

CERERE PENTRU ELIBERAREA SCRISORII DE ACCEPTARE LA STUDII
(APPLICATION FOR THE ISSUANCE OF LETTER OF ACCEPTANCE TO STUDIES)
(Se completeaza cu majuscule/ to be filled with capital letters/ A completer en majuscules)

Anexa 1

In lucru pentru completare online pe site-ul <http://bri.utcluj.ro> , cu inserarea tuturor documentelor scanate, si generarea unui pdf.

Anexa 2

Nr.....

AVIZ PENTRU ADMITERE

În baza verificării autenticității documentelor din dosarul dlui/dnei....., cetățean/ă din ...(țara)....., BRI propune continuarea procedurii de admitere cu respectarea criteriilor de selecție specificate în Etapa 2 din *“Procedura privind primirea la studii și școlarizarea cetățenilor străini din state terțe UE la facultăți din cadrul UTCN-CUNBM în anul universitar 2013-2014”*.

Menționăm faptul că autenticitatea actelor de studii a fost verificată la:

- a) MECTS – CNRED;
- b) Instituția absolvită de către candidat;
- c) Ambasada României din țara de origine a candidatului.

Director Executiv BRI,
Ing. Amalia Verde

Referent BRI,
Ludmila Lutencu



Nr. Reg.....

Anexa 3 A

ACORD DE PRINCIPIU

Vă comunicăm acordul Facultății dedin cadrul Universității Tehnice din Cluj-Napoca privind primirea la studii a cetățeanului, din țara..... posesor al actului de identitate eliberat în, la specializarea, cu următoarele observații:

- *Notă privind dosarul(dacă este cazul):*

.....
.....
.....

- La înmatriculare, cetățeanul va prezenta actele de studii în original și traducere legalizată, vizată de Ambasada României din țara de origine a acestuia.

Menționăm faptul că prezentul Acord de Principiu se emite pentru obținerea Scrisorii de Acceptare la Studii.

Decan

.....



Nr. reg.....

Anexa 3 B

DEZACORD PRIVIND PRIMIREA LA STUDII ÎN UTCN

Vă comunicăm dezacordul Facultății dedin cadrul Universității Tehnice din Cluj-Napoca privind acceptarea la studii a cetățeanuluidin țara....., posesor al actului de identitate eliberat în , motivul dezacordului fiind

Decan

.....

No.....from.....

LETTER OF ACCEPTANCE

This is to certify that the study documents of Mr./Ms.

from.....born at.....

entitle him/her to study in the field of/undergraduate studies/master degree/postgraduate studies/PhD, beginning with the academic year/.....

The academic year starts October 1st.

The monthly fee is Euro and must be paid, in free currency, in advance for a period of 9 months in the count No. at.....bank.

The fee might be subject to eventual changes. Any other expenses (board, lodging, etc) are to be covered personally. Please note that you need to prove at the entry in Romania that you have at least 2500 USD.

This approval is valid only on condition that, at arrival, the following documents are submitted:

- Original of the final certificate of studies. Those who apply for PhD studies or for the recognition of partial studies have to annex authorized copies of the correspondent curricula and syllabuses, as well;
- Authorized translation of the final certificate of studies certified by a Romanian Embassy;
- Certificate of birth (authorized translation);
- Medical certificate;
- Passport having the specific visa for studies in Romania

The enrolment is possible at the Technical University of Cluj-Napoca until 20....., October 1st.

If you will not realize the enrolment to study latest in term of 30 days since your arrival in Romania, the amount of fee paid in advance will be used to cover the expenses for your return in the home country.

Rector
Prof. Eng. Aurel Vlaicu, PhD

Executive Director, International Relations Office,

STUDENT FILE

Anexa 5

FACULTY.....

FIRST NAME	
LAST NAME	
FATHER'S NAME	
MOTHER'S NAME	
COUNTRY	
PASSPORT NUMBER	
DATE/ PLACE OF BIRTH/SEX	
MARRIED/NOT MARRIED	
NATIONALITY	
RESIDENCE IN ROMANIA	
RESIDENCE IN THE NATIVE COUNTRY	
STUDIES	
FOREIGN LANGUAGES	
FINANCIAL CONDITIONS	<ul style="list-style-type: none"> a. SCHOLARSHIP STUDENT b. ANNUAL STUDY FEES IN EURO CURRENCY- CPV(cont propriu valutar) c. ANNUAL STUDY FEES IN RON CURRENCY- CPL(cont propriu in lei-RON) d. NO FINANCIAL OBLIGATIONS (cont propriu nevalutar)- CPN

Phone:

E-mail:

DATE:
SIGNATURE

Registration No.

According to the Decision of the Senate of the Technical University of Cluj-Napoca gathered on 20.09.2011, the following STATEMENT is drawn up:

STATEMENT

- I, the undersigned, declare that all the documents in my enrolment file are authentic. In case they are found false or modified in any way, I will be expelled, the fees will not be refunded and the Authority for Foreigners will be announced about the situation.
- In case I do not pass the eliminatory language test or admission test (for architecture, arts or PhD candidates) or my submitted file is rejected, therefore I cannot be enrolled at the Technical University of Cluj-Napoca, I may submit a request for refunding the fees paid in advance for 9 months.
- I oblige myself to have no financial claims during the semester with regard to the study fees paid 9 months in advance.
- In case I wish to withdraw from studies at the end of the first semester of the current academic year, the Technical University of Cluj-Napoca shall refund me $\frac{1}{2}$ (half) of the total fee paid 9 months in advance.
- In case I decide to withdraw from studies at the end of the academic year, I will have no financial claims with regard to the study fees.

Name.....

Faculty.....

Year of study.....

Academic year.....

Date.....

Signature.....

<i>AVIZ / APPROVED</i> <i>Decanul Facultății /</i> <i>Dean of the Faculty</i>	<i>AVIZ / APPROVED</i> <i>Director Executiv BRI/</i> <i>Executive Director of BRI</i>	<i>AVIZ / APPROVED</i> <i>Biroul Consiliului de Administrație /</i> <i>Board of Administration Council</i>
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Faculty _____

No. _____ / _____

Bachelor

I, the undersigned _____, citizen of _____, owner of the passport, No. _____, attach the Acceptance Letter No. _____ and request my enrolment as student at the Faculty

in the field of specialization _____, in the _____ year of study, starting with the academic year ____/____, with the financial status:

- | | |
|-------------------------------------|--------------------------|
| 1. scholarship student | <input type="checkbox"/> |
| 2. CPN- not paying study fees | <input type="checkbox"/> |
| 3. CPV *- paying study fees in EURO | <input type="checkbox"/> |
| 4. CPL – paying study fees in LEI | <input type="checkbox"/> |

* I attach the bank receipt proving my paying off the study fees for the academic year ____/____.

I attach to this enrolment request the following documents:

1.	Acceptance letter from the Technical University of Cluj-Napoca;	
2.	Application for the Issuance of Acceptance Letter to Studies;	
3.	Bank receipt ;	
4.	Passport having the visa of study in Romania;	
5.	Baccalaureate Degree (translated and authenticated);	
6.	Transcripts of records- high school (translated and authenticated);	
7.	University Degree of Graduation ((translated and authenticated);	
8.	Transcripts of records- university (translated and authenticated);	
9.	Birth certificate (translated and authenticated);	
10.	Medical certificate (translated);	
11.	4 passport-sized photos;	
12.	Linguistic competence certificate.	
13.	Receipt of enrolment fee	

Date

Signature

To be completed by the International Relations Office:

Din analiza documentelor depuse în Dosarul de înmatriculare al d-lui _____, în baza Scrisorii de Accept Nr. _____, și a Certificatului de limba străină Nr. _____, rezultă că sunt îndeplinite condițiile pentru înmatriculare, în consecință, propunem conducerii înmatricularea la Universitatea Tehnică din Cluj-Napoca, Facultatea de _____, în anul _____ de studii, începând cu anul universitar _____, forma de plată _____*.

* în baza transferului bancar din data de _____ a fost achitată suma de _____ reprezentând taxa de școlarizare pentru anul universitar _____/_____.

Observații: _____

Ludmila Lutencu
Referent, Biroul de Relații Internaționale

AVIZ / APPROVED Decanul Facultății / Dean of the Faculty	AVIZ / APPROVED Director Executiv BRI / Executive Director of BRI	AVIZ / APPROVED Biroul Consiliului de Administrație / Board of Administration Council
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Faculty _____

No. _____ / _____

Master

I, the undersigned _____, citizen of _____, owner of the passport, No. _____, attach the Acceptance Letter No. _____ and request my enrolment as student at the Faculty

_____ in the field of specialization _____, in the _____ year of study, starting with the academic year ____/____, with the financial status:

- | | |
|-------------------------------------|--|
| 1. scholarship student | |
| 2. CPN- not paying study fees | |
| 3. CPV *- paying study fees in EURO | |
| 4. CPL – paying study fees in LEI | |

* I attach the bank receipt proving my paying off the study fees for the academic year ____/____.

I attach to this enrolment request the following documents:

1.	Acceptance letter from the Technical University of Cluj-Napoca;	
2.	Application for the Issuance of Acceptance Letter to Studies;	
3.	Bank receipt ;	
4.	Passport having the visa of study in Romania;	
5.	Baccalaureate Degree (translated and authenticated);	
6.	Transcripts of records- high school (translated and authenticated);	
7.	University Degree of Graduation ((translated and authenticated);	
8.	Transcripts of records- university (translated and authenticated);	
9.	Birth certificate (translated and authenticated);	
10.	Medical certificate (translated);	
11.	4 passport-sized photos;	
12.	Linguistic competence certificate.	
13.	Receipt of enrolment fee	

Date

Signature

To be completed by the International Relations Office:

Din analiza documentelor depuse în Dosarul de înmatriculare al d-lui _____, în baza Scrisorii de Accept Nr. _____, și a Certificatului de limba străină Nr. _____, rezultă că sunt îndeplinite condițiile pentru înmatriculare, în consecință, propunem conducerii înmatricularea la Universitatea Tehnică din Cluj-Napoca, Facultatea de _____, în anul _____ de studii, începând cu anul universitar _____, forma de plată _____*.

* în baza transferului bancar din data de _____ a fost achitată suma de _____ reprezentând taxa de școlarizare pentru anul universitar _____/_____.

Observații: _____

Ludmila Lutencu
Referent, Biroul de Relații Internaționale

AVIZ / APPROVED
Președinte Școala Doctorală /
President of the Doctoral School

AVIZ / APPROVED
Director Executiv BRI /
Executive Director of BRI

AVIZ / APPROVED
Biroul Consiliului de Administrație /
Administration Council

Faculty _____

No. _____ / _____

PhD

I, the undersigned....., citizen of....., owner of the passport No....., attach the Acceptance Letter No..... and request my enrolment as student at the Faculty in the field of specialization....., as PhD student, starting with the academic year/....., with the financial status:

1	scholarship student	
2	CPN- not paying study fees	
3	CPV *- paying study fees in EURO	
4	CPL – paying study fees in LEI	

* I attach the bank receipt proving my paying off the study fees for the academic year _____ / _____.

I attach to this enrolment request the following documents:

1.	Acceptance letter from the Technical University of Cluj-Napoca;	
2.	Application for the Issuance of Acceptance Letter to Studies;	
3.	Bank receipt;	
4.	Passport having the visa of study in Romania;	
5.	High school/ Baccalaureate Degree (translated and authenticated)	
6.	Transcripts of records- high school (translated and authenticated);	
7.	University Degree of Graduation (translated and authenticated);	
8.	Transcripts of records- university (translated and authenticated);	
9.	Master Degree (translated and authenticated);	
10.	Transcripts of records- master (translated and authenticated);	
11.	Curriculum Vitae;	
12.	List of works (articles published in scientific resumes, contracts of scientific research, books, etc.);	
13.	Recommendations from 2 professors or scientific experts familiarized with the research activity of the applicant;	
14.	Argumentation of the research theme (max. one page);	
15.	Birth certificate (translated and authenticated);	
16.	Medical certificate (translated);	
17.	4 passport-sized photos;	
18.	Linguistic competence certificate;	
19.	Receipt of enrolment fee.	

Date

Signature

To be completed by the International Relations Office:

Din analiza documentelor depuse în Dosarul de înmatriculare al d-lui, în baza Scrisorii de Accept Nr., și a Certificatului de limba străină Nr., rezultă că sunt îndeplinite condițiile pentru înmatriculare, în consecință, propunem conducerii înmatricularea la Universitatea Tehnică din Cluj-Napoca, Facultatea de, ca doctorand, începând cu anul universitar, forma de plată

* în baza transferului bancar din data de a fost achitată suma de reprezentând taxa de școlarizare pentru anul universitar/.....

Ludmila Lutencu
Referent, Biroul de Relații Internaționale

LIST

**OF UNIVERSITIES THAT PROVIDE PREPARATORY YEAR CLASSES
FOR ROMANIAN LANGUAGE LEARNING**

1. Politehnica University Bucharest
2. Bucharest University
3. Bacău University
4. Babeş-Bolyai University Cluj-Napoca
5. Ovidius University Constanța
6. Craiova University
7. Al. I. Cuza University Iași
8. Constantin Brâncuși University Târgu Jiu
9. Pitești University
10. Oil and Gas University Ploiești
11. Lucian Blaga University Sibiu
12. Ștefan cel Mare University Suceava
13. Universitatea de Vest Timișoara
14. Valahia University Târgoviște

University _____ <small>(name of receiving institute)</small> No _____ From _____	Technical University of Cluj-Napoca No _____ From _____
---	--

Anexa 9 Bachelor

APPROVED
RECTOR
.....

APPROVED
RECTOR
Prof. dr.ing Aurel VLAICU

APPROVED
DEAN OF THE FACULTY
.....

APPROVED
DEAN OF THE FACULTY
.....

APPROVED
DIRECTOR INTERNATIONAL RELATIONS OFFICE
.....

APPROVED
EXECUTIVE DIRECTOR BRI
.....

TRANSFER REQUEST

I, the undersigned, owner of the passport No enroled as student by the statement of the Acceptance Letter No at the Faculty in the field of specialization in the year of study,academic year, request my transfer to University, at the Facultyin the field of specializationin the year of study..... in the academic year.....

My request is motivated by

The transfer request is followed by the next documents:

1. Student Certificate;
2. Academic records;
3. Acceptance Letter;
4. High-school Diploma – the original or copy and legally certified translation;
5. Transcript of records for all the high-school years of studies - copy and legally certified translation;
6. Birth Certificate - copy and legally certified translation;
7. Copy of Passport;
8. Copy of permit of staying in Romania;
9. Receipt of transfer fee.

To be completed by the Faculty Secretary :

A Situația școlară

Anul I	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă
Anul II	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă
Anul III	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă
Anul IV	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă

B Admitere

Examenul de admitere a fost susținut la Facultatea _____ în sesiunea _____, unde a obținut media _____, la următoarele probe de examen:

- 1 _____
- 2 _____

Secretar Șef Facultate

University _____ <small>(name of receiving institute)</small> No _____ From _____	Technical University of Cluj-Napoca No _____ From _____
---	--

Anexa 9 Master

APPROVED
RECTOR
.....

APPROVED
RECTOR
Prof. dr.ing Aurel VLAICU

APPROVED
DEAN OF THE FACULTY
.....

APPROVED
DEAN OF THE FACULTY
.....

APPROVED
DIRECTOR INTERNATIONAL RELATIONS OFFICE
.....

APPROVED
EXECUTIVE DIRECTOR BRI
.....

TRANSFER REQUEST

I, the undersigned, owner of the passport No enroled as student by the statement of the Acceptance Letter No at the Faculty in the field of specialization in the year of study,academic year, request my transfer to University, at the Facultyin the field of specializationin the year of study..... in the academic year.....

My request is motivated by

The transfer request is followed by the next documents:

1. Student Certificate;
2. Academic records;
3. Acceptance Letter;
4. High-school Diploma – the original or copy and legally certified translation;
5. Transcript of records for all the high-school years of studies - copy and legally certified translation;
6. University Degree of Graduation - copy and legally certified translation;
7. Transcripts of records- university - copy and legally certified translation;
8. Birth Certificate - copy and legally certified translation;
9. Copy of Passport;
10. Copy of permit of staying in Romania;
11. Receipt of transfer fee.

To be completed by the Faculty Secretary :

A Situația școlară

Anul I	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă
Anul II	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă
Anul III	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă
Anul IV	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă

B Admitere

Examenul de admitere a fost susținut la Facultatea _____ în sesiunea _____, unde a obținut media _____, la următoarele probe de examen:

- 1 _____
- 2 _____

Secretar Șef Facultate

University _____ <small>(name of receiving institute)</small> No _____ From _____	Technical University of Cluj-Napoca No _____ From _____
---	--

Anexa 9 PhD

APPROVED
RECTOR
.....

APPROVED
PhD SUPERVISOR
.....

APPROVED
DIRECTOR INTERNATIONAL RELATIONS OFFICE
.....

APPROVED
DIRECTOR DOCTORAL STUDIES/ DEAN
.....

APPROVED
RECTOR
Prof. dr.ing Aurel VLAICU

APPROVED
PhD SUPERVISOR
.....

APPROVED
EXECUTIVE DIRECTOR BRI
.....

APPROVED
DIRECTOR IOSUD
.....

TRANSFER REQUEST

I, the undersigned, owner of the passport No enrolled as student by the statement of the Acceptance Letter No at the Faculty in the field of specialization in the year of study,academic year, request my transfer to University, at the Facultyin the field of specializationin the year of study..... in the academic year.....

My request is motivated by

The transfer request is followed by the next documents:

1. Student Certificate;
2. Academic records;
3. Acceptance Letter;
4. High-school Diploma – the original or copy and legally certified translation;
5. Transcript of records for all the high-school years of studies - copy and legally certified translation;
6. University Degree of Graduation - copy and legally certified translation;
7. Transcripts of records- university - copy and legally certified translation;
8. Master Degree - copy and legally certified translation;
9. Transcripts of records- master - copy and legally certified translation;
10. Birth Certificate - copy and legally certified translation;
11. Copy of Passport;
12. Copy of permit of staying in Romania;
13. Receipt of transfer fee.

To be completed by the Secretariate of Doctoral Studies:

A Situația școlară

Anul I	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă
Anul II	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă
Anul III	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă
Anul IV	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă

B Admitere

Examenul de admitere a fost susținut la Facultatea _____ în sesiunea _____, unde a obținut media _____, la următoarele probe de examen:

- 1 _____
- 2 _____

Secretar Șef Facultate



APPROVED
DEAN OF THE FACULTY
.....

APPROVED
DEAN OF THE FACULTY
.....

APPROVED
EXECUTIVE DIRECTOR BRI
.....

TRANSFER REQUEST

I, the undersigned, owner of the passport No enrolled as student by the statement of the Acceptance Letter No at the Faculty in the field of specialization in the year of study,academic year, request my transfer to University, at the Facultyin the field of specializationin the year of study..... in the academic year.....

My request is motivated by

The transfer request is followed by the next documents:

1. Student Certificate;
2. Academic records;
3. Acceptance Letter;
4. High-school Diploma – the original or copy and legally certified translation;
5. Transcript of records for all the high-school years of studies - copy and legally certified translation;
6. Birth Certificate - copy and legally certified translation;
7. Copy of Passport;
8. Copy of permit of staying in Romania;
9. Receipt of transfer fee.

To be completed by the Faculty Secretary :

A Situația școlară

Anul I	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă
Anul II	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă
Anul III	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă
Anul IV	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă

B Admitere

Examenul de admitere a fost susținut la Facultatea _____ în sesiunea _____, unde a obținut media _____, la următoarele probe de examen:

1 _____

2 _____

Secretar Șef Facultate



APPROVED
RECTOR
Prof. dr.ing Aurel VLAICU

APPROVED
DEAN OF THE FACULTY
.....

APPROVED
DEAN OF THE FACULTY
.....

APPROVED
EXECUTIVE DIRECTOR BRI
.....

TRANSFER REQUEST

I, the undersigned, owner of the passport No enroled as student by the statement of the Acceptance Letter No at the Faculty in the field of specialization in the year of study,academic year, request my transfer to University, at the Facultyin the field of specializationin the year of study..... in the academic year.....

My request is motivated by

The transfer request is followed by the next documents:

1. Student Certificate;
2. Academic records;
3. Acceptance Letter;
4. High-school Diploma – the original or copy and legally certified translation;
5. Transcript of records for all the high-school years of studies - copy and legally certified translation;
6. University Degree of Graduation - copy and legally certified translation;
7. Transcripts of records- university - copy and legally certified translation;
8. Birth Certificate - copy and legally certified translation;
9. Copy of Passport;
10. Copy of permit of staying in Romania;
11. Receipt of transfer fee.

To be completed by the Faculty Secretary :

A Situația școlară

Anul I	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă
Anul II	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă
Anul III	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă
Anul IV	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă

B Admitere

Examenul de admitere a fost susținut la Facultatea _____ în sesiunea _____, unde a obținut media _____, la următoarele probe de examen:

1 _____

2 _____

Secretar Șef Facultate



APPROVED
RECTOR
Prof. dr.ing Aurel VLAICU

APPROVED
PhD SUPERVISOR
.....

APPROVED
PhD SUPERVISOR
.....

APPROVED
EXECUTIVE DIRECTOR BRI
.....

APPROVED
DIRECTOR Doctoral Studies
.....

TRANSFER REQUEST

I, the undersigned, owner of the passport No enroled as student by the statement of the Acceptance Letter No at the Faculty in the field of specialization in the year of study,academic year, request my transfer to University, at the Facultyin the field of specializationin the year of study..... in the academic year.....

My request is motivated by

The transfer request is followed by the next documents:

1. Student Certificate;
2. Academic records;
3. Acceptance Letter;
4. High-school Diploma – the original or copy and legally certified translation;
5. Transcript of records for all the high-school years of studies - copy and legally certified translation;
6. University Degree of Graduation - copy and legally certified translation;
7. Transcripts of records- university - copy and legally certified translation;
8. Master Degree - copy and legally certified translation;
9. Transcripts of records- master - copy and legally certified translation;
10. Birth Certificate - copy and legally certified translation;
11. Copy of Passport;
12. Copy of permit of staying in Romania;
13. Receipt of transfer fee.

To be completed by the Faculty Secretary :

A Situatia scolară

Anul I	Anul Univ. ____/____	Media ____	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă
Anul II	Anul Univ. ____/____	Media ____	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă
Anul III	Anul Univ. ____/____	Media ____	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă
Anul IV	Anul Univ. ____/____	Media ____	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă

B Admitere

Examenul de admitere a fost susținut la Facultatea _____ în sesiunea _____, unde a obținut media _____, la următoarele probe de examen:

1 _____

2 _____

Secretar Șef Facultate



APPROVED
RECTOR
Prof. dr.ing Aurel VLAICU

APPROVED
DEAN OF THE FACULTY
.....

APPROVED
DIRECTOR INTERNATIONAL RELATIONS OFFICE
.....

APPROVED
DEAN OF THE FACULTY
.....

APPROVED
EXECUTIVE DIRECTOR BRI
.....

TRANSFER REQUEST

I, the undersigned, owner of the passport No enroled as student by the statement of the Acceptance Letter No at the Faculty in the field of specialization in the year of study,academic year, request my transfer to University, at the Facultyin the field of specializationin the year of study..... in the academic year.....

My request is motivated by

The transfer request is followed by the next documents:

1. Student Certificate;
2. Academic records;
3. Acceptance Letter;
4. Copy of Passport;
5. Receipt of transfer fee.

To be completed by the Faculty Secretary :

A Situația școlară

Anul I	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă
Anul II	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă
Anul III	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă
Anul IV	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă

B Admitere

Examenul de admitere a fost susținut la Facultatea _____ în sesiunea _____, unde a obținut media _____, la următoarele probe de examen:

1 _____

2 _____

Secretar Șef Facultate



APPROVED
RECTOR
Prof. dr.ing Aurel VLAICU

APPROVED
DEAN OF THE FACULTY
.....

APPROVED
DIRECTOR INTERNATIONAL RELATIONS OFFICE
.....

APPROVED
DEAN OF THE FACULTY
.....

APPROVED
EXECUTIVE DIRECTOR BRI
.....

TRANSFER REQUEST

I, the undersigned, owner of the passport No enroled as student by the statement of the Acceptance Letter No at the Faculty in the field of specialization in the year of study,academic year, request my transfer to University, at the Facultyin the field of specializationin the year of study..... in the academic year.....

My request is motivated by

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2. Academic records;
3. Acceptance Letter;
4. Copy of Passport;
5. Receipt of transfer fee.

To be completed by the Faculty Secretary :

A Situația școlară

Anul I	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă
Anul II	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă
Anul III	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă
Anul IV	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă

B Admitere

Examenul de admitere a fost susținut la Facultatea _____ în sesiunea _____, unde a obținut media _____, la următoarele probe de examen:

1 _____

2 _____

Secretar Șef Facultate



APPROVED
RECTOR
Prof. dr.ing Aurel VLAICU

APPROVED
PhD SUPERVISOR
.....

APPROVED
DIRECTOR INTERNATIONAL RELATIONS OFFICE
.....

APPROVED
DIRECTOR IOSUD
.....

APPROVED
PhD SUPERVISOR
.....

APPROVED
EXECUTIVE DIRECTOR BRI
.....

APPROVED
DIRECTOR IOSUD
.....

TRANSFER REQUEST

I, the undersigned, owner of the passport No enroled as student by the statement of the Acceptance Letter No at the Faculty in the field of specialization in the year of study,academic year, request my transfer to University, at the Facultyin the field of specializationin the year of study..... in the academic year.....

My request is motivated by

The transfer request is followed by the next documents:

1. Student Certificate;
2. Academic records;
3. Acceptance Letter;
4. Copy of Passport;
5. Receipt of transfer fee.

To be completed by the Faculty Secretary :

A Situația școlară

Anul I	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă
Anul II	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă
Anul III	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă
Anul IV	Anul Univ. ____/____	Media __, __	Credite ____	Fără	<input type="checkbox"/>	Cu	<input type="checkbox"/>	Taxă

B Admitere

Examenul de admitere a fost susținut la Facultatea _____ în sesiunea _____, unde a obținut media _____, la următoarele probe de examen:

1 _____

2 _____

Secretar Șef Facultate



Nr...../.....

CERERE DE RETRAGERE DE LA STUDII

Subsemnatul,cetățean al.....,
posesor al actului de identitate Nr....., eliberat de
.....student al Universității Tehnice din Cluj-Napoca în cadrul Facultății
de, secția..... anul de studii,
în baza Scrisorii de Accept Nr.....îmi retrag dosarul de la studii pe motivul
.....
.....
.....

De asemenea, solicit restituirea din taxa achitată pentru anul
universitar.....

Data

Semnatura



Nr...../.....

WITHDRAWAL REQUEST

I, the undersigned,
citizen of, owner of the passport
Noissued in enrolled as student by
the statement of Acceptance Letter No at the Faculty
..... in the field of
specialization..... in theyear of study, request my
withdrawal from UTCN because
.....
.....,

and return of all my original documents.

Also, I require the withdrawal of the sum..... of the tuition fee paid in advance:

Date

Signature.....



Anexa 13 ro

CALENDARUL ADMITERII CETĂȚENILOR NON-EU

Sesiunea 1

1 aprilie-29 iunie	depunerea dosarelor de aplicație la BRI
2 iulie – 13 iulie	verificarea actelor la CNRED și instituțiile non – EU emitente
14 iulie – 31 iulie	emiterea „Acordului de principiu” de către facultățile din cadrul UTCN
1 august – 10 august	emiterea „Scrisorii de Accept” și expedierea acesteia candidatului
14 septembrie - 15 octombrie	prezentarea actelor în original la BRI și înmatricularea la facultăți

Sesiunea 2

26 august – 31 august	depunerea dosarelor de aplicație la BRI
1 septembrie – 6 septembrie	verificarea actelor la CNRED și instituțiile non - EU emitente
6 septembrie – 11 septembrie	emiterea „Acordului de principiu” de către facultățile din cadrul UTCN
11 septembrie – 14 septembrie	emiterea „Scrisorii de Accept” și expedierea acesteia candidatului
14 septembrie - 15 octombrie	prezentarea actelor în original la BRI și înmatricularea la facultăți

**CALENDARUL TESTELOR DE APTITUDINI PENTRU ARHITECTURĂ ȘI ARTE, ADMITERE LA DOCTORAT ȘI
 TESTE DE COMPETENȚĂ LINGVISTICĂ**

25– 27 septembrie	Sesiunea 1
9-10 octombrie	Sesiunea 2



Annex 13 en

ADMISSION CALENDAR FOR NON-EU CITIZENS

Session 1

1 April-29 June	submit application documents at BRI
2 July – 13 July	registration file verification at CNRED and non – EU issuer institutions
14 July – 31 July	issue of the „Pre-Enrolment Consent” by the Faculties of TUCN
1 August – 10 August	issue of the „Letter of Acceptance to Studies” and delivery
14 September - 15 October	present the original documents at BRI and enrolment at TUCN Faculties

Session 2

26 August – 31 August	submit application documents at BRI
1 September – 6 September	registration file verification at CNRED and non – EU issuer institutions
6 September – 11 September	issue of the „Pre-Enrolment Consent” by the Faculties of TUCN
11 September – 14 September	issue of the „Letter of Acceptance to Studies” and delivery
14 September - 15 October	present the original documents at BRI and enrolment at TUCN Faculties

 SKILLS TEST FOR ARCHITECTURE AND ARTS, PHD ADMISSION AND LANGUAGE SKILLS TEST
 CALENDAR

25– 27 September	Session 1
9-10 October	Session 2



Anexa 14

GRILĂ DE ECHIVALARE A NOTELOR
 (conform Metodologiei de recunoaștere a perioadelor de studii efectuate în străinătate
 publicată în Monitorul Oficial al României, Partea I, Nr. 118/16.02.2012)

România	1-4	5	6	7	8	9	10
Scala ECTS	FX, F, Fail	E, Sufficient	D, Satisfactory	C, Good	C, Good	B, Very good	A, Excellent
Austria	5	-	4	-	3	2	1
Albania	1-4	5	6	7	8	9	10
Bulgaria	2 Слаб	5 Среден	-	-	4 Добър	5 МНОГО ДОБЪР	6 Отличен
Belgia	7, 8, 9	10	11	12	13, 14	15, 16, 17	18, 19, 20
RP. Chineză	0 - 59.99	60 - 69.99	70-74.99	75 - 79.99	80 - 84.99	85 - 89.99	90-100
Danemarca	0, 3, 5	6	7	8	9	10	11, 13
Confederația Elvețiană	< 3,5	3,5 - 3,99	4,0-4,49	4,5 - 4,99	5,0 - 5,49	5,5	5,51 - 6,0
Finlanda		1	1 ½		2	2 ½	3
Franța	Insuffisant (<10)	Passable (10-10,49)	Passable (10,5-10,99)	Assezbien (11,0- 11,49)	Assezbien (11,5- 12,49)	Bien (12,5-14,49)	Trèsbien (14,5-20,0)
R.F. Germania	>4,01	4,00-3,51	3,5-3,01	3,00-2,51	2,50-2,01	2,00-1,51	1,50-1,00
R. Elenă	2, 3, 4	5	6		7	8,9	10
Iordania	0-49.99	50 - 50.99	51 - 59.99	60-69.99	70 - 79.99	80 - 89.99	90-100
Irlanda	< 25% Fail	25%- 39% Pass	40% - 44% 3rd pass	45% - 54%	55% - 69% 2nd/II	70% - 84% 2nd /I	85%- 100% I
Islanda	Fail	5		6	7	8	9, 10
Italia	≤17	18, 19	20-22	23-24	25-26	27, 28	29, 30, 30+
Marea Britanie	0 - 39% (Fail)	40 - 49% (3 rd)	50 - 54% (2ii)	55 - 59% (2ii)	55 - 59% (2ii)	65 - 69% (Upper 2i)	70- 100% (First)
Norvegia	6-4.1	4-3.5	3.5-3	2.9 - 2.4	2.3-2	1.9-1.2	1.1 - 1.0
Olanda	1 - 4	5	6	-	7	8	9,10
Polonia	<3,00	3,00	3,01 - 3,49	-	3,50-3,99	4,00 - 4,49	4,50 - 5,00
Portugalia	1 - 9	10	11, 12	13	14, 15	16, 17	18, 19, 20
Slovacia	5	-	4	-	3	2	1
Slovenia	1-5.9	6	6.1-6.9	7-7.5	7.6 - 7.9	8-9.9	10
Spania	< 5 Suspendo	5,0 - 5,49 Aprobado	5,5 - 6,49 Aprobado	6,5 - 7,49 Notable	7,5 - 8,49 Notable	8,5 - 9,49 Sobresaliente Excellent	9,5-10 Matricula de Honor
Statele Unite ale Americii	E - F/0 - 59	D/60 - 65	- /66 - 72	C/73 - 79	B/80 - 86	A - /87 - 93	A/94 - 100
Ungaria	1,00-1,99 Elegtelen	-	2,00 - 2,50 Elegseges	-	2,51 - 3,50 közepes	3,51 -4,50 jo	4,51 - 5,00 jelcs, kiváló
Turcia	1 - 4 Noksan/Pek Noksan	4,5-4,99	5,00 - 6,49 Orta	6,5 - 6,99 Orta	7,00-7,99 Lyi	7,00-7,99 Lyi	9,0-10,0 Pek iy



Anexa 13 A

Nr...../.....

CERERE RESTITUIRE TAXĂ

Subsemnatul/a....., cetățean din
....., posesor al actului de indentitate Nr.....
înmatriculat prin Scrisoarea de Accept Nr. , student al
Universității Tehnice din Cluj-Napoca în cadrul Facultății de,
....., secția....., anul.....,
solicite restituirea taxei de școlarizare achitată în avans pentru perioada.....

Menționez că

Vă mulțumesc anticipat,

Data

Semnătura



Anexa 13 B

Nr...../.....

TUITION FEES WITHDRAWAL REQUEST

I, the undersigned,
citizen of, owner of the passport
No..... enrolled as student at TUCN by the statement of
Acceptance Letter No at the Faculty
..... in the field of
specialization..... in theyear of study, request the
withdrawal ofpercent of the tuition fees paid in advance to TUCN due to the fact that
.....
.....

Many thanks,

Date

Signature.....