

**Annex 1**

ENDORSED,  
DOCTORAL SUPERVISOR

TO THE SECRETARIAT OF THE DOCTORAL SCHOOL

The undersigned ....., doctoral student of the  
..... Doctoral School, enrolled in doctoral studies on ....., field  
....., mode of study ....., under the scientific supervision of  
..... I submitted my doctoral thesis with the title  
..... in  
electronic format, for the purpose of anti-plagiarism verification/ issuing the similarity report and organising the  
preliminary defence in front of the academic guidance and integrity committee.

**NOTE: I explain below the proof of meeting the minimum standards necessary for the granting of the  
Doctoral Degree in the field .....** :

- ....

**I declare that in order to write my doctoral thesis:**

- I have NOT used AI tools
- I used AI tools to identify bibliographic resources
- I used AI tools to edify the current state of knowledge in the field of doctoral thesis nationally and internationally
- I used AI tools to carry out the scientific analysis
- I utilised AI-based tools for the creation of figures and illustrations
- I used AI-like tools to write the conclusions

Date \_\_\_\_\_

Doctoral student,  
\_\_\_\_\_

**I confirm the accuracy of the doctoral student's declaration regarding the originality of the doctoral thesis.**

Doctoral supervisor,

**DECLARATION**

**Regarding the assumption of responsibility regarding the originality of the content of the doctoral thesis and compliance with quality standards and professional ethics**

The undersigned \_\_\_\_\_,  
as a doctoral student at the Doctoral School \_\_\_\_\_ within the  
Faculty \_\_\_\_\_, University of Bucharest, in the field of  
\_\_\_\_\_, I declare on my own responsibility that the present paper is the result of my work, based  
on my research and on the basis of the information obtained from sources that have been cited and indicated, according  
to the ethical norms, in notes and bibliography in accordance with the **provisions of the Art. 71 paragraphs (13)  
and (14) and art. 168 paragraphs (1) and (2)** of Law no. 199/2023 on Higher Education, as subsequently amended  
and supplemented, **and of art. 21** of the Order of the Minister of Education no. 3020/2024 for the approval of the  
Framework Regulation on doctoral studies, with subsequent amendments and completions. I declare that I have not  
tacitly or illegally used the work of others and that no part of the thesis infringes the intellectual property rights of  
anyone else, natural or legal person. I declare that the work has not been presented in this form to any other Institution  
of Higher Education in order to obtain a scientific or didactic degree or title.

Date \_\_\_\_\_

Signature of the doctoral student

\_\_\_\_\_

UNIVERSITY OF BUCHAREST  
FACULTY \_\_\_\_\_  
DOCTORAL SCHOOL \_\_\_\_\_

No. \_\_\_\_\_, Date \_\_\_\_\_

*To*  
*THE UNIVERSITY OF BUCHAREST*  
*DOCTORATE, HABILITATION AND INTEGRITY SERVICE*

In accordance with Order of the Minister of Education no. 3020/2024 for the approval of *Framework Regulation on Doctoral Studies*, with subsequent amendments and completions, art. **22**, item 1 letter a, we send you, the doctoral thesis entitled \_\_\_\_\_

\_\_\_\_\_, **in electronic format at the email address [birou@doctorat.unibuc.ro](mailto:birou@doctorat.unibuc.ro)** OR **uploaded to the Drive**, elaborated by \_\_\_\_\_, under the scientific direction of \_\_\_\_\_, in order to issue the similarity report.

Director of the Doctoral School,

Secretary of the Doctoral School,

RESOLUTION\*

based on the analysis of the similarity report

dated \_\_\_\_\_

In accordance with the legislation in force, the analysis of the similarity report is carried out by the doctoral supervisor, the members of the academic guidance and integrity committee and by the director of the doctoral school, respectively the person designated by the doctoral school.

We declare that we have reviewed the content of the similarity report generated by the TURNITIN / Sistemantiplagiat.ro similarity analysis software for the doctoral thesis the doctoral thesis with the title \_\_\_\_\_, authored by \_\_\_\_\_

Doctoral student: \_\_\_\_\_

Year of registration: \_\_\_\_\_

Doctoral supervisor\*: \_\_\_\_\_

Doctoral field: \_\_\_\_\_

Doctoral School: \_\_\_\_\_

Faculty: \_\_\_\_\_

The evaluation of the similarity report indicates a percentage of similarities of \_\_\_\_\_

Following the consultation of the academic guidance and integrity committee and after the analysis of the similarities report, we mention the following:

- the thesis does not contain unauthorised borrowings / plagiarised content and the organisation of the preliminary defence is recommended;
- the thesis presupposes minor changes according to the observations mentioned below and the organisation of the preliminary defence is recommended;
- the thesis is not admitted for the preliminary defence because the borrowings detected in the work are not justified and indicate signs of plagiarism. OR The work contains intentional text modifications that indicate an attempt to conceal unauthorised borrowings, which may serve as indicators of plagiarism. Therefore, the necessity to perform modifications to the doctoral thesis is indicated. After addressing the highlighted aspects, the steps of the Procedure for the completion of doctoral studies shall be resumed in accordance with Article 4, starting from the phase of submitting the doctoral thesis based on an application.

**Observations/recommendations regarding the similarity report:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The doctoral student will be officially notified by the doctoral school about the results of this analysis.

Name, surname and teaching/research:	Quality:	The similarity coefficient of the thesis:	Signature
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		..... is supported for preliminary defence (YES/NO)	
	Doctoral supervisor		
	Director of the Doctoral School, designated person		
	Member of the Academic Guidance and Integrity Committee		
	Member of the Academic Guidance and Integrity Committee		
	Member of the Academic Guidance and Integrity Committee		

\* Doctoral supervisors (if there is co-supervision/co-supervision)

Endorsement

Doctoral supervisor,

### **LIST OF CHANGES**

**in the text of the doctoral thesis on the basis of which the similarity report was issued, for the organisation of the preliminary defence**

The undersigned \_\_\_\_\_, as a doctoral student at the Doctoral School \_\_\_\_\_ within the Faculty \_\_\_\_\_, the University of Bucharest, in the field of \_\_\_\_\_, I hereby declare on my own responsibility that the doctoral thesis is / is not identical to the electronic version submitted for the purpose of issuing the similarity report.

Compared to the electronic version, the following modifications\* were made, upon the recommendation of the academic guidance and integrity committee that analysed the similarity report, according to Annex 4:

- At page ....
- At page ....

Date \_\_\_\_\_

Signature of the doctoral student

\_\_\_\_\_

\*All reasons/changes will be mentioned.

**REGISTRATION NUMBER FROM THE DOCTORAL SCHOOL**

ENDORSEMENT OF THE  
DOCTORAL SUPERVISOR

To the Director of the doctoral school,

The undersigned/ ....., doctoral student of the Doctoral School ....., enrolled in doctoral studies on ....., in the field ....., mode of study ....., please approve the preliminary defence within the **academic guidance and integrity committee**

- a) in physical format
- b) in hybrid format, with the physical presence of the doctoral student and the doctoral supervisor
- c) in online format\*

of the doctoral thesis with the title: .....  
.....  
.....

under the scientific supervision of ..... for the date: ..... within the doctoral school.

\*The request for **online** preliminary defence is due \_\_\_\_\_ .

Date \_\_\_\_\_

Doctoral student,  
\_\_\_\_\_

UNIVERSITY OF BUCHAREST  
 FACULTY OF .....  
 DOCTORAL SCHOOL .....

**AGREEMENT  
 OF THE ACADEMIC GUIDANCE AND INTEGRITY COMMITTEE  
 For the official submission of the doctoral thesis  
 dated .....**

The doctoral supervisor and the members of the academic guidance and integrity committee, who met on ....., discussed the endorsement of the doctoral thesis of Mr. / Mrs. ...., with the title:

.....  
 ....., under the supervision of the doctoral supervisor .....

The doctoral student presented the thesis and, following its analysis and discussions, **the doctoral supervisor and the members of the advisory and academic integrity committee** decided the following:

1. Observations and recommendations:

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

2 The members of the academic guidance and integrity committee decided:

**favourable endorsement** for the official submission of the doctoral thesis, for the uploading of the doctoral thesis on the national electronic platform for public consultation and for organising the public defence.  
**The estimated date for the public defence of the thesis is** \_\_\_\_\_ (minimum 4 months from the posting on the national platform).

**Non-endorsement** for the official submission of the doctoral thesis and public defence for the following reasons:

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

The doctoral supervisor and the members of the academic guidance and integrity committee propose to redo the thesis by the date of \_\_\_\_\_ (maximum term of 6 months). The thesis will later be reconsidered in terms of issuing a new similarities report and re-defended before the academic guidance and integrity committee.

Name, surname and teaching/research function	Present* in committee as:	Thesis similarity coefficient** ..... is accepted for the public defence (YES/NO)	The conditions imposed by the CNATDCU for the public defence of the thesis are met (YES/NO)	Agreement expressed in relation to public defence (YES/NO)	Signature

	Doctoral supervisor				
	Member of the Academic Guidance and Integrity Committee				
	Member of the Academic Guidance and Integrity Committee				
	Member of the Academic Guidance and Integrity Committee				

\* Doctoral supervisors (if there is co-supervision/co-supervision)

\*\*Members who have not been or cannot be physically present send an e-mail with the verdict ENDORSED /NOT ENDORSED.

The printed e-mail is attached, and "e-mail attached" is filled in instead of the signature.

**ACCEPTANCE REPORT  
of the doctoral supervisor  
in order to officially submit the doctoral thesis**

The undersigned/ \_\_\_\_\_, Prof. Dr./ Assoc. Prof. Dr. /  
S.R. I/ S.R. II / habil. \_\_\_\_\_, doctoral supervisor, coordinator of the doctoral  
thesis with the title \_\_\_\_\_,  
elaborated by the doctoral student \_\_\_\_\_ in the field of  
\_\_\_\_\_, in accordance with the agreement of the academic guidance and integrity  
committee and the results of the analysis on the similarities report, I recommend the official submission of  
the thesis and the organisation of the public defence.

Date \_\_\_\_\_

Signature of the doctoral supervisor,

\_\_\_\_\_

University of Bucharest  
Faculty .....  
Doctoral School .....

**REQUEST FOR OFFICIAL SUBMISSION OF THE THESIS**

I confirm what was stated by  
the doctoral student,

Doctoral supervisor,

To the Director of the doctoral school,

The undersigned \_\_\_\_\_,  
doctoral student in the field \_\_\_\_\_, having as doctoral supervisor  
\_\_\_\_\_, I completed my doctoral thesis with the title:  
”\_\_\_\_\_”  
\_\_\_\_\_”

which I submit in one (1) copy, in order to obtain the Doctoral Degree in the field  
\_\_\_\_\_.

I declare on my own responsibility that the submitted doctoral thesis, in printed and electronic format, is in accordance with the one that was subjected to the similarity analysis for preliminary defence and includes the recommended amendments, if applicable.

At the same time, I submit, in a **single copy**, the documents necessary to defend the thesis, according to the provisions of the Ministry of Education and Research.

In accordance with the requirements of O.M.E. no. 3020/2024, art. 22, paragraph (1) letter g), the estimated date for public defence is \_\_\_\_\_ (minimum 4 months from the posting on the national platform managed by the Executive Unit for Financing Higher Education, Research, Development and Innovation (UEFISCDI), in accordance with the legal provisions in force in the field of copyright).

Date \_\_\_\_\_

Signature of the doctoral student

\_\_\_\_\_

UNIVERSITY OF BUCHAREST

Faculty .....

Doctoral School .....

**LIST OF DOCUMENTS**

in the file of the doctoral student \_\_\_\_\_,

in the field \_\_\_\_\_,

Doctoral supervisor \_\_\_\_\_ tenured at \_\_\_\_\_,

**for the publication of the doctoral thesis in preview on the national electronic platform (REI)  
– Ministry of Education and Research (mandatory documents/information)**

No. Crt.	Document name	DRIVE (online) - PDF
<b>Preliminary defence documents</b>		
	Contract for Doctoral Studies <b>ANONYMISED/ SECURED (the name and surname of the doctoral student) ;</b> Application for writing the doctoral thesis in an international language (if different from the one mentioned in the contract)	
	Contract for cotutelle / co-direction ((IF APPLICABLE)	
	Doctoral thesis – <b>a single pdf document, with a cover page</b>	
	Annexes of the doctoral thesis – <b>a single pdf document with a cover page and opis (IF APPLICABLE)</b>	
	Identity document (scanned copy in PDF format)	
	Birth certificate (scanned copy in PDF format)	
	Marriage certificate/ name change decree, if applicable (scanned copy in PDF format)	
	Application for the official submission of the thesis	
	Doctoral student statement – regarding the publication <b>of the doctoral thesis in preview on the national public consultation platform, for 90 days, according to the legal provisions in force, before the public defence</b>	

I confirm the statement of the doctoral student

Doctoral supervisor,

**STATEMENT**

The undersigned \_\_\_\_\_  
doctoral student of the Doctoral School \_\_\_\_\_ within  
the Faculty \_\_\_\_\_ at the University of Bucharest, in the  
field \_\_\_\_\_, author of the doctoral thesis with the title:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_, having as doctoral supervisor  
\_\_\_\_\_, **I declare that I am**

**aware that the doctoral thesis will be published in preview on the National Public Consultation Platform, for 90 days, according to the legal provisions in force, before the public defence.**

Date \_\_\_\_\_

Signature of the doctoral student

\_\_\_\_\_

UNIVERSITY OF BUCHAREST

FACULTY .....

DOCTORAL SCHOOL .....

DATE (THE DATE OF PREPARATION OF THE PRELIMINARY REPORT WILL BE AFTER THE SUBMISSION OF THE DOCTORAL FILE TO THE SECRETARIAT):

**PRELIMINARY REPORT**

on the verification of fulfillment of legal requirements for the doctoral thesis defence by

\_\_\_\_\_

He/She was enrolled in the doctoral studies programme on **1 X** ..... (the form of education.....) in the field ....., having as doctoral supervisor .....

The curriculum and the theme of the doctoral thesis were approved in the meeting of the Council of the Doctoral School within **the Faculty** .....

The doctoral student has taken and passed the exams and verifications of the **training programme based on advanced university studies**, as follows:

Crt. no.	Exams and reports	Form of assesment	The result obtained	ECTS
	<b>Semester I</b>			
1.	.....			
2.	.....			
3.	.....			
4.	.....			

**Promoted with the media:**

Crt. no.	Exams and reports	Form of assesment	The result obtained	ECTS
	<b>Semester II</b>			
1.	.....			
2.	.....			
3.	.....			
4.	.....			

**Promoted with the avarage grade of:**

The doctoral student defended and promoted the scientific research project titled: ..... and was awarded the grade .....

The title of the doctoral thesis is changed to: ..... *IF APPLICABLE.*

The doctoral student has defended and promoted the research reports/progress reports of the **scientific research programme**, as follows:

Crt. no.	Research Reports	Date	The result obtained
1.	.....		
2.	.....		
3.	.....		
4.	.....		

- Publications according to the doctoral studies contract
- Other activities (co-tutelles, etc.) – *AS CASE*

He/she benefited from:

The title of the doctoral thesis is changed to: ..... *IF APPLICABLE.*

- *ALL CHANGES MADE DURING THE DOCTORAL STUDIES WILL BE MENTIONED*

Considering that the doctoral student fulfilled all the obligations provided in **the training programme based on advanced university studies** and in the **scientific research programme**, he submitted the doctoral thesis with the title:

\_\_\_\_\_

**DIRECTOR OF THE DOCTORAL SCHOOL,**

**Professor Dr.** \_\_\_\_\_

**Secretary,**

\_\_\_\_\_

/\_/\_/lex.

UNIVERSITY OF BUCHAREST  
FACULTY .....  
DOCTORAL SCHOOL .....  
Registration No. ....

**REPORT OF THE DOCTORAL SCHOOL**

**in order to validate the initiation of the public defence procedure after the end of the public display period**

from .....

Mr. / Mrs. ...., enroled on ....., form of study / financing ..... has fulfilled all the obligations provided in the training programme based on advanced university studies and in the scientific research programme.

The defence of the doctoral thesis took place on ..... and was endorsed by the doctoral supervisor and the members of the academic guidance and integrity committee.

Acceptance report of the doctoral supervisor, Prof. Dr. / Assoc. Prof. Dr. .... has been submitted in a copy, and is favourable.

The public display period started on (*day/month/year*) .....

Following the conclusion, on (*day/month/year*) ....., of the 90-day period of public display of the doctoral thesis of Mr./ Mrs. ...., with the title "*.....*", the following observations have been submitted regarding the existence of deviations from the standards of ethics and deontology:

- There were no comments
- The following observations were submitted:

No. of registration of the observation:

No. of registration of the observation:

On the recommendation of the doctoral supervisor, the following minor changes were made in the thesis, as a result of the observations submitted .....

The updated doctoral thesis, with the changes mentioned according to the above observations, in electronic format, was submitted for the issuance of the report on the degree of similarity after the public display period of the thesis.

We attach to this report the preliminary report attesting the course of the doctoral studies programme of Mrs. / Mr. ....

Given the points made above, we propose:

- the validation of the initiation of the procedure for the public defence of the doctoral thesis
- the invalidation of the initiation of the procedure for the public defence of the doctoral thesis, taking into account the above.

DIRECTOR OF THE DOCTORAL SCHOOL,

Drafted by the secretary of the doctoral school,

.....

[CSUD header]

DECISION

In order to initiate the public defence procedure after the end of the public display period

No. .... of .....

Considering the provisions of Law no. 199/2023 on Higher Education, as subsequently amended and supplemented;

Considering the Order of the Minister of Education no. 3020/2024 for the approval of the Framework Regulation on doctoral studies, with subsequent amendments and completions;

Considering the Order of the Minister of Education and Research no. 3741/2025 for the approval of the Methodology regarding the analysis of the administrative procedure carried out at the level of the institutions organising doctoral studies for the granting of the doctoral degree,

Considering the report of the Doctoral School no. : .....

Considering the approval of the Council for Doctoral Studies,

THE DIRECTOR OF C.S.U.D.  
D E C I D E S :

Art. I For the doctoral thesis elaborated by .....,  
doctoral student in the field ....., with the title  
....., having as doctoral  
supervisor .....

To validate the initiation of the public defence procedure by appointing the doctoral committee and integrating the report on the degree of similarity obtained after the public display period of the doctoral thesis;

To invalidate the initiation and recommend to resume the stages of the *Procedure for the completion of doctoral studies* from art. 4, that is, from the submission of the doctoral thesis based on an application.

Art. II The doctoral school, through the doctoral supervisor, will submit the proposal of doctoral committee for approval to the CSUD.

Art. III The Director and the Doctoral School Council shall carry out this decision.

**Director C.S.U.D.,**  
**Professor Dr. ....**

/\_/\_/1 ex.

To the Director of the doctoral school,

The undersigned/\_\_\_\_\_, Prof. Dr. / Assoc. Prof. Dr. / S.R. I /  
S.R. II habil.\_\_\_\_\_, as a doctoral supervisor in the field  
\_\_\_\_\_ propose the following doctoral committee in order to analyse the doctoral  
thesis with the title:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ elaborated by Mr./ Mrs.  
\_\_\_\_\_.

President:

\_\_\_\_\_

Official reviewers\*:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

I would like to mention that the report of acceptance of the doctoral thesis and the favourable agreement of the academic guidance and integrity committee for the submission of the thesis were submitted to the file of the doctoral student.

Doctoral supervisor,

\_\_\_\_\_

\*professor dr. /associate professor dr., scientific researcher I /scientific researcher II, persons holding a habilitation besides the teaching position.

\*The institution of origin shall be specified for each member.

FACULTY \_\_\_\_\_

DOCTORAL SCHOOL \_\_\_\_\_

No. \_\_\_\_\_ of \_\_\_\_\_

To

The Council for Doctoral Studies (CSUD)

We submit for approval the doctoral committee proposed for the analysis and defence of the doctoral thesis of Mr. / Mrs. \_\_\_\_\_ with the title:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

with the following composition:

President:

\_\_\_\_\_

Doctoral supervisor:

\_\_\_\_\_

Official reviewers\*:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

The doctoral commission was endorsed in the meeting of the Council of the Doctoral School on \_\_\_\_\_.

DIRECTOR OF THE DOCTORAL SCHOOL

Professor Dr. \_\_\_\_\_

\* The institution of origin shall be specified for each member

To the Director of the doctoral school,

The undersigned, Prof. Dr. / Assoc. Prof. Dr. / Scientific Researcher I / Scientific Researcher II  
\_\_\_\_\_, as doctoral supervisor <sup>1</sup> in the field  
\_\_\_\_\_, propose the following doctoral committee in order to analyse the  
doctoral thesis, **carried out in interdisciplinary / international cotutelle / co-direction**, with the title:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_, elaborated by  
\_\_\_\_\_.

President:

\_\_\_\_\_

Doctoral supervisor <sup>2</sup> (from the partner institution):

\_\_\_\_\_

Official reviewers <sup>3</sup> (to be completed with the number of reviewers according to the provisions of the cotutelle / co-direction agreement):

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

I would like to mention that the acceptance reports of the thesis and the agreement of the academic guidance and integrity committee for the submission of the thesis were submitted to the doctoral student's file.

Doctoral supervisor,

\_\_\_\_\_

\_\_\_\_\_  
<sup>1</sup> The doctoral supervisor from the University of Bucharest

<sup>2</sup> The doctoral supervisor at the partner institution

<sup>3</sup> Professor / Associate Professor, Scientific Researcher I / Scientific Researcher II, persons holding a habilitation besides the teaching position.

The institution of origin shall be specified for each member.

FACULTY OF \_\_\_\_\_  
DOCTORAL SCHOOL \_\_\_\_\_  
No. \_\_\_\_\_ of \_\_\_\_\_

To  
Council for Doctoral Studies (CSUD)

We submit for approval the doctoral committee for the analysis and defence of the doctoral thesis, **carried out in co-supervision / interdisciplinary / international co-direction**, by Mr. / Mrs. \_\_\_\_\_, with the title:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_, in the following composition:

President:

\_\_\_\_\_

Doctoral supervisors:

1. \_\_\_\_\_
2. \_\_\_\_\_

Official reviewers\*:

4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_

The committee was endorsed in the meeting of the Council of the Doctoral School on \_\_\_\_\_.

DIRECTOR OF THE DOCTORAL SCHOOL,

Professor Dr. \_\_\_\_\_

\* The institution of origin shall be specified for each member.

[CSUD header]

DECISION no. \_\_\_\_\_  
of \_\_\_\_\_

Considering the provisions of Law no. 199/2023 on Higher Education, as subsequently amended and supplemented;

Considering the Order of the Minister of Education no. 3020/2024 for the approval of the Framework Regulation on doctoral studies, with subsequent amendments and completions;

Considering the opinion of the Council of the Doctoral School \_\_\_\_\_;

Considering the approval of the Council for Doctoral Studies (CSUD),

THE DIRECTOR OF CSUD – IODS - UNIVERSITY OF BUCHAREST  
D E C I D E S:

Art. I – The doctoral committee is approved for the evaluation and defence of the doctoral thesis with the theme:

\_\_\_\_\_

authored by \_\_\_\_\_,

Doctoral student in the field \_\_\_\_\_.

President: Prof. / Assoc. Prof. Dr. \_\_\_\_\_.

Doctoral supervisor: Prof. Dr./ (academic rank) habil. \_\_\_\_\_;

Members: Prof. /Assoc. Prof. Dr. \_\_\_\_\_ – University \_\_\_\_\_;  
Prof. /Assoc. Prof. Dr. \_\_\_\_\_ – \_\_\_\_\_.  
Prof. /Assoc. Prof. Dr. \_\_\_\_\_ – \_\_\_\_\_.

Art. II – The Secretariat Department, the Human Resources Department and the Secretariat of the Doctoral School shall implement this decision.

CSUD DIRECTOR,

/ / /2 ex.

**[CSUD HEADER]**

DECISION no. ....  
of .....

Considering the provisions of Law no. 199/2023 on Higher Education, as subsequently amended and supplemented;

Considering the Order of the Minister of Education no. 3020/2024 for the approval of the Framework Regulation on doctoral studies, with subsequent amendments and completions;

Considering the cotutelle / co-direction agreement concluded between \_\_\_\_\_;

Considering the endorsement of the Council of the Doctoral School \_\_\_\_\_;

Considering the approval of the Council for Doctoral Studies (CSUD) \_\_\_\_\_;

THE DIRECTOR OF THE CSUD – IODS - UNIVERSITY OF BUCHAREST  
D E C I D E :

Art. I – The approval of the committee for the evaluation and defence of the doctoral thesis with the theme:

\_\_\_\_\_ ,

authored by .....,

doctoral student in the field .....

President: Prof. Dr. ....;

Leaders

Ph.D.: Prof. Dr./ (academic rank) habil.....;

Prof. dr./ (academic rank) habil..... – .....

Members:

Assoc. Prof. Dr. .... – University .....

Scientific Researcher I Dr. .... – Institute .....

Prof.dr./Assoc. Prof. dr. .... – .....

Prof. dr./Assoc. Prof. dr. .... – .....

Prof. dr./Assoc. Prof. dr. .... – University .....

Art. II – The Secretariat Department, the Human Resources Department and the Secretariat of the Doctoral School shall implement this decision.

THE DIRECTOR OF THE CSUD,

UNIVERSITY OF BUCHAREST  
DOCTORAL SCHOOL .....  
Blvd. ....

No. \_\_\_\_\_  
Date \_\_\_\_\_

**Prof. Dr.** .....  
**University** .....

We inform you that, by CSUD Decision no. .... of ....., you have been appointed a expert member of the doctoral committee for the analysis of Mrs./Mr. .... thesis , with the title:

..... ,

in order to obtain the Doctoral Degree in the field of doctoral studies .....

In accordance with the *Instructions of the Ministry of Education and Research on the attribution of scientific titles*, we send you the doctoral thesis, the CV, the list of publications and the list of mandatory activities for the preparation of the report, which will have to include the following sections:

- general and analytical assessments on the scientific level of the doctoral thesis,
- references to the contribution made by the candidate, on its theoretical and applicative value, so as to draw clear and well-reasoned conclusions on the admissibility of the thesis for the public defence,
- references to learning outcomes materialised in the acquisition of advanced professional and transversal skills, including as a result of the compulsory activities carried out.

**The report** will be prepared in a **single copy** and will be submitted, within one month from the date of this official communication, to the Doctoral School ....., Bd. .... no. ...., sector ....., **to which the following will be attached:**

- **CV (with minimum personal data: name, surname, institutional e-mail address, updated, dated and signed OR link where it can be viewed);**
- **the taxpayer's declaration;**
- **certificate from the workplace, showing the academic rank and the length of service in education or the position in the research activity and the seniority in the specialty;**
- **The consultant / retired teachers will request this certificate from the last job, which will show the seniority bracket had on the date of retirement.**

DIRECTOR OF THE DOCTORAL SCHOOL,

Prof. Dr. ....

DRAFTED BY THE SECRETARY OF THE DOCTORAL SCHOOL,

UNIVERSITY OF BUCHAREST  
DOCTORAL SCHOOL  
..... Blvd.

No. \_\_\_\_\_  
Date \_\_\_\_\_

**Prof. Dr.** .....  
**University** .....

We inform you that, by CSUD Decision no. .... of ....., you have been appointed a specialist member of the doctoral committee for the analysis of the thesis authored by Mrs./Mr. ...., with the title:

.....,

in order to obtain the Doctoral Degree in the field of .....

In accordance with the *Instructions of the Ministry of Education and Research on the attribution of scientific titles*, we send you the doctoral thesis, the CV, the list of publications and the list of mandatory activities for the preparation of the report, which will have to include the following sections:

- general and analytical assessments on the scientific level of the doctoral thesis,
- references to the contribution made by the candidate, on its theoretical and applicative value, so as to clearly and arguably draw well-reasoned conclusions on the admissibility of the thesis for the defence,
- references to learning outcomes materialised in the acquisition of advanced professional and transversal skills, including as a result of the compulsory activities carried out.

**The report** will be prepared **in a single copy** and will be submitted, together with the CV (**with minimum personal data: name, surname, institutional e-mail address, updated, dated and signed, or link where it can be viewed**), within one month from the date of this official communication, to the Doctoral School ....., Bd. .... no. ...., district .....

DIRECTOR OF THE DOCTORAL SCHOOL,

Prof. Dr. ....

DRAFTED BY THE SECRETARY OF THE DOCTORAL SCHOOL,

\_/\_/1 ex.

UNIVERSITY OF BUCHAREST

TAXPAYER'S DECLARATION

The undersigned / Prof. Dr. / Assist. Prof. Dr. / S.R. I/ S.R. II / habil. ...., employee of ....., taking into account the provisions of Law no. 571/2003 regarding the Fiscal Code, in order to establish the additional personal deductions for my dependents, I hereby declare on my own responsibility that the following data are real and correspond to the current situation, knowing that false declarations are punishable according to the criminal law.

I undertake to notify the employer within the legal deadline in case there will be changes in the communicated situation and to present the supporting documents.

PERSONAL DATA OF THE REVIEWER

Name and surname .....  
PIN (Personal Identification Number) .....  
Address: City ....., Street, no. ....., block ....., entrance ....., app. ....., district ....., County, .....  
I want my remuneration to be transferred to the account held at the Bank .....  
(An official bank statement will be attached).

STATEMENT

The undersigned .....  
PIN ....., ID card series ..... no. .....,  
issued by ..... on (day/month/year) .....  
I hereby declare on my own responsibility that I hold health insurance with the Health Insurance House\* .....

\*The Health Insurance House with which you are insured shall be specified.  
\*The Health Insurance House where the employee is insured corresponds to the Health Insurance House with which their family doctor has concluded a contract.

Date

Signature

ENDORSEMENT  
OF THE DOCTORAL SUPERVISOR

DECLARATION

Regarding the modification of the doctoral thesis after the public display period in view of the public defence

The undersigned ....., doctoral student of the  
..... Doctoral School, enrolled in doctoral studies on (day/month/year)  
....., field ....., form of study ....., under the  
scientific supervision of .....,

I declare on my own responsibility that after the initiation of the public defence procedure and the appointment of the doctoral committee, until the moment of fixing the public defence, the doctoral thesis **was / was not modified**.

The following minor changes have been made:

- at the page ....
- at the page ....

**I submit the final version of the doctoral thesis, in 2 printed copies and in electronic format**, in order for the purpose of issuing the similarity report corresponding to its final version.

Date \_\_\_\_\_

Doctoral student  
\_\_\_\_\_

Endorsed by,

Endorsed by,

Doctoral supervisor,

President of the Committee ,

To the Director of .....,

The undersigned \_\_\_\_\_, doctoral student in the \_\_\_\_\_ field, having as doctoral supervisor \_\_\_\_\_, considering that all the acceptance reports and documents regarding the payment of the official reviewers have been submitted to the file, please kindly approve my public defence of the doctoral thesis with the title\*:

1) the title of the doctoral thesis (in the language in which the thesis has been written)

\_\_\_\_\_

2) The title of the doctoral thesis translated into an international language

\_\_\_\_\_

for (day/month/year) \_\_\_\_\_, at [hour] \_\_\_\_\_, Room/ Amphitheatre/ Lecture Theatre \_\_\_\_\_.

Date \_\_\_\_\_

Signature

\_\_\_\_\_

\* It is mandatory that this application is completed by the doctoral student **on a computer**. If the doctoral thesis is written in a foreign language, the title in the foreign language must be entered first, followed by its translation into Romanian. **The title of the doctoral thesis (in Romanian and foreign language) will appear on the Doctoral Diploma.**

The application will be submitted to the secretariat of the doctoral school at least **25 days** before the scheduled date for the public defence of the thesis.

UNIVERSITY OF BUCHAREST  
FACULTY .....  
DOCTORAL SCHOOL .....

DELIVERY AND RECEIPT PROTOCOL  
for depositing a copy of the doctoral thesis at the library of the  
Faculty .....  
dated .....

I, the undersigned ....., secretary of the doctoral school, I  
handed over the doctoral thesis with the title .....  
..... authored by....., having as a doctoral supervisor  
..... . The thesis comprises a number of ..... tabs or pages.  
The present delivery and receipt protocol was drawn up in 2 copies.

Delivered by,

Received by,

**UNIVERSITY OF BUCHAREST**  
FACULTY OF .....  
DOCTORAL SCHOOL .....

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**A N N O U N C E M E N T**

*On the day of \_\_\_ month \_\_\_, year \_\_\_\_\_ o'clock  
in the Amphiteatre./ Lecture Theatre /Council Room  
of the Faculty of \_\_\_\_\_*

will take place the public defence of the *doctoral thesis*  
entitled:

\_\_\_\_\_ ,

*authored by*

\_\_\_\_\_

*in order to obtain the scientific title of Doctor in \_\_\_\_\_*

**The composition of the doctoral thesis analysis and defence committee:**

**President:** Prof. dr./Assoc. Prof. dr. \_\_\_\_\_

**PhD supervisor:** Prof. dr./Assoc. Prof. Dr. habil. \_\_\_\_\_

**Official referees:**  
1. \_\_\_\_\_ ;  
2. \_\_\_\_\_ ;  
3. \_\_\_\_\_ .

*The doctoral thesis can be consulted at the faculty library.*

*Initials of the person who prepared the document / Announcement date (minimum 20 days prior to the defence)*

UNIVERSITY OF BUCHAREST  
FACULTY .....  
DOCTORAL SCHOOL .....

MINUTES

concluded today, ....., on the occasion of the public defence of the doctoral thesis,  
by doctoral student .....

In the Amphitheater / Council Room ..... of the Faculty ....., the doctoral thesis  
with the title: ".....", presented by the doctoral student  
....., was defended today in a public meeting.

The committee, appointed by Decision no. .... of .....of the CSUD - University of  
Bucharest , is made up of:

- Prof. Dr. / Assoc. Prof. Dr. .... President;
- Prof. Dr. /Assoc. Prof. Dr. .... doctoral supervisor;
- Prof. Dr. /Assoc. Prof. Dr. .... official reviewer;
- Prof. Dr. / S.R. I ..... official reviewer;
- Prof. dr. / Assoc. Prof. Dr. .... official reviewer.

After the President of the committee, ..... presented the content of the doctoral  
student's file and mentioned that the legal formalities for public defence were fulfilled, the doctoral student was invited  
to present the most significant aspects of the thesis and the conclusions reached.

After the presentation, the President ..... invited the doctoral supervisor, Prof. Dr.  
....., to presented the official report.

The 3 official reviewers\* presented their reports and concluded that the paper meets the legal conditions to  
be accepted as a valid and compliant doctoral thesis.

During the public defence, the following questions were asked and the following answers were received:

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

The members of the doctoral committee withdrew for deliberation.

Based on the grades received by the doctoral student during their doctoral university studies and at the public  
thesis defence, the committee deliberated and decided **to award / not to award** the title of “Doctor” in the **field**  
\_\_\_\_\_.

Name, surname and teaching/research position	Quality	Signature**
	President	
	Doctoral supervisor	
	Official reviewer	
	Official reviewer	
	Official reviewer	

After deliberation, the President of the doctoral committee announced the result: based on the open vote cast, all the members of the doctoral committee agreed to award the doctoral degree in the field ....., with the grade\*\*\*\* ....., to the doctoral student ..... . The decision shall be submitted to the specialised commission ..... within C.N.A.T.D.C.U.

THE PRESIDENT OF THE COMMITTEE,

PROF. DR. ....

\*If an official reviewer is not present, this will be mentioned. The respective reviewer must send, in writing (by fax or e-mail), his/her vote to the president of the doctoral committee.

\*\*If one or more reviewers will participate online, this will be mentioned. The respective reviewer(s) will send his/their vote. In the case of the doctoral thesis in cotutelle/co-direction, when the doctoral supervisor participates online, he/she will send his/her vote by e-mail.

\*\*\*The grades that can be awarded are: 'excellent', 'very good', 'good', 'satisfactory' or 'unsatisfactory'. In case of awarding the **qualification "unsatisfactory"**, the minutes of the thesis defence session shall specify the content elements to be revised or completed in the doctoral thesis, as well as the deadline for revision (in accordance with the legal provisions in force).

**To the President of the doctoral committee,**

Honoured President of the doctoral committee,

The undersigned, ....., from the University ....., appointed **as official reviewer** in the doctoral committee of Mrs. / Mr. ...., I inform you that, for objective reasons, **I cannot participate** in the public defence of the doctoral thesis, scheduled for ....., at the Doctoral School .....

I hereby declare that I maintain my assessments / recommendations expressed in the evaluation report of the doctoral thesis and I vote in favour of awarding the doctoral degree in the field of doctoral studies ..... to Mrs. / Mr. ...., as well as for granting the grade .....

Signature .....

Date .....

**To the President of the doctoral committee,**

Honoured President,

The undersigned/....., from  
..... University, appointed **as official  
reviewer** in the doctoral committee of Mrs. / Mr. ....,  
I confirm **my online participation** in the public defence of the doctoral thesis scheduled for  
....., at the Doctoral School .....

I hereby declare that I maintain my assessments/recommendations expressed in the  
doctoral thesis evaluation report and I vote for the awarding of the doctoral degree in the field of  
doctoral studies ..... to Mrs. / Mr. .... ,  
as well as for granting the qualification .....

Signature .....

Date .....

**To the President of the doctoral committee,**

Honoured President,

The undersigned ....., from the University ....., as **doctoral supervisor** of Mrs. / Mr. ...., confirm **my participation online** at the public defence of the doctoral thesis, scheduled for ....., at the Doctoral School .....

I hereby declare that I maintain my assessments /recommendations expressed in the evaluation report of the doctoral thesis elaborated in **cotutelle/co-direction** and I vote for the awarding of the doctoral degree in the field of doctoral studies ..... to Mrs. / Mr. .... as well as for granting the grade .....

Signature .....

Date .....

**Annex 25**

**STATEMENT\***

regarding the option in favour of publishing the doctoral thesis

The undersigned \_\_\_\_\_, doctoral student  
at the Doctoral School \_\_\_\_\_ within  
the Faculty \_\_\_\_\_, University of Bucharest,  
in the field of \_\_\_\_\_, author of the doctoral thesis entitled

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_, having as doctoral supervisor  
\_\_\_\_\_ and publicly defended on  
\_\_\_\_\_, declare that:

- I do not opt**  
 **I opt**

**for the separate publication of the doctoral thesis or some chapters thereof.**

I acknowledge and accept that, by ticking "**I do not opt**" for the separate publication of the doctoral thesis or some chapters of it, **the digital form of the thesis remains public** and will be freely accessible on the national platform managed by UEFISCDI, including after the decision to award the doctoral degree. The thesis will be awarded a copyright protection license.

I acknowledge and accept that, by ticking "**I opt**" for the separate publication of the doctoral thesis or some chapters of it, **I commit to notifying** the University of Bucharest and the doctoral school about the publication of the doctoral thesis or some chapters of it and I will send the bibliographic indication and a link to the publication (links to publications) so that they can be made public on the national platform managed by UEFISCDI.

I am aware and accept that, **if within 24 months** from the issuance of the decision to award the doctoral degree **I will not notify the University of Bucharest and the doctoral school about the separate publication of the doctoral thesis or some chapters thereof, the digital form of the thesis will become freely accessible** on the national platform managed by UEFISCDI, with the attribution of a copyright protection license.

**Signature:**

**Date:**

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*\*Based on the provisions of O.M.E. no. 3020/January 8, 2024 for the approval of the Framework Regulation on doctoral studies, with subsequent amendments and completions.*

## INFORMATION ON THE CONFIDENTIALITY OF PERSONAL DATA

*According to EU Regulation 679/2016 on the protection of natural persons with regard to the processing of personal data, the University of Bucharest is a data controller.*

*Personal information in the categories of identity, contact, education, professional experience, etc. is provided to the University of Bucharest by a doctoral student for the management of doctoral programmes organised by the faculties of the University of Bucharest. You are obliged to provide this personal data for the fulfilment of the aforementioned purpose, and refusal to provide this data may lead to difficulties or impossibility of completing the doctoral programme.*

*The information is lawfully processed in accordance with: Law no. 199/2023 on Higher Education, as subsequently amended and supplemented, O.M.E. no. 3020/January 8, 2024 for the approval of the Framework Regulation on Doctoral University Studies, as subsequently amended and supplemented Regulation on the organisation and conduct of doctoral degree programmes in the University of Bucharest 2024, as amended and supplemented later, etc.*

*From the point of view of Regulation (EU) 679/2016, the processing of personal data fulfils one of the following conditions: the processing is necessary for the performance of a contract to which the data subject is a party; the processing is necessary for the performance of a legal obligation incumbent on the controller, or the processing is necessary for the performance of a task which serves a public interest or which results from the exercise of official authority vested by the controller.*

*The information collected about you is kept in written form and/or in electronic form. We ensure that the information we hold is kept in secure locations, with an adequate level of security and with access allowed only to authorised personnel.*

*To the extent permitted by data protection law, in order to fulfil our contractual and legal obligations, we transmit your personal data to national authorities, service providers, etc. At this time, the recipients of personal information are: Ministry of Education, C.N.A.T.D.C.U. / U.E.F.I.S.C.D.I., ARACIS etc.*

*If you wish to make a request under EU Regulation 679/2016, in order for us to respond to you in an effective way, you will need to provide us with information on the basis of which to establish your identity and information on the data you request.*

*Detailed information on the data processing carried out in the case of doctoral students is available on the website of the University of Bucharest at [www.unibuc.ro/protectia-datelor/](http://www.unibuc.ro/protectia-datelor/).*

## UNIVERSITY OF BUCHAREST

Faculty .....

Doctoral School .....

**LIST OF DOCUMENTS**

in the file of the doctoral student \_\_\_\_\_

for the submission and public defence of the doctoral thesis in the field of \_\_\_\_\_

Electronic file document cf. O.M. 3741/2025	Document name	UB procedure annex	No. of pages	Scanned PDF / online	physical / UB
<b>Preliminary defence documents</b>					
e.	Admission decision / Registration provision		pages	X	
f.	ANONYMISED / SECURED doctoral study contract and addenda, as the case may be (interruptions, extension, transfer, etc.)		__ pages	X	X
g.	The decision to appoint the academic guidance and integrity committee, constituted in accordance with the provisions of the Framework Regulation, O.M.E. 3020/2024		__ pages	X	X
ș.	Doctoral thesis in electronic copy		2 CDs	X	2 CDs
	Doctoral thesis in printed copy		2 copies		X
	Abstract of the doctoral thesis in electronic format			X	
	Abstract of the doctoral thesis in printed copy – in one copy – on which there will be the written consent of the doctoral supervisor		__ pages		X
i.	Statement of the doctoral student regarding his/her own responsibility (non-plagiarism)	Annex 2	pages	X	X
d.	CV of the doctoral student		pages	X	X
j.	Similarity reports that will include both the resolution of the doctoral supervisor, the academic guidance and integrity committee and the person/persons designated by the doctoral school + Resolution of the doctoral supervisor on the similarity report	Reports + Annex 4 + Annex 24	__ pages	X	X
k.	Acceptance report - doctoral supervisor + Agreement of the academic guidance and integrity committee	Report + Annex 7	__ pages	X	X
r.	Doctoral supervisor's report submitted at least 15 days before the thesis defence		pages	X	X
h.	Application, signed by the doctoral student, registered at the doctoral school, regarding the start of the thesis evaluation procedures by the academic guidance and integrity committee, endorsed by the doctoral supervisor, in order to carry on the preliminary defence	Annex 1	__ pages	X	X
l.	The report prepared by the doctoral school in order to validate the initiation of the public defence procedure, after the end of the 90-day period of public consultation of the doctoral thesis, accompanied by documents attesting the course of the study programme – the preliminary report	Annex 11	__ pages	X	X
m.	CSUD decision validating the initiation of the procedure for the public defence of the doctoral thesis	Annex 12	__ pages	X	X
	Copy of the curriculum (advanced university training programme and scientific research programme)		pages		X
a.	Identity card / document (scanned copy in PDF format)		pages	X	X
b.	Birth certificate (scanned copy in PDF format)		pages	X	X
c.	Marriage certificate, if applicable (scanned copy in PDF format)		pages	X	X
	Copy of the baccalaureate diploma – true copy of the original		pages		X
	Copy of the bachelor's degree and the annex – true copy of the original		pages		X
	Copy of the master's degree and the annex – true copy of the original		pages		X
t.	List of research papers (publications resulting from scientific research within the doctoral studies programme, published or accepted for publication, etc.) signed by the doctoral student + <b>Scans of publications / articles</b>		__ pages	X	X
t.	<b>Scans of publications / research papers</b>		NO	X	NO
	Application for the official submission of the thesis	Annex 8	pages		X
	Doctoral student's declaration – regarding the publication <b>of the doctoral thesis in preview on the national public consultation platform, for 90 days, according to the legal provisions in force, before the public defence</b>	Annex 9	__ pages	X	X
	Preliminary report dated after the opinion of the academic guidance and integrity committee, but no later than the date of the official submission ( <i>With the mention of the changes in the situation of the doctoral student - change of the title of the thesis, change of research reports, interruption/extension of the advanced university training programme/scientific research programme, transfer from one supervisor to another, equivalence of research reports, thesis written in a foreign language, cotutelle agreement, etc.</i> )	Annex 10	__ pages	X	X
<b>Public defence documents</b>					
	Proposal for the composition of the doctoral committee (scanned copy in PDF format), drawn up by the doctoral supervisor and approved by the CSUD	Annex 11 with all sub-annexes 1 to 6		X	

p.	Decision of the CSUD approving the doctoral committee (scanned copy in PDF format)	Annex 12	pages	X	
q.	Committee member report		pages	X	X
q.	Committee member report		pages	X	X
q.	Committee member report		pages	X	X
	CVs of all members of the public defence committee (with minimum personal data: name, surname, institutional e-mail address, updated, dated and signed)		__ pages	X	X
n.	Request for setting the date for the public defence	Annex 18	pages	X	X
	Certificate / Protocol regarding the submission of the doctoral thesis at the library (dated at least 20 days before the public defence)	Annex 19			
o.	Announcement of the public defence (dated at the same time as the application for setting the date of the public defence and the handover receipt protocol from the library – at least 20 days before the public defence)	Annex 20	__ pages	X	X
s.	Minutes of public defence, proposal for awarding the title/degree	Annex 21	pages	X	X
	Absent committee member vote, if applicable	Annex 22	pages	X	X
	Vote of the member of the online participation committee, if applicable	Annex 23	pages	X	X
	Vote of the secondary doctoral supervisor (in cases of theses in cotutelle/co-direction), online participation, if applicable	Annex 24	__ pages	X	X
t.	Doctoral student's statement regarding the options for publishing the doctoral thesis	Annex 25	pages	X	X
u.	The official communication of IOSUD-UB through which the file and the doctoral thesis are sent to CNATDCU		__ pages	X	X

Secretary of the Doctoral School,

N.B. Annexes that are not scanned by the secretariat of the doctoral school:

Annex 3 – Anti-plagiarism check official communication sent by the doctoral school

Annex 15 – Official reviewer notification

Annex 16 – Taxpayer's declaration