITIES

- 1.1.** The Admission Committee is established in every faculty under the authority of the Dean.

The Permanent Office of Admission provides candidates with information regarding

admission to the faculty throughout the year. The Permanent Office of Admission ensures that activities of presenting and providing information to prospective candidates are conducted through all available means of communication, in accordance with Babeş-Bolyai University's strategy for promoting specialisations as elaborated by the Vice-Rector's office and approved by the Administration Council. This strategy is also in conformity with the strategy of our faculty.

- 1.2.** The Admission Committee and the Permanent Office of Admission of the faculty shall specify and communicate all details regarding the application process, registration offices, templates of the registration form etc. within 10 working days after the adoption of this regulation.

2. GENERAL ADMISSION CRITERIA AND GUIDELINES

- 2.1.** The admission is organised by the Faculty of Psychology and Educational Sciences under the direction of the Vice-Rector responsible with the admission and under the Admission Committee of the University, in compliance with the laws in force.
- 2.2.** Admission on state funded places is limited to the number of places allocated to the faculty by the Rector's Office and by Order of the Line Minister.
- 2.3.** Admission to distance learning follows the same criteria as admission to full-time learning. There are separate lists of candidates and separate places established in this matter. Distance learning is exclusively organised on tuition.
- 2.4.** At undergraduate level, the minimum admission average score is 5 (five). At master's level, the minimum average for every exam task is 5 (five), whereas the admission average score is 6 (six). The final average for every candidate is calculated as arithmetic average, with two decimals (no rounding) of the final scores the candidate obtained for every exam task. For high school or university grades obtained in other countries, if the classification was based on a points system, conversion into grades is mandatory. For high school or university grades obtained in other countries, if the graduation documents have been recognized as equivalent according to law, the average scores or points shall be converted into grades in accordance with the scoring system applicable in Romania, as per the new regulations of the Line Ministry.
- 2.5.** Candidates who do not meet the criteria for the calculation of the admission average score cannot register for admission to specialisations that take such benchmarks into account.

2.6.The ranking at Babeş-Bolyai University is done strictly in descending order of the general averages (or the number of points) obtained by the candidates, according to the selection and tie-breaking criteria, the candidates' option for a certain field, line of studies or form of education and in the limit of the number of places for which the contest is organized. If there are several candidates with equal averages on the last place, the quantifiable tie-breaking criteria established by the Faculty Councils will be applied. The criteria for ranking the candidates must be designed in such a way as to ensure total transparency. The faculties will provide at least two such tie-breaking criteria.

The general averages obtained by the candidates (respectively the overall score) are valid for establishing the classification order only at the faculty, specialization and line of studies mentioned by the candidate in the enrolment application. These averages are valid for a single admission session.

3. SELECTION CRITERIA – UNDERGRADUATE LEVEL

- a) **PSYCHOLOGY** – in Romanian (full-time learning/distance learning) and Hungarian (full-time learning/distance learning);

Selection criteria for the Romanian line of study:

The admission average score is calculated as follows:

50% of the average score of the Bacalaureate exam;

50% of the grade obtained in the written exam (*on-site*).

Selection criteria for the Hungarian line of study:

The admission average score is calculated as follows:

20% of the average score of the Bacalaureate exam;

80% of the grade obtained in the written exam (*on-site*).

Bibliography for the oral exam (Hungarian line of study): N. Kollár Katalin, Szabó Éva
– Pszichológia pedagógusoknak, Editura OSIRIS, Budapesta

- b) **PSYCHOLOGY – COGNITIVE SCIENCES** – in English (full-time learning)

Selection criteria:

The admission average score is calculated as follows:

50% of the average score of the Baccalaureate exam;

50% of the grade obtained in the written exam (*on-site*), which will be in English.

- c) **SPECIAL EDUCATION** – in Romanian (full-time learning/distance learning) and Hungarian (full-time learning);

Selection criteria for the Romanian line of study:

The admission average score is calculated as follows:

50% of the average score of the Baccalaureate exam;

50% of the grade obtained in the written exam (*on-site*).

Exam task:

Candidates shall receive a fragment from the printed press presenting the case of a person with disabilities in Romania. The fragment may refer to one of the following topics: education, access to services, free time, professionalization, attitudes and discrimination.

Starting from the material that will be offered for analysis, the candidates will have to write an argumentative text in which they express and justify their position in a minimum of 2 pages and a maximum of 4 pages (A4), taking into account the following criteria:

- Expressing their position clearly;
- Presenting the ideas that support their position in a logical way;
- Following the structure of an argumentative text.

Scoring method:

- 1 point ex officio
- 3 points for every criteria.

Selection criteria for the Hungarian line of study:

The admission average score is calculated as follows:

20% of the average score of the Baccalaureate exam;

80% of the grade obtained in the written exam (*on-site*).

Candidates shall receive a fragment from the printed press presenting the case of a person with disabilities in Romania. The fragment may refer to one of the following topics: education, access to services, free time, professionalisation, attitudes and discrimination.

Bibliography for the written exam: Kálmán Zsófia, Könczei György – A Taigetosztól az esélyegyenlőségig, Editura OSIRIS, Budapesta.

d) **PEDAGOGY** – in Romanian (full-time learning);

Selection criteria:

1. A motivational essay dated and signed by the candidate, which shall be submitted upon registration and shall be graded on a Pass/Fail basis;
2. The average score of the baccalaureate exam (100%).

e) **PEDAGOGY OF PRIMARY AND PRESCHOOL EDUCATION** – in Romanian (full-time learning/distance learning), Hungarian (full-time learning/distance learning), and German (full-time learning).

Selection criteria for all three lines of study – in Romanian, Hungarian, or German:

1. An oral exam graded on a Pass/Fail basis – *Communicative Skills and Abilities* (fluent and expressive out-loud reading, dialogue, argumentation of a personal opinion or option, diction, social interaction skills); the exam is held *on-site*.
2. The average score of the baccalaureate exam (100%).

The tie-breaking criteria for deciding between candidates with equal average scores are as follows (for all specialisations):

a) Tie-breaking criteria for candidates with equal average scores for the Romanian line of study:

- the grade obtained at the Romanian Language and Literature Baccalaureate exam (if candidates took both written and oral exams, the arithmetic average of the two scores shall be taken into account);
- the grade obtained at the Baccalaureate exam for the compulsory subject of the profile (Mathematics or History).

b) Tie-breaking criteria for candidates with equal average scores for the Hungarian line of study:

- the grade obtained at the Hungarian Language and Literature Bacculaureate exam (for candidates graduating from Romanian language high schools, the grade obtained at the Romanian Language and Literature exam shall be taken into consideration; if candidates took both written and oral exams, the arithmetic average of the two scores shall be taken into account);
- the grade obtained at the bacculaureate exam for the compulsory subject of the profile (Mathematics or History).

c) Tie-breaking criteria for candidates with equal average scores for the German line of study:

- the grade obtained at the German Language and Literature Bacculaureate exam (for candidates graduating from Romanian language high schools, the grade obtained at the Romanian Language and Literature exam shall be taken into consideration; if candidates took both written and oral exams, the arithmetic average of the two scores shall be taken into account);
- the grade obtained at the bacculaureate exam for the compulsory subject of the profile (Mathematics or History).

4. REGISTRATION OF CANDIDATES AT THE UNDERGRADUATE LEVEL

4.1. The admission exam to higher level education at the Faculty of Psychology and Educational Sciences shall be held in two sessions, in July and in September. The second admission session is organised only for the places remaining vacant after the July admission session and after the withdrawal of candidates then admitted.

4.2. The process of registration shall be organised **exclusively online**. Details regarding the calendar and the means of accessing the admission schedule are available on the faculty's website <https://psiedu.ubbcluj.ro/3-admitere-psihiologie>. The daily schedule and a timetable of the planned activities shall be available on the faculty's website before the beginning of each admission session.

Separate registration for each specialisation is required. If the candidate registers simultaneously to multiple specialisations, they must pay the admission fee for each of them. However, the application form is to be filled in only once.

Technical support (printing, scanning, access to the registration platform) shall be provided at the faculty building on 7 Sindicatelor Street. Sanitary and protective measures in force at the time shall be applied to prevent, early detect and control COVID-19 infections. Appointments are required for access to the building and shall be made telephonically the day before the visit at 0264405337, between 9:00 and 15:00.

4.3. Registration to extensions of the Pedagogy of Primary and Preschool Education specialisation shall be organised at the faculty buildings from the cities where places are allocated.

4.4. Foreign EU citizens (or Romanian citizens who have graduated from high schools abroad or international schools in Romania) must submit upon registration the certificate of recognition of studies or a registration number proving that the candidate has already applied for obtaining the certificate. The certificate of recognition of studies may be requested on the website of the Ministry of Education or at the Centre for International Cooperation of BBU (telephone: 0040-264.429.762, int. 6023, e-mail: anna.fejer@ubbcluj.ro). If the baccalaureate grading system is different from the Romanian one (from 1 to 10), candidates must request the recalculation of the average score of the baccalaureate exam and of the grades which are taken into account as tie-breaking criteria before filling in the registration form (but after applying for the certificate of recognition, because the state of the process shall be verified) (telephone: +40-264-405300, int. 5105, e-mail: elisabeta.kozma@ubbcluj.ro).

Non-EU foreign citizens shall apply exclusively through the Centre for International Cooperation of BBU (telephone: 0040-264.429.762, int. 6023, e-mail: corina.todea@ubbcluj.ro).

More information regarding the **ADMISSION OF STUDENTS FROM OTHER COUNTRIES** and **THE RECOGNITION OF STUDIES** may be found on the website of the Centre for International Cooperation (<http://www.cci.ubbcluj.ro/>):

- For candidates from EU countries:
http://www.cci.ubbcluj.ro/degree_students/eu_students.php;
- For candidates from non-EU countries:
http://www.cci.ubbcluj.ro/degree_students/non_eu_students.php;
- For Romanian candidates who studied abroad – The Recognition of Studies Abroad for Romanian Citizens:
<https://www.cnred.edu.ro/ro>.

4.5. Documents required upon registration (to be scanned and uploaded in PDF format):

1. Baccalaureate diploma and transcript of high school grades (if applicable, for diplomas with transcripts) or an equivalent diploma or an official certificate attesting that the candidate passed the baccalaureate exam (applicable only to graduates of the current year who have not been issued a baccalaureate diploma before the date of registration);

Foreign EU citizens shall upload the documents in original, their certified translations into Romanian, and the certification of recognition of studies.

2. Birth certificate (both sides if the personal national identification number is on the back);
3. Identity card;

Foreign EU citizens shall upload the passport and, if applicable, the residence visa.

4. Medical certificate attesting that the candidate is fit to be enrolled in higher studies;
5. Other documents mentioned in particular cases (an official certificate requesting the exemption from the admission fee, application for places reserved for Roma ethnics, application for places reserved for candidates who are beneficiaries of the social welfare system, an official certificate issued by the General Directorate of Social Assistance and Child Protection, an official certificate issued by a legal organisation of the Roma, Olympiad diploma etc.);
6. Motivational essay (if applicable).
7. **Foreign EU citizens** who are required to prove their language proficiency of Romanian as part of the application process for certain specialisations may:

- sit the written/oral admission exam in Romanian;
- submit a diploma from a secondary school with Romanian language teaching;
- submit the motivational essay in Romanian;
- submit a certificate of language proficiency for Romanian.

All documents shall be submitted to the faculty in original in an envelope file and two photos (3/4) upon place confirmation. Both a copy and the original of the study documents must be submitted. If the originals of the student's study documents have been submitted to another faculty where he is enrolled on a state funded place, he or she may submit certified copies of the study documents and an official certificate from the other faculty attesting that the originals were submitted there. Copies of the birth certificate and the identity card shall be submitted, but the originals must be presented as well to certify the copies. Inconsistencies between the

documents uploaded on the admission platform and the documents submitted at the faculty may cause the candidate to lose their occupied place.

4.6. The admission fee consists of:

- a. **The application fee** (250 lei) is to be paid for each specialisation the candidate applies to. Employees of BBU and their children, as well as the children of active or retired teaching and auxiliary teaching staff from pre-school, primary, secondary, and tertiary education are exempted from paying the application fee *for one specialisation only*. Upon registration, the candidate must declare if they have registered to another faculty or specialisation of Babeş-Bolyai University or another higher education institution.
- b. **The processing fee** (50 lei) is charged for the organisational and communicative aspects of the process, including the possible process of pre-registration. It is not subject to exemption (until 35 years old), waiving or refunding. However, candidates who are orphans of both parents, candidates who are beneficiaries of the social welfare system (foster homes – until 26 years old) and other candidates who are exempted from paying the admission fee are exempted from paying this fee.

The admission fee is paid online for each specialisation to which the candidate applies to (Psychology, Special Pedagogy etc.). It is paid only once if the candidate opts for both full-time and distance learning for the same specialisation.

- 4.7.** After the end of the application period, **a list of registered candidates** shall be published. Any errors or omissions identified by candidates shall be communicated on the e-mail address for appeals within the period published on the faculty's website. After this deadline, comments regarding the candidates' data shall not be accepted and **the list of admitted candidates** shall be published according to the official timetable.

5. THE ADMISSION CONTEST AT THE UNDERGRADUATE LEVEL

- 5.1.** The admission exams shall be held on-site, in accordance with the published timetable.

Appeals can be submitted to the address admitere.psiedu@gmail.com, according to the displayed calendar. Results to oral exams cannot be appealed.

Results to the admission contest shall be published on the faculty's website (psiedu.ubbcluj.ro), according to the official timetable.

- 5.2. The lists** which shall be published are:

a) **The list of admitted candidates** in descending order of their admission average scores. Admitted candidates may confirm their place within the deadlines specified in the official timetable. Not confirming the place during this period results in their **elimination from the admission contest without prior notification**. Admitted candidates who confirm their places but wish to advance in the hierarchy, if any places become vacated, must submit a request for **redistribution** on the admission platform. Options initially expressed in the application form shall be maintained for the redistribution process.

If candidates who had confirmed a place in the previous stage of the admission process were redistributed to another category on these lists (from tuition to state funded places or from distance to full-time learning), they must re-confirm the new place by filling in and uploading an adapted Contract of Higher Education Studies, for the newly occupied place. If the tuition fee/instalment was previously paid, no further action is necessary.

Admitted candidates who do not wish to advance in the hierarchy but to maintain the place they obtained shall confirm it and shall not submit a request for redistribution.

b) **The waiting list**. A candidate on the waiting list is a candidate who did not obtain a place based on their admission average score. If the candidate opts for **redistribution** on the admission platform, it is possible for them to be assigned a place on the subsequent lists, if other admitted candidates do not confirm their places within the period specified in the schedule. Options initially expressed in the application form shall be maintained for the redistribution process.

To confirm the place online, it is necessary for the candidate to fill in and sign the contract of studies, to scan it, and to upload it in PDF format on the admission platform. Candidates admitted on tuition places must pay the first instalment of the tuition fee. If the tuition fee is paid in full upon place confirmation, a 10% discount is granted.

After confirming the place online, candidates must submit the student file with all documents at the faculty during the place confirmation stage of the admission process, in accordance with the official timetable. The file shall include the documents requested upon registration (see point 4.5.), 2 photos (¾), the contract of study signed by the candidate, and an envelope file.

After the redistribution process, the lists that shall be published are:

- a) **The list of admitted candidates.** Candidates admitted after redistribution may confirm their place within the deadlines specified in the official schedule. Not confirming the place within this period results in **the elimination from the admission contest without prior notification.** Admitted candidates who confirm their places but wish to advance in the hierarchy, if any places become vacated, must submit a request for **redistribution** on the admission platform. The options initially established through the registration form are also kept for redistribution.

To confirm the place online, it is necessary for the candidate to fill in and sign the contract of studies, to scan it, and to upload it in PDF format on the admission platform. Candidates admitted on tuition places must pay the first instalment of the tuition fee. If the tuition fee is paid in full upon place confirmation, a 10% discount is granted.

After confirming the place online, candidates must submit the student file with all documents at the faculty during the place confirmation stage of the admission process, in accordance with the official timetable. The file shall include the documents requested upon registration (see point 4.5.), 2 photos (¾), the contract of study signed by the candidate, and an envelope file.

If candidates who had confirmed a place in the previous stage of the admission process were redistributed to another category on these lists (from tuition to state funded places or from distance to full-time learning), they must re-confirm the new place by filling in and uploading an adapted Contract of Higher Education Studies, for the newly occupied place. If the tuition fee/instalment was previously paid, no further action is necessary.

- b) **The waiting list.** A candidate on the waiting list is a candidate who did not obtain a place based on their admission average score. If the candidate opts for **redistribution** on the admission platform, they may be assigned a place on the subsequent lists, if other admitted candidates do not confirm their places within the period specified in the schedule. Options initially expressed in the application form shall be maintained for the redistribution process.

Candidates of Roma ethnicity and candidates who are beneficiaries of the social welfare system appear on the waiting list until their hierarchization at university level.

c) **The list of rejected candidates** - with candidates who did not confirm their place during the previous stage of the admission process.

5.3. If a candidate admitted on a state funded place withdraws or does not confirm the place until the official deadline, the vacant place is redistributed in the descending order of the admission average score as follows:

- a) to a candidate with an equal admission average score as the last admitted candidate, following the applying of the tie-breaking criteria established by the faculty;
- b) to the first candidate in the descending order of the admission average scores after those already admitted on state funded places;
- c) within the same specialisation, according to options expressed by candidates in the registration form.

5.4. If the candidate is admitted to multiple specialisations, they may opt for two specialisations at most under the conditions established by law.

5.5. If a student withdraws from a state funded place after the beginning of the academic year, it shall be considered that they have consumed one year from the normal period of study that can be state funded. If a student withdraws from a tuition place before the beginning of the academic year, the paid tuition fee is fully refunded. Also, the tuition fee paid upon place confirmation shall be fully refunded if the student obtains a state funded place after the redistribution process.

5.6. A second admission contest shall be organised in September for the remaining vacant places, in accordance with the admission timetable. It shall be organised under the same conditions as the first one. Registrations and admission exams are not organised after the legal date established by the faculty.

5.7. The timetable for the 2023 admission to undergraduate studies is the following:

UNDERGRADUATE Level, July 2023

First Admission Session, July 2023

10,11,12,13 July 2023	Online registration of candidates. The university cashier is open (as an alternative to online payment) from 9:00 to 13:00. On 13 July, online registrations are open until 13:00.
14 July 2023 – 14:00	The lists with registered candidates are published (with ID number).
14 July 2023 – between 14:00-16:00	Appeals may be submitted online between 14:00 and 16:00 at admitere.psiedu@gmail.com .

15 July 2023	Displaying the lists with the schedule per each exam room, for the specializations where tests are held, by ID number (https://psiedu.ubbcluj.ro/311-programare-test-admitere)
17 July 2023	The <i>on-site</i> admission test (for specializations with admission tests)
18 July 2023 – 16:00	Displaying the results of the admission tests, (https://psiedu.ubbcluj.ro/31-rezultate-admitere). Appeals for written tests may be submitted until July 19, 2023 at 16:00, at the address admitere.psiedu@gmail.com .
20 July 2023, after 16:00	Display of admission lists, responses to appeals (https://psiedu.ubbcluj.ro/31-rezultate-admitere) Online confirmation of places online and online submission of redistribution requests.
21 July 2023	Online confirmation of places online and online submission of redistribution requests. Submission of files at the faculty/specialization headquarters (https://psiedu.ubbcluj.ro/314-acte-confirmare-loc-admitere), between 9:00 and 14:00, only after confirming the place online. The cashier is open (for those who cannot pay online) between 9:00 and 13:00
22 July 2023	Online confirmation of places online and online submission of redistribution requests. On July 22, the admission platform will close at 13:00. Submission of files at the faculty/specialization headquarters (https://psiedu.ubbcluj.ro/314-acte-confirmare-loc-admitere), only after confirming the place online, between 9:00 and 13:00. The cashier is open (for those who cannot pay online) between 9:00 and 13:00.
23 July 2023 – after 16:00	Displaying the lists after redistribution (https://psiedu.ubbcluj.ro/31-rezultate-admitere). Online confirmation of places after redistribution.
24, 25 July 2023	Online confirmation of places after redistribution. On July 25, the admission platform will close at 16:00.

	<p>The cashier is open (for those who cannot pay online) between 9:00 and 13:00.</p> <p>Submission of files at the faculty/specialization headquarters (https://psiedu.ubbcluj.ro/314-acte-confirmare-loc-admitere), only after confirming the place online, between 9:00 and 14:00.</p>
27 July 2023	Final lists are published (https://psiedu.ubbcluj.ro/31-rezultate-admitere) .

Second Admission Session, September 2023

5,6 September 2023	<p>Online registration of candidates. The university cashier is open (as an alternative to online payment) from 9:00 to 13:00.</p> <p>On 6 September, online registrations are open until 10:00.</p>
7 September 2023 – 10:00	The lists with registered candidates are published (with ID number). (https://psiedu.ubbcluj.ro/31-rezultate-admitere) .
7 September 2023 – 10:00-12:00	Appeals may be submitted online between 10:00 and 12:00 at admitere.psiedu@gmail.com .
7 September 2023 – after 17:00	Displaying the lists with the schedule per each exam room, for the specializations where tests are held, by ID number (https://psiedu.ubbcluj.ro/311-programare-test-admitere) .
8 September 2023	The <i>on-site</i> admission test (for specializations with admission tests).
9 September 2023 – 15:00	<p>Displaying the results of the admission tests, (https://psiedu.ubbcluj.ro/31-rezultate-admitere).</p> <p>Appeals for written tests may be submitted until 10 September 2023 at 15:00, at the address admitere.psiedu@gmail.com .</p>
11 September 2023 – 16:00	<p>Display of admission lists, responses to appeals (https://psiedu.ubbcluj.ro/31-rezultate-admitere) .</p> <p>Online confirmation of places online and online submission of redistribution requests.</p>
12 September 2023	<p>Online confirmation of places online and online submission of redistribution requests.</p> <p>On 12 September, the admission platform will close at 13:00.</p> <p>Submission of files at the faculty/specialization headquarters (https://psiedu.ubbcluj.ro/314-acte-confirmare-loc-admitere) , only after confirming the place online, between 9:00 and 14:00.</p>

	The cashier is open (for those who cannot pay online) between 9:00 and 13:00.
13 September 2023 – 12:00	Displaying the lists after redistribution (https://psiedu.ubbcluj.ro/31-rezultate-admitere).
13 September 2023 – 12:00-14:00	Online confirmation of places after redistribution. Submission of files at the faculty/specialization headquarters (https://psiedu.ubbcluj.ro/314-acte-confirmare-loc-admitere), only after confirming the place online, between 12:00 and 14:00. The cashier is open (for those who cannot pay online) between 9:00 and 13:00.
14 September 2023	Online confirmation of places after redistribution. On 14 September, the admission platform will close at 13:00. Submission of files at the faculty/specialization headquarters (https://psiedu.ubbcluj.ro/314-acte-confirmare-loc-admitere), only after confirming the place online, between 9:00 and 13:00. The cashier is open (for those who cannot pay online) between 9:00 and 13:00.
15 September 2023 – after 16:00	Final lists are published (https://psiedu.ubbcluj.ro/31-rezultate-admitere).

If state funded places allocated to a specialisation remain vacant after the second admission session, the Senate College of Babeş-Bolyai University is entitled to decide the redistribution of these places to other specialisations within the faculty or to other faculties within the same line of study, depending on requests and competition levels. Students previously admitted on tuition places may be redistributed on these places.

6. SELECTION CRITERIA – MASTER’S LEVEL

PSYCHOLOGY

1. **Clinical Psychology, Psychological Counselling and Psychotherapy** (in Romanian, full-time learning)

Selection criteria:

- 20% of the average score of the bachelor’s graduation exam;

- 80% of the grade obtained at an *on-site* interview based on an essay of maximum 4 pages written by the candidate on a topic that is relevant to the master programme's subject (theoretical synthesis, research project, prevention/intervention project etc.).

Tie-breaking criteria for candidates with the same average on the last available place:

1. The average score from the interview;
2. The average score of the baccalaureate exam.

2. **Psychological Techniques for Controlling Behaviour and Development of Human Potential** (in Romanian, full-time learning)

Selection criteria:

20% of the average score of the bachelor's graduation exam;

80% of the grade obtained at an *on-site* interview based on an essay of maximum 4 pages written by the candidate on a topic that is relevant to the master programme's subject (theoretical synthesis, research project, prevention/intervention project etc.).

Tie-breaking criteria for candidates with the same average on the last available place:

1. The average score from the interview;
2. The average score of the baccalaureate exam.

3. **Psychology of Public and Clinical Health** (in Romanian, full-time learning)

Selection criteria:

20% of the average score of the bachelor's graduation exam;

80% of the grade obtained at an *on-site* interview based on an essay of maximum 4 pages written by the candidate on a topic that is relevant to the master programme's subject (theoretical synthesis, research project, prevention/intervention project etc.).

Tie-breaking criteria for candidates with the same average on the last available place:

1. The average score from the interview;
2. The average score of the baccalaureate exam.

4. **Counselling and Psychological Interventions in Human Development** (in Romanian, full-time learning)

Selection criteria:

20% of the average score of the bachelor's graduation exam;

80% of the grade obtained at an *on-site* interview based on an essay of maximum 4 pages written by the candidate on a topic that is relevant to the master programme's subject (theoretical synthesis, research project, prevention/intervention project etc.).

Tie-breaking criteria for candidates with the same average on the last available place:

1. The average score from the interview;
2. The average score of the baccalaureate exam.

5. Human Resources Psychology and Organisational Health

Selection criteria:

20% of the average score of the bachelor's graduation exam;

80% of the grade obtained at an *on-site* interview based on an essay of maximum 4 pages written by the candidate on a topic that is relevant to the master programme's subject (theoretical synthesis, research project, prevention/intervention project etc.).

Tie-breaking criteria for candidates with the same average on the last available place:

1. The average score from the interview;
2. The average score of the baccalaureate exam.

6. Judicial Psychology (in Romanian, full-time learning)

Selection criteria:

20% of the average score of the bachelor's graduation exam;

80% of the grade obtained at an *on-site* interview based on an essay of maximum 4 pages written by the candidate on a topic that is relevant to the master programme's subject (theoretical synthesis, research project, prevention/intervention project etc.).

Tie-breaking criteria for candidates with the same average on the last available place:

1. The average score from the interview;
2. The average score of the baccalaureate exam.

7. Counselling and Psychological Intervention (in Hungarian, full-time learning)

Selection criteria:

20% of the average score of the bachelor's graduation exam;

80% of the grade obtained at an *on-site* interview based on a scientific study (published in English) in the field of psychology – oral exam in Hungarian;

Tie-breaking criteria for candidates with the same average on the last available place:

1. The average score from the interview;
2. The average score of the baccalaureate exam.

EDUCATIONAL SCIENCES

8. Speech Therapy and Educational Audiology (in Romanian, full-time learning)

Selection criteria:

50% of the average score of the bachelor's graduation exam;

50% of the grade on the presented project.

The oral exam consists of presenting a research / language and communication therapy project focused on the subfields covered by the master's program.

Tie-breaking criteria for candidates with the same average on the last available place:

1. The average score of the bachelor's graduation exam;
2. The average score of the baccalaureate exam.

9. Clinical Psychology: Evaluation and Intervention (in Hungarian, full-time learning)

Selection criteria:

20% of the average score of the bachelor's graduation exam;

80% of the grade obtained at an *on-site* interview based on a scientific study (published in English) in the field of Clinical Psychology – oral exam in Hungarian;

Tie-breaking criteria for candidates with the same average on the last available place:

1. The average score of the bachelor's graduation exam;
2. The average score of the baccalaureate exam.

10. Management, Counselling and Psycho-Pedagogical Assistance in Inclusive Institutions (in Romanian, full-time learning)

Selection criteria:

50% of the average score of the bachelor's graduation exam;

50% of the grade on the presented project.

The oral exam consists of presenting a research / language and communication therapy project focused on the subfields covered by the master's program.

Tie-breaking criteria for candidates with the same average on the last available place:

1. The average score of the bachelor's graduation exam;
2. The average score of the baccalaureate exam.

11. School Counselling and Psycho-Pedagogical Assistance (in Romanian, full-time and distance learning)

Selection criteria:

50% of the average score of the bachelor's graduation exam;

50% of the average score of the undergraduate years of study.

Tie-breaking criteria for candidates with the same average on the last available place:

1. The average score of the bachelor's graduation exam;
2. The average score of the baccalaureate exam.

12. Instructional Designer (in Romanian, full-time learning)

Selection criteria:

60% of the average score of the bachelor's graduation exam;

40% of the average score of the undergraduate years of study.

Tie-breaking criteria for candidates with the same average on the last available place:

1. The average score of the bachelor's graduation exam;
2. The average score of the baccalaureate exam.

13. Curriculum Management (in Romanian, full-time and distance learning)

Selection criteria:

50% of the average score of the bachelor's graduation exam;

50% of the average score of the undergraduate years of study.

Tie-breaking criteria for candidates with the same average on the last available place:

1. The average score of the bachelor's graduation exam;

2. The average score of the baccalaureate exam.

14. Didactics of German Language and Literature, Central and South-Eastern Europe German Culture and Civilization (in German, full-time learning)

Selection criteria:

50% of the average score of the bachelor's graduation exam;

50% of the average score of the undergraduate years of study.

Tie-breaking criteria for candidates with the same average on the last available place:

1. The average score of the bachelor's graduation exam;

2. The average score of the baccalaureate exam.

15. Alternative Methods and Practices in Elementary and Early Childhood Education (in Hungarian, full-time learning)

Selection criteria:

30% of the average score of the bachelor's graduation exam;

70% of the grade obtained for the defence of a research project (*on-site*) elaborated on a topic chosen by the candidate in accordance with the curriculum of the study programme. The research project is submitted upon registration.

Tie-breaking criteria for candidates with the same average on the last available place:

1. The grade obtained for the defence of the research project;

2. The average score of the bachelor's graduation exam.

16. Strategies for Effective Learning (in Odorheiu Secuiesc; in Hungarian, full-time learning)

Selection criteria:

30% of the average score of the bachelor's graduation exam;

70% of the grade obtained for the defence of a research project (*on-site*) on a topic chosen by the candidate from the master's programme subjects. The research project is submitted upon registration.

Tie-breaking criteria for candidates with the same average on the last available place:

1. The grade of obtained for the defence of the research project;

2. The average score of the bachelor's graduation exams.

17. Educational Management (in Romanian, full-time learning)

Selection criteria:

50% of the average score of the bachelor's graduation exam;

50% of the average score of the undergraduate years of study.

Tie-breaking criteria for candidates with the same average on the last available place:

1. The average score of the bachelor's graduation exam;

2. The average score of the baccalaureate exam.

18. Educational Management (in Reșița; in Romanian, full-time learning)

Selection criteria:

50% of the average score of the bachelor's graduation exam;

50% of the average score of the undergraduate years of study.

Tie-breaking criteria for candidates with the same average on the last available place:

1. The average score of the bachelor's graduation exam;

2. The average score of the baccalaureate exam.

7. REGISTRATION OF CANDIDATES AT THE MASTER'S LEVEL

7.1. The admission exam to higher level education at the Faculty of Psychology and Educational Sciences shall be held in two sessions, in July and in September. The second admission session is organised only for the places remaining vacant after the July admission session and after the withdrawal of candidates then admitted.

7.2. The process of registration shall be organised **exclusively online**. Details regarding the calendar and the means of accessing the admission schedule are available on the faculty's website <https://psiedu.ubbcluj.ro/3-admitere-psihologie>.

Separate registration for each specialisation is required. If the candidate registers simultaneously to multiple specialisations, they must pay the admission fee for each of them. However, the application form is to be filled in only once.

Technical support (printing, scanning, access to the registration platform) shall be provided at the faculty building on 7 Sindicatelor Street. Sanitary and protective measures

in force at the time shall be applied to prevent, early detect and control COVID-19 infections. Appointments are required for access to the building and shall be made telephonically the day before the visit at 0264405337 between 9:00 and 15:00.

7.3. Foreign EU citizens (or Romanian citizens who have graduated from high schools or universities abroad or international schools in Romania) must submit upon registration the certificate of recognition of studies or a registration number proving that the candidate has already applied for obtaining the certificate. The certificate of recognition of studies may be requested on the website of the Ministry of Education or at the Centre for International Cooperation of BBU (telephone: 0040-264.429.762, int. 6023, e-mail: anna.fejer@ubbcluj.ro). If the baccalaureate or Bachelor's grading system is different from the Romanian one (from 1 to 10), candidates must request the recalculation of the average score of the baccalaureate exam and of the grades which are taken into account as tiebreaking criteria before filling in the registration form (but after applying for the certificate of recognition because the state of the process shall be verified) (telephone: +40-264-405300, int. 5105, e-mail: elisabeta.kozma@ubbcluj.ro).

Non-EU foreign citizens may apply exclusively through the Centre for International Cooperation of BBU (telephone: 0040-264.429.762, int. 6023, e-mail: corina.todea@ubbcluj.ro).

More information regarding the **ADMISSION OF STUDENTS FROM OTHER COUNTRIES** and **THE RECOGNITION OF STUDIES** may be found on the website of the Centre for International Cooperation (<http://www.cci.ubbcluj.ro/>):

- For candidates from EU countries:

http://www.cci.ubbcluj.ro/degree_students/eu_students.php;

- For candidates from Non-EU countries:

http://www.cci.ubbcluj.ro/degree_students/non_eu_students.php;

- For Romanian candidates who studied abroad – The Recognition of Studies Abroad for Romanian Citizens:

<https://www.cnred.edu.ro/ro>.

7.4. Documents required upon registration (to be scanned and uploaded in PDF format):

- a) Baccalaureate diploma and transcript of high school grades (if applicable, for diplomas with transcripts) or an equivalent diploma; Bachelor's diploma and the Diploma Supplement or an official certificate attesting the passing of the Bachelor's graduation exam (applicable only to graduates of the current year who have not been issued a Bachelor's diploma before the date of registration);

Foreign EU citizens shall upload the documents in original, their certified translations into Romanian and the certification of recognition of studies.

b) Birth certificate (both sides if the personal national identification number is on the back);

c) Identity card;

Foreign EU citizens shall upload the passport and, if applicable, the residence visa.

d) Medical certificate attesting that the candidate is fit to be enrolled in higher studies;

e) A valid certificate of language proficiency for an international language (English, French, Italian, Spanish, German) of level B1 (at least) or another accepted certificate or official document, according to the following list <https://psiedu.ubbcluj.ro/51-competenta-lingvistica>.

Foreign EU citizens who are required to prove their language proficiency of Romanian as part of the application process for certain specialisations may:

- sit the written/oral admission exam in Romanian;
- submit a diploma from a secondary school with Romanian language teaching;
- submit the motivational essay in Romanian;
- submit a certificate of language proficiency for Romanian.

f) Other documents mentioned in particular cases (an official certificate requesting the exemption from the admission fee, application for places reserved for Roma ethnics, application for places reserved for candidates who are beneficiaries of the social welfare system, an official certificate issued by the General Directorate of Social Assistance and Child Protection, an official certificate issued by a legal organisation of the Roma etc.);

All documents shall be submitted to the faculty (no appointment needed) in original in an envelope file and two photos (¾) upon place confirmation. The study documents, birth certificate, identity card and a certificate of language proficiency must be submitted in both original and copied form. The birth certificate and the identity card shall be returned after the copies are certified. If the originals of the student's study documents have been submitted to another faculty where he or she is enrolled on a state funded place, certified copies and an official certificate from the other faculty, attesting that the originals are there, may be submitted. Inconsistencies between the documents uploaded on the admission platform and the documents submitted at the faculty may cause the candidate to lose their occupied place.

7.5. The admission fee consists of:

- a. **The application fee** (250 lei) is to be paid for each specialisation the candidate applies to. Employees of BBU, the Central University Library and their children, as well as the children of active or retired teaching and auxiliary teaching staff from pre-school, primary, secondary, and tertiary education are exempted from paying the application fee *for one specialisation only*. Upon registration, the candidate must declare if they have registered to another faculty or specialisation of Babeş-Bolyai University or another higher education institution.
- b. **The processing fee** (50 lei) is charged for the organisational and communicative aspects of the process, including the possible process of pre-registration. It is not subject to exemption, waiving or refunding. However, candidates who are orphans of both parents, candidates who are beneficiaries of the social welfare system (foster homes), and other candidates who are exempted from paying the admission fee are exempted from paying this fee.

The admission fee is paid online for each specialisation to which the candidate applies (Clinical Psychology, Educational Management etc.). It is paid only once if the candidate opts for both full-time and part-time learning for the same specialisation.

7.6. After the end of the application period, **a list of admitted candidates** shall be published. Any errors or omissions identified by candidates shall be communicated on the e-mail address for appeals within the period specified on the faculty's website. After this deadline, comments regarding the candidates' data shall not be accepted and **the list of admitted candidates** shall be published according to the official timetable.

8. ADMISSION CONTEST AT THE MASTER'S LEVEL

8.1. The admission exams shall be held *on-site*, in accordance with the published timetable. Results to oral exams cannot be appealed.

Results to the admission contest shall be published on the faculty's website (psiedu.ubbcluj.ro), according to the official timetable.

8.2. The lists that shall be published are:

- a) **The list of admitted candidates.** Candidates admitted may confirm their place online within the deadlines specified in the official timetable. Not confirming the

place during this period results in their **elimination from the admission contest without prior notification.**

To confirm the place online, it is necessary for the candidate to fill in and sign the contract of studies, to scan it, and to upload it in PDF format on the admission platform. Candidates admitted on tuition places must pay the first instalment of the tuition fee. If the tuition fee is paid in full upon place confirmation, a 10% discount is granted.

After confirming the place online, candidates must submit the student file with all documents at the faculty during the place confirmation stage of the admission process, in accordance with the official timetable. The file shall include the documents requested upon registration (see point 7.4.), 2 photos (³/₄), the contract of study signed by the candidate and an envelope file.

Admitted candidates who confirm their places but wish to advance in the hierarchy if places are vacated must submit a request for **redistribution** on the admission platform. Options initially expressed in the application form shall be maintained for the redistribution process.

If candidates who had confirmed their place in the previous stage of the admission process were redistributed to another category on these lists (from tuition to state funded places or from part-time to full-time learning), they must re-confirm the new place by filling in and uploading an adapted Contract of Higher Education Studies, for the newly occupied place. If the tuition fee/instalment was previously paid, no further action is necessary.

Admitted candidates who do not wish to advance in the hierarchy but to maintain the place they obtained shall confirm the place and shall not submit a request for redistribution.

- b) **The waiting list.** A candidate on the waiting list is a candidate who did not obtain a place based on their admission average score. If the candidate opts for **redistribution** on the admission platform, they may be assigned a place on the subsequent lists, if other admitted candidates do not confirm their places within the period specified in the schedule. Options initially expressed in the application form shall be maintained for the redistribution process.

After the redistribution process, the lists that shall be published are:

- a) **The list of admitted candidates.** Candidates admitted after redistribution may confirm the place within the deadlines specified in the official schedule. Not confirming the place within this period results in **the elimination from the admission contest without prior notification.** Admitted candidates who confirm their places but wish to advance in the hierarchy if places are vacated must submit

a request for **redistribution** on the admission platform. Options initially expressed in the application form shall be maintained for the redistribution process.

To confirm the place online, it is necessary for the candidate to fill in and sign the contract of studies, to scan it, and to upload it in PDF format on the admission platform. Candidates admitted on tuition places must pay the first instalment of the tuition fee. If the tuition fee is paid in full upon place confirmation, a 10% discount is granted.

After confirming the place online, candidates must submit the student file with all documents at the faculty during the place confirmation stage of the admission process, in accordance with the official timetable. The file shall include the documents requested upon registration (see point 7.4.), 2 photos (3/4), the contract of study signed by the candidate and an envelope file.

If candidates who had confirmed their place in the previous stage of the admission process were redistributed to another category on these lists (from tuition to state funded places or from distance to full-time learning), they must re-confirm the new place by filling in and uploading an adapted Contract of Higher Education Studies, for the newly occupied place. If the tuition fee/instalment was previously paid, no further action is necessary.

b) The waiting list.

A candidate on the waiting list is a candidate who did not obtain a place based on their admission average score. If the candidate opts for **redistribution** on the admission platform, it is possible for them to be assigned a place on the subsequent lists, if other admitted candidates do not confirm their places within the period specified in the schedule. Options initially expressed in the application form shall be maintained for the redistribution process.

Candidates of Roma ethnicity and candidates who are beneficiaries of the social welfare system appear on the waiting list until their hierarchization at university level.

c) The list of candidates rejected due to not confirming the place during the previous stage of the admission process.

8.3. If a candidate admitted on a state funded place withdraws or does not confirm the place until the official deadline, the vacant place is redistributed in the descending order of the admission average score as follows:

- to a candidate with an equal admission average score as the last admitted candidate, following the applying of the tie-breaking criteria established by the faculty;
- to the first candidate in the descending order of the admission average scores after those already admitted on state funded places;

- within the same specialisation, according to options expressed by candidates in the registration form.

8.4. If the candidate is admitted to multiple specialisations, they may opt for two specialisations at most under the conditions established by law.

8.5. A second admission contest shall be organised in September for the remaining vacant places, in accordance with the admission timetable. It shall be organised under the same conditions as the first one. Registrations and admission exams are not organised after the legal date established by the faculty.

8.6. The timetable for the 2023 admission to master's level studies is the following:

First Admission Session, July 2023

10,11,12,13 July 2023	Online registration of candidates. The university cashier is open (as an alternative to online payment) from 9:00 to 13:00. On 13 July, online registrations are open until 13:00.
15 July 2023	The lists with registered candidates are published (with ID number).
15 - 16 July 2023 – until midnight	Appeals may be submitted online at admitere.psiedu@gmail.com .
17 July 2023	Displaying the lists with the schedule per each exam room, for the specializations where tests are held, by ID number (https://psiedu.ubbcluj.ro/311-programare-test-admitere)
18 - 19 July 2023	The <i>on-site</i> admission test (for specializations with admission tests)
20 July 2023 – after 16:00	Displaying the results of the admission tests, (https://psiedu.ubbcluj.ro/31-rezultate-admitere). Online confirmation of places online and online submission of redistribution requests.
21 July 2023	Online confirmation of places online and online submission of redistribution requests. Submission of files at the faculty/specialization headquarters (https://psiedu.ubbcluj.ro/314-acte-confirmare-loc-admitere), between 9:00 and 14:00, only after confirming the place online. The cashier is open (for those who cannot pay online) between 9:00 and 13:00

22 July 2023	<p>Online confirmation of places online and online submission of redistribution requests.</p> <p>On July 22, the admission platform will close at 13:00.</p> <p>Submission of files at the faculty/specialization headquarters (https://psiedu.ubbcluj.ro/314-acte-confirmare-loc-admitere), only after confirming the place online, between 9:00 and 13:00.</p> <p>The cashier is open (for those who cannot pay online) between 9:00 and 13:00.</p>
23 July 2023 – after 16:00	<p>Displaying the lists after redistribution (https://psiedu.ubbcluj.ro/31-rezultate-admitere).</p> <p>Online confirmation of places after redistribution.</p>
24, 25 July 2023	<p>Online confirmation of places after redistribution.</p> <p>On July 25, the admission platform will close at 16:00.</p> <p>The cashier is open (for those who cannot pay online) between 9:00 and 13:00.</p> <p>Submission of files at the faculty/specialization headquarters (https://psiedu.ubbcluj.ro/314-acte-confirmare-loc-admitere), only after confirming the place online, between 9:00 and 14:00.</p>
27 July 2023	<p>Final lists are published (https://psiedu.ubbcluj.ro/31-rezultate-admitere) .</p>

Second Admission Session, September 2023

5,6 September 2023	<p>Online registration of candidates. The university cashier is open (as an alternative to online payment) from 9:00 to 13:00.</p> <p>On 6 September, online registrations are open until 10:00.</p>
7 September 2023 – 10:00	<p>The lists with registered candidates are published (with ID number). (https://psiedu.ubbcluj.ro/31-rezultate-admitere) .</p>
7 September 2023 – 10:00-12:00	<p>Appeals may be submitted online between 10:00 and 12:00 at admitere.psiedu@gmail.com.</p>
7 September 2023 – after 17:00	<p>Displaying the lists with the schedule per each exam room, for the specializations where tests are held, by ID number (https://psiedu.ubbcluj.ro/311-programare-test-admitere) .</p>
8,9 September 2023	<p>The <i>on-site</i> admission test (for specializations with admission tests).</p>

11 September 2023 – 16:00	<p>Displaying the results of the admission tests, (https://psiedu.ubbcluj.ro/31-rezultate-admitere).</p> <p>Online confirmation of places online and online submission of redistribution requests.</p>
12 September 2023	<p>Online confirmation of places online and online submission of redistribution requests.</p> <p>On 12 September, the admission platform will close at 13:00.</p> <p>Submission of files at the faculty/specialization headquarters (https://psiedu.ubbcluj.ro/314-acte-confirmare-loc-admitere) , only after confirming the place online, between 9:00 and 14:00.</p> <p>The cashier is open (for those who cannot pay online) between 9:00 and 13:00.</p>
13 September 2023 – 12:00	<p>Displaying the lists after redistribution (https://psiedu.ubbcluj.ro/31-rezultate-admitere).</p>
13 September 2023 –	<p>Online confirmation of places after redistribution.</p> <p>Submission of files at the faculty/specialization headquarters (https://psiedu.ubbcluj.ro/314-acte-confirmare-loc-admitere), only after confirming the place online, between 12:00 and 14:00.</p> <p>The cashier is open (for those who cannot pay online) between 9:00 and 13:00.</p>
14 September 2023	<p>Online confirmation of places after redistribution.</p> <p>On 14 September, the admission platform will close at 13:00.</p> <p>Submission of files at the faculty/specialization headquarters (https://psiedu.ubbcluj.ro/314-acte-confirmare-loc-admitere), only after confirming the place online, between 9:00 and 13:00.</p> <p>The cashier is open (for those who cannot pay online) between 9:00 and 13:00.</p>
15 September 2023 – after 16:00	<p>Final lists are published (https://psiedu.ubbcluj.ro/31-rezultate-admitere) .</p>

If state funded places allocated to a specialisation remain vacant after the second admission session, the Senate College of Babeş-Bolyai University is entitled to decide the redistribution of these places to other specialisations within the faculty or to other faculties

within the same line of study, depending on requests and competition levels. Students previously admitted on tuition places may be redistributed on these places.

C. FINAL PROVISIONS

1. Faculties shall submit to the Rector's office the final lists of candidates admitted for the 2023-2024 academic year until 27 July 2023, respectively 15 September 2023. Subsequent modifications shall not be allowed after these dates. The lists shall be signed by the Chair of the Admission Committee of the University as well and they shall represent the main document used for enrolment. Subsequent withdrawals and redistributions shall be resolved as for enrolled students.
2. The adoption of this regulation revokes previous ordinances and regulations. Changes may be made only with the approval of the Senate of Babeş-Bolyai University or by issuing mandatory regulations. The regulation may be amended in accordance with decisions of the Senate of Babeş-Bolyai University or Ministerial Orders issued before the beginning of the admission period.

Dean,
Professor Nicolae-Adrian Opre, PhD