



REGULATIONS

on the Organization and Conduct of Doctoral and Postdoctoral Studies

Chapter I - General provisions

These Regulations establish the general framework for the organization and conduct of the doctoral and postdoctoral programmes within Transilvania University of Braşov.

At Transilvania University of Braşov, the doctoral studies are the third cycle of higher education, and allow the acquisition of a level 8 qualification within the European Qualifications Framework (EQF) and the National Qualifications Framework.

These Regulations are drafted according to the Law of Higher Education no. 199/2023, with subsequent amendments; to the Order of the Minister of Education (OME) no. 3020/2024 for the Approval of the Framework-Regulation on Doctoral Studies; to the Charter of Transilvania University of Braşov.

Chapter II – The institutional framework for the organization and conduct of doctoral studies

Art. 1. Operation of IOSUD-UNITBV

- (1) Transilvania University of Braşov (UNITBV) conducts doctoral studies within its Institution Organising Doctoral Studies - Transilvania University of Braşov (IOSUD-UNITBV).
- (2) The Rector of Transilvania University of Braşov is the legal representative of IOSUD-UNITBV.
- (3) IOSUD-UNITBV is coordinated by the Council for Doctoral Studies, hereinafter called CSUD-UNITBV, which is chaired by a Director. The position of Director of CSUD-UNITBV is assimilated to that of Vice-Rector.
- (4) The Director of CSUD-UNITBV is appointed by the Rector of UNITBV following a public vacancy contest organized according to the Methodology for the organization and conduct of the public vacancy contest for the position of Director of the Council for Doctoral Studies, approved by the University Senate.
- (5) Based on the decision of the Vacancy Contest Committee, after the validation of the University Senate, the Rector of UNITBV concludes a 5-year management contract with the person appointed as Director of CSUD-UNITBV.
- (6) The doctoral programmes are organized within IOSUD-UNITBV through the Interdisciplinary Doctoral School (SDI).
- (7) IOSUD-UNITBV offers its institutional, administrative and logistic support to the Interdisciplinary Doctoral School.
- (8) A new doctoral school may be established within IOSUD-UNITBV under the law, at the proposal of CSUD-UNITBV and with the approval of the University Senate.
- (9) If new doctoral schools are established within IOSUD-UNITBV, according to the legal requirements, these Regulations will be modified for the purposes of adapting to that organizational structure.

- (10) IOSUD-UNITBV organises doctoral studies only in the fields for which it has received approval (accreditation/authorization) in this regard.
- (11) These Regulations also apply to doctoral programmes under joint supervision. In this case, additional requirements may be added at the request of the partner institution.

Art. 2. Operation of CSUD-UNITBV

- (1) CSUD-UNITBV is established and operates on the basis of the Framework-Regulations on the Doctoral Studies and of these Regulations.
- (2) CSUD-UNITBV is made up of 11 members and has the following structure:
 - a) 7 tenured doctoral supervisors who are members of IOSUD-UNITBV, from both our country and abroad, elected through universal, direct, secret and equal vote by the tenured doctoral supervisors within SDI;
 - b) 3 doctoral students, members of IOSUD-UNITBV, elected through universal, direct, secret and equal vote by the doctoral students within SDI;
 - c) the Director of CSUD-UNITBV who is ex officio member of CSUD-UNITBV.
- (3) Upon the establishment of CSUD-UNITBV, the principle of representativeness of the doctoral fields accredited to operate within SDI applies; and the representation rate is set out in the Methodology for the Election of Members in the Council for Doctoral Studies.
- (4) The members of CSUD-UNITBV, doctoral supervisors, must fulfil the minimal and obligatory standards for the habilitation degree, which are specific to the field for which they have the right to supervise doctorates, and which apply at the date of their election as members of CSUD-UNITBV.
- (5) The CSUD-UNITBV members have a 5-year term of office.
- (6) The term of office of the doctoral students who are members of CSUD-UNITBV ceases upon completion of the doctoral studies or upon loss of the status of doctoral students.
- (7) The vacancies within CSUD-UNITBV are filled in compliance with these Regulations. A new member's term of office ceases on the expiry date of the mandate of CSUD-UNITBV, unless s/he is the Director of CSUD-UNITBV.
- (8) The main duties of CSUD-UNITBV:
 - a) to establish the strategy of IOSUD-UNITBV;
 - b) to draft the institution's Regulations on the Organization and Conduct of Doctoral Study Programmes and to submit them for approval to the UNITBV Senate;
 - c) to draft proposals for regulations or measures, in line with the applicable legislation and with the strategy of UNITBV, with a view to developing the quality and competitiveness of the doctoral study programmes;
 - d) to draft the proposals for the establishment and dissolution of the doctoral schools within IOSUD-UNITBV and to submit them for validation to the University Senate;
 - e) to endorse the proposals of the SDI Council (C-SDI) as regards the acceptance of new doctoral supervisors within SDI, in accordance with the internal regulations and standards;
 - f) to endorse the Regulations of SDI, which sets the way in which the doctoral programmes are organized and conducted within the Doctoral School;
 - g) to draft the methodologies for the election of C-SDI and CSUD members, to submit them for approval to the University Senate, and respectively to validate the election of these council members;
 - h) to draft the methodologies for the periodical internal assessment of the doctoral supervisors' activity and respectively of the doctoral fields within SDI, and to submit them for approval to the University Senate;
 - i) to approve the models of the Framework-Contract of Doctoral Studies and the addenda thereto, as provided for by the applicable law;

- j) to draft the Regulations on the Way of Obtaining the Certification of Habilitation within IOSUD-UNITBV and to submit them for approval to the University Senate;
 - k) to initiate, submit and monitor the funding applications and related documentation to access the national and European funds for doctoral and research programmes, in collaboration with the Vice-Rector for Scientific Research and Informatization;
 - l) to promote the image of the doctoral studies within IOSUD-UNITBV at the national and international level;
 - m) to analyse and solve the claims that lie within the competence of CSUD-UNITBV, in accordance with the legal provisions and the Regulations of UNITBV;
 - n) other specific duties, in compliance with the law.
- (9) CSUD-UNITBV meets monthly or whenever necessary, convened by the Director of CSUD-UNITBV or at least a third of the council members.
- (10) The quorum of a CSUD-UNITBV meeting is considered met when at least two thirds of the council members are present. The decisions of CSUD-UNITBV are adopted by a simple majority of votes of the attending members, provided that the meeting quorum is met. In duly justified situations, at the proposal of the Director of CSUD-UNITBV, the council meetings can also take place remotely, and its members express their right to vote by electronic means. Taking into consideration the specificity of electronic voting, the votes communicated within a maximum of 12 hours from the time of simultaneous transmission of the convocation by the Director of CSUD-UNITBV, through electronic means, but no later than 24:00 on the day the communication was sent, will be considered validly cast. In this case, the decisions of CSUD-UNITBV are adopted with half plus one of the votes electronically cast by the council members.
- (11) CSUD-UNITBV collaborates and confers with the Vice-Rector for Scientific Research and Informatization whenever necessary, in order to harmonize the way of implementing the institutional strategy and policy regarding scientific research.

Art. 3. Operation of SDI

- (1) SDI is organized and operates within IOSUD-UNITBV with doctoral supervisors who acquired this status according to the law and who were co-opted into SDI in accordance with the internal regulations and standards.
- (2) New doctoral supervisors are accepted within SDI at the proposal of C-SDI, with the endorsement of CSUD and the approval of the University Senate, based on the Instruction IS-1/1 of the Regulations of SDI. Withdrawal of SDI membership takes effect as provided for in the Instruction IS-1/1 of the Regulations of SDI.
- (3) IOSUD-UNITBV acknowledges the status of doctoral supervisor or the habilitation degree obtained in accredited higher-education institutions abroad, for doctoral fields accredited/authorized to function within IOSUD-UNITBV, according to its own methodology. This acknowledgement does not automatically grant the right to supervise doctorates within SDI, as the membership of SDI is obtained by undergoing the internal procedures and regulations of SDI which are in force on the date of the application.
- (4) A doctoral supervisor may conduct his/her doctoral supervision activity within SDI only in the field for which he/she was acknowledged this status.
- (5) A doctoral supervisor who is member of SDI may coordinate doctoral students only within IOSUD-UNITBV, except for the doctorates under joint supervision.
- (6) Within IOSUD-UNITBV, a doctoral supervisor can coordinate at the same time a maximum of 8 (eight) doctoral students who are in various stages of the doctoral studies. The justified exceptions to this rule are approved by the University Senate, with the endorsement of CSUD-UNITBV.

- (7) A doctoral supervisor who, on the date of entry into force of these Regulations, coordinates a higher number of doctoral students, will gradually reach the maximum number of 8 (eight) doctoral students, through the students' completion of the doctoral programmes, according to the laws in force.
- (8) A doctoral supervisor's transfer to IOSUD-UNITBV from another IOSUD/IOD, or the transfer from IOSUD-UNITBV to another IOSUD/IOD is subject to the approval of both University Senates. The agreement of the two institutions (IOSUD/IOD) is expressed on the application submitted by the doctoral supervisor, through the endorsement of the Director of CSUD and the approval of the legal representative of IOSUD/IOD.
- (9) The approval for a doctoral supervisor who has obtained this status within another IOSUD/IOD to conduct his/her activity of doctoral supervision within IOSUD-UNITBV requires the two institutions involved to clarify the doctoral students' situation.
- (10) SDI sets standards and criteria of scientific performance and professional conduct that the doctoral supervisors have to fulfil in order to become members of SDI and respectively to retain this status.
- (11) In addition to the doctoral supervisors who are members of SDI, other researchers/ academic teaching personnel of both UNITBV and other Romanian or foreign institutions may conduct research and/or teaching activities within SDI.
- (12) SDI is led by the Director of the Doctoral School and by the Council of the Interdisciplinary Doctoral School (C-SDI).
- (13) The Director of SDI ensures the leadership and operational management of the Doctoral School. S/he is responsible for drafting and implementing the education plans, the staffing schedules, the management of the research and quality.
- (14) The Director of SDI is an ex officio member of C-SDI; the position of Director of SDI is assimilated to the position of director of department.
- (15) CSUD-UNITBV sets the number of C-SDI members, respectively the representation rate in C-SDI of the doctoral fields within IOSUD-UNITBV, and elaborates the Methodology for the Election of C-SDI members, in accordance with these Regulations and the legislation in force.
- (16) The Director of SDI and the C-SDI members, tenured doctoral supervisors and doctoral students of SDI, are elected through universal, direct, secret and equal vote by the tenured doctoral supervisors and respectively the doctoral students of SDI.
- (17) The Director of SDI and the C-SDI members, doctoral supervisors, must fulfil the minimal and obligatory standards for the habilitation, which are specific to the field for which they have the right to supervise doctorates, in force on the date of the elections.
- (18) The mandate of C-SDI is of 5 years. The doctoral students who are members of C-SDI cease to hold office upon completion of their doctoral studies, or loss of their status of doctoral students. The vacancies within C-SDI are filled through partial elections, and the new member(s)' term of offices cease upon expiry of the mandate of C-SDI.
- (19) C-SDI meets quarterly or whenever necessary, when convened by the director of SDI or by at least one third of the council members.
- (20) The main duties of C-SDI are as follows:
 - a) to draft the Regulations of SDI, according to the legal provisions and in compliance with these Regulations, and to submit them for approval to CSUD-UNITBV and the University Senate;
 - b) to draft and endorse the Framework-Contract of Doctoral Studies, including the models of the addenda for the interruption, respectively extension of the doctoral programme, and to submit them for approval to CSUD-UNITBV;
 - c) to approve the individual plans for the doctoral students' training;
 - d) to approve the academic guidance and integrity committees for the doctoral students;
 - e) to establish regulations on the acceptance of new doctoral supervisors as members within SDI, and on the withdrawal of the membership of SDI, and to submit them for approval to CSUD-UNITBV;

- f) to take all the legal steps in order to facilitate the issuance of the Rector's decisions to enrol or to expel doctoral students.
 - g) to draft procedures for the replacement of a student's doctoral supervisor, as well as conflict-mediation procedures;
 - h) to set the conditions in which the doctoral programme can be interrupted or extended, according to the law;
 - i) to establish ways to prevent fraud in scientific research, including plagiarism;
 - j) to set the criteria for the periodic internal assessment of the doctoral programmes;
 - k) to endorse the staffing schedule for the academic teaching personnel (including guest professors) and research staff affiliated to SDI, as the case may be;
 - l) to set the doctoral students' obligations of attendance, according to the law;
 - m) to draft the self-assessment reports and to assist the external evaluators in the evaluation process for accreditation/reaccreditation or provisional authorization;
 - n) to draft procedures and instructions on the activity of SDI, and other specific duties, under the law.
- (21) SDI is bound to offer accurate and complete information about the doctoral programmes and the doctoral supervisors' activity within the doctoral school.
- (22) SDI, with the logistic support of IOSUD-UNITBV, will publish all the relevant information about the doctoral programmes on the website of UNITBV, as well as through other information means (brochures, leaflets, posters, etc.). This information mainly refers to:
- a) Regulations of the Doctoral School;
 - b) information about the way of organizing/conducting and, respectively, financing the doctoral study programmes;
 - c) information about the doctoral supervisors' professional results and performance within SDI;
 - d) admission methodology and criteria;
 - e) models of the Framework-Contract of Doctoral Studies and specific addenda;
 - f) information about the content of the doctoral programmes (curriculum, schedule, methods of evaluation);
 - g) the guide on how to write doctoral theses, respectively the standards for drafting the doctoral theses, and the criteria for their assessment, according to the law, including the minimum standards developed by CNATDCU for awarding the degree of Doctor;
 - h) the procedure for the public defence of the doctoral theses;
 - i) the abstracts of the doctoral theses to be publicly defended, as well as the date, time and location of the public defence.

Chapter III – Organization, conduct and completion of the doctoral studies

Art. 4. Organization of the doctoral studies at IOSUD-UNITBV

- (1) In IOSUD-UNITBV, the doctoral study programmes can be organized for both full-time and part-time education. The obligations in terms of the full and the part-time attendance are established by the Instruction on how to conduct the doctoral students' activity, included in the Regulations of SDI.
- (2) Doctoral study programmes are of two types:
 - a) *scientific doctorate*, which aims to produce original, internationally relevant scientific knowledge based on scientific methods; the scientific doctorate is a prerequisite for a professional career in higher education and research; scientific doctorate study programmes are organized only for the full-time form of education;
 - b) *professional doctorate*, which has as its purpose the production of original knowledge based on the application of the scientific method, of the systematic reflection or of the applicative research on artistic creations, on high-level national or international sporting performances or on topics of practical

- importance underlying a professional career in higher education and research, in the fields pursued; professional doctorate study programmes may be organized for both full-time and part-time education.
- (3) Dual doctoral study programmes may also be organized, through the professional doctorate, according to a methodology developed by the Ministry of Education, in which case the responsibilities for the proper conduct of the learning, teaching, applicative, research and evaluation activities are shared between IOSUD-UNITBV and the economic operators.
 - (4) At IOSUD-UNITBV, the doctoral programmes are organized within SDI, according to accredited/ authorized doctoral fields, with doctoral supervisors who have lawfully acquired this status and are members of SDI, in compliance with the internal regulations and standards.
 - (5) The way in which the doctoral programmes are organized and conducted within IOSUD-UNITBV is set through the Regulations of SDI, including the instructions and the specific conditions/ criteria to ensure the quality of the processes, in compliance with the strategy for the development of the University.
 - (6) The Regulations of SDI is drafted by C-SDI, endorsed by CSUD-UNITBV and approved by the University Senate.
 - (7) The Regulations of SDI can also be applied in the case of the doctoral programmes under joint supervision, if so decided through the partnership agreement.

Art. 5. Admission to the doctoral study programmes

- (1) At IOSUD-UNITBV, the candidates' admission to doctoral studies, regardless of the type and form of education, is based on competition.
- (2) The admission methodology and criteria are annually proposed by C-SDI, endorsed by CSUD- UNITBV and approved by the University Senate; they are made public on the website of UNITBV before the admission session.
- (3) The admission methodology will include the way of organising the competition, the criteria for assigning the subsidized places and doctoral scholarships, the condițiile de înscriere, the list of the documents necessary for the registration in the competition, the admission calendar, and the amount of the admission fee set by the University Senate.
- (4) SDI ensures the candidates' equal access to doctoral programmes, according to the admission procedures and criteria, taking into account their previous studies that must be at least the master's degree or the equivalent thereof, their expertise accumulated in previous activities, and their linguistic skills, with a focus on international languages.
- (5) SDI ensures the transparency of the procedures for selection and admission to the doctorate, of the assessment criteria and standards that the candidates have to fulfil, as well as the access to this information, by displaying them on the website of UNITBV, but also via other specific communication means.
- (6) The registration in a doctoral field during the admission competition is not conditioned by the field in which the bachelor's or master's degree was obtained, according to the law.
- (7) The candidates who were expelled from state-budgeted doctoral studies, or those who completed such a doctoral study programme, may only apply for self-financed places.
- (8) Foreign citizens may be enrolled in doctoral programmes, in compliance with the applicable legislation, according to the provisions of the Methodology for the Admission to Doctoral Study Programmes within IOSUD-UNITBV.
- (9) The foreign candidates' admission to doctoral programmes, regardless of the form of education, is based on a competition annually organised by SDI, usually prior to the beginning of the academic year. The exceptions from the admission calendar, for the foreign students, will be approved by the Executive Board, at the proposal of SDI.

- (10) The decision to enrol the candidates who come from EU third countries is issued by the University's management, after receipt of the written approval from the relevant ministry, and respectively their passing the doctoral admission competition.
- (11) The admission and tuition fees for the foreign students registered in the Doctorate are approved by the University Senate, at the proposal of SDI, after conferring with the specialized faculties.
- (12) The admission criteria and study programme for the foreign doctoral students are the same as for the Romanian citizens.

Art. 6. Contract of Doctoral Studies

- (1) The rights and obligations of the doctoral students, doctoral supervisors, as well as of IOSUD-UNITBV, within SDI, are provided for in the Contract of Doctoral Studies.
- (2) The model of the Framework-Contract of Doctoral Studies is endorsed by C-SDI and approved by CSUD-UNITBV.
- (3) The Contract of Doctoral Studies is concluded with each doctoral student individually, after the validation of the admission competition.
- (4) The Contract of Doctoral Studies is signed by the doctoral student, doctoral supervisor, the Director of SDI and the Rector of UNITBV.
- (5) If the doctoral scholarships are funded from national or international funds, an additional contract shall be signed with the doctoral student, according to the regulations of the financing institution.
- (6) The Contract of Doctoral Studies is concluded throughout the doctoral student's training and includes the clauses provided for in the applicable legislation and the regulations of UNITBV.
- (7) The Contracts of Doctoral Studies do not undergo any changes during the academic year.
- (8) Any disagreement arising between the doctoral student and the doctoral supervisor is mediated and solved by C-SDI. The party dissatisfied with the decision of C-SDI can appeal to CSUD-UNITBV. The disagreements between the doctoral student and SDI are mediated by CSUD-UNITBV.

Art. 7. The doctoral supervisor and the Committee for Academic Guidance and Integrity

- (1) The doctoral student is coordinated, within the doctoral programme, by the doctoral supervisor (tenured or en cotutelle), who provides his/her scientific, professional, deontological guidance and higher training as a researcher.
- (2) The doctoral supervisor proposes the research themes for the doctoral programmes and participates in the doctoral students' selection, through the admission competition.
- (3) The doctoral supervisor proposes the doctoral student's expulsion whenever such action is necessary and requests validation by C-SDI.
- (4) The doctoral supervisor may be replaced only at the doctoral student's reasoned request, under the conditions set by the Regulations of SDI, with the endorsement of C-SDI.
- (5) The doctoral supervisor establishes, by conferring with the doctoral student, the membership of the Committee for Academic Guidance and Integrity, and then submits it for approval to C-SDI.
- (6) The Committee for Academic Guidance and Integrity, which aims to support the doctoral student during the doctoral programme, consists of 3-4 (three or four) members, specialists in the field, who hold the scientific degree of Doctor. At least one member of this committee shall be from outside of IOSUD-UNITBV.
- (7) The study programmes for the doctoral students are conducted and completed in the field for which the doctoral supervisor has obtained this capacity.
- (8) The workload of the doctoral supervisor and of the members in the Committee for Academic Guidance and Integrity during the doctoral student's doctoral programme is set by the University Senate, according to the applicable legislation.

Art. 8. Structure, content and duration of the doctoral study programme

- (1) The doctoral programme includes two components: (i) the advanced university training programme and (ii) the individual scientific research or applicative research programme, depending on the type of doctoral programme (scientific or professional).
- (2) The content, weight and duration of the specific activities, the assessment/ completion method, the number of credits, as well as the set of skills ensured by the advanced university training and respectively by the individual scientific or applicative research programme are set under the law, through the Regulations of SDI.
- (3) The doctoral higher-education programme has an average tuition duration of 4 (four) years for all doctoral fields, starting with the date of the enrolment. For the doctoral students enrolled prior to the entry into force of the Law of Higher Education no. 199/2023, the normal duration of the doctoral study programme is the one provided for in the applicable legislation at the time of their enrolment.
- (4) The doctoral studies can be interrupted on reasonable grounds, under the conditions set out in the Regulations of SDI, at the doctoral student's written request, with the doctoral supervisor's consent, the endorsement of C-SDI and the approval of the University Senate. The cumulated periods of interruption may not exceed 2 (two) years; and the duration of the doctoral studies will be extended with the cumulated periods of the approved interruptions. During the interruptions, neither IOSUD-UNITBV nor the doctoral student, regardless of the form of doctorate or type of funding for the programme where the doctoral student was enrolled, have any financial obligations. This situation is regulated by an addendum to the Contract of Doctoral Studies.
- (5) In duly justified cases, under the conditions provided for in the Regulations of SDI, the duration of the doctoral programme may be extended by a maximum of 2 (two) years, or reduced by one year, at the doctoral student's written request, with the doctoral supervisor's consent, the endorsement of C-SDI and the approval of the University Senate. During the period of extension, the state-budgeted doctoral student does not receive a scholarship and will pay the tuition fee for the second year of extension, if applicable, whereas the self-financed doctoral student will pay the tuition fee throughout the approved period of extension. This situation is regulated through an addendum to the Contract of Doctoral Studies

Art. 9. Funding of the doctoral study programmes

- (1) The doctoral programmes are funded from public and private funds.
- (2) The public funds are provided from the state budget. The private funds are obtained from the fees collected by IOSUD-UNITBV or contributions of private agents, respectively donations or contracts concluded with private agents or foundations.
- (3) The applicants who have the necessary qualifications and the adequate financial resources may be admitted as self-financed doctoral students.
- (4) The tuition fees for the doctoral programmes are annually proposed by SDI (after conferring with the specialized faculties) and approved by the University Senate.
- (5) The tuition fees, including those corresponding to the possible extension periods, must be paid under the conditions and within the time limits set by the University's management. Failure to fulfil this obligation leads to the doctoral student's expulsion.
- (6) The public defence of the doctoral thesis can be scheduled only after full payment of the due fees, including the fee for the public defence.
- (7) The UNITBV employees and their children, as well as other categories of doctoral students (social/ medical cases or doctoral students who provide services for the University's benefit) may avail themselves of discounts or exemptions from the tuition and/or public defence fees, with the approval of the Executive Board.
- (8) IOSUD-UNITBV may finance full-time doctoral programmes and full-time doctoral students also from research projects funded from other sources, public or private.

Art. 10. Cooperation in the field of the doctoral study programmes

- (1) IOSUD-UNITBV cooperates in the field of the doctoral education with research institutes, the business and industrial sectors, both in Romania and abroad, so as to promote the doctoral students' mobility.
- (2) In the case of the doctoral programmes under national or international supervision, for the doctoral students enrolled at IOSUD-UNITBV, the model of Joint Supervision Agreement drafted by SDI (in Romanian and English), which can be modified to concord with the partner institution, will be used.
- (3) The University's curriculum must be congruent with the curriculum of prestigious universities in the field; the research topics must be relevant at international level or, if they are of national interest, their methodology and approach must meet the international standards; the outcomes of the doctoral programmes must enter the international circuit, in terms of both visibility and especially impact.
- (4) IOSUD-UNITBV may grant financial support to the doctoral students and doctoral supervisors in order for them to carry out mobilities within the cooperation agreements concluded for the proper conduct of the doctoral programmes, of the structural programmes for human resources training, as well as of the doctorate en cotutelle.

Art. 11. Public defence of the doctoral thesis

- (1) The doctoral studies shall be completed, regardless of their field or the form of education, by the public defence of the doctoral thesis in front of the public defence committee, hereinafter referred to as *Doctoral Committee*.
- (2) The doctoral student is the author of the doctoral thesis and takes responsibility for the accuracy of the data and information presented in the thesis, as well as of the opinions and demonstrations expressed therein.
- (3) The doctoral supervisor shall make all efforts to check the compliance of the doctoral theses with the specific requirements of an original creation.
- (4) The doctoral thesis can be written and defended in Romanian, in the language of a national minority, or in an international language, according to the Contract of Doctoral Studies. The doctoral theses written in a language other than Romanian shall be accompanied by an abstract written in Romanian.
- (5) In order for the doctoral thesis to be approved for public defence, as defined by the legal provisions in force, it must undergo a preliminary analysis (presentation) in front of a team consisting of the doctoral supervisor, the members of the Committee for Academic Guidance and Integrity and other specialists within the faculty/ department/ research centre. Their comments and suggestions on the structure - content of the thesis will be mentioned in a preliminary analysis report, signed by everyone present, and any amendments/completions will be inserted into the doctoral thesis before it is submitted to the secretariat of SDI, with a view to initiating the procedures of similarity analysis and thesis evaluation by the Committee for Academic Guidance and Integrity.
- (6) The Doctoral Committee is proposed by the doctoral supervisor, endorsed by the Doctoral School and approved by the management of IOSUD-UNITBV. The Doctoral Committee is made up of at least 5 (five) members: its chairperson, as a representative of IOSUD-UNITBV, the doctoral supervisor and at least 3 (three) referents from the country or abroad, specialists in the field of the doctoral thesis, of whom at least 2 (two) conduct their activity outside of IOSUD-UNITBV. The Doctoral Committee members must have the degree of Doctor and at least the academic rank of Associate Professor or second-degree Scientific Researcher, or they must be habilitated as doctoral supervisors in the country or abroad. The members of the Committee for Academic Guidance and Integrity may not be appointed members of the Doctoral Committee.
- (7) The doctoral thesis is defended in a public meeting in front of the Doctoral Committee, after its evaluation by all referees and the submission of their reports at least 15 days before the defence of the thesis. The doctoral thesis may be defended in the presence of at least 4 (four) of the Doctoral Committee

members, with the mandatory physical participation of the Committee Chairperson and of the doctoral supervisor, while the other committee members can also participate in the online videoconference system.

- (8) Based on the content of the doctoral thesis and on the findings during the public defence, the Doctoral Committee will analyse and deliberate on the awarding of the degree of Doctor.
- (9) In case of failure to meet the necessary requirements for the awarding of the degree of Doctor, the Committee will specify the elements to be remade/ added in the doctoral thesis and request a new public defence of the thesis, which will take place in front of the same Doctoral Committee. If the requirements for the awarding of the doctorate degree are not met even at the second public defence, the doctoral student will be expelled.
- (10) If the doctoral thesis is validated by the Doctoral Committee, the doctoral file is submitted by IOSUD-UNITBV through SDI to CNATDCU, within the time limit and in the form provided for in the applicable legislation.
- (11) The legal stages and time limits for the public defence of the doctoral thesis, as well as the documents necessary to prepare the doctoral file are set according to the applicable legislation, through the Instruction on the Completion and Public Defence of the Doctoral Thesis, drafted by the Doctoral School and included in the Regulations of SDI.
- (12) Starting with the academic year 2024-2025, before the public defence, the doctoral thesis (and its appendices, if applicable) will be available for public consultation on a national platform managed by UEFISCDI, for 90 calendar days, in accordance with the legal provisions in force regarding the copyright. During this period, any natural or legal person can present their comments on any deviations from the standards of ethics and deontology, including on plagiarism. These observations are collected in a report made by the Doctoral School, which will be sent to CSUD-UNITBV for analysis and decision in order to validate or invalidate the initiation of the public defence procedure. In case of invalidation, the doctoral student must amend the content of the thesis within 3 months from the communication of the defence-invalidation decision, and the procedure for putting the thesis into transparency will be resumed.

Art. 12. Protection of the intellectual property rights on the doctoral thesis

- (1) The protection of the intellectual property rights on the doctoral thesis is ensured in compliance with the provisions of the Contract of Doctoral Studies, according to the criteria and measures set out in the relevant special law.
- (2) The copyright and/or intellectual property rights over the original product or creation are capitalised on according to the provisions of the relevant applicable legislation, while complying with the principles and provisions of the international conventions and European legislation in force, as well as of the Contract of Doctoral Studies, if it includes such clauses.
- (3) IOSUD-UNITBV, through CSUD-UNITBV, drafts and approves its own strategies for the protection of patrimonial rights resulting from the capitalization on the intellectual property rights.
- (4) The patrimonial benefits resulting from the capitalization on the intellectual property are also distributed in proportion to the financing source for the research conducted within the doctoral study programme.

Chapter IV – Quality assurance within doctoral study programmes

Art. 13. Compatibilization of the doctoral study programmes with the European and national qualifications framework

- (1) The doctoral study programmes are developed on the basis of a curriculum that is an integral part of the documentation for entering the qualification in the National Registry of Qualifications in Higher Education (RNCIS).

- (2) The curriculum of the doctoral study programme must include at least the following elements: the educational plan, the course outline for each of the disciplines in the curriculum; the research plan, adapted to the activities specific for the doctoral students and the research teams they are part of.
- (3) The curriculum is drafted by SDI, for each doctoral field, after conferring with the UNITBV partners, the employers, the doctoral supervisors and the doctoral students, is endorsed by C-SDI and approved by CSUD-UNITBV.
- (4) The doctoral students may also choose elective courses included in the curriculum of the doctoral programmes under other doctoral fields, based on their specific interests, on the complexity of the research programme and on their research theme.
- (5) The curriculum will also include disciplines meant to develop several transversal skills necessary to increase the employability and to enhance the skills acquired in the doctoral study programme.
- (6) CSUD-UNITBV may empower SDI to draft the rules applicable to the transfer of credits, if the credits are obtained from other doctoral schools in the country or abroad.
- (7) The credits acquired in the doctoral programme are recorded in documents such as the transcript of records in order to allow, as appropriate, the transfer to other education institutions or the re-enrolment.

Art. 14. Evaluation of the doctoral programmes and activity of the doctoral students and doctoral supervisors

- (1) The quality of the doctoral programmes, doctoral fields and doctoral supervisors' results periodically undergoes internal and external evaluation.
- (2) The external evaluation for accreditation/ reaccreditation or authorization of the doctoral fields is made periodically, according to the laws in force.
- (3) The doctoral supervisors shall transmit in due time the data necessary for drafting the internal evaluation report. The doctoral supervisors who fail to send the required data cannot be taken into consideration for the report, which entails the withdrawal of their SDI membership, after the situation of their doctoral students is clarified (if applicable).
- (4) The instructions for the internal evaluation on the quality of the doctoral programmes and of the doctoral students' activity are drafted by C-SDI and approved by CSUD-UNITBV.
- (5) The internal evaluation of the doctoral programmes and of the doctoral students' activity is made annually by committees proposed by C-SDI, for each doctoral field. The evaluation is mainly focused on the outcomes of the research activity, taking into consideration results such as publications, participation in conferences, patents, as well as their quality estimated by integrating the publications in the international flow, indexing, citations, awards, etc.
- (6) The evaluation of the doctoral students' activity focuses on the skills that the doctoral student must develop within the doctoral programme, according to level 8 of the European Qualifications Framework (EQF) and of the Romanian National Qualifications Framework (CNC).
- (7) The internal evaluation of the doctoral fields and of the doctoral supervisors' activity is made periodically, on the basis of some methodologies drafted/ revised by CSUD-UNITBV and approved by the University Senate. CSUD-UNITBV establishes the form in which the evaluation results are made public, including by posting them on the website of UNITBV.
- (8) Following the internal and external evaluations, SDI may propose the withdrawal of the doctoral supervisor's membership, with the endorsement of CSUD-UNITBV and the approval of the University Senate.

Art. 15. Stimulation of the doctoral graduates' employability

- (1) CSUD-UNITBV, along with C-SDI, will develop a marketing policy for the doctoral studies, meant to correspond to the global competition with geographically and thematically very diversified options in education and professional training.

- (2) At a national level, IOSUD-UNITBV will participate in the establishment of associations/ non-governmental organizations to promote quality doctoral studies.
- (3) SDI makes and updates the Alumni register, with its own graduates, monitors their career and professional activity, and thus contributes to their integration in society.

Chapter V – Legal status of the doctoral students and supervisors

Art. 16. Fundamental principles

- (1) The status of the doctoral students and supervisors within IOSUD-UNITBV also takes into consideration and imposes the compliance with the principles of freedom, democracy, equality and solidarity, as well as the political independence of the academic environment.
- (2) A person enrolled in a doctoral programme has the status of doctoral student in terms of the higher education cycle, regardless of the type and form of doctoral programme s/he attends. Under the conditions set out in the applicable law, the doctoral students may be employed by IOSUD-UNITBV as fixed-term research assistants or assistant professors, as the case may be, following a vacancy contest.
- (3) The status of doctoral student may be acquired, following the admission competition, only by the candidates who are graduates of the 2nd cycle of higher-education studies or equivalent studies, according to the legal provisions valid at the date of the admission.
- (4) The status of doctoral supervisor is acquired after obtaining the habilitation certification in accordance with the laws in force. Obtaining the certificate of habilitation does not automatically confer the right to supervise doctorates within IOSUD-UNITBV/ SDI; for this, it is necessary to go through the internal procedures and regulations, in force at the time of the request
- (5) The rights and obligations of both doctoral students and supervisors are legally established in the Contract of Doctoral Studies, drafted and signed according to the provisions of these Regulations, in compliance with the provisions of the Law of Higher Education no. 199/2023, with subsequent amendments, and with the provisions of the Order of the Minister of Education for the approval of the Framework-Regulations on Doctoral Studies.

Chapter VI – Academic ethics and deontology

Art. 17.

- (1) Within IOSUD-UNITBV, the doctoral study programmes are conducted in compliance with the standards of academic ethics and deontology, regulated by the Code of Academic Ethics and Deontology, part of the Charter of Transilvania University of Braşov.
- (2) The following, among others, are deviations from the standards of academic ethics and deontology: coining of results or data (reporting of fictitious results or data, which are not the actual outcome of a research and development activity), falsification of results or data (selective reporting or rejection of unwanted data or results, manipulation of representations or illustrations, alteration of the experimental or numerical apparatus in order to obtain the desired data, without reporting the alterations made, with a view to distorting the scientific truth), plagiarism (the presentation as a supposedly personal scientific creation or contribution in a written work, including in electronic format, of some texts, ideas, demonstrations, data, theories, results or scientific methods taken from written works, including in electronic format, by other authors, without mentioning this and without referring to the original sources), and self-plagiarism (republication of substantial parts of one's own previous publications, including translations without properly indicating or citing the original).
- (3) Infringement of the legal regime related to the conflict of interests and incompatibilities, and failure to disclose situations of conflicts of interests or incompatibilities in the activity of evaluation are also deviations from the standards of academic ethics and deontology.

- (4) The compliance with the standards of academic ethics and deontology in the professional activity is a prerequisite for the doctoral supervisors' affiliation to SDI; and, respectively, in order for them to retain this status, as well as to apply for the certificate of habilitation within IOSUD-UNITBV.
- (5) The procedures for reporting and resolving possible breaches of the standards of academic ethics and deontology are provided for in the Regulations on the Organization and Operation of the Academic Ethics Committee.

Chapter VII – Organization and conduct of the postdoctoral programmes of advanced research

Art. 18.

- (1) Postdoctoral programmes of advanced research are organized within SDI according to the legal standards and are intended for people who have obtained the title of Doctor of Sciences at most 5 years prior to the admission to the postdoctoral programme, or who participated and obtained the certificate of excellence in the "Marie Skłodowska-Curie" competitions organized by the European Commission, regardless of when they acquired the degree of Doctor.
- (2) The methodology of admission to postdoctoral programmes is drafted by CSUD-UNITBV and approved by the University Senate.

Chapter VIII - Final and transient provisions

Art. 19.

- (1) These Regulations take effect as of their approval by the University Senate.
- (2) For the doctoral students enrolled in doctoral study programmes prior to the approval of these Regulations, it is the legal provisions valid upon their enrolment that apply, as long as they do not contravene the current legislation.
- (3) These Regulations are lawfully supplemented with the applicable legislation and with the decisions of the University Senate.

This Methodology was discussed and approved in the meeting of the Senate of Transilvania University of Braşov on 29.05.2024, and revised for the purposes of compliance with the subsequent legislative changes on 24.07.2024.

Prof. Eng. Mircea Horia Țierean, PhD
President of the University Senate

