



## Addendum 2 to Senate Decision no. 38/18.03.2024 Fees applicable for the 2024-2025 academic year

### I. Fees for activities during the academic year

Sr. No.	Types of fees	Level of fees (rates)	UBB	Faculties/ Centres*/ (DTT) DPPD
1.	Student enrolment for transferred students, regardless of level (domestic and permanent mobility)	200 lei	23%	77%
2.	<b>Re-enrolment</b> for students from our University expelled during the previous years that have been accepted for re-enrolment	300 lei	23%	77%
3.	<b>Re-enrolment</b> for students from our University who were expelled in previous years and have been accepted for re-enrolment	100 Euro	23%	77%
4.	<b>Fee for organising the assessment of habilitation theses</b> - Candidates with main employment in UBB benefit from a 50% discount.	7,000 lei 3,500 lei	23% 23%	77% 77%
5.	<b>Transfer of doctoral students</b> from other institutions to UBB (with the exception of cases such as death of the doctorate supervisor or major health problems of the aforementioned or transfer of the supervisor's activity to UBB from another institution)	200 lei	100%	-
6.	<b>Transfer of doctoral students</b> from UBB to other institutions (except for situations where the doctoral supervisor passed away or was transferred, or is dealing with major health issues)	500 lei	100%	-
7.	<b>Delays</b> in paying the tuition fee	0.04% /day/delay, according to the learning agreement	23%	77%

Sr. No.	Types of fees	Level of fees (rates)	UBB	Faculties/ Centres*/ DPPD
8.	Approval of <b>mobility to other institutes</b> , including the release of required documents (for UBB students)	<b>500 lei</b>	<b>23%</b>	<b>77%</b>
9.	<b><u>Equivalency exams (regardless of the time the course is contracted)</u></b>	Per credit unit fee x number of credits for discipline  Per credit unit fee = Annual tuition fee / 60 credits	<b>23%</b>	<b>77%</b>
10.	<b>Transfer assessments for failed subjects in the previous years for self-funded foreign students</b>	<b>100 euro/ exam</b>	<b>23%</b>	<b>77%</b>
11.	<b>Failed exams</b>	Per credit unit fee x number of credits for discipline  Per credit unit fee = Annual tuition fee / 60 credits	<b>23%</b>	<b>77%</b>
12.	<b>Exam in elective course except for transversal elective courses</b> (Fundamentals of Entrepreneurship and Fundamentals of Humanities - Argumentation Theory)	Per credit unit fee x number of credits for discipline  Per credit unit fee = Annual tuition fee / 60 credits	<b>23%</b>	<b>77%</b>
13.	<b>Fee for non-students to participate in instructional activities (auditing only)</b>	Per credit unit fee x number of credits for discipline  Per credit unit fee = Annual tuition fee/ 60 credits	<b>23%</b>	<b>77%</b>

Sr. No.	Types of fees	Level of fees (rates)	UBB	Faculties/ Centres*/ DPPD
14.	Oral/practical exam in non-credited compulsory subject in the undergraduate curriculum (Physical Education, etc.) upon second submission in the learning agreement	100 lei	23%	77%
15.	Equivalency tests for chapters which are not credited separately (which have been introduced by amending the curriculum in a subject passed in a previous year)	100 lei	23%	77%
16.	Oral/practical exam in non-credited compulsory subject in the undergraduate curriculum (Physical Education, etc.) upon second registration in the learning agreement for self-funded international students	25 euro/ exam	23%	77%
17.	Educational activities not included in the curriculum, requested by students and approved by the Faculty Council (on condition of meeting the minimum number for a study group).	According to Senate Decision No. 23.116/ 06.04.2009 on the implementation of the expense account between faculties for the teaching activities conducted	23%	77%
18.	Language proficiency examination and issuing certificates attesting linguistic competence (Alpha, Lingua, CIL) 50% discount for UBB students and graduates	250 lei	23%	77%
19.	Assessment of Romanian and foreign language for international students and issuing the language certificate (also Romanian students who have studied abroad)	100 Euro	23%	77%
20.	Equivalence of various linguistic certificates or academic records	10 lei	23%	77%
21.	Colloquium processing fee for admission to teacher certification 1st degree (all stages cumulated over the two years)	400 lei	23%	77%
22.	Teacher certification 2nd degree, processing fee	200 lei	23%	77%
23.	Teacher certification 2nd degree training courses fee	100 lei	23%	77%

24.	DPPD admission fee Level I/ Level II ( UBB students are exempt from this fee)	50 lei	23%	77%
25.	Value of a DPPD credit level I and II (postgraduate)	50 lei	23%	77%
26.	Value of a DPPD credit level I and II for students	40 lei	23%	77%
27.	Fee for assimilating the doctoral degree with the first degree teaching qualification	600 lei	23%	77%
28.	Certificate attesting attendance of compulsory courses in the undergraduate syllabus or other courses proposed by faculty (is issued upon request after the course ends and attests to the number of classes attended, credits and grade)	Per credit unit fee x number of credits for discipline	23%	77%
		Per credit unit fee = Annual tuition fee / 60 credits		
29.	Fees to recoup practical activities at the Faculty of Engineering - Laboratory and project (undergraduate degree) - Semester practicum (undergraduate degree) - Laboratory and project (master's degree)	50 lei/hour scheduled 20 lei/hour scheduled 80 lei/hour scheduled	23%	77%
	Fee to recoup laboratory at the Faculty of Biology and Geology	50 lei/2 hours of laboratory	23%	77%
	Fees to recoup practical activities at the Faculty of Theatre and Film	50 lei/ session practicum	23%	77%

\* In the case of revenues from activities carried out by the Alpha, Lingua and Palestra Centres, the distribution of taxes will be based on the following structure: 70% of the revenue as Faculty's quota and 7% as the Centre's quota.

## II. Fees for issuing documents:

Sr. No.	Types of fees	Level of fees (rates)	UBB	Faculties/ Centres*/ (DTT) DPPD
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1.	a) Issuance of diploma/certificate attesting completion of studies + addendum (diploma supplement/transcript)	0 lei		
	b) Expedite issuance of the diploma/certificate attesting completion of studies + addendum (diploma supplement/transcript) (within maximum 5 working days from the date of application submission)	150 lei	77%	23%
2.	Fee for issuing certificates of authenticity for certificates issued by DPPD	50 lei	23%	77%
3.	Certificate of authenticity of the academic records (diplomas/certificates/attestations) and accompanying academic records issued by the Academic Records Office	100 lei	100%	-
4.	Fee for issuing transcripts upon request for graduates of the Pedagogical Module level I and level II	30 lei	23%	77%
5.	Fee for issuing certificates of participation in the colloquium for admission to first degree teaching qualification	30 lei	23%	77%
6.	Fee for the issue of a short-term course equivalence certificate with level I undergraduate degree (M. O. 5553/2011)	50 lei	23%	77%
7.	Syllabus issued upon request	200 lei	23%	77%
8.	<b>Issuance:</b>			
	a) duplicate student's record book;	20 lei	23%	77%
	b) duplicate student ID;	10 lei	23%	77%
	c) duplicate for discount transportation ticket	20 lei	23%	77%
	d) duplicate for linguistic competence certificates;	50 lei	23%	77%
	e) duplicate academic records (diplomas/certificates/attestations):			
	- prepared by the Academic Records Office			
	- prepared by DPPD	400 lei	100%	-
	f) Duplicate Annex 2 to BA/ graduation diploma Series P (results to the BA/ graduation examination)	200 lei	23%	77%
		100 lei	100%	-
g) Certificate of completion of studies issued in case of loss or destruction	200 lei	23%	77%	
h) Academic records (diploma addendum) or diploma supplements issued in case of loss, damage, destruction or lamination;	200 lei	23%	77%	

	<p>i) Academic records for the pedagogical module issued in case of loss, damage, destruction or lamination;</p> <p>j) duplicate continuing education certificate</p> <p>k) duplicate for other documents requested by students</p> <p>l) duplicate grades certificate for students pursuing disciplines in the Pedagogical Module</p> <p>m) duplicate graduation certificate preparatory year for international students</p>	<p><b>50 lei</b></p> <p><b>50 lei</b></p> <p><b>50 lei</b></p> <p><b>200 lei</b></p>	<p><b>23%</b></p> <p><b>23%</b></p> <p><b>23%</b></p> <p><b>23%</b></p>	<p><b>77%</b></p> <p><b>77%</b></p> <p><b>77%</b></p> <p><b>77%</b></p>
<b>9.</b>	<b>Storage fee</b> for teacher certification 2nd degree teaching qualification 1st degree, certificate of equivalence of short term studies with undergraduate cycle, teacher training module level I and level II (up to and including class 2019), starting 01 October of each academic year for each year of overdue payment.	<b>25 lei/ year</b>	<b>23%</b>	<b>77%</b>
<b>10.</b>	<b>Storage fee</b> for documents of study issued by the Academic Records Office starting June 2022 session. The fee applies after three academic years from the date of passing the exit examination	<b>200 lei</b>	<b>100%</b>	
<b>11.</b>	<b>Documents required for applications to scholarships abroad</b> , including certificates required for applying for visas through UBB: <p>a) UBB employees - doctoral students and state funded doctoral students, full time education</p> <p>b) full time doctoral students who are neither UBB employees nor state funded doctoral students</p>	<p><b>50 lei</b></p> <p><b>100 lei</b></p>	<p><b>100%</b></p> <p><b>100%</b></p>	<p>-</p> <p>-</p>
<b>12.</b>	<b>Documents required for applications for scholarships abroad</b> (others than those supplied by UBB) including those for obtaining visas, <b>as well as for other personal reasons:</b> <p>a) UBB employees - doctoral students and state funded doctoral students, full time education</p> <p>b) full time doctoral students who are not UBB employees and do not receive state funding</p>	<p><b>60 lei</b></p> <p><b>120 lei</b></p>	<p><b>100%</b></p> <p><b>100%</b></p>	<p>-</p> <p>-</p>

13.	<p>a) <b>Student's academic records</b> requested for <b>applications to scholarships abroad, through Babeş-Bolyai University - students</b> (except for the students holding Socrates, Erasmus scholarships and the UBB agreements - which are not subject to tax)</p> <p>b) <b>Duplicates</b> of student's academic records requested for <b>applications to scholarships abroad, through Babeş-Bolyai University - students</b> (except for the students who are recipients of Socrates, Erasmus scholarships and the UBB agreements - which are not subject to tax)</p>	<p><b>0 lei</b></p> <p><b>20 lei/ year of study/ duplicate</b></p>	<p><b>23%</b></p>	<p><b>77%</b></p>
14.	<p>a) <b>Academic record</b> requested prior to the release of the diploma supplement (for graduates without diploma/ expelled students)</p> <p>b) <b>Duplicate of academic record</b> requested prior to the release of the diploma supplement (for graduates without diploma/ expelled students)</p>	<p><b>0 lei</b></p> <p><b>20 lei/ year of study</b></p>	<p><b>23%</b></p>	<p><b>77%</b></p>
15.	<p>a) Academic records requested for applications to scholarships abroad <b>other than those granted by Babeş-Bolyai University</b>, as well as for other personal reasons (for students)</p> <p>b) <b>Duplicate of academic records</b> requested for applications to scholarships abroad <b>others than those granted by Babeş-Bolyai University</b>, as well as for other personal reasons (for students/ expelled students).</p>	<p><b>0 lei</b></p> <p><b>20 lei/ year of study</b></p>	<p><b>23%</b></p>	<p><b>77%</b></p>
16.	<p>a) <b>Certificates for foreign students</b> (in Romanian)</p> <p>b) <b>Duplicate of certificate for international students</b> (in Romanian)</p>	<p><b>0 lei</b></p> <p><b>25 lei</b></p>	<p><b>23%</b></p>	<p><b>77%</b></p>

\* In the case of revenues from activities carried out by the Alpha, Lingua and Palestra Centres, the distribution of taxes will be based on the following structure: 70% of the revenue as Faculty's quota and 7% as the Centre's quota.

**III. Fees (rates) for certifying copies and translations of documents of studies** (student certificates, certificates, graduation/ bachelor/ master's/ PhD diplomas, academic records) of the Babeş-Bolyai University graduates applying for study scholarships or employment in the European Union, USA, Canada:

Sr. No.	Types of fees	Level of fees (rates)	UBB	CIL / Lingua Centre, Alpha Centre*
1.	<b>Translating graduation documents</b> a) translation fee b) multiplication fee (if the student/graduate requires several copies of the same translation)	20 lei/page 0.5 lei/page	23% 23%	77% 77%
2.	<b>Certification copies of study documents</b>	15 lei/ set	100 %	-
3.	<b>Translations (written):</b> (translations from Romanian into a foreign language)	60 lei/ page	23%	77%
4.	<b>Translations (written):</b> (translations from a foreign language into Romanian)	55 lei/ page	23%	77%
5.	<b>Corrections, proofreading (texts in Romanian)</b>	25 lei/ page	23%	77%
6.	<b>Corrections, proofreading (texts in a foreign language)</b>	30 lei/ page	23%	77%
7.	<b>Consultancy</b>	80 lei/hour	23%	77%

\* In the case of revenues from activities carried out by the Alpha, Lingua and Palestra Centres, the distribution of fees (rates) will be based on the following structure: 70% of the revenue as Faculty's quota and 7% as the Centre's quota.

*Translation and legalization will be supplied by the Language Industry Centre (Faculty of Letters) or by the LINGUA Centre (Faculty of Economics and Business Administration). Fees (rates) will be paid at the Babes-Bolyai University cashier's office*

#### **IV. Fees (rates) for issuing various certificates based on documentation from the archives of the University or of the Faculties:**

Sr. No.	Types of fees	Fees level (rates)	UBB	Faculties/ Centres*/ (DTT) DPPD
1.	a) <b>Academic records</b> requested by graduates <sup>1</sup> b) Duplicate of <b>academic records</b> requested by graduates <sup>1</sup>	0 lei 60 lei	23%	77%
2.	<b>Salary certificates</b> for a period of over 5 years <sup>1</sup>	60 lei	100%	-
3.	<b>For expedited release (48 hours)</b> of documents specified in para. I. 16, 17, 18 II (except for II.1, II.2, II.4, II.6 f), IV (1-3) <sup>1</sup>	fees increase by 50 %	23%	77%



<sup>1</sup> According to art. 161 of Law no. 263/2010 on the unitary pension system, there will be no fees required for issuing documents necessary to establish the pension rights.

UBB employees (current employees, retired or deceased employees) benefit from exemption from fee payment

\* In the case of revenues from activities carried out by the Alpha, Lingua and Palestra Centres, the distribution of fees (rates) will be based on the following structure: 70% of the revenue as Faculty's quota and 7% as the Centre's quota.

**V. Fees pertaining to selection exams for graduates of private higher education in order to be admitted to the diploma exam:**

Sr. No.	Types of fees	Fees level (rates)	UBB	Faculties
1.	Fee for selection exam registration (according to Law 60 / 2000)	300 lei	23%	77%
2.	Fee per examination entry exam (according to Law 60 / 2000)	400 lei	23%	77%

**VI. Fees for applying for jobs and academic positions selection:**

Sr. No.	Types of fees	Fees level (rates)	UBB	Faculties
1.	TEACHING POSITION ▪ for UBB staff ▪ for UBB non-affiliates	25 lei 50 lei	23% 23%	77% 77%
2.	ANCILLARY TEACHING POSITION ▪ for UBB staff ▪ for UBB non-affiliates	25 lei 50 lei	23% 23%	77% 77%
3.	NON-TEACHING POSITION ▪ for UBB staff ▪ for UBB non-affiliates	25 lei 50 lei	23% 23%	77% 77%

**VII. Admission fee for postgraduate continuing education and continuing professional development programmes, conversion programmes for teachers in the school education**

Sr. No.	Types of fees	Fees level (rates)	UBB	Faculties
1.	Admission application fee for postgraduate continuing education and continuing professional development programmes	In accordance with the faculty request, approved by the Senate upon accreditation	23%	77%

2.	<b>Tuition fee for postgraduate continuing education and continuing professional development programmes</b>	In accordance with the faculty request, approved by the Senate upon accreditation	23%	77%
3.	<b>Admission fee for professional Conversion Programmes for teachers in the school education</b>	In accordance with application submitted by the faculty, approved by the Senate upon accreditation	23%	77%
4.	<b>Tuition fee for professional Conversion Programmes for teachers in the school education</b>	In accordance with the faculty request, approved by the Senate upon accreditation	23%	77%

Notes:

1. Payments will be made at post offices, by postal money order in the B.N. account IBAN RO35TREZ21620F330500XXXX Cluj Treasury or at the faculties cashier's office, cash or card. In the first case a proof of payment, specifying the faculty, year and destination of the amount paid is required. Proof of payment will be submitted at the Secretariat of the respective faculty.
2. For fees (rates) of Alpha Centre (documents specified in par. I, 16 and 18; par. II, 6 e) – duplicate Certificates of linguistic proficiency; par. IV, 4 – expedited) payment is made either by money order to the IBAN account: RO35TREZ21620F330500XXXX, tax code: 4305849, or at UBB cashier's office, 14 I.C. Brătianu Street or at the Faculty of Letters cashier's office, with the mention: *For the Alpha Centre.*
3. The entering into force of this decision repeals previous decisions on these categories of taxes.
4. Funds from fees will be used according to existing regulations.