

REGULATIONS

on the recognition of the mobility stages for studies or traineeships conducted within the Erasmus+ programme

Within Transilvania University of Braşov, the recognition of the stages for studies or traineeships conducted in the framework of the Erasmus+ programme shall be regulated in accordance with:

- Law No. 199 of 2023;
- Order No. 3223 /16.02.2012 of the Ministry of Education, Research, Youth and Sports (Chapter II, articles 11-17), published in the Official Gazette of Romania, part I, No. 118 / 16.02.2012;
- Erasmus Charter for Higher Education (ECHE), signed by Transilvania University of Braşov;
- European Commission ECTS User Guide and its subsequent amendments, issued by the European Commission;
- Erasmus students' rights, a document issued by the European Commission and correlated with the guiding documents of Transilvania University of Braşov;
- University code of student rights and liabilities;
- Regulations on the students' professional activity;
- Regulations on the general framework for organizing and conducting students' practical stage;
- Regulations on granting scholarships and other forms of material support.

Art.1 (1) Transilvania University of Braşov, through the management of the faculty where the student is enrolled, recognizes in full and automatically the Erasmus+ stages for studies or traineeships satisfactorily completed, by equalising all transferable credits accumulated by the student during the Erasmus+ mobility stages for studies or traineeships, as follows:

- a) if the student has accumulated 30 credits per semester of mobility, respectively 60 credits per academic year of mobility, the passed subjects and the number of corresponding credits is fully equalised for the period concerned. The study disciplines in the education plan can be equalised for other semesters than the one in which the student completed the mobility;
- b) if the student has accumulated less than 30 credits per semester, respectively 60 credits per academic year, all his/her credits certified through the transcript of records obtained from the host university will be equalised. The student has the right to participate in examination sessions, including additional sessions, in order to complete the minimum number of credits for passing the semester/ the academic year;
- c) if the Erasmus+ student has received credits at the host university for courses that cannot be equalised at Transilvania University of Braşov, they will be included in the Diploma Supplement under Chap. 4, "Information on the study programme and the obtained results", as optional subjects.

(2) The practical activity performed by the Erasmus+ student attending a traineeship mobility at partner institutions is recognised differently, depending on the number of weeks (hours) of attendance, as follows:

- the period and the number of transferable credits corresponding to the number of practice hours provided for in the curriculum is equalised;
- the remainder of the traineeship stage is recognized according to the same criteria, either being allocated a number of credits or not, and will be included in the "Diploma Supplement" under Chap. 4, "Information on the study programme and the obtained results", as an optional subject.



(3) The credits certified in the transcripts are recognised and equalised as being obtained by the student at the institution where s/he completed the Erasmus+ mobility.

(4) Following the recognition mentioned in Art. 1 para. (1) hereof, the qualifiers/ grades obtained in the subjects completed during the Erasmus+ mobility stage are equalised by clear, transparent conversion rules, focused on the learning outcomes, not on the names of the disciplines, on the basis of a correspondence between the grading systems of the two partner universities.

(5) The Erasmus+ stages for studies or traineeships provided for in Art. 1 hereof are recognised at faculty level by the Committee for the selection, equivalence and recognition of the study or traineeship stage (C-SER), based on the supporting documents submitted by the student.

Art.2 The basis for recognising the mobility stage is the Learning Agreement Student Mobility for Studies / Learning Agreement Student Mobility for Traineeships, issued upon departure in mobility or modified along the way (under the section "During the mobility"), which is agreed on and signed by the Erasmus+ coordinator at faculty/ department level, as well as the transcript of records or the equivalent thereof issued by the partner university where the student completed the mobility.

Art.3 The rights earned as a student at Transilvania University of Braşov, respectively the study grant, study scholarships, social scholarships, scholarships of excellence, other rights or facilities shall not be withdrawn during the Erasmus+ mobility or due to participation in the Erasmus+ programme.

Art.4 (1) The equalization mentioned under Art. 1 hereof is made so as not to prejudice the place held by the student, at the time of leaving for the Erasmus+ mobility, in the faculty ranking, for the semester subsequent to the mobility stage.

(2) If the Erasmus+ student has obtained results that allow him/her to rise in the faculty ranking, the student has the right to being re-ranked, based on a request sent to the Faculty Scholarship Committee. In this case, the grades registered in the transcript of records obtained from the partner university will be taken into account, provided that the disciplines concerned are equalised by C-SER in the semester corresponding to the mobility stage.

(3) Based on a specific non-discriminatory re-ranking procedure, the Erasmus+ student has the right to take any remaining exams as a result of participating in Erasmus+ mobility in the following semester/ academic year. In this case, when establishing the ranking, the grades obtained in the subjects for which the Erasmus+ student could participate in the exams organized at Transilvania University of Braşov will be taken into account.

Art. 5 (1) The exams at the disciplines that don't fall within the Learning Agreement Student Mobility for Studies or Learning Agreement Student Mobility for Traineeships under the Erasmus+ programme (including the changes agreed on and signed for during the mobility), as well as the unpassed exams during the mobility period shall be taken at Transilvania University of Braşov in the exam sessions approved at university level, including in additional sessions organized according to the Regulations on the students' professional activity.

(2) The students who are in an Erasmus+ mobility during the re-examination sessions may take the remaining exams in additional sessions, upon request, until 30 September of the current academic year.

(3) If a student returning from the Erasmus+ mobility wants to improve his/her grades after the equalization of the studies abroad, s/he can participate in teaching activities and exams related to those disciplines according to the calendar of activities at Transilvania University of Braşov. The Erasmus+ students may request an extra credit and higher grade for any of the disciplines included in the Learning Agreement Student Mobility for Studies or for Traineeships for which the equivalence was operated, by submitting an application to the faculty secretariat, so that s/he can regain the position held before participating in Erasmus+ mobility, until 30 September of the current academic year. The re-examination for improving the grade takes place under the conditions provided for in the Regulations on the students' professional activity.

Art.6 (1) The Erasmus+ study/ traineeship stage provided for in Art. 1 hereof is recognised at the faculty level by the Committee for the selection, equivalence and recognition of the study or traineeship stage (C-SER).

(2) C-SER is appointed/ reconfirmed by decision of the Dean at the beginning of each academic year and consists of at least 3 members.

(3) The faculty may decide on the number of C-SER members for bachelor's and master's degree study programmes, as follows: (a) a single committee; (b) several committees, in accordance with the number of study programmes.

(4) For the bachelor's and master's degree study programmes, C-SER consists of:

- in the case (3.a): Dean of the faculty or another representative of the faculty management, the Erasmus+ coordinator of the faculty/ department, a representative of the study programme coordinators within the faculty concerned;
- in the case (3.b): Dean of the faculty or another representative of the faculty management, the Erasmus+ coordinator of the faculty/ department, the coordinator of the study programme.

(5) For the doctoral study programmes, C-SER consists of: Director of the Council for Doctoral University Studies (CSUD), Director of the Interdisciplinary Doctoral School (SDI), and the Erasmus+ coordinator at the SDI level, appointed by decision of the Director of CSUD.

(6) The Faculty Dean's decision on the appointment of C-SER mentions the C-SER member who is responsible for entering the grades in the academic record book. The latter enters and signs in the academic record book the results obtained by the Erasmus+ student following the recognition of the study/ traineeship period.

Art.7 The reference document for the equivalence of the study or traineeship stage conducted within the Erasmus+ programme at Transilvania University of Brasov can be found in Appendix 1 hereof.

These Regulations were discussed and approved in the meeting of the Senate of Transilvania University of Braşov on 29.05.2024.

Prof. Dr. Eng. Mircea Horia Țierean,
President of the Senate of Transilvania University of Braşov





**EQUIVALENCE OF RESULTS OBTAINED DURING THE STUDY / TRAINEESHIP STAGE ABROAD
THROUGH THE ERASMUS+ PROGRAMME**

Student's last name and first name: _____

Faculty: _____

Study programme: _____

Year: _____

Type of Erasmus+ mobility: Study Traineeship

Host institution: _____

Period (day/month/year - day/month/year): from _____ to _____

Host institution				Transilvania University of Braşov		
Name of course	Grade	ECTS grade	ECTS credits	Name of discipline	Grade	ECTS credits
			Total:.....			Total:.....

Equivalence Commission (C-SER):

Dean/ representative of the faculty management: _____

Erasmus+ coordinator at the faculty/ department level: _____

Coordinator of the study programme: _____

Director of the Interdisciplinary Doctoral School (SDI) (at doctoral level): _____

Director of CSUD (at doctoral level): _____