



**UNIVERSITY OF MEDICINE AND PHARMACY**  
**"CAROL DAVILA" of BUCHAREST**



**RECTOR'S OFFICE**

General Division of University Secretariat, Foreign Students Service

**APPROVED,**  
**By the Board of**  
**Directors on 20.01.2022**

**APPROVED**  
**by SENATE on 21.01.2022**

**METHODOLOGY FOR ENROLMENT IN BACHELOR'S DEGREE STUDIES IN  
ROMANIAN LANGUAGE IN THE UNIVERSITY OF MEDICINE AND PHARMACY  
"CAROL DAVILA" of BUCHAREST  
IN THE FIRST YEAR – ACADEMIC YEAR 2022/2023  
FOR FOREIGN CITIZENS FROM THIRD COUNTRIES OF EUROPEAN UNION**

Methodology of the University of Medicine and Pharmacy "Carol Davila" Bucharest is drawn up according to:

- Provisions of National Education Law no. 1/2011 as further supplemented;
  - OMEN 3473/17.03.2017;
  - OMEC 4151/24.04.2020 for amendment of OMEN 3473/2017
  - OMEC 5736/13.10.2020 for amendment of OMEN 3473/2017
  - OMEC 4241/2020
  - OMEC 4205/2020

Regulations for professional activity of students

In UMF "Carol Davila" Bucharest, for the bachelor's degree studies, enrolment is organized by bachelor's degree fields in the following specializations:

- a. specializations with sectoral regulation in EU
  - Medicine - 360 credits (duration of studies 6 years)
  - Dental Medicine - 360 credits (duration of studies 6 years)
  - Pharmacy - 300 credits (duration of studies 5 years)

- FMAM - 240 credits (duration of studies 4 years)
- b. specializations with general regulation in EU -180 credits (duration of studies 3 years):
  - Balneophysiotherapy and rehabilitation
  - Dental technique

The minimum condition for applying to bachelor's degree studies is the graduation of an accredited high school in the country of origin and the high school graduation diploma allows access to university studies in that country and is recognized by the Ministry of Education in Romania.

Enrolment to studies is conditioned by the observance of legal provisions regarding the minimum criteria necessary for attending university studies, and the legislative provisions concerning residency in Romania for the period of studies.

Every year, the University Senate decides the maximum number of available seats, with the approval of the Ministry of Education.

### **SUBMISSION OF ENROLMENT FILES**

**First stage** -Request for obtaining the Acceptance Letter for studies in Romania, issued by the General Division of International Relations and European Affairs from the Ministry of Education in Romania.

#### **ATTENTION!**

**THE FOREIGN CITIZENS WHO GRADUATED THE PREPARATORY YEAR 2021/2022 AND WANT TO ENROL FOR BACHELOR'S DEGREE STUDIES IN ROMANIAN LANGUAGE WILL APPLY ONLINE.**

- The applicant will access the platform of UMF "CAROL DAVILA" BUCHAREST [\(link\)](#) and will upload all the requested documents (scanned in PDF).

The files of applicants submitted online are subject to checking by the Foreign Students Service. If the file is complete, the applicant receives a validation email. If the file is incomplete, the applicant receives an email which requests the correction.

- After you enter the personal data in the model and receive the validation, the application files will be submitted in person, to the **UNIVERSITY OF MEDICINE AND PHARMACY "CAROL DAVILA" BUCHAREST- RECTOR'S OFFICE – FOREIGN STUDENTS SERVICE (BUCHAREST, STR. DIONISIE LUPU, NR. 37, DISTRICT 2), according to Calendar.**

Matriculation in the bachelor's study programmes from the university is conditioned by the obtention of the Acceptance Letter to studies.

The recognition of high school studies is made by the General Division of International Relations and European Affairs from the Ministry of Education in Romania. After the evaluation of files, according to the legal regulations in force, by the university, we will communicate to ME - DGRIAE the list of candidates proposed for the issue of **Acceptance Letter** to bachelor's degree studies. Not obtaining it makes the matriculation impossible.

**IMPORTANT!**

- **If the surname and given names of the candidate on the high school graduation diploma are not identical to the surname and given names which appear on the birth certificate or passport, the candidate is obliged to submit a Notarized explanatory note.**
- **Any inconsistency between the official data of the candidate and the data introduced on the online enrolment platform leads to the elimination of candidate.**

**Necessary documents for requesting the issue of Acceptance Letter for bachelor's degree studies in România:**

- 1. Standard request form for obtaining the Acceptance Letter** – print it from the online application, after the introduction of personal data, it is checked, signed, scanned and uploaded in application (link);
- 2. Enrolment Form for bachelor's degree studies** - print it from the online application, after the introduction of personal data, it is checked, signed, scanned and uploaded in application (link);
- 3. Copy of birth certificate** + translation into Romanian notarized by a Notary Public (they will be uploaded scanned as unique document);
- 4. Copy of** the document which attests the stable domicile abroad + translation into Romanian notarized by a Notary Public (they will be uploaded as unique document);

**5. Copy of passport;**

**6. High school graduation diploma or its equivalent, authenticated by the line authorities from the issuing country + translation into Romanian notarized by a Notary Public (they will be uploaded scanned as unique document); or**

**Official certificate which replaces the diploma and contains the results which will be written on the future diploma for the graduates of the current year + translation into Romanian notarized by a Notary Public (they will be uploaded scanned as unique document);**

**CHECK THE LIST OF DIPLOMAS VALID IN ROMANIA ([ANNEX 7-press here](#))**

**7. Copy of Transcript of Records (schooling situation with marks) + translation into Romanian notarized by a Notary Public (they will be uploaded scanned as unique document). In the schooling situation we have to find the disciplines Biology, Physics, Chemistry, Physics-Chemistry, Life Sciences, Mathematics;**

**8. The citizens from ISRAEL will be enrolled only if they prove a score of minimum 500 in the official psychometric test taken in ISRAEL; (it will be submitted, the latest, in September at enrolment); except for those who attended a preparatory year in Romanian language.**

**9. The knowledge of Romanian language is certified by the presentation of any of the following documents:**

- Certificate of graduation of the preparatory year in Romanian;
- Certificate of promotion of Romanian language test, issued after the taking of admission examination in Romanian, by the Department of Modern Languages of the Faculty of Medicine from the university;
- Supporting documents which attest that they graduated at least four years of studies in Romania in an accredited school with teaching in Romanian language;

**10. Medical certificate** which attests that the person who will be received to studies does not have contagious diseases or other disorders incompatible with the profession of physician + translation into Romanian notarized by a Notary Public;

**11. 2 recent photographs;**

**12. Envelope file**

**13. File processing fee, non-refundable, in amount of 1000 LEI is paid into the bank account:**

**BENEFICIARY: UMF "Carol Davila" București**

**BANK ACCOUNT: RO87RNCB0090000509620141**

**SWIFT CODE: RNCBROBU**

x) The high school graduation diploma in original must be submitted to the file until the latest the signature date of the Learning Agreement.

The applicants who pass the high school graduation examination in the adequate sessions of the school year 2021/2022 can present instead of the high school graduation diploma, the official certificate of graduation issued by the high school, in which must be mentioned the general average mark of high school graduation examination, the average marks obtained in the study years, the validity deadline of certificate and the fact that the high school graduation diploma was not issued yet -- original certificate + translation into Romanian language notarized by a Notary Public.

Notarized Declaration in Romanian, with the deadline when he/she will present the high school graduation diploma in original.

**THE TUITION FEES APPLICABLE TO THE NEWLY MATRICULATED APPLICANTS IN THE ACADEMIC YEAR 2022/2023 ARE:**

- 7500 €/YEAR;
- 400 € for the Romanian language test;
- 250 € for the examinations taken in the arrears' session;
- 500 € for any examination (credit) supported or for any difference examination.

**The tuition fees will be paid to the bank (BCR)**

**BENEFICIARY: UMF "Carol Davila"**

**Bucharest**

**BANK: Banca Comercială Română**

**BANK ACCOUNT:**

**RO19RNCB0090000509620007**

**SWIFT CODE: RNCBROBU**

**VERY IMPORTANT: On the payment proof you have to mention the name of the student for whom the tuition fees are paid.**

**The tuition fees for the students matriculated in the first year, academic year 2022/2023, will be fully paid or in three instalments:**

- 50% - at enrolment (non-refundable fee);
- 25% - on January 15<sup>th</sup> of each academic year (non-refundable fee);
- 25% - on April 15<sup>th</sup> of each academic year (non-refundable fee).

**The failure to pay the tuition fees will lead to the suspension of the capacity of student. For the resumption of the capacity of student we charge a fee of Lei 300.**

**Residency in Romania for the studies period**

The foreign citizens from the third countries of European Union need a study visa issued by the Embassy of Romania from the country of origin. The visa is issued based on the Acceptance Letter to studies, issued by the Ministry of Education - - General Division of International Relations and European Affairs **and the full payment of the tuition fee, for the academic year 2022-2023.** The study visa is valid for 90 days, period when the foreign citizens are obliged to obtain a stay permit for studies purposes, issued by the General Inspectorate for Immigrations (<https://portaligi.mai.gov.ro>).

**Second stage – enrolment to studies – is conditioned by:**

- Presentation in original of the high school graduation diploma (or notarized declaration in Romanian, specifying the deadline when he/she will present the high school graduation diploma in original) and the certificate of promotion of Romanian language test (where applicable);
- Fulfilment of the legal enrolment conditions including the recognition and equivalence of high school studies by the Ministry of Education;
- Signing of Learning Agreement and payment of financial obligations.

Enrolments are made **only in person,** with presentation of passport and the documents mentioned above, according to calendar.

**Final provisions**

The documents mentioned above are valid for students who will enrol in the first year - **2022/2023** and are compliant with the National Education Law no. 1 of 2011 (as further supplemented), Orders and Instructions of M.E.N. and Decisions of the Senate of U.M.F. CAROL DAVILA of Bucharest.

**If other legal changes intervene, the University Senate will transpose them by a decision displayed on the university website ( <http://umfcd.ro>) on the enrolment platform [\(link\)](#) and on the notice boards of the Foreign Students Service.**

**The enrolment calendar will be published later on the University website.**

**[Link calendar](#)**