



METHODOLOGY for the occupation of didactic positions

Within Transilvania University of Braşov, the fixed-term or permanent vacant positions are filled through a competition organised in accordance with the Law of Higher Education no. 199/2023, with subsequent amendments, with the Framework-Methodology on the competition for the occupation of vacant teaching and research positions in higher education, approved through G.D. no. 1339/29.12.2023, with this Methodology, as well as with the decisions of the relevant Ministry on the competitions for positions in higher education.

Art.1 (1) The didactic positions are established according to the University's plan of strategic development, and to the available financial resources.

(2) A didactic position is vacant as per the specifications in the staffing plans of the departments, or may become vacant during the academic year.

Art.2 (1) In order to fill a didactic position, the candidates need to have graduated with a bachelor's diploma or the equivalent thereof from an academic major in the field of the vacant position, respectively to hold the doctor's degree in the field of the position. As regards the fixed-term positions of Assistant Professor, the candidates may also have the status of doctoral student in the field of the position.

(2) In case the bachelor's major or the doctoral field entered on a candidate's diploma no longer appears in the nomenclature of academic fields and majors on the date of the competition, or in case the field of classification for the position did not exist on the date of the candidate's award of his/her bachelor's or doctor's degree, the Department Council that opened the position for competition is requested to equate it with one of the fields existing in the nomenclature.

(3) By way of exception and with the Executive Board's prior approval, a position open for competition may also be defined as an interdisciplinary position. In this case, the department that opens the position will designate a main field and a secondary field. The candidates will have to hold diplomas of studies in both fields, but they must hold a bachelor's degree or the equivalent thereof in the field defined as main.

Art.3 The candidates for a didactic position must have both the diploma-certified specialization which the position requires (according to art. 2 and art. 6) and scientific achievements compliant with the academic disciplines in the structure of the position which they apply for.

Art.4 (1) The proposal to put up didactic positions for competition is made by the Department Council, and endorsed by the Faculty Council. The proposal (which includes the actual position, its place in the staffing plan, the relevant academic disciplines, the encompassing field(s) and the bibliography) is transmitted to the Vice-Rectorate for Didactic Activity.

(2) The approval to open the vacancies for competition lies within the Executive Board's competence, according to art. 139 lett. d) in the Law of Higher Education no. 199/2023, with subsequent amendments.

(3) As regards the positions with an identical structure, only one competition is organised, with the candidates to be ranked according to their results in the competition tests. The procedural forms are updated accordingly.

Art.5 (1) The announcement on the competition for permanent didactic positions is published at least two months before the date of the first competition test.

(2) The period of registration in the competition for a didactic position starts on the day the vacant position is published in the Official Gazette of Romania, and ends 15 calendar days before the first competition test.

(3) The vacancy notices for open-ended positions are published at least in the following ways:

- a) on the main page of the University's website;
- b) on a specialised website, administered by the relevant Ministry;
- c) in the Official Gazette of Romania, Part III;

(4) As regards the fixed-term positions, the terms for the publication of the announcement on the competition for didactic positions in the Official Gazette of Romania and on the competition-related webpage administered by the Ministry do not apply.

(5) Complete information about the competition can be found on the University's webpage; and, as regards the open-ended positions, on the specialised webpage administered by the Ministry, too.

(6) At least the following information will be published on the competition-related webpage (UNITBV), within the time limit stipulated in par. (1):

- a) description of the position open for competition;
- b) the duties/activities related to the position put up for competition, including the teaching load and the types of activities included in the teaching load, as regards the didactic positions;
- c) the minimum salary for that position at the time of employment;
- d) the calendar of the competition;
- e) the topic of the competition tests, which includes the lectures, courses, etc., or the set of topics out of which the competition committee might choose the topic of the tests to be actually held;
- f) the description of the competition procedure;
- g) the complete list of the documents that the candidates must include in the competition file;
- h) the address to which the competition file must be sent.

(7) The announcements for the positions of Associate Professor and Professor will be displayed on the Ministry's webpage in English, too.

(8) The following will be published on the Ministry's dedicated webpage and on the University's website, within 5 working days from the time-limit of registration for the competition, with respect to each registered candidate, in compliance with the protection of personal data, for the purposes of the law:

- a) curriculum vitae;
- b) compliance sheet on the fulfilment of the minimum standards.

(9) The conduct and close of the competition at university level take place according to the University's own calendar, proposed by the Faculty Council and approved by the Executive Board.

Art.6 (1) Romanian or foreign citizens may participate in the public competition, without any discrimination, under the law.

(2) For the position of **Assistant Professor**, the candidates need to cumulatively meet the following requirements:

- a) to hold the doctor's degree in the field of the position, or to have the status of doctoral student in the field/s of the position as regards the fixed-term positions of Assistant Professor. As for the positions defined as interdisciplinary, the doctor's degree may be in the main field or in the secondary field;
- b) to have graduated from the first (undergraduate) cycle of higher education in the field of the position, with an average grade of at least 8.50 (eight and 50%), [(average grade of the study years + average grade in the bachelor's/diploma final exam)/2] – a prerequisite in the stage of verification on the candidate's eligibility;
- c) to meet the standards specific to the position of Assistant Professor, as defined in Appendix 1 for the faculty that puts up the position for competition.

(3) Within Transilvania University of Braşov, the fixed-term position of Assistant Professor may be filled for a 4-year period, at the most. The doctoral students may hold the position of Assistant Professor for a definite 6-year period, at the most, according to art. 202, par. 4 in the Law of Higher Education no. 199/2023, with subsequent amendments.

(4) For the position of **Lecturer**, the candidates need to cumulatively meet the following requirements:

- a) to hold the doctor's degree in the field of the position. As regards the positions defined as interdisciplinary, the doctor's degree may be in the main field or in the secondary field;
- b) to have graduated from the first (undergraduate) cycle of higher education in the field of the position, with an average grade of at least 8.50 (eight and 50%), [(average grade of the study years + average grade in the bachelor's/diploma final exam)/2] – a prerequisite in the stage of verification on the candidate's eligibility;
- c) to meet the standards specific to the position of Lecturer, as defined in Appendix 1 for the faculty that puts up the position for competition.

(5) For the position of **Associate Professor**, the candidates need to cumulatively meet the following requirements:

- a) to hold the doctor's degree in the field of the position. As regards the positions defined as interdisciplinary, the doctor's degree may be in the main field or in the secondary field;
- b) to have graduated from the first (undergraduate) cycle of higher education in the field of the position, with an average grade of at least 8.50 (eight and 50%), [(average grade of the study years + average grade in the bachelor's/diploma final exam)/2] – a prerequisite in the stage of verification on the candidate's eligibility, except for the ones who have obtained the habilitation of doctoral supervision;
- c) to meet the national minimum standards for the occupation of didactic positions, specific to the didactic position of Associate Professor, as approved by Order of the Minister of National Education, according to the applicable rules and regulations on the date of the competition; as regards the fields defined as interdisciplinary, it is also necessary to meet the CNATDCU standards for the secondary field, to an extent of minimum 50% of the total score established for that field;
- d) the status of project manager for at least one grant/project/contract for research, education, institutional, social or regional development, obtained through a national or international competition, implemented within a research organization (university, institute, research centre or trading company with research and development as the main activity according to its articles of association, and trade as the auxiliary one. As regards the international projects, the status of coordinator/officer on behalf of the research organization that acts as a project partner matters, too;
- e) where applicable, to meet the University's standards for the position of Associate Professor, as defined in Appendix 1 for the faculty that puts up the position for competition.

(6) For the position of **Professor**, the candidates need to cumulatively meet the following requirements:

- a) to hold the doctor's degree in the field of the position; as regards the positions defined as interdisciplinary, the doctor's degree may be in the main field or in the secondary field;
- b) to have graduated from the first (undergraduate) cycle of higher education in the field of the position, with an average grade of at least 8.50 (eight and 50%), [(average grade of the study years + average grade at the bachelor's/diploma final exam)/2] – a prerequisite in the stage of verification on the candidate's eligibility, except for the ones who have obtained the habilitation of doctoral supervision;
- c) to meet the national minimum standards for the occupation of didactic positions, specific to the didactic position of Professor, as approved by Order of the Minister of National Education (OME), according to the applicable rules and regulations on the date of the competition; as regards the

- d) fields defined as interdisciplinary, it is also necessary to meet the CNATDCU standards for the secondary field, to an extent of minimum 50% of the total score established for that field;
- e) the status of project manager for at least one grant/project/contract for research, education, institutional, social or regional development, obtained through a national or international competition, implemented within a research organization (university, institute, research centre or trading company with research and development as the main activity according to its articles of association, and trade as the auxiliary one, and with a collected budget of at least 25,000 euros (at the InforEuro exchange rate in the year of contract conclusion). As regards the international projects, the status of coordinator/officer on behalf of the research organization that acts as a project partner matters as well;
- f) where applicable, to meet the University's standards for the position of Professor, as defined in Appendix 1 for the faculty that puts up the position for competition;
- g) to hold the certificate of habilitation.

(7) In order to occupy the positions within medical higher education, apart from the ones for the academic disciplines that have no equivalent in the network of the Ministry of Health, and the ones for the preclinical disciplines, the following conditions must be met, in addition to those provided for in par. (2)-(6):

- a) for Assistant Professor employed on open-ended term – to hold the title of resident doctor or a higher medical degree;
- b) for Lecturer or Associate Professor – to hold the title of specialist doctor;
- c) for Professor - to hold the title of primary doctor;
- d) as for the academic disciplines that have an equivalent in the network of medical specialties under the Ministry of Health, the title of resident, specialist or primary doctor must be held in the specialty of the position put up for competition.

Art.7 (1) With a view to entering the competition for a didactic position, the candidate will prepare a file containing at least the following documents:

- a) formal request letter, signed by the candidate, accompanied by an affidavit on the veracity of the information submitted in the file;
- b) acknowledgement on the processing of personal data within the competition procedure;
- c) copy of the identity card or, if the candidate does not have an identity card, of the passport or another identity document issued for a purpose equivalent to the identity card or passport;
- d) if the candidate has changed his/her name, copies of the documents attesting to the change of name – marriage certificate or the deed poll – in a copy certified as true to the original;
- e) the candidate's statutory declaration specifying the situations of incompatibility provided for in the Law of Higher Education no. 199/2023, with subsequent amendments, within which s/he would fall if winning the competition, or else the absence of such incompatibility situations;
- f) certificate of criminal record;
- g) certificate of behavioural integrity;
- h) medical certificate – occupational medicine, with a view to entering the competition for a didactic position in higher education, as per Appendix 1 to OME no. 4060/27.03.2024, with the mention: apt for registering in the competition;
- i) psychiatric opinion, with a view to entering the competition for a didactic position in higher education, as per Appendix 2 to OME no. 4060/27.03.2024, attesting to the absence of neuropsychiatric conditions;
- j) documentary evidence on the candidate's doctoral degree: copy of the doctor's diploma certified as true to the original; and, if his/her original doctor's diploma is not recognised in Romania, the certificate of recognition or equivalence thereof; as regards the doctoral students who candidate for a fixed-term position of Assistant Professor, the certificate on his/her status of doctoral student;

- k) in the cases provided for in art. 6 par. (7), copies of the documents attesting to the candidate's aforementioned medical degrees, certified as true to the original;
- l) copies of other diplomas attesting to the candidate's studies, including the certificate of habilitation (where applicable), certified as true to the original;
- m) the candidate's curriculum vitae (Europass model), including the list of the his/her scientific papers; the CV will not contain personal data;
- n) the abstract of the candidate's doctoral thesis, in Romanian and in an international language, written on a maximum of one page for each language;
- o) the candidate's proposal on the development of his/her academic career; as regards the competition for didactic positions, the description will refer both to the teaching activity and to the scientific research activity; the proposal is written by the candidate him/herself, has a maximum of 10 pages, and is one of the main tiebreakers;
- p) the letters of reference mentioned in art. 10;
- q) the compliance sheet on the fulfilment of the university's standards, the template of which can be found in Appendix 2 hereto – *Compliance Sheet on the Fulfilment of the University's Standards*. The candidates for the positions of Associate Professor and Professor will also fill out the *Compliance Sheet on the Fulfilment of the National Minimum Standards*, in the template set forth for each scientific committee of CNATDCU by the Order of the Minister of National Education in force at the time of registration for the competition. As regards the didactic positions defined as interdisciplinary, the candidates will fill out this form for both fields: in terms of the main field, the standards must be fully met, and of the secondary field, no less than 50%. The compliance sheets on the fulfilment of the standards will contain all the identification data (WOS, DOI, ISBN, ISSN, etc.) of the candidate's scientific achievements (including active links in the electronic document). The compliance sheets on the fulfilment of the standards are filled out and signed by the candidate, then verified and endorsed by the scientific committee mentioned in art. 14 hereof;
- r) the list with a maximum of 10 out of the candidate's publications, patents or other scientific papers, which s/he selected as the most relevant for his/her own professional achievements.

(2) On the date of his/her registration for the competition, the candidate will submit all the documents referred to in art. 7 (1) on an electronic storage medium, too. The documents will be organised as follows:

- a) *Official documents* - the archive will include: scanned copies of the documents referred to in art. 7 (1) a- l;
- b) *Information about the candidate's professional activity* - the archive will include: scanned copies of documents referred to in art. 7 (1) m- r; and, as regards the document in art. 7 (1) q, the editable version must be included as well, with active links to the articles/conferences/elements that can be verified online. This section will have a maximum volume of 2MB;
- c) *Reference scientific papers* - the archive will contain the 10 papers selected by the candidate, in full electronic version.

(3) The files that are incomplete or uncompliant with the document-organization guidelines in art. 7 par. (2) will be rejected.

Art.8 The candidate's curriculum vitae shall include:

- a) information about his/her completed studies and awarded diplomas;
- b) information about his/her professional expertise and relevant employments;
- c) information about the research and development projects that s/he undertook as a project manager and the grants obtained, specifying for each financing source the volume of funding and the main publications or patents;
- d) information about awards or other tokens of acknowledgment for the candidate's scientific contributions.

Art.9 The candidate's complete list of scientific papers (appended to the CV, according to art. 7 (1) m, will be structured as follows:

- a) his/her doctoral thesis or theses;
- b) patents and other industrial property titles;
- c) books and book chapters;
- d) *in extenso* articles/studies published in journals of mainstream international science;
- e) *in extenso* publications in the volumes of proceedings of the main international conferences;
- f) other papers and contributions in the field of science or, where applicable, of artistic creation.

Art.10 (1) The candidates for the positions of Associate Professor shall include in the competition file at least three letters of reference provided by authorities in the relevant field, in the country or abroad, from outside the higher-education institution which opens the position for competition.

(2) The candidates for the positions of Professor shall include in the competition file at least three letters of reference provided by foreign authorities in the relevant field.

(3) In relation to the typically Romanian scientific fields, as regards the candidates for the positions of Professor, the letters of reference may also be provided by Romanian experts from outside the higher-education institution which opens the position for competition.

Art.11 (1) The competition file is prepared by the candidate and then lodged with the higher-education institution specified on the competition website, directly or via traditional mail/courier services that allow confirmation of receipt. The candidate's contact data will be written down on the front cover of the folder: phone number and email address.

(2) Incomplete files will not be considered.

(3) The file is transmitted to the competition committee members by the chairperson, starting on the closing date of the competition file submission, but no later than 5 working days before the first competition test.

Art.12 (1) The structure of the competition committee and of the appeals committee is established, for each position put up for competition, after the publication of the job vacancy announcement.

(2) The competition committee and the appeals committee, as applicable, will include a minimum of two alternate members. As regards the positions of Associate Professor and Professor, the alternate members must be experts from outside of the university.

(3) The Council of the Department or of the Doctoral School which the vacant position is subsumed under makes proposals for the nominal structure of the competition committee and of the appeals committee. The competition committee members may not be part of the appeals committee, too.

(4) The structure of the competition committee and of the appeals committee is proposed by the Faculty Dean, based on the proposals under par. (3) and is endorsed by the Faculty Council.

(5) The nominal structure of the competition committee and of the appeals committee, endorsed by the Faculty Council, is transmitted and submitted for approval to the University Senate.

(6) Upon the approval thereof by the University Senate, the competition committee and the appeals committee are appointed by Rector's Decision.

(7) Within two working days of issuance of the Rector's Decision, the Decision is transmitted to the relevant Ministry, and the nominal structure of the competition committee and the appeals committee is displayed on the competition website. As regards the positions of Associate Professor and Professor, the structure of the committees is published in the Official Gazette of Romania, Part III.

Art.13 (1) The competition committee and the appeals committee consist of 5 members each, including the chairperson, experts in the field of the position open for competition or in related fields.

(2) In the event of a committee member's unavailability to participate in the committee's proceedings, through a decision issued by the Dean of the Faculty that put up the position for competition, that member is replaced

by an alternate member. In the event of the chairperson's unavailability, through the Faculty Dean's decision as well, s/he will be replaced by a full member, and the committee will be completed with an alternate member.

(3) As regards the didactic positions, the decisions of the competition committee are made by the members' open ballot. A decision of the committee is valid provided that it has won three committee members' vote at the least. The same rules apply to the activity of the appeals committee.

(4) The proceedings of the competition committee are presided by the chairperson.

(5) The members of the competition committee may come from inside or outside of the university, in the country or abroad.

(6) For the occupation of a position of Associate Professor or Professor, at least three members of the committee must be from outside of the university, in the country or abroad.

(7) The members of the competition committee must hold a teaching or research degree that is higher or at least equal to the one of the position open for competition; or, as regards the foreign members, they must meet the university's standards that apply to the position open for competition, in accordance with this methodology. The same rules apply to the activity of the appeals committee.

(8) For the exclusive purpose of membership in the competition committee, the recognition and equivalence of the foreign members' teaching or research degrees to the teaching or research degrees in our country is submitted to the University Senate for approval.

(9) The chairperson of the competition committee, respectively of the appeals committee may be one of the following:

- a) the Director of the Department under which the position comes;
- b)) the Dean or Vice-Dean of the faculty under which the position comes;
- c) a tenured member of the University's teaching personnel, expert in the field of the position or in a related field, delegated for this purpose by vote of the Department Council, respectively of the Faculty Council which organises the competition;
- d) a tenured member of the academic teaching personnel, expert in the field of the position or in a related field, affiliated with another accredited faculty or university, under the provisions of art. 13, par. 7 of this Methodology, in order to avoid the cases of incompatibility.

Art.14 (1) With a view to verifying and confirming, through a decision, the candidate's fulfilment of the standards in the compliance sheet/s, as part of the documents referred to in art. 7 par. 1, lett. (q) of this Methodology, depending on the position s/he applies for, the Executive Board nominates, based on the proposals of the faculties, in every field of expertise for which positions have been put up for competition, a scientific committee of at least 3 (three) members with a didactic degree equal to or higher than the position open for competition, experts in that field or in a field related to the vacant position. Based on the Executive Board's approval, within 30 days of the relevant Ministry's communication on the open positions, the scientific committee is appointed by Rector's decision. The decision of the committee, made according to the majority principle, as regards the fulfilment of the teaching and research standards in the compliance sheet under art. 7 par. 1, lett. (q) hereof, is assumed by each committee member's signature and specification of the candidate's fulfilment/failure to fulfil the standards.

(2) As regards the positions defined as interdisciplinary, the scientific committee in the main field of the position will issue a favourable decision if the standards of this field are fully met; whereas the scientific committee in the secondary field will issue a favourable decision if the standards of this latter field are met to an extent of at least 50%.

Art.15 (1) Considering the eliminatory nature of the internal standard on the average grade for the first (undergraduate) higher-education cycle, pursuant to art. 6 of this Methodology, the Legal Compartment will issue a negative opinion for the candidates who do not meet this standard, and will no longer request the scientific committee to verify their file.

(2) The candidate's fulfilment of the legal terms for participation in the competition is certified through the opinion of the Legal Compartment within Transilvania University of Braşov, by their considering the

acknowledgement, through a decision of the scientific committee referred to in art. 14, on his/her fulfilment of the standards, as well as other documents required for him/her to enter the competition. The opinion is communicated to the candidate within 48 hours of its issuance, but no later than 5 working days before the first competition test. The files that have received adverse opinion on the participation in the competition, as well as the rejected candidates' files are not be returned to candidates.

Art.16 The candidates who fulfill the legal terms for entering the competition will be invited by the Executive Board to take the competition tests.

Art.17 (1) The competition committee evaluates the candidate in the following regards:

- a) his/her specialization in the position-related disciplines, with respect to the majors of the bachelor's and/or master's degree, as well as to the field of the doctoral degree;
- b) relevance and impact of the candidate's scientific results;
- c) the candidate's ability to guide students or young researchers;
- d) the candidate's teaching skills, as regards the positions that involve such activities;
- e) the candidate's capability to transfer his/her knowledge, expertise and research results towards the economic or social environment, or to disseminate his/her scientific results;
- f) the candidate's teamwork skills and the efficiency of his/her scientific collaborations, depending on the specificity of his/her major;
- g) the candidate's ability to manage research and development projects;
- h) the candidate's professional expertise in other institutions than the one that put up the position for competition.

(2) The competition committee shall verify and ascertain the candidate's fulfilment of the national minimum standards and the University's own ones, for which purpose each committee member, including the chairperson, must write down the findings in his/her own report.

(3) The chairperson of the competition committee will communicate the topic of the scientific lecture/course to the candidates, after consultation with the other committee members, 48 hours before the start time of the test.

Art.18 (1) The candidate's professional skills are evaluated by the competition committee based on the competition file and, additionally, through two or more competition tests, including lectures, courses, seminars or laboratories, according to the decision issued by the Council of the Faculty that put up the position for competition, subject to the endorsement of the Executive Board. For all permanent positions, one of the competition tests shall be a 45-minute public lecture, in which the candidate presents his/her most significant previous professional achievements and the plan of development for his/her academic career. This test must also include a session of questions and answers from both committee and audience. The university announces the day, time and venue of the tests on the competition website, within 5 working days of the actual conduct of the tests.

(2) The number and types of tests are communicated when the information about the position open for competition is displayed on the University's website.

(3) The result of the competition tests is assessed by each committee member with grades from 10 to 1, and the test grade is their arithmetic mean. The committee prepares a report with conclusions of recommendation for the candidate who obtained the highest average grade. The candidates who obtained at least the grade of 8 (eight) in each test may be recommended.

Art.19 (1) The competitions for didactic positions take place within 45 days of closure of the registration period.

(2) In exceptional cases, approved by the Executive Board, the competitions that exclusively involve oral tests may also be held online, on the University's e-learning platform, according to the *Guidelines on the Online Conduct of the Competitions for a Vacant Didactic Position* (Appendices 4 and 5 hereto).

(3) The competition involves the evaluation of the candidates' scientific activity and teaching skills (for the positions with a didactic component).

(4) As regards each position, the competition committee decides the candidates' hierarchy and nominates the candidate with the best results. Only the candidates who have obtained a minimum grade of 8 (eight) in each test may be declared admitted.

(5) The chairperson of the competition committee makes his/her own assessment report, as well as a report on the entire competition, based on the assessment reports made by every member of the competition committee, in accordance with the candidates' hierarchy that the committee agreed upon.

(6) The report on the competition is approved through decision of the competition committee and is signed by all the members and the chairperson thereof.

(7) Upon expiry of the appeal-settlement period, the Faculty Council analyses the competition committee's compliance with the procedures in its own methodology, and endorses or not the report. The candidates' hierarchy, as agreed upon by the competition committee, may not be changed by the Faculty Council.

(8) The University Senate analyses the compliance of the competition committee and of the Faculty Council with the procedures provided for in its own methodology, and endorses or not the report on the competition. The candidates' hierarchy, as agreed upon by the competition committee, may not be changed by the University Senate.

Art.20 The appeals may be filed only by the candidate him/herself, exclusively for reasons of non-compliance with the legal procedures.

Art.21 If holding information that might attest to the non-compliance with the legal competition procedures, the candidate may file an appeal within 3 (three) working days of communication of the competition results.

Art.22 The appeal is made in writing, it is lodged with the University's Registry Office, and it is settled by the appeals committee, according to art. 20 of H.G. no.1339/2023, through a decision.

Art.23 (1) The appointment and conferral of the relevant academic title by the higher-education institution, after the approval of the competition result by the University Senate, are enacted by Rector's decision, starting with the semester subsequent to the competition.

(2) The higher-education institution electronically sends its decision of appointment and conferral of the relevant academic degree, as well as the competition report, together with a letter of submission, to the Ministry and the National Council for Attestation of University Degrees, Diplomas and Certificates, hereinafter called CNATDCU, within five working days of issuance of the appointment decision.

Art.24 If the position put up for competition has not been occupied, the competition may be resumed, in full compliance with the competition procedure.

Art.25 The result of the competition is displayed on the competition webpage, within two working days of end of the competition.

Art.26 The University makes, by September 1st at the latest, a report on the organization, conduct and completion of competitions for didactic positions. The report is sent, for notification purposes, to the relevant Ministry and CNATDCU.

Art.27 The failure of the officers for organization and conduct of competitions to comply with the specific methodology falls within disciplinary offence and is sanctioned as per the provisions of the Law of Higher Education no. 199/2023, with subsequent amendments, or other statutory provisions, depending on the classification of the deed.

Appendix 1. Internal competition standards

Faculty	Standards for the position of ASSISTANT PROFESSOR
Faculty of Food and Tourism	<ul style="list-style-type: none"> ▪ publication of at least 3 scientific articles in the relevant field;
Faculty of Civil Engineering	<ul style="list-style-type: none"> ▪ publication of a minimum of 3 scientific articles, out of which at least 1 article as first author in a WoS-indexed journal with IF > 0.5, and at least 2 articles in journals indexed within IDB (Scopus, Wiley, Springer, Science Direct, IEEE, Engineering Village, Proquest, EBSCO, ERIH+, including WoS), with at least 1 thereof as a first author; ▪ all published articles must come under the field of the doctorate or basic training; ▪ participation in at least 1 national/international scientific event, or publication in WoS journals of at least 1 article above the minimum required number (2 WoS articles overall).
Faculty of Furniture Design and Wood Engineering	<ul style="list-style-type: none"> ▪ 3 articles/studies in the fields of the position, published in nationally or internationally acknowledged journals or volumes of proceedings for scientific events;
Faculty of Product Design and Environment	<ul style="list-style-type: none"> ▪ 1 article in a WOS or Scopus indexed publication as first author/corresponding author;
Faculty of Law	<ul style="list-style-type: none"> ▪ a minimum of 3 single-authored publications in the field of law that cumulatively meet the following conditions: a) at least one to have been presented within a national scientific event in which s/he participated and communicated, not as a poster/abstract; b) at least 2 publications to have appeared in prestigious scientific journals under the field of law; c) at least one of the publications to have appeared last year;
Faculty of Physical Education and Mountain Sports	<ul style="list-style-type: none"> ▪ 1 Web of Sciences (WoS)-indexed article as main author or co-author; ▪ 3 articles/studies in the disciplines of the position, published in journals indexed in at least 2 international databases (IDBs) recognised for the field of the position;
Faculty of Electrical Engineering and Computer Science	<ul style="list-style-type: none"> ▪ a minimum of 3 articles/studies published in IDB-indexed journals or volumes of proceedings for scientific events, out of which at least 1 article in ISI WOS-indexed journals with impact factor > 0.5. At least one of the 3 articles above needs to have been written as first author or corresponding author;
Faculty of Mechanical Engineering	<ul style="list-style-type: none"> ▪ at least one article in an ISI WoS-ranked journal as first author, with SRI > 0.5;
Faculty of Technological Engineering and Industrial Management	<ul style="list-style-type: none"> ▪ 3 articles/studies in the fields of the position, published in nationally or internationally acknowledged journals or volumes of proceedings for scientific events, out of which at least one article published in a journal with impact factor > 0, a WoS-indexed work;
Faculty of Letters	<ul style="list-style-type: none"> ▪ the candidate needs to have participated with a communication in at least two national or international scientific congresses/conferences/colloquia, in the country or abroad; ▪ the candidate needs to have published at least three scientific articles in relevant scientific journals or collective volumes;
Faculty of Mathematics and Computer Science	<ul style="list-style-type: none"> ▪ 3 articles/studies in the fields of the position, published in nationally or internationally acknowledged journals or volumes of proceedings for scientific events;

Faculty of Medicine	<ul style="list-style-type: none"> ▪ a minimum of 1 article published <i>in extenso</i> in ISI Web of Science/Clarivate Analytics-ranked journals with an impact factor above 0.5, as main author;
Faculty of Music	<ul style="list-style-type: none"> ▪ a minimum of 1 "article"-type publication in Web of Science or Erich Plus-indexed journals, in the last 2 years;
Faculty of Psychology and Education Sciences	<ul style="list-style-type: none"> ▪ a minimum of 2 articles published in journals indexed within at least two international databases (IDB) recognised by CNATDCU for the fields of Psychology and Education Sciences, or at least one publication of the "article" or "review" type, in Web of Science-indexed journals;
Faculty of Silviculture and Forest Engineering	<ul style="list-style-type: none"> ▪ 3 scientific articles in the relevant field;
Faculty of Sociology and Communication	<ul style="list-style-type: none"> ▪ 3 articles/studies in the disciplines of the position published in nationally or internationally acknowledged journals or volumes of proceedings for scientific events;
Faculty of Materials Science and Engineering	<ul style="list-style-type: none"> ▪ 3 articles/studies in the disciplines of the position, published in nationally or internationally acknowledged journals or volumes of proceedings for scientific events;
Faculty of Economic Sciences and Business Administration	<ul style="list-style-type: none"> ▪ 3 articles/studies in the disciplines of the position, published in journals indexed within at least 3 international databases, out of which a minimum of 1 Web of Science-ranked article.

Faculty	Standards for the position of LECTURER
Faculty of Food and Tourism	<ul style="list-style-type: none"> ▪ 5 scientific articles in the relevant field, out of which at least one as first author, published in WoS-ranked journals; ▪ 1 reference volume for one of the disciplines of the open position;
Faculty of Civil Engineering	<ul style="list-style-type: none"> ▪ 1 scientific book as first author; ▪ publication of a minimum of 5 scientific articles, out of which at least 2 articles in WoS-indexed journals, with IF > 0.5, as first author, and at least 3 articles in journals indexed within international databases (IDB): Scopus, Wiley, Springer, Science Direct, IEEE, Engineering Village, Proquest, EBSCO, ERIH+, including WoS, with at least 2 thereof as first author; ▪ all published articles must come under the field of the doctorate or basic training; ▪ participation in at least 3 national/international scientific events, or publication in WoS-indexed journals of at least 3 more articles than the minimum required number (5 WoS articles overall);
Faculty of Furniture Design and Wood Engineering	<ul style="list-style-type: none"> ▪ 2 articles indexed in SCOPUS, IEEE, ELSEVIER, CABI, AGRICOLA, DOAJ, ENGINEERING VILLAGE or other such databases; ▪ 1 article published in WOS-indexed/ranked journals (Clarivate Analytics) as first author/corresponding author; ▪ 1 scientific volume (monograph or university textbook) issued by a publishing house, with ISBN or e-ISBN, for one of the disciplines of the position put up for competition;
Faculty of Product Design and Environment	<ul style="list-style-type: none"> ▪ 1 textbook/workbook issued by a publishing house, for one of the position-related disciplines; ▪ 1 article in an ISI-ranked journal with IF ≥ 0.5, as first author/corresponding author. The article may be equated with a patent;
Faculty of Law	<ul style="list-style-type: none"> ▪ a minimum of 3 single-authored publications in the field of law, which cumulatively meet the following conditions: a) at least one to have been presented within a national scientific event, in which the author actually participated and communicated, not in a poster/abstract format; b) at least 2 thereof to have appeared in prestigious scientific journals in the field of law; c) at least 1 thereof to have appeared the previous year; ▪ 1 scientific volume (monograph or academic text/coursebook) issued by a publishing house, with ISBN or e-ISBN, for one of the disciplines of the position put up for competition;
Faculty of Physical Education and Mountain Sports	<ul style="list-style-type: none"> ▪ 2 Web of Sciences (WoS)-indexed articles, out of which at least one to have been main-authored; ▪ 5 articles/studies in the disciplines of the position, published in journals indexed within at least 2 international databases (IDBs) recognised for the field of the position; ▪ 1 reference volume (monograph or university textbook) issued by a publishing house, with ISBN or e-ISBN, for one of the disciplines of the position put up for competition;
Faculty of Electrical Engineering and Computer Science	<ul style="list-style-type: none"> ▪ a minimum of 5 articles/studies published in IDB-indexed journals or volumes of proceedings for scientific events, out of which at least 1 article in ISI WOS-indexed journals with impact factor > 0.5. At least one of the above 5 articles needs to have been published as first or corresponding author;
Faculty of Mechanical	<ul style="list-style-type: none"> ▪ at least one article in an ISI WoS-ranked journal, as first author, with SRI >

Engineering	0.5;
Faculty of Technological Engineering and Industrial Management	<ul style="list-style-type: none"> ▪ 5 articles/studies in the disciplines of the position, published in nationally or internationally acknowledged journals or volumes of proceedings for scientific events, out of which at least 2 articles in journals with impact factor > 0, WoS-indexed scientific papers;
Faculty of Letters	<ul style="list-style-type: none"> ▪ the candidate needs to have published a single-author book, based on his/her doctoral thesis, under a recognised publishing house; ▪ the candidate needs to have published at least 5 scientific articles in scientific journals or collective volumes;
Faculty of Mathematics and Computer Science	<ul style="list-style-type: none"> ▪ 5 articles/studies in the disciplines of the position, published in nationally or internationally acknowledged journals or volumes of proceedings for scientific events; ▪ a minimum of 1 article in ISI WOS-ranked journals, in the third quartile (Q3) or higher (according to at least one of the IF or AIS indices) in the recent 7 years; ▪ a scientific volume (monograph or university text/workbook) for one of the vacant position-related disciplines;
Faculty of Medicine	<ul style="list-style-type: none"> ▪ a minimum of 3 ISI Web of Science/Clarivate Analytics articles, out of which at least 1 as main author, and 3 articles published <i>in extenso</i> within IDB-indexed journals. The published ISI articles can be equated with IDB articles. One ISI article is equivalent to 3 IDB articles. The ISI articles equivalent to 3 IDB articles may no longer appear among the ones in the minimum ISI criteria; ▪ 1 scientific volume (monograph or university textbook) issued by a publishing house, with ISBN or e-ISBN, for one of the disciplines of the position put up for competition;
Faculty of Music	<ul style="list-style-type: none"> ▪ one "article" or "review"-type publication in Web of Science-indexed journals and one "article"-type publication in Erich Plus-indexed journals;
Faculty of Psychology and Education Sciences	<ul style="list-style-type: none"> ▪ a minimum of 5 "article" or "review"-type publications in Web of Science Core Collection, Scopus, PsycInfo, ERIC, PubMed/Medline, ERIH Plus, DOAJ, Ebsco (Academic Search Complete), ProQuest (ProQuest Central), Ovid/Informa, CrossRef, JSTOR or CEEOL-indexed journals, out of which at least one in a Web of Science indexed journal with impact factor;
Faculty of Silviculture and Forest Engineering	<ul style="list-style-type: none"> ▪ 5 scientific articles in the relevant field, out of which at least one as first author, in WoS-ranked journals (Q1/Q2); ▪ 1 scientific volume for one of the disciplines of the vacant position;
Faculty of Sociology and Communication	<ul style="list-style-type: none"> ▪ 5 articles/studies in the disciplines of the position, published in nationally or internationally acknowledged journals or volumes of proceedings for scientific events; ▪ 1 scientific volume (monograph or university textbook) for one of the disciplines of the position put up for competition.
Faculty of Materials Science and Engineering	<ul style="list-style-type: none"> ▪ 5 articles/studies in the disciplines of the position, published in nationally or internationally acknowledged journals or volumes of proceedings for scientific events, out of which: at least 2 articles in IDB*-indexed journals or in volumes of proceedings for scientific events, and at least 1 article published in a Web of Science (Clarivate)-indexed journal, or in the Web of Science (Clarivate)-indexed volume of proceedings for a scientific event,; ▪ a scientific volume (monograph or university textbook) issued by a publishing house, with ISBN or e-ISBN, for one of the disciplines of the position put up

	<p>for competition.</p> <p>* The international databases (IDB) considered for the articles published in journals and in the volumes of proceedings for scientific events are the ones recognised on the international scientific level, such as: Scopus, IEEE Xplore, Science Direct, Elsevier, Wiley, ACM, DBLP, Springerlink, Engineering Village, Cabi, Emerald, CSA, Compendex, INSPEC, Referativnai Jurnal, EBSCO, Metals Abstracts CSA/METADEX, Chemical Abstracts, AFS Library, Index Copernicus. This excludes Google Scholar/Google Academics.</p>
Faculty of Economic Sciences and Business Administration	<ul style="list-style-type: none"> ▪ 6 articles in the disciplines of the position, published in journals indexed within at least 3 international databases, with at least 2 thereof being Web of Science-indexed, and with the candidate as the corresponding author/first author for least one of the Web of Science-indexed articles; ▪ a volume (monograph or university textbook) issued by a publishing house, with ISBN or e-ISBN, for one of the disciplines of the position put up for competition.

Faculty	Standards for the position of ASSOCIATE PROFESSOR
Faculty of Food and Tourism	
Faculty of Civil Engineering	<ul style="list-style-type: none"> ▪ participation in a minimum of 5 national/international scientific events, or publication in WoS-indexed journals of at 5 five articles above the minimum number, as per the national criteria (CNATDCU Committee: Civil Engineering and Construction Management);
Faculty of Furniture Design and Wood Engineering	
Faculty of Product Design and Environment	
Faculty of Law	<ul style="list-style-type: none"> ▪ a minimum of 2 articles published or accepted for publication in ISI WoS-ranked journals with SRI>0.7 in the last 12 months, or award of the habilitation certificate, or third-party contract worth 15,000 euros VAT excluded collected in the last 36 months, or a monograph issued by a prestigious international publishing house according to the CNATDCU standards for the Committee of Juridical Sciences, enacted through OME 3019/2025;
Faculty of Physical Education and Mountain Sports	<ul style="list-style-type: none"> ▪ Hirsch index in Google Scholar, minimum 4; ▪ Hirsch index in Scopus, minimum 2; ▪ Hirsch index in Web of Science = minimum 2;
Faculty of Electrical Engineering and Computer Science	<ul style="list-style-type: none"> ▪ a minimum of 2 articles in ISI WOS-indexed journals with impact factor > 0.7. At least one of the 2 articles must be published as first author or corresponding author;
Faculty of Mechanical Engineering	
Faculty of Technological Engineering and Industrial Management	<ul style="list-style-type: none"> ▪ the status of project manager for at least one grant/research project obtained through a national or international competition (H2020/Horizon Europe/other programmes, international or of the European Committee for Research Funding), with a budget of at least 10,000 euros (InforEuro exchange rate of the contract conclusion year), with proof of charge from the applicant's institution;
	<ul style="list-style-type: none"> ▪
Faculty of Letters	<ul style="list-style-type: none"> ▪ two books (monographs) in the field of the position, issued by nationally or internationally recognised publishing houses; ▪ the certificate of habilitation or a minimum of 5 publications in foreign languages, with at least 2 thereof being articles in WOS indexed journals;
Faculty of Mathematics and Computer Science	
Faculty of Medicine	
Faculty of Music	<ul style="list-style-type: none"> ▪ a minimum of 2 "article" or "review"-type publications in Web of Science-indexed journals, with at least one of them indexed in a Web of Science journal with impact factor, authored in the last 2 years; ▪ a monograph issued by an A national publishing house or by a multinational publisher of global reach: John Wiley& Sons, Taylor & Francis, Cambridge University Press, Central European University Press, Columbia University Press, Camell University Press, Duke University Press, Harvard University Press, John Benjamins, McGraw-Hill, McGill-Queen's University Press, Oxford University Press,

	<p>Princeton University Press, Palgrave Macmillan, Routledge, Rutgers University Press, Sage, Springer, Stanford University Press, University of Chicago Press, University of Pennsylvania Press, World Scientific, Yale University Press or 2 concerts/recitals/performances, as a composer, conductor, director, soloist, or within an up to 10-member chamber ensemble, under international visibility conditions; abroad, at traditional international festivals, within the seasons/tours of professional performance and concert institutions; in the country, at highly prestigious festivals with significant international attendance, or within the seasons/tours of prestigious and internationally visible performance and concert institutions;</p>
Faculty of Psychology and Education Sciences	<ul style="list-style-type: none"> ▪ at least 2 <i>in extenso</i> "article" or "review"-type contributions in Web of Science Core Collection (ISI)-indexed journals with IF > 1;
Faculty of Silviculture and Forest Engineering	<ul style="list-style-type: none"> ▪ at least h-index 5 (WoS)
Faculty of Sociology and Communication	<ul style="list-style-type: none"> ▪ 20% overrun of the score set out in the CNADTCU standards for the indicator I1 or single-authored book/coordinated volume issued by an A1 publishing house in the last 3 years;
Faculty of Materials Science and Engineering	<ul style="list-style-type: none"> ▪ a minimum of 10 WoS-indexed scientific papers, out of which: <ul style="list-style-type: none"> - at least 5 articles in WoS-ranked journals; - at least 3 articles in journals with IF ≥ 1; - at least 2 articles as main author in journals with IF ≥ 0,5; - at least 1 article in Q1/Q2 journals. <p>The articles must come under the specificity of the position put up for competition and have Web of Science Core Collection Clarivate Analytics (WoS) visibility, in the applicant's account. The impact factor (IF-Journal Citation Reports) may be the one at the time of the registration for the competition. The articles must have at least 3 pages. In the event of several corresponding authors, IF is divided by the number of main authors. The main author is understood here as the first author or the corresponding author (mentioned under the reprint author section in WoS). A scientific paper featured in Q1 of WoS may be equated with an international patent, respectively one in Q2 of WoS, with a national patent;</p>
Faculty of Economic Sciences and Business Administration	<ul style="list-style-type: none"> ▪ single-authored book issued by an international publishing house.

Faculty	Standards for the position of PROFESSOR
Faculty of Food and Tourism	<ul style="list-style-type: none"> ▪ at least h-index 7 (WoS);
Faculty of Civil Engineering	<ul style="list-style-type: none"> ▪ participation in a minimum of 7 national/international scientific events, or publication in WoS-indexed journals of at least 7 articles above the minimum number, as per the national criteria (CNATDCU Committee: Civil Engineering and Construction Management);
Faculty of Furniture Design and Wood Engineering	<ul style="list-style-type: none"> ▪ membership in at least one committee of supervision and academic integrity for the doctorate;
Faculty of Product Design and Environment	
Faculty of Law	<ul style="list-style-type: none"> ▪ a minimum of 2 articles published or accepted for publication in ISI WoS-ranked journals with SRI>0.7 in the last 12 months or a project proposal submitted as coordinator in national or international competitions, in the last 12 months, or award of the habilitation certificate or third-party contract worth 15,000 euros VAT excluded collected in the last 36 months or a monograph issued by a prestigious international publishing house according to the CNATDCU standards for the Committee of Juridical Sciences, enacted through OME 3019/2025.
Faculty of Physical Education and Mountain Sports	<ul style="list-style-type: none"> ▪ Hirsch index in Google Scholar, minimum 8; ▪ Hirsch index in Scopus, minimum 4; ▪ Hirsch index in Web of Sciences, minimum 4;
Faculty of Electrical Engineering and Computer Science	<ul style="list-style-type: none"> ▪ a minimum of 4 articles in ISI WOS-indexed journals with impact factor > 0.1. At least one of the 2 articles must be published as first author or corresponding author.
Faculty of Mechanical Engineering	
Faculty of Technological Engineering and Industrial Management	<ul style="list-style-type: none"> ▪ the status of project manager for at least one grant/research project obtained through a national or international competition (H2020/Horizon Europe/other programmes, international or of the European Committee for Research Funding), with a budget of at least 25,000 euros (InforEuro exchange rate of the contract conclusion year), with proof of charge from the applicant's institution;
Faculty of Letters	<ul style="list-style-type: none"> ▪ two books (monographs) in the field of the position, issued by nationally or internationally recognised publishing houses; ▪ a minimum of ten publications in foreign languages, with at least two thereof being articles in WOS indexed journals;
Faculty of Mathematics and Computer Science	
Faculty of Medicine	
Faculty of Music	<ul style="list-style-type: none"> ▪ a minimum of 2 "article" or "review"-type publications in Web of Science or Scopus-indexed journals, with at least one of them indexed in a Web of Science journal with impact factor, authored in the last 2 years. ▪ a monograph issued by an A national publishing house or by a multinational publisher of global reach: John Wiley & Sons, Taylor & Francis, Cambridge University Press, Central European University Press, Columbia University Press, Camell University Press, Duke University Press, Harvard University Press, John Benjamins,

	<p>McGraw-Hill, McGill-Queen's University Press, Oxford University Press, Princeton University Press, Palgrave Macmillan, Routledge, Rutgers University Press, Sage, Springer, Stanford University Press, University of Chicago Press, University of Pennsylvania Press, World Scientific, Yale University Press or 4 concerts/recitals/performance, as a composer, conductor, director, soloist, or within an up to 10-member chamber ensemble, under international visibility conditions; abroad, at traditional international festivals, within the seasons/tours of professional performance and concert institutions; in the country, at highly prestigious festivals with significant international attendance;</p>
Faculty of Psychology and Education Sciences	<ul style="list-style-type: none"> ▪ at least 2 <i>in extenso</i> "article" or "review"-type contributions published in Web of Science Core Collection (ISI)-indexed journals with IF > 1, as main author;
Faculty of Silviculture and Forest Engineering	<ul style="list-style-type: none"> ▪ at least h-index 7 (WoS);
Faculty of Sociology and Communication	<ul style="list-style-type: none"> ▪ a first-authored article, published in an ISI indexed journal, with a minimum 1.5 impact factor, in the last 3 years (in the core of the field or in related fields) or 20% overrun of the score set out in the CNADTCU standards for the indicator I1 or single-authored book/coordinated volume issued by an A1 publishing house in the last 3 years;
Faculty of Materials Science and Engineering	<ul style="list-style-type: none"> ▪ a minimum of 15 WoS-indexed scientific papers, out of which: <ul style="list-style-type: none"> - at least 10 articles in WoS-ranked journals; - at least 5 articles in journals with IF ≥ 1; - at least 5 articles as main author in journals with IF ≥ 0,5; - at least 2 articles published in Q1/Q2 journals. <p>The articles must come under the specificity of the position put up for competition and have Web of Science Core Collection Clarivate Analytics (WoS) visibility, in the candidate's account. The impact factor (IF-Journal Citation Reports) may be the one at the time of the registration for the competition. The articles must have at least 3 pages. In the event of several corresponding authors, IF is divided by the number of main authors. The main author is understood here as the first author or the corresponding author (mentioned under the reprint author section in WoS). A scientific paper featured in Q1 of WoS may be equated with an international patent, respectively one in Q2 of WoS, with a national patent;</p>
Faculty of Economic Sciences and Business Administration	<ul style="list-style-type: none"> ▪ the status of editor-in-chief for an issue of a Web of Science-indexed journal.

ISI/Web of Science/WOS/Clarivate Analytics – international database available at the following link: <https://www.webofknowledge.com/>

IDB – international database;

IF – impact factor;

SRI – Relative Influence Score, calculated by UEFISCDI: <https://uefiscdi.gov.ro/scientometrie-baze-de-date>

AIS – Article Influence Score, according to ISI/Web of Science/Clarivate Analytics

Q1, Q2, Q3 – quartile (Q) 1, respectively quartile (Q) 2 as per ISI/Web of Science/Clarivate Analytics

Transilvania University of Braşov
 Faculty.....
 Department

Title of the position
 Disciplines of the position.....
 Field of the position¹

COMPLIANCE SHEET ON THE FULFILMENT OF THE UNIVERSITY'S STANDARDS

Position title:, type.....,
 published in the Official Gazette of Romania ¹ no. on

Candidate:
 Current position

Date of birth
 Institution.....

1. Undergraduate (Bachelor's) and graduate (Master's) studies

No.	Higher-education institution and faculty	Field	Period	Awarded degree

2. Doctoral studies

No.	Organizing Institution for Doctoral University Studies	Field	Period	Awarded scientific degree

3. Postdoctoral studies and fellowships (6-month stages, at the least)

No.	Institution	Field/ Major	Period	Type of scholarship

4. Status of doctoral supervisor

No.	Institution where s/he defended his/her thesis of habilitation	Field	Date of award

5. University's minimum standards

Didactic position (Specify only the position applied for)	Achievements according to the University's own standards
Assistant Professor / Lecturer / Associate Professor / Professor	(i)

Candidate,

¹As regards the interdisciplinary positions, fill out only one form, but enter both fields: the main and, respectively, the secondary one.

¹ Enter the document number only in the case of the open-ended positions.

Information note on the personal data processing within the procedure for the online organization of the competitions for a vacant didactic position

Transilvania University of Braşov, headquartered in the municipality of Braşov, 29 Eroilor Avenue, county of Braşov, as personal-data operator, processes your personal data under and with strict observance of the provisions in the EU Regulation no. 679/2016 on the natural persons' protection with regard to the processing of personal data, for the purposes of education and research.

In accordance with the current provisions of the legislation on the persons' protection with regard to the processing of personal data and on the free movement of such data, including those of the EU Regulation no. 2016/679, Transilvania University of Braşov processes personal data in compliance with the legal requirements and under conditions of security, confidentiality and respect for the concerned persons' rights.

Your personal data are necessary and will be processed in order to achieve the following objectives:

- to take online the competitions for the occupation of a vacant didactic position.

"Personal data" are understood here as "any information about an identified or identifiable natural person. This information may include, among others, name and surname, address, Social-Security number, telephone number, alternative email address, social status, image.

In accordance with the provisions of the applicable legislation, you have the following rights: to be informed, to have access to your own data, to intervene on your personal data, to oppose, not to be subjected to an individual decision through the submission of a written application, dated and signed, to Transilvania University of Braşov, to address justice.

You have the right to withdraw at any time the consent to the processing of your personal data. Withdrawal of consent does not affect the lawfulness of the processing based on consent prior to its withdrawal; nevertheless, the withdrawal of the consent to the processing of your personal data might entail the unilateral termination of the contractual relations in force at that time if, for real and objective reasons, they can no longer be conducted following the withdrawal of consent. Moreover, you have acknowledged that you have the right to complain to the National Supervisory Authority for Personal Data Processing.

Declaration

Considering the above information, by accepting this declaration of consent through hand-written signature, the undersigned (name and surname) identified through the Social-Security number I confirm to have been informed that my personal data are to be stored, processed and used under the Law of National Education no.1 /2023 with subsequent amendments, I declare to have been informed on the granting of consent for the processing of the personal data, to have understood and to have been explained in common terms the purpose of the future processing of my personal data, and to consent, by signing this information, to the processing of my personal data by the UNITBV operator, as specified herein.

SIGNATURE

Guidelines on the online conduct of the competitions for a vacant didactic position

1. Preliminary specifications

The procedure only applies to the competitions that exclusively involve oral tests.

The tests will take place on the originally scheduled date and time, and the topic of the scientific lecture selected by the committee members will be sent to the candidate under the same conditions as in the case of the normal conduct of the competition.

The online platform resorted to is the e-learning platform of UNITBV.

The defence of the competition tests is fully recorded.

2. Actual competition

2.1. The chairperson of the committee generates, on the e-learning platform, a course entitled "Competition for position X_logo faculty_logo department", s/he uploads the candidate's/candidates' file(s) and the evaluation report template under the resources section, and s/he enrolls the participants in the competition (both committee members and candidates). The participants who do not have a unitbv.ro email account will get instructions on how to log onto the platform from the chairperson.

2.2. The competition session will abide by the stages of the applicable rules and regulations - at the beginning of the meeting, the chairperson will expressly request each participant's consent on the recording.

2.3. Point I of the evaluation report – Prerequisites - will be filled out by the committee members prior to the conduct of the competition tests and to the candidates' logging in to the online meeting. During this provisional stage, the committee members' reports are uploaded onto the platform. If the competition committee members do not fully validate the candidates' compliance with the prerequisites, the chairperson will notify all committee members on the candidate/candidates for whom the committee unanimously decided the failure to meet the prerequisites; and the committee will continue the procedure only with the candidates who unanimously received the committee's validation in terms of prerequisites.

2.4. The candidates will take one at a time (in alphabetical order) the competition tests – the scientific lecture and presentation of the career development plan – without witnessing the other contestants' performance.

2.5. The committee members will upload the filled-out evaluation reports onto the platform at the end of the competition.

2.6. The chairperson of the committee will prepare, apart from his/her own report, The President's Summary Report and the Decision of the Competition Committee. S/he will upload them under "course" resources; and the committee members will electronically sign these documents as well, on this same day of actual competition.

2.7. Supporting documents

2.8. The audio-video file with the full recording of the competition will be appended to the competition file, in addition to the other documents provided for in the methodology.

2.9. By the date of the Senate meeting when the report of the competition committee is scheduled for validation, the documents signed electronically by the committee members will be transmitted in paper format as well, with the members' handwritten signatures, under the chairperson's close supervision.

Consent to the recording of the online competition for the occupation of an online didactic position

(Addendum to the Declaration of Consent to Personal Data Processing)

I, the undersigned, _____, with the social security number (SSN) _____, hereby express my consent to being audio and video recorded, with a view to participating in the competition for the position of _____ (title), _____ (type), in my capacity as ² _____, as well as my consent to the archiving of the recording in the candidate's competition file, along with the other documents referred to in the methodology for the occupation of vacant didactic positions.

Date:

Surname and Forename
Signature

² To be filled, as applicable: by the candidate/ competition committee member