



**CA approved,  
27.06.2023**

**Senate Approved,  
28.06.2023**

**CSUD approved,  
26.06.2023**

## **REGULATION**

### **REGARDING THE ORGANIZATION AND PERFORMANCE OF THE ADVANCED RESEARCH POSTDOCTORAL PROGRAMS ORGANIZED WITHIN IOSUD - “CAROL DAVILA” UNIVERSITY OF MEDICINE AND PHARMACY IN BUCHAREST**



## Chapter I. General provisions

**Art. 1.** The “Carol Davila” University of Medicine and Pharmacy in Bucharest (UMFCD), as Institution organizing Doctoral Studies (IOSUD) supports scientific research and the development of human resources, in interdisciplinary and competitive context, by organizing advanced research postdoctoral programs.

**Art. 2.** The postdoctoral programs take place in IOSUD–UMFCD based on the herewith *Institutional regulation regarding the organization and performance of advanced research postdoctoral programs*, drafted according to the following legal acts and regulations:

- National Education Law no. 1/2011, published in the Official Gazette no.18/10.01.2011, subsequently amended and supplemented;
- Government’s Decision no. 681/2011 regarding the approval of Doctoral Studies Code, published in the Official Gazette no. 551/03.08.2011, subsequently amended and supplemented;
- Order nr. 3861/2005 of the Minister of Education and Research regarding the establishment of postdoctoral research programs, published in the Official Gazette no. 407/13.05.2005;
- Government’s Ordinance no. 57/2002 on scientific research and technological development, published in the Official Gazette no. 643/30.08.2002, approved with amendments by Law no. 324/2003, subsequently amended and supplemented;
- The Charter of “Carol Davila” University of Medicine and Pharmacy in Bucharest

**Art. 3.** The achievement of advanced research postdoctoral programs allows obtaining a level 8 ISCED and CNC qualification.

## Chapter II. Organization of advanced research postdoctoral programs

**Art. 4.** The advanced research postdoctoral programs are organized and performed at IOSUD - UMFCD at the Doctoral School, under coordination of the Doctoral Studies Council (CSUD).

**Art. 5.** The postdoctoral programs can be organized in the doctoral fields of study operating in the Doctoral School, respectively Medicine, Dental Medicine and Pharmacy.

**Art. 6.** Only the persons that obtained the title of doctor of science at least 5 years before the date of the admission in the postdoctoral programs or which attended and obtained the Certificate of Excellence at the “Marie Skłodowska Curie” competitions organized by the European Commission, no matter when they obtained their doctoral title, can enrol in postdoctoral programs. The maternal leave period is not considered when calculating the 5 years.

**Art. 7.**



(1) The applicants declared admitted after the admission competition for the advanced research postdoctoral programs have the status of postdoctoral researches and are enrolled in the Doctoral School at IOSUD–UMFCD.

(2) The applicants declared admitted shall sign a postdoctoral research agreement with IOSUD–UMFCD.

**Art. 8.** The activity of each postdoctoral researcher is coordinated by a mentor, doctoral coordinator in the doctoral studies field approached by the researcher, member of the IOSUD-UMFCD doctoral school.

**Art. 9.**

(1) At IOSUD-UMFCD the advanced research postdoctoral programs are *full-time*.

(2) During the performance of the postdoctoral programs, the postdoctoral researcher is assigned to the department the mentor is part of.

(3) The participation to advanced research postdoctoral programs does not affect the right of postdoctoral researches to conclude labour agreements, according to the legislation in force.

**Art. 10.** The duration of advanced research postdoctoral programs is at least 12 months, without exceeding 24 months.

**Art. 11.** The financing of advanced research postdoctoral programs is performed from own IOSUD-UMFCD income, subject to available resources, from other sources brought (budget assignments, internal or external financing projects, grants offered by institutes or other research organizations, associations, foundations etc.) or with the payment of tuition fees.

**Art. 12.** The “Carol Davila” University of Medicine and Pharmacy in Bucharest affiliates postdoctoral researchers that obtained, in their name, research grants as a result of attending national or international competitions, ensuring their possibility to work in its laboratories.

### Chapter III. Admission to the advanced research postdoctoral programs.

**Art. 13.** The admission to advanced research postgraduate programs takes place through admission competition.

**Art. 14.** The admission to advanced research postdoctoral programs takes place based on the research plan proposed by the postdoctoral researcher and approved by the Doctoral School. The admission is organized when there are financial resources for the performance of the program.

**Art. 15.**

(1) The advanced research postdoctoral programs can start anytime during the calendar year, without any restriction regarding the structure of the academic year valid for the three academic studies, based on a calendar approved by the Senate together with the admission methodology.



(2) The organization of the admission sessions is proposed by CSUD.

**Art. 16.** The number of places put in competition is approved by the Senate, upon CSUD proposal and with the approval of the Board of Directors.

**Art. 17.**

(1) For each of the doctoral studies fields where advanced research postdoctoral programs are organized, the doctoral coordinators which expressed their availability to become mentors according to the herewith regulation propose scientific research themes.

(2) The doctoral school council can establish maximum limits on the number of research themes which can be proposed by each of the doctoral coordinators or the number of postdoctoral researches coordinated by a mentor.

**Art. 18.** The selection of the applicants is performed by the Admission Committee for advanced research postdoctoral programs. The structure of the admission commission is proposed by CSUD and approved by the Senate, with the endorsement of the Board of Directors.

**Art. 19** Romanian citizens or citizens of other member states of the European Union, citizens of the European Economic Area or of the Swiss Confederation, citizens outside them, of Romanian ethnicity etc. which obtained the doctor of science degree within 5 years before the admission in the postdoctoral program can enrol. The researchers that obtained the doctoral degree abroad must prove its equivalence in Romania. The date of reference is the date of publication of the Order of the Minister of National Education confirming the obtaining of the doctoral title by the applicant and which states also its name or the date of issue of an equivalent document in the case of applicants which obtained their PhD abroad.

**Art. 20.** The organization and performance of the admission competition is the competence of CSUD, which drafts the *Methodology regarding the organization and performance of the admission to advanced research postdoctoral programs*.

**Art. 21.** The content of the competition file, the structure of the research project and the assessment grid are established by the *Methodology regarding the organization and performance of the admission to advanced research postdoctoral programs*.

**Art. 22.** The applicants declared admitted shall sign a postdoctoral research agreement with the “Carol Davila” University of Medicine and Pharmacy in Bucharest which established the rights and obligations of the postdoctoral researcher, of the mentor as well as of IOSUD-UMFCD.

**Art. 23.** The postdoctoral research agreements provides the following for the postdoctoral researcher:

- rights and obligations of the postdoctoral researcher;
- performance of the research and completion of the project according to the research schedule undertaken;
- attendance to the activities organized by the Doctoral School or by other structures of UMFCD, in the field of scientific research, technological and cognitive transfer, innovation



and innovation entrepreneurship, as well as in the cross competences training activities and results dissemination;

- minimum performance results.

**Art. 24.** After the admission, the execution of the agreement and the registration by the Doctoral School, the admitted person becomes a postdoctoral researcher during the performance of the advanced research postdoctoral program, provided all contractual requirements and provisions are observed.

#### Chapter IV. Performance of the advanced research postdoctoral programs

**Art. 25.** Postdoctoral researchers perform their advanced research activity under the coordination of a mentor. The postdoctoral researcher must assign a significant amount of time to the postdoctoral program, get involved in the scientific research activity which takes place in the doctoral school and contribute to the achievement of the research program's objectives. *The mentor* ensures the scientific activity of the postdoctoral researcher's activity and facilitates his achievement of the advanced scientific research competences, according to the internationally valid standards and practices.

**Art. 26.**

(1) For the performance of the postdoctoral program, the amount of 50.000 lei/year is awarded from own funds, and it can be used for the procurement of inventory materials and objects, trips, articles' publishing taxes.

(2) The minimum results requested for each postdoctoral researcher which must be obtained until the completion of the studies are:

- one scientific report/semester;
- one research report/a synthetic paper regarding the research and the results obtained, drafted and argued at the end of the postdoctoral research program;
- publication/acceptance for publication until the date of completion of the postdoctoral program of two articles in ISI rated magazines with an impact factor  $\geq 2$ , at least one article being an original article.

(3) The quarterly scientific reports are certified by the *mentor* associated to each postdoctoral researcher, aiming to obtain the performance results undertaken.

(4) The research report/synthetic paper regarding the research and the results obtained is argued in front of a 3 members committee established upon CSD proposal and approved by CSUD.

(5) The scientific results obtained within postdoctoral research projects performed within UMFCF must include:

- a) the affiliation of the postdoctoral researcher to the "Carol Davila" University of Medicine and Pharmacy in Bucharest;
- b) The financing source for the postdoctoral research project (as described in the postdoctoral studies contract, in the "Acknowledgements" section).

**Art. 27.**

(1) Postdoctoral researchers can interrupt their studies in the advanced research postdoctoral program, for medical reasons, for pregnancy and post-partum leave or for maternal leave or other objective reasons preventing the performance of the postdoctoral



research activity, with the approval of the Doctoral School Council for periods which cannot cumulatively exceed 2 years.

(2) During the interruption of the advanced research postdoctoral program, the quality of postdoctoral researcher, as well as the application of the postdoctoral research agreement are suspended, an addendum to the postdoctoral research agreement being concluded in this respect.

(3) The duration of the advanced research postdoctoral program is extended with the periods accumulated for the approved interruptions.

#### **Art. 28.**

(1) If the postdoctoral researcher does not manage to argue the research report within the term established according to the agreement concluded and the possible addendums, he/she can request an extension of the doctoral program, with the mentor's approval.

(2) The extension request is endorsed by CSUD and approved by the Senate.

(3) The extension includes the conclusion of an addendum to an agreement and is granted for maximum 12 months, with the payment of the tuition fees.

#### **Art. 29.**

(1) A postdoctoral researcher registered in an advanced research postdoctoral program can lose this capacity by:

(a) withdrawing from the academic program;

(b) failure to pay the tuition fee, if applicable;

(c) failure to comply with the obligations undertaken with the postdoctoral research agreement and with the research project.

(2) If the postdoctoral studies take place with the payment of tuition fee, in case of losing the postdoctoral researcher capacity, the amounts paid as tuition fee up to that moment are not reimbursed.

(3) Any financial support in the form of a scholarship received by the postdoctoral researcher during the studies must be returned to the "Carol Davila" University of Medicine and Pharmacy in Bucharest in case of loss of the postdoctoral researcher capacity before the completion of the postdoctoral research program.

### **Chapter V. Completion of the postdoctoral studies**

#### **Art. 30.**

(1) The final paper shall be argued in front of a committee, being assessed based on a specific methodology approved by the Senate, upon CSUD proposal.

(2) The structure of the committee for arguing the final papers is established by CSUD upon proposal of the Doctoral School Council/mentor.

**Art. 31.** Upon completion of the postdoctoral program, the "Carol Davila" University of Medicine and Pharmacy in Bucharest:

a) grants a postdoctoral studies certificate, mentioning the title of the postdoctoral project, the duration of the project and the institution for which it was performed;

b) posts on the website information about the project's synthesis report (the main scientific results, the list of published papers).



## Chapter VI. Final provisions

### Art. 32.

(1) The herewith regulation is applied in the “Carol Davila” University of Medicine and Pharmacy in Bucharest in order to create the internal regulatory framework necessary for the performance of advanced research postdoctoral programs organized in the accredited doctoral fields of the Doctoral Studies, with financing from own revenue, from other sources brought (budget assignments, internal or external financing projects, grants offered by institutes or other research organizations, associations, foundations etc.) or with the payment of tuition fees.

(2) The herewith regulation was approved in the Session of the Senate of “Carol Davila” University of Medicine and Pharmacy in Bucharest on 28.06.2023.