



## **METHODOLOGY**

### **for the evaluation of the doctoral students' activity, with a view to reallocating the state-budgeted doctoral grants**

This methodology regulates the evaluation of the doctoral students' activity within Transilvania University of Braşov as an Institution Organising Doctoral University Studies (IOSUD), and the reallocation of the state-budgeted grants, in compliance with: Law of Higher Education no. 199/2023, with subsequent amendments; Framework-Regulations on the Doctoral Studies, approved by Order of the Minister of Education (OME) no. 3020/2024, with subsequent amendments; Regulations on the Organization and Conduct of Doctoral and Postdoctoral Studies within Transilvania University of Braşov.

#### **Art.1. Preamble**

(1) Transilvania University of Braşov (UNITBV) organises doctoral studies within the Institution Organising Doctoral University Studies –Transilvania University of Braşov (IOSUD-UNITBV).

(2) The doctoral study programmes are organised and conducted within IOSUD-UNITBV through the Interdisciplinary Doctoral School (SDI), according to the authorised/accredited doctoral fields in this regard.

(3) Within IOSUD-UNITBV, the doctoral study programmes may be organised both for the full-time form of education (scientific doctorate and professional doctorate) and for the part-time form of education (only professional doctorate), with funding from the state budget, with self-financing or with funding from other legally established sources.

(4) The state-budgeted doctoral grants include the amount of the individual scholarships for the full-time form of education, but they don't include the amount of the individual scholarships for the part-time form.

#### **Art. 2. Evaluation of the doctoral students' activity**

(1) The doctoral students' activity is evaluated annually, in September, for the first three years of the doctoral programme, based on the activity report made by the doctoral student and endorsed/validated by his/her supervisor.

(2) The writing of the activity report is incumbent on the doctoral students who are either state-budgeted doctoral grantees (with the grant having been obtained following the admission competition, or through the reallocation of the previous academic year's doctoral grants), or self-financed students eligible for the doctoral grant.

(3) The template of the activity report is provided by the Doctoral School, based on the evaluation indicators in Appendix 1 hereto. The reported results/contributions must have been obtained during the current academic year (under evaluation) and comply with the theme of the doctoral programme.

(4) The activity reports and relevant proof are centralised and transmitted, after having been verified and validated by the doctoral supervisors, to the coordinators of the doctoral fields, who make synthetic reports with the doctoral students' total scores, for each field (according to the year of study and form of education), which they submit to the Doctoral School.

(5) The coordinators of the doctoral fields and/or the Doctoral School may request further proof from the doctoral students for the contributions declared in the activity report. Failure to supply it within the scheduled time-limit entails the cancellation of the score for that contribution.

### **Art. 3. Reallocation of the state-budgeted doctoral grants**

(1) The state-budgeted doctoral grants are reallocated at yearend, in the first three years of the doctoral programme, which takes effect in the immediately following academic year.

(2) The total scores included in the synthetic reports made by the coordinators of doctoral fields underlie the doctoral students' hierarchization (by year of study, doctoral field and form of education), based on which the doctoral grants are reallocated. In case of a tie, the tiebreaker is the admission average grade.

(3) Within the same doctoral field, a doctoral grant initially allocated (following either the admission competition, or the previous year's hierarchization) to a full-time doctoral student – with scholarship (CFB) may only be reallocated to a full-time doctoral student – on tuition fee (CFT), whereas a doctoral grant initially allocated to a part-time doctoral student – without scholarship (FRB) may only be reallocated to part-time doctoral student – on tuition fee (FRT). By losing the doctoral grant, a CFB doctoral student becomes CFT, whereas an FRB doctoral student becomes FRT.

(4) Reallocations may not be made between different types of doctorate. The type of doctorate in which the doctoral student was enrolled following the admission competition shall be maintained throughout the doctoral programme.

(5) If, within a doctoral field, there are not enough doctoral students who could benefit from a doctoral grant through reallocation, or if there are more potential beneficiaries than the number of previously allocated grants, the reallocation is made to the extent possible.

(6) The Doctoral School's decision on the reallocation of doctoral grants may be appealed by the affected doctoral students within two working days of its announcement. The appeal is lodged in writing with/ transmitted electronically to the Doctoral School's Secretariat, and may only refer to the doctoral student's own activity.

(7) The appeal will be analysed and settled by the Council for Doctoral University Studies (CSUD), within 20 days of its registration. The decision of CSUD on the appeal is irrevocable at university level and is communicated to the Doctoral School and doctoral student.

(8) The modification of the doctoral student's status through reallocation (either positively or negatively) will be regulated by an addendum to the contract of studies. The doctoral student's refusal to sign the addendum leads to his/her expulsion.

### **Art. 4. Final provisions**

(1) This Methodology applies to the doctoral students enrolled starting with the 2025–2026 academic year. As regards the previously enrolled doctoral students, the doctoral grants made available through expulsion are reallocated based on the provisions of the Instruction IS-9 in the Regulations of SDI.

(2) The list of indicators used in the process of evaluation (included in Appendix 1 hereto) is updated periodically for the purposes of compliance with any possible legislative changes and/or the implementation of IOSUD-UNITBV's Strategy of Development, subject to the approval of CSUD.

(3) The doctoral students enrolled at IOSUD-UNITBV other than through the competition regulated in the *Methodology for Admission to Doctoral Studies - September session* - are not subject to the provisions hereof, and keep their initial status throughout the doctoral programme. The same occurs for the doctoral students who are not eligible for state-budgeted places, according to the specifications in the Methodology for Admission dating back to the year of their enrolment.

(4) The doctoral students who ask for a suspension of studies on medical grounds, parental leave, or unexpected and exceptional circumstances, upon completion of the aforementioned period, retain their status at the time of interruption. A doctoral grantee's interruption of the study programme for reasons other than

the previously mentioned ones leads to the reallocation of the grant, if the suspension is requested during the first three years (so that the reallocation might take effect in the following academic year).

(5) Failure to submit the activity report entails the loss or impossibility of obtaining the doctoral grant, as applicable.

(6) The calendar for the evaluation of the doctoral students' activity and reallocation of doctoral grants is annually established by CSUD.

This Methodology was discussed and approved in the meeting of the Senate of Transilvania University of Braşov on 30.09.2025.

Prof. Eng. Mircea Horia Țierean, PhD

President of the University Senate



## INDICATORS FOR THE EVALUATION OF THE DOCTORAL STUDENTS' ACTIVITY

Indicator		Score
1	Fulfilment of the duties related to the individual doctoral programme in the current academic year (compulsory condition for the students to obtain or maintain their doctoral grant)	$P_1 = \text{YES} / \text{NO}$
2	The grades obtained in the disciplines and exams of the Advanced University Training Programme (PPUA)-I and PPUA-II ( $M_I$ – average of the grades in the disciplines of PPUA-I, $M_{II}$ – average of the grades in the specialised exams of PPUA-II) – an indicator only valid for the first-year doctoral students	$P_2 = 10 \cdot \frac{M_I + M_{II}}{2}$
3	Articles published/accepted for publication as main author* or co-author** in Web of Science/Clarivate Analytics-indexed journals (FI – impact factor of the journal at the time of publication/acceptance of the article, SRI – relative influence score of the journal at the time of publication/acceptance of the article)	$P_3 = 60 \cdot (1 + FI + 3 \cdot SRI)^*$ or $P_3 = 30 \cdot (1 + FI + 3 \cdot SRI)^{**}$
4	Articles published/accepted for publication as main author* or co-author** in Web of Science/Clarivate Analytic-indexed volumes of proceedings	$P_4 = 40^*$ or $P_4 = 20^{**}$
5	Articles published/accepted for publication as main author* or co-author** in IDB-indexed journals or volumes of proceedings recognised by the specialised CNATDCU committees	$P_5 = 30^*$ or $P_5 = 15^{**}$
6	Articles published/accepted for publication as main author* or co-author** in IDB-indexed journals or volumes of proceedings, other than the ones recognised by the specialised CNATDCU committees	$P_6 = 10^*$ or $P_6 = 5^{**}$
7	Applications for patents, whether national* or international**	$P_7 = 5^*$ or $P_7 = 10^{**}$
8	Patents, whether national* or international** (CP – share)	$P_8 = 60 \cdot CP^*$ or $P_8 = 120 \cdot CP^{**}$
9	External stages of short ( $\leq 30$ days)* or long ( $> 30$ days)** term	$P_9 = 10^*$ or $P_9 = 20^{**}$
10	Membership in a research project team in the field of the doctoral thesis (to be certified by the project manager)	$P_{10} = 20$
11	Participation in events organised by the Doctoral School / faculty / University (to be certified by the event organizer)	$P_{11} = 10$