

**APPROVED,
with the changes
of the U.B. Senate meeting
of 19.03.2025**

**Methodology regarding automatic recognition by the Institution Organising Doctoral
Studies – University of Bucharest
of the quality of doctoral supervisor obtained in Higher Education or Research and
Development Institutions abroad**

Art. 1.

Romanian citizens, citizens of member states of the European Union, of the European Economic Area, of the Swiss Confederation and citizens of third countries, who have acquired the legal right to supervise doctorates in accredited Higher Education or Research and Development Institutions, are eligible to submit applications for the automatic recognition of the quality of doctoral supervisor at the Institution Organising Doctoral Studies – University of Bucharest (I.O.D.S. – U.B.), citizens of member states of the European Union, of the European Economic Area, of the Swiss Confederation and citizens of third countries, who have acquired the legal right to supervise doctorates in accredited Higher Education or Research and Development Institutions abroad.

Art. 2.

The persons referred to in art. (1) may obtain the certificate of recognition of the habilitation, as follows:

- a) specialists who have the quality of doctoral supervisor in one of the member states of the European Union or of the European Economic Area or in the Swiss Confederation

automatically acquire the quality of doctoral supervisor in Romania by recognizing and issuing the Certificate of recognition of the habilitation by the I.O.D.S. – U.B.;

- b) specialists who have the quality of doctoral supervisor in one of the higher education institutions outside the countries referred to in letter a), which are among the most prestigious higher education institutions in the world, according to the provisions of the Order of the Minister of Education on the approval of the list of prestigious universities in other states, automatically acquire the quality of doctoral supervisor in Romania by recognizing and issuing the certificate of recognition of the habilitation by I.O.D.S. – UB.;
- c) specialists who are doctoral supervisors within institutions abroad, other than those provided for in letter a) or b), acquire the quality of doctoral supervisor in Romania by recognizing and issuing the certificate of recognition of the habilitation by the I.O.D.S. – U.B. based on an international convention of mutual recognition;
- d) persons who do not fall into one of the situations mentioned above will contact directly the National Center for Recognition and Equivalence of Diplomas within the relevant ministry.

Art. 3.

The automatic recognition of the quality of doctoral supervisor by the I.O.D.S. – U.B. does not confer by right to the holder the quality of member of a doctoral school within the U.B., which is obtained according to art.12 (8) of the Regulation on the organisation and conduct of doctoral study programmes in the University of Bucharest, approved by the U.B. Senate.

Art. 4.

The certificate of recognition of the habilitation is issued by the I.O.D.S. – U.B., specifying the accredited field of doctoral studies in accordance with the nomenclature of fields and specializations/programmes of university studies and the structure of Higher Education Institutions, approved by Government Decision.

Art. 5.

If I.O.D.S. – U.B. does not have in its structure the field for which recognition is requested, by exception, for the establishment of that field of doctoral studies, the recognition is made in the branch of science to which the respective field belongs, provided for in the nomenclature of fields and specialisations/programmes of university studies and the structure of Higher Education Institutions, approved by Government Decision. In this case, the file is sent to the Director of the

C.S.U.D., who appoints a committee made up of three specialists, one of whom is a doctoral supervisor in the field or branch of science to which the field mentioned in the applicant's application belongs.

Art. 6.

The automatically recognised quality of doctoral supervisor gives the holder the possibility to supervise doctorates only in I.O.D.S. – U.B., after affiliation to one of the doctoral schools operating in the recognised field.

Art. 7.

The exercise of the rights conferred by the quality of doctoral supervisor in the Romanian higher education system is carried out according to the legal norms in force.

Art. 8.

The file of the person applying for recognition of the status of doctoral supervisor is submitted, in the first stage, by e-mail to the Doctorate, Habilitation and Integrity Service, hereinafter referred to as S.D.A.I. (birou@doctorat.unibuc.ro) or on the electronic platform/electronic single point of contact <https://edirect.e-guvernare.ro/>. S.D.A.I. checks the documents in the file before registering it. The verification will concern the existence in the file of the documents provided for in art. 9. In case of uncertainties about the submitted documents, the S.D.A.I. secretariat may ask the applicant for clarifications and additional documents.

Art. 9.

The file will include the following:

- a) application for recognition, signed by the applicant;
- b) identity document and proof of name change (if applicable) – in copy;
- c) the Doctoral Diploma or the document by which the Doctoral Diploma was recognised, if it was obtained abroad;
- d) Diploma/Certificate/proof attesting to the quality of doctoral supervisor or habilitation;
- e) CV, list of publications and scientific contributions, signed by the applicant, in a single document;
- f) list of doctoral students supervised in other Higher Education Institutions (if applicable).

Art. 10.

The file shall be registered only after verification of the documents provided for in art. 9.

Art. 11.

The file is submitted, by e-mail, within 2 working days, to the doctoral school in the field for which recognition is requested.

Art. 12.

The Council of the Doctoral School verifies the file, referring from a scientific/academic point of view to the national and international quality standards, and submits, within 5 working days from the receipt of the file, a note containing the agreement or, as the case may be, the reasoned disagreement regarding the recognition of the quality of doctoral supervisor.

Art. 13.

S.D.A.I. informs the Director of the Council for Doctoral Studies (C.S.U.D.), who may order the return or completion of the file with certain documents.

Art. 14.

The committee appointed by the C.S.U.D. analyses the file from a scientific/academic point of view, referring to the national and international quality standards and sends to the Director of the C.S.U.D., within 5 working days from the receipt of the file, a note containing the agreement or, as the case may be, the reasoned disagreement regarding the recognition of the quality of doctoral supervisor.

Art. 15.

If the application is not approved by the Council of the Doctoral School (C.S.D.)/ the committee appointed by the C.S.U.D., S.D.A.I. notifies the applicant electronically, who can file an appeal within 10 working days from the receipt of this notification. The appeal is analysed within 5 working days by a committee appointed by the C.S.U.D.

Art. 16.

(1) After receiving the favourable resolution of the C.S.D./the committee appointed by the C.S.U.D., the decision to recognise the quality of doctoral supervisor in the approved field shall be issued.

(2) Based on the Decision on the recognition of the quality of doctoral supervisor, the Service for Study Documents, Recognition and Equivalence of Studies shall issue and issue the Certificate of recognition.

Art. 17.

This Methodology is adopted based on O.M.E. no. 5956/13.08.2024 published in the Official Gazette no. 842 of 23.08.2024, approved by the U.B. Senate on 23.10.2024 and amended in the Senate meeting of 19.03.2025.

R E C T O R,
Professor Marian PREDA

V.B./A.C./ 2 ex.

Endorsed,
RECTOR

.....

DIRECTOR OF THE DOCTORAL SCHOOL

☐ YES

☐ NO

APPLICATION FORM

on the automatic recognition of the quality of doctoral supervisor

Distinguished Rector,

I, the undersigned¹, holder of
the, having the position of,
hereby request the automatic recognition of the quality of doctoral supervisor obtained at*
.....
in the field² of, by the Doctoral School³

I mention that the automatic recognition of the qualities of doctoral supervisor is necessary
for

I hereby declare on my own responsibility and under the sanctions of the law that the
information presented in this application and in the recognition file corresponds to reality.

Date:

Signature:

**I mention that the institution is on the List of prestigious universities in other states approved by
the relevant ministry and updated periodically.*

¹ The initial(s) of the father or mother, as the case may be, will also be mentioned.

² The field of doctoral studies will be mentioned according to the nomenclature of doctoral fields and programmes of university studies and the structure of Higher Education Institutions, approved by Government decision.

³ The doctoral school where recognition is sought will be mentioned.

DECISION no. _____ of _____ 2025

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

Taking into account the provisions 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,

Considering *the Regulation on the organisation and conduct of doctoral study programmes in the University of Bucharest*, approved by the Senate of the University of Bucharest in the meeting of **July 17, 2024**, with subsequent amendments and completions,

Considering the provisions of the Order of the Minister of Education no. 5956/13.08.2024 for the approval of *the Methodology on the automatic recognition of the quality of doctoral supervisor obtained in Higher Education or Research and Development Institutions abroad*,

Considering *the Methodology regarding the automatic recognition by the Organising Institution of Doctoral Studies – University of Bucharest of the quality of doctoral supervisor obtained at Higher Education or Research and Development Institutions*, approved by the Senate of the University of Bucharest in the meeting of **October 23, 2024**, with subsequent amendments and completions,

Having regard to the opinion of the Council for Doctoral Studies,

THE RECTOR OF THE UNIVERSITY OF BUCHAREST

DECIDES:

Art. 1 The quality of doctoral supervisor obtained by Mrs. / Mr. at the
, in the field of doctoral studies is therefore recognised.

Art. 2 The Secretariat Department, the Human Resources Directorate and the Doctoral School will carry out this decision.

R E C T O R,
Professor Marian PREDA

CERTIFICATE OF RECOGNITION

The University of Bucharest recognizes the quality of doctoral supervisor obtained at , in the field of doctoral studies based on the file submitted on *[day/month/year]* by Mrs/ Mr.

The holder of this Certificate is entitled to all the rights conferred by this qualification.

RECTOR,

DIRECTOR OF THE C.S.U.D.,

No. /