



Addendum 1 to Senate Decision No. 5 516/31.03.2020

**Regulation regarding fees for admission, tuition, and graduation
for the 2020-2021 academic year**

1. This Regulation establishes the amounts, terms and payment of fees (rates) for admission, tuition, and graduation as well as the discount schemes for tuition fees (rates) for all levels and forms of study for Romanian citizens and those assimilated, as well as for foreigners.
2. Tuition fees (rates) for the master's level will equal at least the amount of fees (rates) established for the undergraduate level.
3. The new amounts of fees (rates) for admission, enrolment and completion of studies related to the 2020-2021 academic year will apply for first year students (bachelor, master's and doctoral level), respectively for students who in the 2020-2021 academic year resume their studies or are required to pay the registration fee for the graduation exams.
4. Tuition fees (rates) are paid by students from Romania and other countries of the European Union, European Economic Area or the Swiss Confederation either in full or in instalments. The instalment payment facility works as follows:
 - a. until confirmation of place for the first year students, respectively by October 15 for students from other years of study, at least 25% of the annual tuition fee must be paid;
 - b. by December 5, at least 50% of the annual tuition fee;
 - c. by March 15, at least 75% of the annual tuition fee;
 - d. by May 15, 100% of the annual tuition fee to be paid.



5. Tuition fees (rates) discounts established by the faculties are granted only to Romanian students and equivalent for bachelor level - full time and distance learning (see Addendum no. 7), except for faculties granting the master's level special discounts (see Art. 9). Applications for tuition fee discounts will be submitted to the faculty secretariats between October 1-12. The tuition fee discount, depending on its amount, applies in all cases to the last and the penultimate instalment as appropriate.
6. For full payment of tuition fee until confirmation of place, first year students can be granted a 10% discount. This discount also applies to other years of study provided full payment of the tuition fee until October 15 for full time specialisations, respectively until October 31 for distance learning/ part time specialisations.
7. Exception from the provisions of art. 5 are the discounts granted for the 2nd study programme of the same level within UBB covered by this article.
 - a. UBB students can benefit from discounts for the second degree programme pursued in parallel, discounts ranging between 25% and 50% of the annual tuition fee as established by the Faculty Council. UBB graduates who are enrolled in a second study programme may benefit from the same discounts.
 - b. Tuition fee discounts may be granted to a student for a single study programme. If a student follows simultaneously two majors and one of them is distance learning/ part time learning, the tuition fee discount is granted for the specialization in distance learning/ part time learning. In other cases, the discount is granted for the second specialization.
 - c. Documents attesting to their being enrolled in another study programme within UBB, respectively UBB graduates, are filed in order to establish tuition discounts during the period December 1-12, with the discount application request. They must include a statutory declaration that the student does not and has never benefited



from another similar discount simultaneously in another programme of studies within UBB.

- d. The document attesting to their being enrolled in another study programme must be issued between October 1-12 and include an entry vouching that the student has no overdue debts in relation to UBB.
8. Students who move on a budgeted place following re-ranking will be refunded the tuition fees (rates) paid in advance for that academic year.
9. Faculties are free to apply, upon request, the following special discounted tuition fees with prior approval of the Faculty Council:
- For undergraduate degree - full time education and distance learning and master's degree - full time education and part-time education:
- a. the 25% discount of the tuition fee for members of the same family (spouse, parents, children or brothers/ sisters) who are students at the Faculty, enrolled in undergraduate or master's study programmes, provided that everyone have paid the first two instalments of the tuition fee;
 - b. tuition fee exemption (100% discount) for orphans of both parents, under the age of 35, with a net monthly income lower than the national minimum wage;
 - c. tuition fee exemption (100% discount) for students from orphanages under the age of 35;
 - d. 50% discount for students with severe disabilities based on the medical documents submitted.
 - e. 50% tuition fee discount for orphans of one parent, under the age of 35, with a net monthly income lower than the national minimum wage;

Documentation required to obtain a reduction/exemption from the tuition fee for students who fall under art. 9, letters b and e, is:

- certificate showing that the applicant is in foster care (where applicable);
- net income certificate (for the last 3 months);



- supporting documents issued by the Financial Administration regarding the net income obtained from authorized activities for all family members over the age of 18 (for example: letting, sole trader, family business, companies, capitalization of tangible property of student: agricultural land, woodland, etc., according to the provisions of Law No. 227/2015 on the Tax Code);
10. Discounts apply as stepped discounts and accumulation discounts (see explanatory note) and are established for each academic year.
11. Faculties, with prior approval of the Faculty Council, are free to grant employees of Babes-Bolyai University of Cluj-Napoca, based on their written request addressed to the faculty, a discount of more than 50% of:
- a. the annual tuition fee for undergraduate level for maximum the normal duration of the specialisation pursued by an employee (3 or 4 years), in which case an amendment to the employment contract will be drawn up stipulating that the employee remains in the institution for a period of minimum 3 or 4 years (depending on the period for which tuition discount was approved) (see Addendum 9).
 - b. the annual tuition fee for master's level, for maximum 2 years, in which case an amendment to the employment contract will be drawn up stipulating that the employee remains in the institution for a period of minimum 2 years (see Addendum 9).
 - c. the annual tuition fee for doctoral level for maximum 3 years, in which case an amendment to the employment contract will be drawn up stipulating that the employee remains in the institution for a period of minimum 3 years from the public defence of the thesis (see Addendum 9). The discount does not apply to the fee for the public defence of the thesis.

Fixed-term employees in UBB cannot benefit from the provisions of this article.



12. Regulations for specific situations:

12.1. **Withdrawal from education** - undergraduate, master's, post-doctoral programmes, psycho-pedagogical programmes - Level I and Level II of the Department for Teacher Training (DPPD), doctoral programmes, is done following an application request approved by the faculty leadership or head of DTT prior to enrolment or after enrolment.

- a. First year students, admitted on tuition will sign the learning agreement upon confirmation of place. If the student submits to the faculty secretariat a registered request to withdraw from studies, within the period of time since signing the agreement to the day preceding the beginning of the academic year, tuition fees (fares) will be fully refunded.
- b. With the exception of first year students, all students who request to withdraw from studies prior to the beginning of the academic year can receive a full refund of the tuition fee paid in advance for the period remaining from the time of withdrawal, by the end of the academic year, according to Article 4. point c and Article 12.1 point c.
- c. After the beginning of the academic year, for registered students attending study programmes on tuition, regardless of the year of study, the tuition due is calculated according to the date of filing the request for withdrawal and in accordance with Art. 3 above, as follows:
 - If the withdrawal request is filed starting October 1 to the end of the first semester the student will owe 50% of the total tuition fee;
 - If the withdrawal request is filed during the second semester the tuition fee will be due entirely;
 - These provisions are closely interrelated with the regulations regarding the organization of study groups and the establishment of teaching loads and funding the resulting costs.
- d. Net fee due at the time of withdrawal will be determined as the difference



between the total fee payable and the total fee paid cumulatively from the beginning of the academic year to which any unpaid fees in previous academic years can be added.

- e. The refunding of any amounts of tuition fees will be made only upon request after the withdrawal.
- 12.2. **Re-enrolment** - Undergraduate, master's level, psycho-pedagogical programmes - Level I and Level II of the DTT (Department for Teacher Training), students will pay altogether with the re-registration fee any payment due from the preceding academic years of study when they were enrolled in study programmes within UBB and the first instalment of the tuition fee for the academic year in which the re-registration is done.
- 12.3. **Interruption of studies** - undergraduate, master's level, psycho-pedagogical programmes - Level I and Level II of DTT, doctoral studies, students are required to meet the requirements resulting from the updating of the curricula, including those pertaining to changes in the tuition fee. The tuition fees to be paid by students enrolled on tuition that require interruption of studies is determined as follows:
- a. After the beginning of the academic year, for registered students attending study programmes on tuition, regardless of the year of study, the tuition due is calculated according to the date of filing the request for withdrawal and in accordance with Art. 3 above, as follows:
 - If the request for interruption of studies is registered in the period beginning October 1st until the end of the first semester the student will owe 50% of the total tuition fee;
 - If the request for interruption of studies is registered during the second semester the tuition fee will be due in full;
 - b. Net fee payment at the time of interruption of studies is determined as the difference between the total fee payable and the total fee paid cumulatively from the beginning of the academic year to which any unpaid fees in previous



academic years can be added.

- 12.4. **Student academic mobility from other institutions on tuition places.** Students who benefit from academic mobility will comply with the system established for the programme and year of study to which they were transferred. Students will pay corresponding tuition for the academic year in which the academic mobility was operated.
- 12.5. In case of **shifts through redistribution from a place on tuition to a state funded place**, following admission to bachelor's, master's and doctoral programmes as a result of the withdrawal of candidates initially admitted on budgeted places or as a result of supplementing the number of state funded places, candidates are entitled to a tuition fee refund or refund of the instalment paid upon confirmation of place. A place is considered confirmed if the student pays in advance at least one instalment of the tuition fee and signs the learning agreement. Tuition fee refund is based on a request submitted to the faculty, within a limitation period of three years from the date of payment of the tuition.
- 12.6. In case of **shifts from state funded places to places on tuition**, students in years 2, 3, and 4, with a normal track **without interruption of studies** will pay the tuition corresponding to their class.
- 12.7. Regardless of the year of registration, doctoral students on tuition places, including those who extended their period of studies, will pay for the **public defence of doctoral thesis** a fee corresponding to the academic year in which the thesis defence is due.
- 12.8. The doctoral student in extension of studies will pay the tuition fee only for the extended period (1 year or maximum 2 academic years), including for the semester in which the doctoral thesis is defended.
13. Fee (rate) for taking the exams established in Addendum no. 5
- 13.1. Fee (rate) applies to graduates of Babeş-Bolyai University of Cluj-Napoca upon a new enrolment as follows:



- if the students fails two consecutive exam sessions (June, February) or only one of the two;
 - when the first registration occurs more than 3 years after graduation.
- 13.2. Fee (rate) paid to register for examination entitles the student to sit for the exams in two consecutive sessions (June, February) of the same academic year.
Fee related to the graduation exam covers both examinations.
14. For graduates of higher education institutions other than the Babeş-Bolyai University of Cluj-Napoca, the **costs pertaining to the registration for organizing the graduation exams, diploma exam, respectively dissertation defence** may fall within the range established in Addendum no. 5 and its **double**.
15. For tuition paying students of Babeş-Bolyai University, citizens from **states that are not members of the European Union, of the European Economic Area as well as of the Swiss Confederation**, the amount of tuition fees (rates) is established in foreign currency for the 2019/2020 academic year in accordance with Addendum no. 4. The following regulations will be taken into consideration:
- 15.1. A fee of 50 Euro will be paid for processing the admission file, regardless of the level of study or form of education for which the file is submitted.
- 15.2. For full time students (undergraduate, master's or doctorate degree):
- a. Fees (rates) are paid throughout the duration of the academic year of:
 - 9 months for the years of study in which the curricula does not provide a Training course or the Training provided in the curriculum takes place throughout the semester and not as a distinct period of time.
 - 10 months for the years of study in which the curricula provide a Training discipline over a period distinct from the teaching activities.
 - b. Fees (rates) may be paid in full by October 15 without benefiting of any discount, or in instalments, according to art. 4 of this decision.



- c. Fees (rates) set out in Addendum no. 4 do not cover costs of accommodation, respectively meals.
- 15.3. For the undergraduate, master's and doctoral degrees - part time education and other programmes of study, according to Addendum no. 4, organized under the law for each year of study, fees (rates) are paid in advance for three months, at the amount set for full time education, according to Addendum no. 4.
Fees (rates) thus determined shall be paid in full prior to the first session of exams.
- 15.4. For the bachelor's/master's graduation exam and dissertation defence during the 2020/2021 academic year the amount of fees (rates) is provided in Addendum no. 6. Any other personal expenses will be sustained by those concerned (including accommodation, meals and transportation).
16. Upon its entering into force, the present decision shall abrogate the Decision of the Senate of Babeş-Bolyai University no. 2386/18.02.2019, as well as related addenda.
17. Addenda no. 1, 2, 3, 4, 5, 6, 7, 8, 9, and 10 are an integral part of this decision.
18. The Administration Council must provide the dean's office and leadership of CFCIDFR (Centre for Continuing education, distance learning and part-time learning) standard forms of learning agreements in accordance with the provisions of this decision.
19. For failure to pay in due time the fees established by this decision a penalty of 0.04% is due for each day of delay from the due date of the payment obligation until actual payment.



Explanatory Note to art. no 9 of above Regulation:

1st example:

Student, undergraduate level, who studies at Faculty X, the first specialisation A (2nd year) and the second specialisation B (first year). Pays tuition to the 2nd specialisation in advance and in full (until 15 October 2018).

The **annual tuition fee** for specialisation B:

2,500 lei (see Addendum no. 3)

Discount for the 2nd specialisation: 50% (see Addendum no. 7)

Discount for prepayment and full payment: 10% (see art. 5 of the above decision)

The **fee due** for specialisation B = $(1-0.10) \times (1-0.50) \times 2,500 = 0.90 \times 0.50 \times 2,500 = 1,125$ lei

2nd example:

Student, undergraduate level, graduate of the "Babeş-Bolyai" University of Cluj-Napoca, is enrolled in a second specialisation at Faculty Y (1st year of study). Pays tuition for the 2nd specialisation in advance and in full (until 15 October 2018).

The **annual tuition fee** for the specialisation:

2,400 lei (see Addendum no. 3)

Tuition discount for being an UBB graduate: 25% (see Addendum no. 7)

Discount for prepayment and full payment: 10% (see art. 5 of the above decision)

Tuition fee due = $(1-0.10) \times (1-0.25) \times 2,400 = 0.90 \times 0.75 \times 2,400 = 1,620$ lei.

This Regulation and its addenda is approved by Senate Decision no. 5516 of 31.03.2020 and shall take effect beginning with the 2020-2021 academic year.