



## **UNIVERSITY CODE of Student Rights and Obligations**

The content of this Code was elaborated in accordance with the provisions of the following pieces of legislation: Law of National Education no. 1/2011 with subsequent amendments, Order no. 3666 of March 30<sup>th</sup>, 2012 on approving of the Code of Student Rights and Obligations, the Charter of Transilvania University of Braşov.

**Art.1** This Code covers the rights and obligations of the students enrolled at Transilvania University of Braşov.

**Art.2** The newly elected University Senate adopts the University Code of Student Rights and Obligations, upon the students' proposal, in compliance with the applicable laws.

**Art.3** (1) The position of student, respectively of doctoral student is acquired by admission to an undergraduate, graduate and respectively doctoral university study programme, in line with the art. 142 par. (7) and art.199 par. (2) of Law no. 1/2011, with subsequent amendments.

(2) The doctoral students' rights and obligations are stipulated in the Government Decision no. 681/2011 on approving of the Code of Doctoral University Studies.

(3) The study contract concluded between student and university following the admission to a university study programme undergoes no modifications during an academic year.

**Art.4** (1) The students can associate in student structures or organisations, according to the provisions of art. 203 par. (1) of Law no. 1/2011, with subsequent amendments.

(2) The legally constituted student organizations are entitled to have access to the university facilities, with a view to organising projects for students or to conducting internal activities, outside school hours and other preset activities. The space is allotted by the university management at the request of the student organization. The application shall be accompanied by a documentation on the conducted activity.

(3) The university cooperates with the legally constituted student organizations on aspects related to the development of higher education.

**Art.5** The legally constituted student organizations annually elaborate a report on the compliance with the provisions of this Code within Transilvania University of Braşov. The report shall be made public before the start of every academic year on the university's site. In case of ascertaining deficiencies, the university shall make public the ways of solving them.

**Art.6** (1) The students are partners of the university and members of the academic community, benefitting from rights and obligations on the basis of the principles laid down in art. 118 of Law no. 1/2011, with subsequent amendments.

(2) The students' activity in the framework of the academic community is regulated by the principles laid down in art. 202 par. (1) of Law no. 1/2011, with subsequent amendments.





**Art.7** The State guarantees fair education as regards the admission, attendance and completion of the studies for all the students within the national education system.

**Art.8** The candidates coming from disadvantaged socio-economic backgrounds or socially marginalised backgrounds, including graduates from high-schools in rural areas or towns with less than 10,000 inhabitants, may benefit from budgeted places, according to the relevant legal provisions. Providing this category of students with free services of educational and professional orientation and counselling, with tutorship services, as well as monitoring the educational routes, in view of their academic, social and cultural integration in the community, constitute, along with their quality, an assessment criterion of the university quality.

**Art.9** Political propaganda, as well as any form of individual or group discrimination, are forbidden within the university.

**Art.10** The physically disabled students' rights in carrying out academic, as well as social and cultural activities are the ones stipulated by art. 118 par. (3) of Law no. 1/2011, with subsequent amendments.

**Art.11** The students benefit from the following rights, based on the principles issued in Law no. 1/2011, with subsequent amendments:

- a) the right to quality education;
- b) the right of access to internal and external mobility exchange programmes, with the recognition of the credits obtained in this way, according to legal provisions;
- c) the right to academic mobility, according to the provisions of the applicable legislation and of the Charter of Transilvania University of Braşov;
- d) the right to personal-data protection;
- e) the right to free course support (of minimum 5 pages), in physical or electronic format, and access to all the teaching materials available for free in the university libraries or on the faculty site;
- f) the right to be informed, in the first two weeks from the beginning of the semester, on the syllabus, on the structure and objectives of the course, on the competences it generates, as well as on the methods of evaluation and examination. Any subsequent modification of methods of evaluation and examination can be done only with the students' consent;
- g) the right to benefit, at the beginning of the first study year, from a "Student's Guide" with information referring to: student rights and obligations, disciplines in the curriculum, services made available by the University, evaluation procedures, amount of the fees, the material basis of the university and of the faculty, information about the legally established student associations, modalities of access to scholarships and other ways of financing, mobility exchanges, as well as granted facilities and subsidies;
- h) the right to benefit from a year's tutor from among the teaching staff within the faculty the courses of which (s)he attends;
- i) the right to participate in the evaluation of the courses, seminars, practical placements, teaching staff's performance and other educational and/or organizational aspects related to the study programme attended, according to the provisions of art. 303 par. (2) in the Law no. 1/2011, with subsequent amendments, in compliance with the procedures communicated from the level of the Vice-Rectorate for Internationalization and Quality Evaluation.

The evaluations are public information and are used with a view to assessing the performances of the courses, seminars, practical placements, study programmes and teaching staff.

The University shall publish the results of the evaluation of the teaching staff by students on its own site, in legible form, under the applicable legislation. The results will contain the centralization of all assessments for each member of the teaching staff;





- j) the right of access to regulations, resolutions, decisions, official reports and other documents of the institution where they study, under the applicable legislation;
- k) copyright and intellectual property rights for the results obtained in the activities of research–development, artistic creation and innovation, according to the applicable legislation, to the University Charter and to the possible contracts between the parties;
- l) the right to benefit for free from services of academic, professional, psychological counselling and information related to the educational activity, made available by the University, according to the University Charter;
- m) the right to internship according to the objectives of the university-study programme, as well as the right to access infrastructure, transportation and meals ensured under the law.  
The way of identifying, organising and assessing the specialised internship is a compulsory criterion for assessing the quality of the study programmes;
- n) the right to have the individual practical placement recognised, after the assessment of the degree of fulfilment of the internship goals, in compliance with the study programme;
- o) the right to interrupt and resume the studies, in compliance with the University Charter and applicable legislation;
- p) the right to study in one’s mother tongue or in an international language, if there is this possibility in the University, within the limit of the places allotted for this type of study programme;
- q) the right to refuse to participate in the educational process more than 8 hours per day, representing courses, laboratories and seminars, except for the cases of practical training;
- r) the right to an objective and non-discriminatory evaluation of the competences acquired after completing a course, in compliance with the curriculum, and the right to know the standard by which they have been evaluated;
- s) the right to be assessed by an alternative method, when they suffer from a temporary or permanent disability, medically certified, which makes it impossible for them to present the acquired knowledge in the pre-established manner by the course holder, so that the indicated alternative method does not prevent them from attaining the standards of the examination;
- t) the right to contest the grades obtained in the written examinations, according the University’s written regulations. The contestation will be solved by a committee which does not include the teaching staff who initially assessed, in the contesting student’s presence, if the student requests this;
- u) the right to be returned, on request, in copy, a registered copy, from the University, of the Bachelor’s/ Dissertation thesis and to be communicated the score;
- v) the right to benefit from a student-centred educational process, for the purpose of personal development, integration into society and development of the employment capacity, job preservation and mobility on the labour market;
- w) the right to benefit from flexible learning paths, according to the art. 123 par. (7) of Law no. 1/2011, with subsequent amendments. In this respect, a minimal number of optional and/or facultative courses, out of all courses offered by the University will be ensured within the study programme.

**Art.12 (1)** The students are represented in the consultative, decision-making and executive structures within the University, according to the provisions of Law no. 1/2011, with subsequent amendments, and to the University Charter.

(2) The students participate in decision-making within the University based on the following rights:

- a) the right to elect and to be elected within the University’s management structures, according to Law no. 1/2011, with subsequent amendments;
- b) the right to be represented in the University Senate and Faculty Board, in a proportion of minimum 25%, under Law no. 1/2011, with subsequent amendments, and the University Charter;





- c) the right to be represented in the University structures which manage the social services, including the committees for accommodations, for scholarship granting, for thematic-camp allotment;
- d) the right to participate in the procedures which establish the modality of appointing the Rector, by representatives, as well as in the process of the Rector's appointment, regardless of the modality of appointment, according to art. 209 par (2) of Law no. 1/2011, with subsequent amendments;
- e) the right to be informed and consulted by the students' representatives, upon the decisions voted in the management structures of the institution they belong to.

(3) The University shall not condition the status of student representative according to the academic performance, to the attendance of courses, seminars and laboratories. The teaching staff shall not be involved in the procedures for the election of student representatives, regardless of the level of representation. The interventions are sanctioned according to the provisions of the art. 312 in the Law no. 1/2011, with subsequent amendments.

(4) A student may not have the position of student representative in the decision-making structures of the University (Faculty Council, University Senate and Administrative Board) for more than 4 years, regardless of the period of their mandates and of their interruptions.

(5) The student representatives in the Faculty Councils and in the University Senate are chosen by the direct, secret and universal vote of all the students at both faculty and university level. The legally constituted student organizations at the faculty/university level can delegate rightful representatives in these structures. The number of the representatives delegated by the student organizations in these structures is established on the basis of the university autonomy, according to the principle of representativeness.

(6) The process of appointing student members in any other consultative, deliberative and executive structures than those stipulated in Law no. 1/2011, with subsequent amendments, is achieved on the basis of the university autonomy and is established by students.

(7) The legally constituted student federations at a national level appoint representatives in the consultative councils of MENCS according to the art. 217 par. (1) of Law no. 1/2011, with subsequent amendments.

**Art.13 (1)** Students benefit free of charge from:

- a) Bachelor's, Master's and Doctoral university studies within the available budgeted places and the regulations of Law no. 1/2011, with subsequent amendments, in the case of the Romanian citizens, of the citizens of the European Union Member States, of the States belonging to the European Economic Area and of the Swiss Confederation, according to art. 142 par. (4), of the Romanian ethnics everywhere according to art. 205 par. (4), as well as in the cases stipulated in art. 205 par. (5) and (6);
- b) the issuance of the study papers and of those attesting the student status (including school situation/transcript of records, Bachelor's degree, engineer, urbanist, Master's and Doctorate, diploma supplements, certificates, report cards and passes, including those for the access to the library);
- c) access to museums, concerts, theatre performances, movies, to other cultural and sports events organised on the Romanian territory, in the case of the Romanian ethnics from outside the national borders, according to the provisions of art. 205 par. (4) of Law no. 1/2011, with subsequent amendments.

(2) In case of issuing duplicates of study papers, the University can levy fees established under university autonomy.

(3) The students benefit from fee reductions, according to the applicable legal provisions.

(4) The students are encouraged to participate in volunteer actions, for which they can receive a number of additional credits, according to art. 203 par. (9) under Law no. 1/2011, with subsequent amendments.

**Art.14** The students benefit from the following social rights:

- a) free medical care, according to the provisions of art. 205 par. (1) of Law no. 1/2011, with subsequent amendments;
- b) accommodation, unless they are studying in their home town, under the law;





- c) accommodation subsidies, according to art. 205, par. (15) of Law no. 1/2011, with subsequent amendments;
- d) access in the university spaces to organise projects for students or to carry out the internal activities, outside course hours, and other pre-established activities, in compliance with the provisions of the University Charter;
- e) the right to apprise abuses and irregularities, and to ask the verification and evaluation of these referrals by specialized bodies laid down in the applicable legislation, as well as the right to the protection of those who refer the matter, according to Law no. 571/2004 on the protection of staff in public authorities, public institutions and other units that report violations of the law;
- f) the right to have all their written and signed applications recorded or sent to the official email addresses of the University and receive a written answer, respectively by the electronic means, to these applications, under the conditions laid down by law and by the university regulations;
- g) the right to a registration time-limit of at least 5 workdays upon the posting of the notification for the competitions organized within the university, including the ones for scholarships, camps, accommodation and mobility exchanges.

**Art.15 (1)** The students have the right to know the mechanisms by which the tuition fees, as well as other fees levied by the University are set, in compliance with the University Charter.

(2) The students have the right to be informed on the number, type and quantum of each fee levied by the University.

**Art.16 (1)** The students may benefit from the following types of scholarships:

- a) performance-stimulation scholarship, which are distributed according to the University's internal regulations and which further split into merit, study and excellence scholarships;
- b) social scholarships, for the low-income students' social support, the minimal quantum of which is annually proposed by the National Council for Financing Higher Education, relating to the real costs for board and lodging. The occasional social aid can be cumulated with the other types of scholarships;
- c) scholarships from budgetary allocations or extrabudgetary incomes of the University, as well as other types of special scholarships, according to the criteria established by the applicable legislation, the quantum of which should cover at least the costs for board and lodging;
- d) contract-based scholarships, concluded with economic agents or with other juridical or physical persons, such as those referred to in art. 205 par. (10) of Law no. 1/2011, with subsequent amendments.

(2) The students may benefit from loans through the Agency of Loans and Scholarships for Students, in compliance with the art. 204 of Law no. 1/2011, with subsequent amendments.

(3) The student orphans of both parents, the ones who come from orphanages and other disadvantaged backgrounds can benefit from other facilities, with the approval of the University's Administrative Council and in compliance with the applicable legislation.

**Art.17 (1)** The students who come from disadvantaged environments or those who have remarkable results in their education and professional cultural or sports training, benefit from places in the thematic camps, within the budget allocated for this purpose.

(2) In the framework of these camps, professional-training sessions in a non-formal context can be organized, for which the students can receive a number of ECVET/ECTS credits, in compliance with the University Charter.

(3) The thematic camps can be organized by MENCS through its bodies, during the holidays, in consultation with the legally constituted national student federations.

**Art.18** The students have the following obligations:

- a) to fulfil all tasks, assignments incumbent on them according the curricula and syllabi;
- b) to comply with the University Charter, rules and regulations, and decisions;





- c) to participate in the meetings of the management structures within the University as elected student representatives;
- d) to meet the quality standards imposed by the University;
- e) to respect the other persons' copyright and to recognize the paternity of the information presented in their papers;
- f) to comply with the provisions of the University's Ethical Code;
- g) to draw up and defend evaluation papers at the level of a discipline and graduation papers - original;
- h) to notify the competent authorities of any irregularities in the education process and in its related activities;
- i) to participate in academic activities, without being under the influence of alcohol or other forbidden substances;
- j) not to use a language and behaviour inappropriate for the academic environment;
- k) to use properly, according to the preset destination, all facilities and subsidies received;
- l) to respect the cleanliness, quiet and order in the university space;
- m) to preserve the integrity and good functioning of the material base made available by the University;
- n) to bear the potential damage to the material base made available to them by the higher-education institution;
- o) to inform the competent authorities of any situation that might influence the smooth running of the individual and general study activities;
- p) to fulfil the financial commitments imposed by the institution where they are studying, under the conditions set out in the study contract.

**Art.19** The national federations of the student organizations draw up an annual report on the compliance with the provisions of this Code in the universities within the national education system.

This Code was discussed and approved in the meeting of Transilvania University of Braşov Senate on 18.05.2012, and its amendments were discussed and approved in the Senate meeting on 6.07.2016.

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