

UNIVERSITATEA

UB

International Students Guide



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The University of Bucharest, the Heart of a Vivid and Cosmopolite City

The University of Bucharest is the heart of a multicultural and cosmopolitan city, with numerous museums, palaces, memorial houses, theaters, cinemas, libraries and art galleries. Combining old and new, Bucharest is a genuine European capital, a monumental and unusual place, extremely effervescent from a cultural and artistic point of view, constantly animated by festivals, conventional and unconventional events, experimental shows, book launches, exhibitions. Bucharest offers plenty of possibilities to spend quality free time in the largest city of the country,

to take part in the most popular festivals and concerts of the year, to watch movies, in cinemas or open air, to attend unique theater and animation shows.

And not far from the city, interesting experiences are available, such as tandem jumping or parachuting. Those passionate about extreme sports, such as climbing and mountaineering, will appreciate that the city is close to the mountains and will find specialized indoor gyms for daily training. At the same time, walking in the Old Center, they will discover a city that never sleeps.



Calea Victoriei at night



Romanian Athenaeum



Central University Library "Carol I"



Herăstrău Park, open air cinema



Royal Palace



The "I.L. Caragiale" National Theatre

University of Bucharest

With a history of over 150 years and a constantly renewed prestige, the University of Bucharest is today a student centred, dynamic and inclusive academic environment, characterized by creativity, innovation and pragmatism.

As an institution of excellence in education and research, UB made a priority from preparing its students for life and profession. Hence, UB is acting constantly and determinately in order to guarantee a smooth and efficient integration on the labour market for its graduates, no matter the domain or programme of studies.

A central actor of the Romanian and European higher education area, the University of Bucharest is engaged in a permanent process of adaptation and internationalization, opened to multiculturalism and diversity. Its membership within CIVIS – a European Civic University –, alongside other nine top European universities, as well as the numerous international partnerships established over the years, confirms once more the continuing efforts UB is making to ensure various mobility and exchange opportunities to all its students.



Faculties

	Biology	Law
Chemistry		Business and Administration
Physics	Philosophy	History
Geography		Geology and Geophysics
Journalism and Communication Studies		
Foreign Languages and Literatures		Letters
Mathematics and Computer Science		
Psychology and Education Sciences		Orthodox Theology
Sociology and Social Work		Political Science
Roman Catholic Theology		Baptist Theology



Erasmus Exchange Students



Step 1: nomination from home university

You are nominated as an exchange student by your home university after a selection process. As such, if you are interested in coming to UB as an exchange student, you should contact the International Coordinator from your university.

In response, your home International Office will send the official nomination by e-mail to contact@erasmus.unibuc.ro, with details about you and your intended study at the University of Bucharest:

- your name and e-mail address
- period of study
- subject / field of study
- year of study and level (undergraduate/ postgraduate/ doctoral)

Step 2: registration

If you have been selected to come to the University of Bucharest, you must send to our Erasmus+ Office the following documents:

- Erasmus Application Form, signed by your Erasmus Coordinator(s)
- Learning Agreement Form (if the courses are available)
- ERASMUS certificate signed from your home university, stating your ERASMUS status at UB, the period of your stay (number of months and the preferred semester) and the field of study
- a photocopy of your identity card or passport

Deadline for sending the documents:

- 30th of June for the Autumn Semester
- 30th of October for the Spring Semester



Step 3: arrival at UB

When you arrive in Bucharest, contact our Erasmus+ Office and bring the following documents:

- the certificate specifying the ERASMUS status to our university, signed and stamped by your university
- a photocopy of your identity card or passport
- 3 photos

You will get a registration certificate for the secretary of the faculty where you will study.

At the faculty, you will receive a student ID card of great help during your stay in Romania. Then you must also contact the ERASMUS Responsible from that faculty in order to decide the list of courses you will take or to modify the initial Learning Agreement (Form Changes).



Erasmus Student Network (ESN)

Erasmus Student Network (www.esn.org) is one of the biggest interdisciplinary student associations in Europe, founded in 1989 for supporting and developing student exchange, in order to create a more flexible education environment.

ESN focuses mainly on current exchange students, who often face problems in their new environments. Therefore ESN offers help in academic, social and practical integration process.

ESN UniBuc

Founded in 2009, ESN UniBuc includes mostly former Erasmus students who, being aware of the opportunities and rich experiences offered by the Erasmus programme, want to make sure that Erasmus students from all countries enjoy their

stay in Romania. They are working side by side with the Erasmus+ Office to create an appropriate environment for all Erasmus students visiting Bucharest and Romania.

The main activities ensured by the ESN UniBuc:

- a mentorship programme (BE-Buddy) for Incoming Erasmus students, with students as mentors
- sport, social and cultural events
- all kinds of thematic parties
- trips
- presentations and round tables for promoting the Erasmus programme

For more information, please visit unibucharest.esn.ro and facebook.com/esn.unibucharest.



Romanian Language Course for Erasmus Students

Being an ERASMUS student allows you to attend a Romanian language course free of charge.

The course ensures three levels of study:

- beginners 1 (French speaking students)
- beginners 2 (English speaking students)
- intermediate (normally held for exchange students who have already studied Romanian in their home universities)

Each module lasts for one semester and is evaluated through two language tests: an oral and a written one (6 ECTS awarded).

Each semester, there are at least one beginner and one intermediate module. You will attend this course in the same period with your usual courses at UB.

The Romanian language course starts in:

- October (for the autumn semester)
- February (for the spring semester)

CEEPUS Exchange Students

As soon as you receive the letter of confirmation from the Romanian Ministry of National Education, you should contact the CEEPUS network responsible from the University of Bucharest to announce your arrival and the CEEPUS responsible for UB to arrange the accommodation and arrival in Bucharest.



Estimated Annual Costs for Exchange Students

As an exchange student (Erasmus, CEEPUS etc.), you do not have to pay any tuition fees.

The average cost of living includes:

- Accommodation in town (in a rented apartment): rent 250–400 EURO/ month (depending on the area); facilities 100 EURO/ month
- Local transportation 20 EURO/ month
- Meals 200 EURO/ month

* Of course, the figures may vary according to your personal lifestyle.

Medical insurance is to be paid in each applicant's native country.

Emergencies are free of charge.





Bachelor and Master Programmes for Non-EU Citizens

- Have you found in our academic offer a study programme that interests you? (check the places available and specific requirements at page 22)
- Do you fulfil the specific admission criteria imposed by each faculty? (check the places available and specific requirements at page 22)
- Your high school diploma is recognized by the Romanian Ministry of Education? Check here the list of recognized high school diplomas:



- Do you have documents attesting the citizenship of a non-EU country?

If you answered yes to all of the above, you are invited to further discover the steps needed in order to become a UB's #internationalstudent.

Citizens with dual citizenship, including the Romanian one, must follow the admission procedure dedicated to Romanian citizens organized by the UB faculties. They will be enrolled to studies as Romanian citizens, according to the Romanian Citizenship Law No. 21/1991, article 35.



Step 1: obtaining the letter of acceptance

The admission process will take place exclusively online. In order to register and send the documents, you need to access our online application platform **admission.unibuc.ro** in the admission period. Please be sure all your documents are scanned in PDF format. The name of the document must include the type of document and your surname (Consent.Popescu, high schooldiploma.Popescu, etc.) For information regarding the access of the admission platform, please scan the QR code below:



Documents:

- Application form;
- Authenticity statement;
- Consent for processing personal data;
- High school diploma – certified;
- Transcript of records pertaining to the high school diploma – certified or certified translations at a public notary in Romanian, English or French, if the original is not issued in one of these languages;
- Bachelor diploma (only for applications regarding Master programmes) – certified;
- Transcript of records pertaining to Bachelor’s diploma (only for applications regarding Master programmes – certified or certified translations at a public notary in Romanian, English or French if the original is not issued in one of these languages);
- For programmes offered in English/French language, an international language proficiency certificate (TOEFL, IELTS, Cambridge) is needed with the minimum level required by each faculty (please consult the specific admission criteria); Candidates who can prove that the official language of their country is also English or French or that they have studied at least 4 years in this language are exempted from this requirement;

- For study programmes taught in Romanian language, the candidates must submit a certificate attesting his/her knowledge of Romanian with the minimum level required by each faculty (please consult the specific admission criteria) or certificates proving that the candidate has had at least 4 consecutive years of studies in Romania;
- Photocopy and authenticated translation of the birth certificate;
- Photocopy and authenticated translation of the marriage certificate (if applicable) – to be attached along with the birth certificate;
- Photocopy of the passport;
- Copy of the National Identity Card or any other document proving your permanent residence (home address);
- Medical certificate (translated in a language widely spoken internationally) attesting the current health situation of the applicant and the potential antecedents regarding chronic affections;
- Power of attorney, if the application of the candidate is carried out by a representative.

For more details about the documents you must send for this first step check here:



BACHELOR



MASTER





Step 2: examination of candidates

If you have obtained the letter of acceptance from the Ministry of Education, you will be evaluated by a commission appointed at the faculty level.

The Office for International Cooperation and Foreign Students will inform you about the exact date of evaluation / examination, where an interview is part of the admission process.

The list of admitted candidates will be published here:



If you are admitted, you will have to confirm the place within 24 hours from the publication of the results by completing the statement confirming the place. Failure to complete the declaration will automatically result in disqualification and loss of the position, which will be filled by the candidate situated on the next position. The Office for International Cooperation and Foreign Students will issue to the admitted candidates, who have confirmed the place, a certificate confirming the passing of the entrance exam, necessary for completing the file for obtaining the study visa.

Step 3: obtaining the student visa

Based on the Acceptance Letter (and payments where requested) and the certificate confirming the passing of the entrance exam, you will have to apply for the study visa at the Romanian Embassy in your country or the closest Romanian diplomatic mission.

For information regarding visa application please check the document available here:



Step 4: the enrolment

WHEN?

in September

HOW?

only in person

WHERE?

at the Office for International Cooperation and Foreign Students (Panduri Street, no. 90, 4th floor, room 404, Bucharest, Romania) with the originals for all documents submitted online, plus:

- letter of acceptance (original);
- proof of payment (original) for the paying students;
- passport and student visa;
- 3 photos 3/4 cm;
- an envelope dossier.





PhD Programmes for Non-EU Citizens

- Have you found in our academic offer a study programme that interests you? (Check the places available and specific requirements at page 22)
- Do you fulfil the specific admission criteria imposed by each faculty? (Check places available and specific requirements at page 22)
- Your high school diploma is recognized by the Romanian Ministry of Education? Check here the list of recognized high school diplomas:



- Do you have documents attesting the citizenship of a non-EU country?
- Do you have the written approval of a potential PhD supervisor?

If you answered yes to all of the above, you are invited to discover further on the steps needed in order to become a UB's #internationalPhDstudent.

Citizens with dual citizenship, including the Romanian one, must follow the admission procedure dedicated to Romanian citizens organized by the UB faculties. They will be enrolled to studies as Romanian citizens, according to the Romanian Citizenship Law No. 21/1991, article 35.



Step 1: obtaining the letter of acceptance

The admission process will take place exclusively online.

In order to register and send the documents, you need to access our online application platform **admission.unibuc.ro** in the admission period. Please be sure all your documents are scanned in PDF format. The name of the document must include the type of document and your surname (Consent.Popescu, highschooldiploma.Popescu, etc.)

For information regarding the access of the admission platform, please scan the QR code below:



Documents

- Application form;
- Authenticity statement;
- Consent for processing personal data;
- High school diploma – certified;
- Transcript of records pertaining to the high school diploma – certified or certified translations at a public notary in Romanian, English or French if the original is not issued in one of these languages;
- Bachelor diploma – certified ;
- Transcript of records pertaining to Bachelor’s diploma – certified or certified translations at a public notary in Romanian, English or French if the original is not issued in one of these languages;
- Master diploma – certified;
- Transcript of records pertaining to Master’s diploma – certified or certified translations at a public notary in Romanian, English or French if the original is not issued in one of these languages;
- for programmes offered in English/French language, an international language proficiency certificate (TOEFL, IELTS, Cambridge) is needed with the minimum level required by each faculty (please consult the specific admission criteria); Candidates

who can prove that the official language of their country is also English or French and that they have studied at least 4 years in this language are exempted from this requirement, except for candidates for the Faculty of Foreign Languages and Literatures;

- For study programmes taught in Romanian language, the candidates must submit a certificate attesting his/her knowledge of Romanian with the minimum level required by each faculty (please consult the specific admission criteria) or certificates proving that the candidate has had at least 4 consecutive years of studies in Romania;
- Photocopy and authenticated translation of the birth certificate;
- Photocopy of the passport;
- Photocopy and authenticated translation of the marriage certificate (if applicable) – to be attached along with the birth certificate
- Copy of the National Identity Card or any other document proving your permanent residence (home address);
- Medical certificate (translated in a language widely spoken internationally) attesting the current health situation of the applicant and the potential antecedents regarding chronic conditions;
- Approval of the prospective supervisor/coordinator of the thesis. The University of Bucharest is not involved in contacting the supervisor. The list with the potential coordinators can be found on the website of each doctoral school;
- Power of attorney, if the application of the candidate is carried out by a representative.

For more details about the documents you must send for this first step check here:



Step 2: obtaining the student visa

Based on the Acceptance Letter (and payments when requested) and the certificate confirming the passing of the entrance exam, you will have to apply for the study visa at the Romanian Embassy in your country or the closest Romanian diplomatic mission.

For information regarding visa application please check the document available here:



Step 3: admission examination

WHEN?

In September (to be decided by each faculty of the University of Bucharest)

WHERE?

UB's doctoral schools

HOW?

You must register at the doctoral school of the faculty of your choice or at the Interdisciplinary School for Doctoral Studies, with the originals for all documents submitted online, plus

- letter of acceptance (original);
- proof of payment of the study fees (original) for the paying students;
- proof of payment of the examination fee (original) for the paying students;
- passport and student visa;
- 3 photos 3/4 cm;
- an envelope dossier.

Step 4: enrolment

After you have participated to the colloquium organized by the doctoral school and you have been admitted, you will be registered as PhD student.

Enrolment is possible until the end of the first semester of the academic year.



Preparatory Year – Romanian Language Course – Non-EU Citizens

The Preparatory Year – Romanian Language Course is mandatory for those students who wish to pursue their studies in Romanian language and don't have a language certificate in this sense. During this one-year, full-time academic program, the international students will acquire requisite skills in reading, writing, listening and speaking in Romanian for academic purposes, but also specific knowledge correlated with future training profile.

Check here for more details about the admission process for the The Preparatory Year – Romanian Language Course (Non-EU citizens):



Preparatory Year – Romanian Language Course – EU Citizens / ASYLEES

If you are:

- citizen of European Union, Swiss Confederation and EEA
- holder of residence permit based on refugee or subsidiary protection status
- holder of long-term/permanent residency as family member of a Romanian or EU citizen

Check here the admission criteria for The Preparatory Year – Romanian Language Course (EU Citizens)





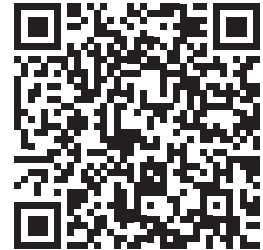
Places Available and Specific Requirements



BACHELOR



PhD

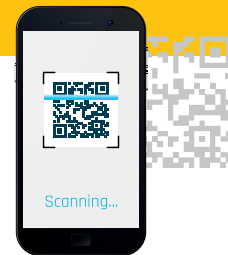


PREPARATORY YEAR
FOR NON-EU CITIZENS

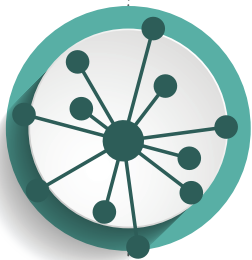


MASTER

Tuition Fees







a strong network
of ten European
universities



united
around a
shared
vision



a community of over 470.000
students and 68.000 teaching
and administrative staff



common mission



shared values

civis.eu

Office for International Cooperation and Foreign Students



unibuc.ro/?lang=en



International Relations Department – University of Bucharest



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If you need additional information or assistance, please contact:

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