

# Foreign students – NON-UE Citizens

WEST UNIVERSITY OF TIMISOARA

## GUIDE for NON-EUROPEAN SELF SPONSORED CANDIDATES

APPLICATION PROCEDURE for FILE PROCESSING and ADMISSION of FOREIGN CITIZENS from EU THIRD COUNTRIES to BACHELOR and MASTER STUDIES

### 1.How to apply?

Non-European candidates must fill in the Application Form and submit the legalized documents requested on the second page of the Application Form <http://www.ri.uvt.ro/upload/pdf/app-form-non-eu-eng.19041301.pdf>.

Deadline for submitting the documents:

- end of August for Bachelor and Master studies,
- end of September for Preparatory Year.

The admission process for foreign citizens from EU third countries will start in March. The legalized documents for pre-inscription must be sent to the **West University of Timisoara:**  
**To: Universitatea de Vest din Timișoara, International Relations Department**  
**Postal address: Bulevardul Vasile Parvan, No. 4, Timisoara, code: 300 223**  
**Phone: 004 - 0256 – 592.227 Fax: 004 - 0256 – 592.313**

The original diplomas must be stamped by the Romanian Embassy, for authenticity. Pay attention that the documents are authenticated translations of the respective documents in a language widely spread internationally.

2.Necessary documents for pre-inscription (one complete set of legalized documents and one set of photocopies of the respective legalized documents):

1. **Application Form** – all requested information filled in entirely (please specify if you wish to apply for the Preparatory Year or not) – to be downloaded below
2. **The studies documents** – legally certified copies and translations of High School Diploma (and of Bachelor Diploma if the candidate apply for Master studies);
3. **Academic records** - legally certified copies and translations – for the completed studies (High School and Bachelor) and the analytical curriculum in case of candidates that request equivalence for certain periods of studies;
4. **Birth certificate** - copy and legally certified translation;
5. **Copy of the passport** – valid at least 6 months after the date when the Letter of Acceptance to studies is issued;

6. **Medical certificate** (in a widespread international language) to prove that the person to be registered for studies does not suffer from infectious diseases or other illnesses that are incompatible with the future profession;
7. **Marriage license** – if necessary (to prove the name change);
8. **Copy of receipt for 75 EURO**, nonrefundable Application Fee for file processing
9. **Complete contact data**: postal address, e-mail address, phone number.

According to HS 39 / 06.03.2014, the fee for processing the documents is 75 EURO.  
The **Application Fee** must be paid into the following account:

**Beneficiary:** Universitatea de Vest din Timișoara (West University of Timisoara)

**University address:** Bulevardul Vasile Pârvan, No.4

**Bank name:** Banca Comercială Română (Romanian Commercial Bank)

**Bank address:** Sucursala Timișoara (Timisoara Branch), No.11, Calea Aradului St.

**IBAN Code:** RO 56 RNCB 0249 0492 9471 0008

**SWIFT:** RNCB RO BU

**Payment:** 75 EURO, Application Fee.

On your arrival in Romania you must submit the original documents, certified for authentication by the Embassy of Romania to the issuer country or endorsed with Apostille of Hague Convention, if the previous studies were not completed in Romania, in an European Union country or in accordance with the legal assistance agreements signed between Romania and third countries.

The candidates for high education in arts, sports and architecture must pass the skills tests organized by the high education institution, after receiving the Letter of Acceptance to studies.

### 3.Language of study

#### **Studies in Romanian Language**

Foreign citizens from EU third countries will be registered for university and postgraduate studies only after graduating the Romanian language Preparatory Year or on the basis of a Certificate proving Romanian linguistic competencies. During the Preparatory Year the candidates will learn the necessary Romanian language vocabulary and the specific vocabulary needed for the future studies (anatomy, physics, chemistry, arts, technical drawing etc), if the study program is held in Romanian language.

When registering for study programs that require Romanian linguistic competencies, the following categories of persons are exempt from the obligation to present the certificate of graduation of the Romanian language preparatory year:

a) Persons who present Romanian study documents (diplomas and certificates) which prove at least four consecutive years of study in a pre-university school or at least three consecutive years of study in a pre-university school or at least three consecutive years of study in an accredited high education institution within the Romanian national system;

b) Persons who pass the Romanian language test and obtain the Certificate of Romanian language proficiency.

## **Studies in Foreign Languages**

For acknowledged study programs that are carried out in foreign languages, a test of the respective foreign language must be done. The persons that come from countries where the official language is the language in which the courses are run and the persons who have an internationally acknowledged language certificate will be exempt from this test.

For those who want to study in a foreign language, West University of Timisoara has the following **undergraduate** options:

- in **ENGLISH**:
  1. Faculty of Mathematics and Informatics:
    1. Informatics, Computer Science
  2. Faculty of Economics and Business Administration:
    1. Finance and Banking
- in **FRENCH**:
  1. Faculty de Economics and Business Administration:
    1. Management
- in **GERMAN**:
  1. Faculty of Political Sciences, Philosophy and Communication Sciences:
    1. International Relations and European Studies
  2. Faculty of Music:
    1. Acting.

For those who want to study in a foreign languages, West University of Timisoara has the following **Master** options:

- in **ENGLISH**
  1. Faculty of Economics and Business Administration:
    1. International Corporate Finance
  2. Faculty of Mathematics and Informatics:
    1. Artificial intelligence and distribution calculus
  3. Faculty of Sociology and Psychology:
    1. Organizational and Occupational Health Psychology
  4. Faculty of Physics:
    1. The Physics of Crystalline Materials
    2. Smart Nano-microsystems for Environmental and Nano-microtechnologies
- in **FRENCH**
  5. Faculty of Economics and Business Administration:
    1. Business Management in European Context

#### 4.The 11 Faculties within the West University of Timisoara, are:

- Arts and Design: [www.arte.uvt.ro](http://www.arte.uvt.ro)
- Chemistry, Biology, Geography: [www.cbg.uvt.ro](http://www.cbg.uvt.ro)
- Law and Administrative Sciences: [www.drept.uvt.ro](http://www.drept.uvt.ro)
- Economy and Business Administration: [www.fea.uvt.ro](http://www.fea.uvt.ro)
- Physical Education and Sports: [www.sport.uvt.ro](http://www.sport.uvt.ro)
- Physics: [www.physics.uvt.ro](http://www.physics.uvt.ro)
- Letters, History and Theology: [www.litere.uvt.ro](http://www.litere.uvt.ro)
- Mathematics and Informatics: [www.math.uvt.ro](http://www.math.uvt.ro)
- Music: [www.muzica.uvt.ro](http://www.muzica.uvt.ro)
- Sociology and Psychology: [www.socio.uvt.ro](http://www.socio.uvt.ro)
- Political Sciences, Philosophy and Communication Sciences: [www.polsci.uvt.ro](http://www.polsci.uvt.ro)

For **DOCTORAL STUDIES** you must apply to: [CSUD, The Council for PhD University Studies](#)

#### 5.Tuition Fee

It is a general process for every international student for all universities in Romania. The fees for foreign citizens from EU third countries are:

**Domain:** Sciences / Maths / Sport / Technical / Agronomy  
**Undergraduate / Master EURO per MONTH:** 270  
**Doctorate / EURO per MONTH:** 290

**Domain:** Humanistic / Psychology / Economical sciences  
**Undergraduate / Master EURO per MONTH:** 220  
**Doctorate / EURO per MONTH:** 240

**Domain:** Music and Arts  
**Undergraduate / Master EURO per MONTH:** 420  
**Doctorate / EURO per MONTH:** 440

**Domain:** Musical interpretation, theatre  
**Undergraduate / Master EURO per MONTH:** 750  
**Doctorate / EURO per MONTH:** 770

**Domain:** Architecture  
**Undergraduate / Master EURO per MONTH:** 350  
**Doctorate / EURO per MONTH:** 370

**Domain:** Medicine

**Undergraduate / Master EURO per MONTH:** 320

**Doctorate / EURO per MONTH:** 340

**Domain:** Film

**Undergraduate / Master EURO per MONTH:** 950

**Doctorate / EURO per MONTH:** 970

The tuition fee must be paid at the beginning of the academic year for 9 months of study. If you are of Romanian origin, the best way is to submit the documents to the Romanian Embassy, because they award scholarship based on academic records and of Romanian origin.

#### NECESSARY DOCUMENTS FOR OBTAINING STUDY RESIDENCE IN ROMANIA

Foreign citizens that are enrolled at the university and stay in Romania for studies must register their stay for studies purposes at the Romanian Authority for Foreigners, Timiș, with the following documents:

- Typified request from the Immigration Office, Timiș
- Typified declaration from the Immigration Office, Timiș
- Documents needed for crossing the border : Passport (having study visa on it)
- Letter of Acceptance
- Student Certificate, from the Department of International Relations for prolonging study visa
- Health Certificate from The Student Polyclinic or any public or private health clinic (in addition, students above 26 years old, must have the proof of the health insurance payment form The National Health Insurance Agency, Timiș, No.4, Corbului Street )
- Proof of accommodation (rental contract or hostel contract)
- Proof of monetary / maintenance resources (bank account) – that should be within the amount of a the minimum wage
- Fiscal stamp of 4 lei.

Address of Romanian Authority for Foreigners, Timiș:

Str. Mocioni nr. 8-10, (County Police Inspectorate) Inspectoratul de Politie Judetean (behind the police building on Take Ionescu Boulevard)

Phone: 004 -0256 – 402.432, 004 -0256 – 402.434.

#### International Relations Department:

Contact:

Claudia Brădean - Foreign (EU and non-EU) students / Foreign lecturers officer

Tel: +40-(0)256-592227

E-mail: claudia.bradean@ri.uvt.ro

claudia.bradean@e-uvt.ro

<http://www.ri.uvt.ro/en/foreign-students/>

[www.ri.uvt.ro](http://www.ri.uvt.ro)

[www.facebook.com/international.uvt](http://www.facebook.com/international.uvt)

Application Form, Non-EU – [link](#) English

Application Form, Non-EU – [link](#) French

Useful links

[Metodologie noua - romana](#)

[Metodologie noua - engleza](#)

[Metodologie noua - franceza](#)

National Education Ministry

<http://administrasite.edu.ro/index.php/articles/c371/>

<http://administrasite.edu.ro/index.php/articles/c842/>