



MINISTRY OF EDUCATION AND RESEARCH  
THE BUCHAREST UNIVERSITY OF ECONOMIC STUDIES  
*Council for Doctoral Studies*

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**THE BUCHAREST UNIVERSITY OF ECONOMIC STUDIES**

**INSTITUTIONAL REGULATIONS  
for the Organization and Conduct of Doctoral Programs**

**2025-2026**

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## Legal Framework

The present Institutional Regulations (henceforth named **IR**) ensure the general framework of reference regarding the organization and conduct of doctoral programs with the Bucharest University of Economic Studies – an institution accredited by the Ministry of Education and Research as Institution Organizing Doctoral Program Studies (henceforth named ASE-IOSUD) – and is based on the following legislation:

- a) **Law on Higher Education no. 199/2023**, as subsequently amended and supplemented;
- b) **Law no. 143/2000 on the prevention and combating of drug trafficking and illicit drug use**, as subsequently amended and supplemented;
- c) **Government Decision (GD) no. 367/2023** on the approval of the Nomenclature of fields and specializations/academic study programs and of the structure of higher education institutions for the 2023–2024 academic year;
- d) **Order of the Ministry of Education (OME) no. 3020/2024** approving the Framework Regulation on doctoral university studies;
- e) **Order of the Ministry of Education and Research (OMEC) no. 3741/2025** approving the Methodology on the analysis of the administrative procedure carried out at the level of doctoral studies organizing institutions for the awarding of the doctoral diploma;
- f) **Order of the Ministry of Education (OME) no. 3693/2024** approving the Framework Methodology on the organization of admission to higher education for short-cycle university studies, bachelor's, master's, and doctoral study cycles;
- g) **Order of the Ministry of National Education (OMEN) no. 3473/2017** approving the Methodology for the admission and schooling of foreign citizens, starting with the 2017–2018 school/academic year;
- h) **Order of the Ministry of National Education (OMEN) no. 3236/2017** approving the Methodology for the admission and schooling of foreign citizens on state-funded places with scholarship and on state-funded places without scholarship, in accredited public higher education institutions;
- i) **Order of the Ministry of Education (OME) no. 4262/2024** approving the Methodology on students' academic mobility;
- j) **Order of the Ministry of Education, National Education and Scientific Research (OMENCS) no. 3922/2016** on the education of Romanians everywhere, with permanent residence in the Republic of Moldova, Ukraine, Hungary, the Balkans, and the Diaspora, in public and private higher education in Romania, in accredited study programs, starting with the 2016–2017 academic year;
- k) **Order of the Ministry of Education and Research (OMEC) no. 4621/2020** approving the Regulation on the organization and functioning of the National Council for the Attestation of Academic Titles, Diplomas, and Certificates (CNATDCU);
- l) **Order of the Ministry of National Education (OMEN) no. 5140/2019** approving the Methodology on students' academic mobility;
- m) **Order of the Ministry of Education and Research (OMEC) no. 5229/2020** approving the methodologies regarding the granting of the habilitation certificate, the awarding of the doctoral title, as well as the settlement of complaints regarding non-compliance with quality or professional ethics standards, including plagiarism, within a doctoral thesis;
- n) **Order of the Ministry of Education (OME) no. 3651/2021** approving the Methodology for the evaluation of doctoral university studies and the systems of criteria, standards, and performance indicators used in the evaluation;
- o) **ARACIS – Quality Standards for blended learning (hybrid mode)**;
- p) **The ASE Charter** in force at the date of approval of this Regulation;
- q) **ASE Policy on the Protection of Personal Data**.

## **CHAPTER I**

### **GENERAL PROVISIONS**

#### **Art. 1**

- (1) Doctoral studies represent the tertiary cycle of university education offered by ASE -IOSUD, which lead to obtaining a level 8 qualification in the European Qualifications Framework and the National Qualifications Framework.
- (2) Doctoral studies are conducted only within the study programs offered by temporarily authorized or accredited doctoral schools of ASE -IOSUD.

#### **Art. 2**

- (1) Only graduates holding a master's degree or its equivalent are entitled to participate in the admission competition for doctoral university studies, and the total number of transferable study credits earned during the bachelor's and master's study cycles must be at least 300.
- (2) The admission to the doctoral study cycle is also open to graduates holding a bachelor's degree or its equivalent from long-cycle university studies organized under Law no. 84/1995, republished, as subsequently amended and supplemented, to graduates holding a master's degree from master's programs organized under Law no. 288/2004, as subsequently amended and supplemented, as well as to graduates of studies completed abroad and recognized by the specialized departments within the relevant Ministry as equivalent to master's level studies.

#### **Art.3**

Describing the specificity of ASE -IOSUD:

- (1) At ASE, the doctoral program is offered in two forms: scientific (full-time – IF) and professional (part-time – IFR).
- (2) The scientific doctoral program represents an advanced form of research-based learning, contributing to the development of professional competencies in specialized fields as well as transversal skills. The scientific doctorate aims to produce original scientific knowledge with international relevance, based on scientific methods, and is a prerequisite for a professional career in higher education and research.
- (3) The professional doctoral program aims to produce original knowledge through the application of the scientific method, systematic reflection, or applied research on artistic creations, high-level national and international sports performances, or topics of practical significance, serving as a foundation for a professional career in higher education and research in the relevant fields.
- (4) Full-time, state-funded doctoral students enrolled in the scientific doctoral program are required to participate in activities carried out within the specialized departments, research centers, and doctoral schools in which they are enrolled.

**(5)** Doctoral students enrolled in the professional doctoral program benefit from a flexible research schedule that does not affect the advanced academic training, the scientific level of their work, or the quality of the doctoral thesis.

**(6)** The curricula, evaluation criteria, and requirements for the completion of the doctoral thesis are the same for both the scientific and professional doctoral programs.

**(7)** The following are considered *professional competences*:

CP1. Advanced knowledge in the field;

CP2. Ability to identify, formulate, and creatively solve research problems;

CP3. Mastery of advanced research methods and techniques;

CP4. Knowledge of research project management;

CP5. Mastery of new research procedures and solutions;

CP6. Skills in documenting and valorizing scientific works;

CP7. Ability to write scientific papers and other academic materials at an advanced level, in a style appropriate to the field of study, adhering to national and international standards;

CP8. Ability to process and analyze data at an advanced level, including through the use of dedicated software, depending on the field;

CP9. Academic-level language skills in internationally used languages necessary for documenting and preparing scientific papers;

CP10. Understanding and ability to apply the principles and values of research ethics in the respective field;

CP11. Independent discovery of a set of abstract relationships among elements, situations, and phenomena under investigation;

**(8)** The following are considered *transversal competences*:

CT1. Advanced written and oral communication skills in the scientific field;

CT2. Advanced language skills in internationally used languages, including the ability to express and formulate ideas in multicultural and multilingual contexts;

CT3. Advanced digital skills, as part of social digital transformation, including the use of artificial intelligence;

CT4. Interpersonal and teamwork skills;

CT5. Knowledge of human, material, and financial resource management and decision-making;

CT6. Knowledge of career management, including techniques for job seeking and creating employment opportunities for others;

CT7. Knowledge of risk, crisis, and failure management;

CT8. Knowledge of critical thinking, including the ability to analyze, interpret, and formulate reasoning in various contexts;

CT9. Knowledge of the application of legislation in the field of intellectual property rights;

CT10. Ability to innovate and understanding of economic, technological, and social entrepreneurship concepts;

CT11. Design and conduct of original research based on advanced methods, leading to the development of scientific, technological knowledge and/or research methodologies;

CT12. Ability to act with a high degree of professional autonomy and responsibility in leading research projects;

CT13. Knowledge of and adherence to the ethical and deontological principles of scientific research, assuming responsibility for the integrity and social impact of the conducted research;

CT14. Contribution to the sustainable development of society through the application of research results in public policies, managerial decisions, and social initiatives.

#### **Art. 4**

**(1)** ASE-IOSUD organizes doctoral studies in the fundamental study field of Social Sciences, namely in the scientific areas: *Economic Sciences, Juridical Sciences and Administrative Sciences*, in the following doctoral areas:

- (a) Doctoral fields in *Economic Sciences*: Business Administration, Cybernetics and Statistics, Accounting, Economics, International Business and Economics, Finance, Economic Informatics, Management, Marketing;
- (b) Doctoral fields in *Juridical Sciences*: Law
- (c) Doctoral fields within the branch of *Administrative Sciences*: Administrative Sciences.

**(2)** Doctoral university programs may be organized as full-time studies (scientific doctorate) or part-time studies (professional doctorate).

**(3)** At ASE-IOSUD, doctoral university studies are organized within accredited doctoral schools, structured by disciplines or disciplinary/interdisciplinary topics, in accordance with the provisions of the law. Enrollment is available both for state-funded positions and for positions financed through tuition fees or other legally constituted sources.

**(4)** The allocation of positions and grants to ASE-IOSUD is approved by order of the Minister of Education.

**(5)** ASE-IOSUD allocates at least 20% of doctoral grant funding to research activities carried out by doctoral students, including their national and international mobility.

**(6)** At least 20% of doctoral students at ASE-IOSUD must undertake a training period abroad or another form of mobility (Erasmus mobility, research internships, summer schools, courses, etc.).

**(7)** A person may receive state-funded support for only one doctoral university program.

**(8)** Doctoral studies may also be funded by private legal entities or research and development institutes, based on a contract with ASE-IOSUD.

(9) Doctoral university studies may be organized in Romanian or in an internationally used language, according to the doctoral study contract concluded between ASE, the doctoral supervisor, and the doctoral student.

(10) The study contract cannot be modified during the academic year.

(11) Participants in doctoral university programs hold the status of doctoral students throughout their enrollment in the program, from registration until the awarding of the doctoral degree or until the issuance of an expulsion decision, except during periods of temporary suspension of studies, but including any extensions granted by the university senate.

(12) The status of doctoral student is maintained during both domestic and international mobility periods.

(13) The recognition of transferable credits in the case of international mobility may only be granted to individuals who can prove their status as doctoral students, with study documents or enrollment certificates issued by the institution attended.

(14) Doctoral students may engage in remunerated teaching activities, within the limits of the assistant professor workload, in accordance with applicable legislation.

(15) Throughout their enrollment, doctoral students benefit from recognition of their work and professional experience, as well as free medical and dental care under the provisions of Law no. 95/2006 on health reform, republished, with subsequent amendments and completions, and under the framework contract, without paying mandatory social contributions regulated by Law no. 227/2015 on the Fiscal Code, with subsequent amendments and completions, as well as public transport benefits, in accordance with the law.

(16) The period of doctoral university studies is recognized, according to pension legislation, for the purpose of calculating contribution periods.

## **CHAPTER II**

### **ORGANIZATION OF THE ACADEMIC YEAR**

#### **Art. 5.**

(1) The academic year consists of two semesters, the duration of a semester being usually 14 weeks of individual preparation and elaboration of the progress report on research, documentation, research and capitalization of the results in prestigious journals and participation in scientific seminars and courses.

(2) At the end of the second semester, the online and oral evaluation of the progress reports of the research takes place for two weeks. At the end of each academic year, a reprogramming session is

organized, for a maximum of one week, within which the progress reports can be defended by the doctoral students who have not obtained the qualification “admitted” or those absent.

(3) Doctoral students who do not obtain a passing grade or who are absent during the resit session are expelled.

(4) The structure of the academic year shall include holidays between semesters, Christmas, Easter and other non-working legal days (Pentecost, National Day, etc.).

#### **Art. 6.**

The programming of the didactic activities is approved by the Senate and made public before the beginning of the academic year. No further evaluation sessions are held during the academic year and no assessments outside scheduled sessions can be supported.

### **CHAPTER III**

#### **ORGANIZATION AND CONDUCT OF UNIVERSITY DOCTORAL STUDIES**

##### **Section III. 1. The Council for Doctoral Studies (CSUD)**

#### **Art.7**

(1) The Council for Doctoral Studies (CSUD) functions as a distinct managerial, administrative and professional structure, on the basis of the provisions of the Code, the ASE Charter and the present regulation.

(2) The CSUD is a deliberative body, made up of 17 members – academics, researchers and PhD students – who coordinate the doctoral study programs with ASE -IOSUD.

(3) The CSUD is run by a director, who receives automatic membership in the CSUD.

(4) The CSUD director is appointed following a public competition organized by the Rector, based on a methodology proposed by the Board of Directors and approved by the BUES Senate.

(5) The title of director of the CSUD is assimilated to that of vice-rector.

(6) Based on the decision of the competition committee, the ASE Rector signs a five-year management contract with the director of the CSUD.

#### **Art.8**

(1) The structure of CSUD is the following:

a) The director of CSUD;

b) 10 academic or researchers, PhD supervisors, from ASE's doctoral schools (one member from each doctoral school, other than the one to which the CSUD director belongs. It is recommended that members be the directors of the doctoral schools);

c) 4 PhD students;

d) 2 CSUD members, academics, researchers or personalities whose scientific activity has a significant international recognition and/or personalities from relevant industrial and socio-economic sectors, assigned through the decision of the ASE Rector;

(2) The members of the CSUD are elected by universal, direct, secret, and equal vote of the doctoral supervisors and doctoral students within ASE-IOSUD's doctoral schools.

(3) The academics or researchers who are CSUD members must meet the minimal and mandatory standards to be granted the certificate of PhD supervisor in force at the date of their assignment as CSUD members.

(4) Doctoral students are elected by universal, direct, secret, and equal vote of all doctoral students within ASE-IOSUD's doctoral schools.

(5) The mandate of CSUD members is of five years. The PhD students who are CSUD members who have completed their doctoral studies during the mandate of the council lose this quality at the date of the completion of their doctoral studies. Likewise, those who lose their quality of PhD students will also end their mandate as CSUD members.

(6) The vacant places in CSUD are filled in compliance with the provisions of par. (1) and (2). The mandate of the new members ends on the expiry date of the CSUD mandate.

(7) CSUD is assisted in its activity by the CSUD Office.

(8) The CSUD convenes monthly or whenever necessary, at the request of the CSUD director or at least one-third of its members. All decisions are made by a freely expressed simple majority vote of the CSUD members (50% + 1 of the members present). By exception, CSUD meetings and the voting on decisions may also be conducted online.

## **Art. 9.**

CSUD has the following main responsibilities:

a) it develops the ASE-IOSUD strategy in accordance with the ASE strategy and submits it for review by the Board of Administration and approval by the Senate;

b) it elaborates the Institutional regulations of the organization and the development of doctoral studies at the level of ASE – IOSUD, together with the Board of Administration, and submits it for the approval of the Senate;

- c) it also elaborates further proposals of regulations or measures regarding doctoral studies within ASE – IOSUD, in accordance with the ASE strategy and the regulations in force, so as to consolidate and improve the competitiveness of the doctoral study programs;
- d) it approves the proposals of doctoral schools regarding PhD supervisors who are part of a doctoral school;
- e) it approves the proposals of the Councils of doctoral schools regarding the dissolution of doctoral schools within ASE – IOSUD;
- f) it advances its own proposals and approves the proposals of doctoral schools regarding agreements and partnerships for the development of doctoral study programs and doctoral studies under joint supervision;
- g) it coordinates the partnerships in which the doctoral schools in ASE participate according to partnership agreements;
- h) it elaborates the criteria for the establishment of doctoral schools in ASE -IOSUD, according to the regulations in force and submits them for the approval of the Board of Administration and the Senate;
- i) it validates the elections of the council members of Doctoral schools;
- j) it disseminates the information on the research centers and doctoral schools throughout the country and abroad, where PhD students can participate in research stages;
- k) it elaborates the minimal criteria regarding the organization and functioning of doctoral study programs;
- l) it elaborates the minimal criteria regarding the assessment and defense of the doctoral thesis;
- m) it draws up a list of bodies throughout the country from which official reviewers can be selected (higher education institutions, national research institutes or their branches), which it submits to the ASE Senate for approval;
- n) it proposes to the Rector the enrollment of PhD students;
- o) it approves of the transfer of a PhD student from ASE -IOSUD to another doctoral school in the same doctoral field within another IOSUD, respectively, the transfer of a PhD student from another IOSUD, to a doctoral school in ASE -IOSUD, in the same doctoral field, with the previous agreement of the PhD supervisors concerned, with the approval of the Doctoral schools' councils in question and submits this request to the ASE Rector for approval;
- p) it establishes criteria and conducts the internal assessment of the doctoral study programs;
- q) it is involved in activities of promoting doctoral studies programs in ASE - IOSUD;
- r) it analyzes and solves the requests received from PhD students, doctoral supervisors and from any other interested party;
- s) it exercises further specific responsibilities, set out in the present IR, in accordance with the law.

## **Art.10.**

The administrative activities related to the doctoral studies within BUES-IOSUD are carried out by the CSUD Office.

## **Section III.2. Doctoral school - legislative framework and institutional structure**

### **Art.11**

**(1)** Within ASE -IOSUD doctoral study programs are organized in accredited doctoral schools or temporarily authorized doctoral schools, structured on subjects or disciplinary or interdisciplinary topics, in accordance with the law, with the Code of doctoral studies, the ASE Charter and the current IR. Postdoctoral programs are also organized within CSUD.

**(2)** A doctoral school is legally established if it has at least three PhD supervisors, who meet the habilitation conditions for becoming a PhD supervisor in force at the date of the establishment of the doctoral school, at the proposal of the ASE Rector, with the approval of the Board of Administration, of the ASE Senate, and of CSUD.

**(3)** Within a doctoral field, at least three PhD supervisors work and at least 50% of them (but not less than three) meet the minimum standards of the National Council for Attestation of University Degrees, Diplomas and Certificates (CNATDCU) in force at the time of the evaluation, necessary and obligatory for obtaining the habilitation certificate.

**(4)** The doctoral school is organized in the domains in which ASE -IOSUD has the quality of an institution organizing doctoral studies and is part of the structure of ASE faculties which run similar Bachelor's and Master's degree fields.

**(5)** The faculties and CSUD are responsible for the contents of the programs of doctoral studies offered by the doctoral schools under their command and supply the necessary logistic support for the development of the doctoral program.

**(6)** In the case of the doctoral schools having members from several BUES faculties, each faculty and CSUD assume responsibility for their contribution regarding the resources they make available and report the performance of the primary PhD supervisors and of the PhD students they coordinate.

**(7)** The doctoral school is headed by a director. The director of the doctoral school is an ex officio member of the doctoral school council, with a term of 5 years.

**(8)** The director of the doctoral school is responsible for the operational management and leadership of the school. They oversee the development and implementation of curricula, research and quality management, and support ASE-IOSUD leadership in the financial management of the doctoral school. In performing these duties, the director is assisted by the doctoral school council.

**(9)** The selection, periodic evaluation, training, motivation, and termination of membership in a doctoral school are the responsibility of the director of the doctoral school.

**(10)** Staff positions are drawn up at the departmental level. The inclusion of doctoral supervision in staff positions is made at the proposal of the doctoral school director, is reviewed by the faculty council and the ASE Rector, and is approved by the ASE Senate.

## **Art.12**

(1) Doctoral university studies may also be organized under a joint supervision (cotutelle) arrangement, in which case the doctoral student conducts their research under the simultaneous supervision of a doctoral advisor from Romania and a doctoral advisor from another country or from another IOSUD within Romania, based on a written agreement between the participating institutions, or under joint supervision with advisors from the same IOSUD.

(2) This regulation also applies to doctoral programs conducted under a cotutelle arrangement, unless the partnership agreement specifies otherwise.

(3) If the written cotutelle agreement is concluded between ASE-IOSUD and a foreign doctoral program organizing institution, the study path, the doctoral thesis, and the conditions for its public defense must be established so as to comply with the legal provisions applicable in both countries. Otherwise, the administrative procedure carried out by the IOSUD will be invalidated, and the doctoral degree will not be awarded.

## **Art.13**

(1) Besides the PhD supervisors - with full membership within ASE -IOSUD or within another Institution Organizing Doctoral Studies – a doctoral school can be joined by other researchers or teachers involved in activities of research and/or teaching within the doctoral school, in ASE - IOSUD or in other institutions or research and development units in the country or abroad.

(2) At least 50% of the doctoral supervisors in a doctoral field must be tenured faculty members within ASE-IOSUD, employed under an indefinite-term employment contract.

## **Art.14**

**(1)** A doctoral school is run by a doctoral school director and by a doctoral school Council. The doctoral school director is a rightful member of the Council of the respective doctoral school and is assimilated to the director of the department, while the doctoral school council is assimilated to the Council of the respective department.

**(2)** The director of the doctoral school is appointed by the Rector's decision based on proposals made by the Doctoral School Council following internal elections and with the endorsement of the CSUD.

**(3)** The director of the doctoral school is an ex officio member of the doctoral school council and serves a 5-year term. In the event of a vacancy, an interim director is appointed by the Rector, at the proposal of the faculty dean, until elections are organized.

**(4)** At the level of the doctoral school, the director and the members of the doctoral school council are elected by universal, direct, and secret vote of the doctoral supervisors and the doctoral students of the respective doctoral school.

**(5)** Only individuals who hold the status of doctoral supervisor in the respective doctoral school are eligible to be elected as members of the doctoral school council.

## **Art.15**

**(1)** A doctoral school council is made up of:

- a) Doctoral supervisors tenured in the same doctoral school;
- b) Doctoral students of the doctoral school;
- c) Only individuals who hold the status of doctoral supervisor in the respective doctoral school are eligible to be elected as members of the doctoral school council. The term of office for council members is 5 years;
- d) Doctoral students must have at least one representative on the doctoral school council.

**(2)** The share of the doctoral school PhD supervisors in the doctoral school council is given by CSUD. A doctoral school council must have at least three members: the doctoral school director, a PhD supervisor from the doctoral school and a PhD student.

**(3)** The members of a doctoral school council, when they hold the position of professors in the respective doctoral school or researchers, are entitled to PhD supervision, home or abroad, and they must comply with the minimal compulsory standards for the habilitation certificate award, in force at the date of their appointment as members of the doctoral school Council.

**(4)** The members of a doctoral school council are elected by universal, direct, secret, equal vote of the PhD supervisors of the respective doctoral school. PhD students must have at least one representative on the council.

**(5)** The commission of a doctoral school council extends over a period of five years.

**(6)** PhD students, members of a Doctoral School Council, who finalize their doctoral studies before the termination of their quality as council members, lose their quality of doctoral school council members at the date of the public defense of their PhD thesis. Also, doctoral students who lose their quality of doctoral students end their membership within the Doctoral School Council.

**(7)** A doctoral school council is run by the doctoral school director and meets at least three times a year, upon request of the doctoral school director or of minimum one third of its members.

## **Art.16**

Doctoral schools are to offer correct and complete information regarding their doctoral study programs to candidates to these programs, to the academic community, as well as to all other interested individual or legal persons.

## **Art.17**

Doctoral schools, with the logistic support of faculties and of CSUD, will ensure the on-line publication of all necessary information regarding their doctoral study programs, especially those categories of information provided by the Framework Regulation on Doctoral University Studies, approved by OME no. 3020/2024.

## **Art.18**

- (1) ASE -IOSUD, guarantees the transparency of the organization and progress of doctoral study programs at the level of its own doctoral schools.
- (2) ASE-IOSUD publishes the annual self-evaluation report on its official website, prepared in accordance with the law.

## **Art.19**

ASE -IOSUD, through its doctoral schools, may grant financial support to its PhD students for research internships at home or abroad, with the approval of their PhD supervisor and within the limit of vacancies and in conformity with the legal provisions in force.

## **Art.20**

The external evaluation of doctoral schools is to be carried out at 5-year intervals and it is conducted by ARACIS (The Romanian Agency for Quality Assurance in Higher Education) or by another quality assurance agency, based home or abroad, based on the respective agency's methodology.

## **Art.21**

The internal evaluation of doctoral study programs is conducted by CSUD, based on its own methodology, approved by the Senate of Bucharest University of Economic Studies.

## **Section III.3. The doctoral supervisor and the steering committee**

## **Art.22**

- (1) The quality of PhD supervisor is acquired and maintained in conformity with the legal provisions in force.
- (2) A PhD supervisor can activate only in the field in which he/she was certified at the moment when he/she became a PhD supervisor and only in one single IOSUD, with the sole exception of joint supervision PhD theses.

(3) In order to supervise PhD studies, the academics and researchers who acquired this quality must have an employment contract with the institution organizing doctoral study programs (ASE-IOSUD) and they must be members of one of the doctoral schools of ASE - IOSUD.

(4) An individual who meets the requirements to supervise doctoral studies may become a member of a doctoral school within ASE, after obtaining the habilitation certificate, based on a decision of the ASE Senate.

**(5) In order to become a member of a doctoral school within ASE in the fundamental field of Social Sciences – Economic Sciences**, the applicant must cumulatively meet the following conditions:

**a)** have obtained the habilitation in the specialization corresponding to the doctoral school to which they wish to affiliate, and the applicant's publications must belong to that field;

**b)** meet the minimum habilitation criteria in force at the time of submission of the affiliation application;

**c)** have a minimum of **five (5) articles** published in **Web of Science–indexed journals** (SSCI or SCIE categories; journals indexed in ESCI are not considered) with a **non-zero AIS** (published in at least **three different journals**), of which at least **three (3)** must be in the **Core Economics and/or Infoeconomics** categories (published in at least **two different journals**). Of the three articles in Core Economics and/or Infoeconomics, at least **one** must have an **AIS greater than 0.25**;

**d)** in at least one of the five articles referred to under point **c)**, the applicant must be the **sole or first author**;

**e)** the minimum score (S) obtained, calculated in accordance with the **CNATDCU methodology** regarding the minimum mandatory standards required for the awarding of academic teaching titles in higher education and professional research and development grades, must be at least **30% higher** than the minimum score stipulated by the CNATDCU methodology;

**f)** have or have had the role of **director/coordinator/principal investigator** of a competitively awarded research project with **national or international funding**, or of a **research contract with the business sector**, with a minimum value of **EUR 10,000 (or equivalent)**;

**g)** be a **full-time tenured faculty member at ASE Bucharest**, with the exception of professors from abroad.

**(6)** For the purpose of assessing compliance with the requirements set out in points b) and c) of Article 22(5) of this Regulation, a “Web of Science–indexed journal” means a journal indexed in the Science Citation Index Expanded, Social Sciences Citation Index, or Arts & Humanities Citation Index, databases administered by Clarivate.

**(7) In order to become a member of the ASE Doctoral School of Law (fundamental field: Legal Sciences), the applicant must cumulatively meet the following conditions:**

**a)** have obtained the habilitation in the specialization corresponding to the doctoral school, and the applicant's publications must belong to that field;

**b)** meet the minimum habilitation criteria in force at the time of submission of the affiliation application;

- c) the total score of indicators **I1–I28**, as provided in **Annex 24 to Order of the Ministry of Education (ME) no. 6129/2016**, must be at least **30% higher** than the minimum score stipulated by the CNATDCU methodology;
- d) have at least **three (3) articles** published in **Web of Science–indexed journals or conference proceedings**, in the specialization in which the habilitation was obtained;
- e) in at least one of the three articles referred to under point d), the applicant must be the **sole or first author**;
- f) have or have had the role of **director/coordinator/principal investigator** of a competitively awarded research project with **national or international funding**, or of a **research contract with the business sector**, with a minimum value of **EUR 10,000 (or equivalent)**;
- g) have **two (2) monographs** as sole author or first author, or **one (1) treatise** as sole author or first author, published by **prestigious publishing houses** in the field of legal sciences in Romania or abroad;
- h) be a **full-time tenured faculty member at ASE Bucharest**, with the exception of professors from abroad.

**(8) In order to become a member of the Doctoral School of Administration and Management in the Public and Non-Governmental Sector (SDAMPN), in the field of Administrative Sciences, within ASE Bucharest, the applicant must cumulatively meet the following conditions:**

- a) have obtained the habilitation in the field of **Administrative Sciences**, and the applicant's publications must belong to this field;
- b) meet the minimum habilitation criteria in force at the time of submission of the affiliation application;
- c) the total score of indicators **I1–I18**, as provided in **Annex 25 to Order of the Ministry of Education (ME) no. 6129/2016**, must be **greater than or equal to 150**, and at least **one article** must be published in **Web of Science–indexed journals** in the **Public Administration** category, with an **AIS score  $\geq 0.10$** , excluding **ESCI/AHCI**;
- d) be a **full-time tenured faculty member at ASE Bucharest**, with the exception of professors from abroad.

(9) The applicant shall submit the application file to the Doctoral School, which shall review it. The Director of the Doctoral School shall propose a committee composed of three (3) members, which shall verify compliance with the affiliation requirements and prepare a report within a maximum of thirty (30) calendar days. Based on the vote of the members of the doctoral school (secret ballot), taking into account the committee's report and the opportunity to admit new members to the respective doctoral school, the Director of the Doctoral School shall endorse the outcome of the committee's analysis and of the vote, which shall be approved by the Doctoral School Council.

(10) The proposal for the acceptance of the new member into the doctoral school, based on compliance with the criteria set out in Article 5 and Article 6 and on a favorable vote of at least 50% of the members

of the doctoral school, shall be submitted for endorsement to the CSUD, to the Board of Administration, and for approval to the Senate.

(11) Each doctoral school may establish its own additional criteria of scientific performance for doctoral supervisors, for the purpose of granting membership in the respective doctoral school.

(12) If a doctoral supervisor wishes to carry out doctoral supervision activities within another IOSUD, in the same doctoral field, this may be done with the approval of the Senate of both universities / the Presidium of the Romanian Academy. The request shall be addressed to the Rector of the university / the President of the Romanian Academy and must be endorsed by the CSUD Director. The agreement of the two IOSUDs shall be expressed on the application submitted by the doctoral supervisor, through the endorsement of the CSUD Director and the approval of the Rector of the university / the President of the Romanian Academy.

(13) Approval for carrying out doctoral supervision activities within an IOSUD other than the one in which the doctoral supervisor status was granted requires clarification of the status of PhD students between the two IOSUD institutions involved and the conclusion by the doctoral supervisor of an individual employment contract with the IOSUD where the activity will be carried out.

(14) If a doctoral supervisor does not wish or is unable to continue their doctoral supervision activity, upon the proposal of the doctoral school to which they belong, the CSUD shall approve the reassignment of the PhD students under their supervision to other doctoral supervisors, in order to ensure the optimal completion of doctoral theses.

(15) A doctoral supervisor loses membership in the doctoral school under the following conditions:

- a)** upon request;

- b)** if they have no PhD students under supervision for a period of three (3) consecutive years;
- c)** after reaching the statutory retirement age, if they have no PhD students under supervision.

(16) In the situation provided for in paragraph (15)(b), the Doctoral School Council proposes the termination of the doctoral supervisor's membership. The termination decision is issued by the Rector, with the endorsement of the CSUD and approval by the ASE Senate.

(17) If doctoral supervisors within ASE-IOSUD reach the statutory retirement age and wish to continue their doctoral supervision activity, they may supervise new PhD students until reaching the age of 70, provided that they retain tenured status within ASE, with the approval of the ASE Senate, under a cotutelle arrangement (as secondary supervisor). If they do not retain tenured status or after reaching the age of 70, doctoral supervisors shall no longer propose new topics or positions for admission to doctoral university studies and shall continue only the supervision of the PhD students already under their guidance, with or without cotutelle, until completion of the doctoral program.

## Art.23

- (1) Doctoral studies can benefit from joint supervision, in conformity with the legal provisions in force, a situation in which a PhD student activates under the simultaneous guidance of two PhD supervisors.
- (2) The selection of a co-supervisor is to be done after the enrollment of the PhD student with ASE - IOSUD, and with the agreement of the primary PhD supervisor. The second doctoral supervisor may be a tenured doctoral supervisor within a doctoral school of ASE-IOSUD or a doctoral supervisor from any other institution organizing doctoral university studies in Romania or abroad.
- (3) If both PhD supervisors activate in ASE -IOSUD, then they must sign a written joint supervision agreement, to be approved by the CSUD director, and which spells out the distinct responsibilities of both co-supervisors.
- (4) If the co-supervisor does not belong to ASE -IOSUD, then a written joint supervision agreement must be signed between Bucharest University of Economic Studies and the institution in which the co-supervisor guides PhD students. This agreement is to stipulate the various requirements regarding the organization and progress of the doctoral studies for each of the two involved institutions, including their financial obligations, in conformity with their role in the joint supervision and in accordance with the applicable laws in force.
- (5) In the case of doctoral studies organized under a cotutelle arrangement, the principal doctoral supervisor is the one under whose vacant PhD student position the admission competition was organized, while the second doctoral supervisor has a secondary role.
- (6) The PhD student is fully counted under the principal doctoral supervisor, including for the purposes of teaching and research workload allocation.

## Art.24

- (1) A doctoral supervisor may not simultaneously supervise PhD students in more than one IOSUD, except in the case of contracts/agreements under a cotutelle arrangement.
- (2) Until the 2026–2027 academic year, a doctoral supervisor within ASE-IOSUD may supervise a maximum of eight (8) PhD students simultaneously, who are in the course of the doctoral training program (three [3] years or four [4] years, plus any legally granted extensions or interruptions).
- (3) By exception, until the 2026–2027 academic year, a doctoral supervisor may supervise more than eight (8) PhD students, but no more than twelve (12), under the conditions set out in paragraph (2), with the agreement of the Doctoral School Council, provided that the proportion of these supervisors does not exceed 20% of the total members of the doctoral school.
- (4) Until the 2026–2027 academic year, the following PhD students are not included in the number of students referred to in paragraph (2) at the time of the doctoral admission competition: PhD students on **leave of absence**; PhD students in the **grace period** for completing and publicly defending their

doctoral thesis; PhD students who have publicly defended their thesis but whose thesis has **not been validated by CNATDCU**; PhD students revising or completing their thesis following an unsuccessful public defense or invalidation; PhD students under a cotutelle arrangement for whom the doctoral supervisor does not have the principal role.

(5) Starting with the 2026–2027 academic year, a doctoral supervisor may supervise a maximum of eight (8) PhD students simultaneously, not including PhD students under cotutelle for whom the supervisor has a secondary role. By exception, a doctoral supervisor may supervise up to twelve (12) PhD students only with the approval of the University Senate, but this applies to no more than 20% of the doctoral supervisors in a doctoral school.

(6) For a field of doctoral studies, the ratio between the number of doctoral students and the total number of teachers / researchers providing the guidance must not be higher than 3: 1.

#### **Art.25.**

(1) At the motivated request of the PhD student, the Doctoral School Council may decide to change the doctoral supervisor if it is found that the supervisor has failed to fulfill the legal or contractual obligations assumed, for other reasons concerning the supervisory relationship between the doctoral supervisor and the PhD student, or in the event that the doctoral supervisor is unavailable.

(2) CSUD designates, in maximum 30 days, another PhD supervisor in the situation mentioned above.

(3) In the case mentioned in paragraph 1, the Board of the Doctoral School designates another doctoral supervisor, considering, as a matter of priority, the necessity for the doctoral student to complete the doctoral program.

(4) If no available doctoral supervisor can be identified within ASE-IOSUD, ASE-IOSUD shall take measures to facilitate the academic mobility of the PhD student within the same field, but at another IOSUD.

(5) The new PhD supervisor may retain the existing steering committee or may propose a new one.

(6) Conflicts between the PhD student and the doctoral supervisor shall be mediated by the Doctoral School Council, and if the conflict is not resolved at this level, it shall be mediated by the CSUD.

(7) Conflicts between the PhD student and the doctoral school shall be mediated by the CSUD.

#### **Art.26.**

(1) In the doctoral university study program, the PhD student is supervised by a Supervision and Academic Integrity Committee, composed of the doctoral supervisor, the cotutelle doctoral supervisor, if applicable, and three (3) other members who may be part of the doctoral supervisor's research team, other persons affiliated with the doctoral school, or faculty and researchers holding a doctoral degree, not affiliated with the doctoral school.

- (2) At least one member of this committee must be from outside the higher education institution (ASE-IOSUD).
- (3) The composition of the Supervision and Academic Integrity Committees for cohorts prior to the 2024–2025 academic year remains unchanged.
- (4) Members of the Supervision and Academic Integrity Committee may not be nominated as members of the public defense committee for the doctoral thesis (hereinafter referred to as the Doctoral Committee) from the date of entry into force of this Regulation.
- (5) The Doctoral School Council (CSD) may propose criteria that members of the Supervision and Academic Integrity Committees must fulfill.
- (6) The composition of the Supervision and Academic Integrity Committee is determined by the doctoral supervisor, following consultation with the PhD student and with the agreement of the persons involved, and is recorded in the Individual Doctoral Plan (PID).
- (7) The composition of the Supervision and Academic Integrity Committee may be changed during the course of doctoral studies, with the approval of the CSUD.

#### **Art.27.**

The activity of PhD supervisors, the members of the Supervision and Academic Integrity Committee and the members the PhD thesis defense committee is set according to the methodology approved by the Bucharest University of Economic Studies (ASE) Senate.

#### **Art.28.**

The internal evaluation of doctoral supervisors is conducted every five years in accordance with the periodic Evaluation Methodology of the quality of ASE academic and research staff.

#### **Art.29.**

- (1) ASE-IOSUD promotes interdisciplinarity in doctoral university studies. This is achieved both through collaboration between doctoral schools and between these schools and those of other universities or research institutes in Romania and abroad.
- (2) In the context of policies ensuring academic mobility, ASE-IOSUD may hire, under a contract, specialists from abroad who hold the legal right to supervise doctoral studies, or may recognize the status of doctoral supervisor obtained abroad, in accordance with the law.

## **CHAPTER IV**

### **SELECTION, ADMISSION PROCESS AND REGISTRATION TO DOCTORAL STUDY PROGRAMS**

#### **Art.30.**

- (1) The number of places and the themes awarded by each PhD supervisor are endorsed by the Board of the Doctoral School and by the Council of the Faculty of which the Doctoral School belongs to, endorsed by CSUD and by the ASE Board of Directors and approved by the ASE Senate for each academic year.
- (2) The admission to doctoral studies is based on a contest, held annually by ASE -IOSUD, through doctoral schools, for each seat which the PhD supervisor proposes according to the ASE -IOSUD regulations.
- (3) The admission contest is based on an admission methodology developed by CSUD, advised by the Board of Trustees, and approved by ASE Senate.
- (4) The admission regulation provides the conditions for enrollment, the contents of the enrollment folder and the stages of the contest.
- (5) CSUD will post the admission methodology on [www.ase.ro/admitere](http://www.ase.ro/admitere) and [www.doctorat.ase.ro](http://www.doctorat.ase.ro) at least six months before the admission contest.
- (6) The admission contest consists of two tests: the written language test and the specialty exam with the members of the commission of admission, which consists of assessing the PhD candidate on the basis of the enrollment folder and an interview.
- (7) The Admission Committee is composed of 3–5 members, of whom the Chair of the Committee is the Dean of the faculty to which the doctoral school belongs, and the other members are doctoral supervisors from the respective doctoral school. The Committee shall have at least one alternate member. If the position of Chair is not held by the Dean, it shall be exercised by the Director of the doctoral school.
- (8) The Doctoral School Council proposes the Admission Committee, which is endorsed by the Faculty Council and the CSUD, and approved by the ASE Board of Administration.
- (9) The organization and conduct of the admission competition for doctoral university study programs fall under the responsibility of the CSUD Central Admission Committee and the Admission Committees of the doctoral schools.
- (10) During the admission sessions, ASE-IOSUD ensures online registration of candidates, according to the schedule of activities in the Admission Regulation, on the website [www.doctorat.ase.ro](http://www.doctorat.ase.ro).

(11) Doctoral schools ensure transparency in the evaluation and selection procedures for candidates and guarantee access to this information, including through publication on the website [www.doctorat.ase.ro](http://www.doctorat.ase.ro).

(12) After completing the admission procedure, the doctoral school shall publish the ranking of admitted/rejected candidates, indicating the recipients of doctoral grants and the mode of study.

(13) The Directors of doctoral schools are responsible for the proper conduct of the admission competition, for compliance with university ethics norms, and with the applicable legislation. Information regarding admission specific to each doctoral school is published on the website <https://doctorat.ase.ro/>

#### **Art. 31.**

(1) All candidates declared admitted following the organization of an admission competition are included in the doctoral enrolment decision, drawn up by doctoral schools and by types of funding, corresponding to the respective admission competition session organized within the doctoral schools of ASE-IOSUD.

(2) Enrolment in the doctoral schools that are part of the ASE structure is carried out by decision of the Rector, based on the proposal submitted by the doctoral school council and endorsed by the Dean of the faculty to which the doctoral school belongs, after all legal requirements established by the admission methodology have been fulfilled. After enrolment in the first year of study, doctoral students are registered in the matriculation register under a unique number, valid for the entire period of study.

#### **Art. 32.**

After approval of the results of admission by the ASE Senate and the registration of doctoral students, the CSUD office ensures the conclusion of the doctoral studies contract with each doctoral student.

#### **Art.33.**

(1) After enrolment in the first year of study, within a maximum of 10 days, doctoral students must sign the study contract valid for the entire period of study. The failure to sign the contract within the time limits set by the Board of Directors leads to expulsion. During the schooling, if the contractual provisions will be amended, additional acts will be concluded.

(2) The Doctoral Degree Contract establishes the rights and obligations of doctoral students, PhD supervisors, as well as ASE through doctoral schools.

(3) The doctoral studies contract is signed by: the PhD student, the PhD supervisor, the doctoral school director and the ASE Rector or the Director of CSUD delegated by the rector and contains at least the following information:

a) identification data of the PhD student and PhD supervisor;

- b) information data about ASE and the doctoral school;
- c) information regarding the doctoral studies program;
- d) the chosen research topic;
- e) the amount of the tuition fee, as the case may be;
- f) the language in which the doctoral thesis is drafted and defended, namely the Romanian language or an international language;
- g) the language of the study program, respectively the Romanian language or an international language;
- h) the term of completion of the PhD thesis;
- i) the conditions for extending the term of completion of the PhD thesis;
- j) the conditions of interruption of the doctoral studies, respectively the extension of the term of completion of the doctoral thesis;
- k) the monthly scholarship, as the case may be;
- l) the number of didactic activities that the doctoral student assumes to undertake and the period in which these are carried out, according to the approval of the ASE Senate.
- m) the minimum standards that must be complied with throughout the studies and during the process of drafting the doctoral thesis;
- n) the conditions under which the doctoral supervisor may be changed;
- o) the conditions for termination of the study contract;
- p) information regarding the processing of personal data, in accordance with the legislation in force.

#### **Art.34.**

(1) Upon registration for the admission of PhD students holding Romanian citizenship and those holding citizenship of other EU Member States, the EEA and the Swiss Confederation, as well as British citizens and their family members, as beneficiaries of the Agreement on the withdrawal of the United Kingdom of Great Britain and Northern Ireland from the European Union and the European Atomic Energy Community 2019/C 384 I/01, the personal file shall include:

- a) the completed application form for the admission competition;
- b) at least one letter of recommendation;
- c) curriculum vitae;
- d) the doctoral research project (DRP) corresponding to the doctoral topic applied for, duly signed;
- e) birth certificate – notarized copy or copy certified as true to the original;
- f) copy of the identity document;
- g) marriage certificate or any other document attesting a change of name, if applicable – notarized

copy or copy certified as true to the original;

h) for students funded from the state budget: baccalaureate diploma – original; for students funded through tuition fees: baccalaureate diploma – original, notarized copy, or copy certified as true to the original;

i) for students funded from the state budget: bachelor's degree diploma, accompanied by the diploma supplement / transcript of records – original; for students funded through tuition fees: bachelor's degree diploma, accompanied by the diploma supplement / transcript of records – original, notarized copy, or copy certified as true to the original;

j) for students funded from the state budget: master's degree diploma or equivalent, accompanied by the diploma supplement / transcript of records (for graduates of the current academic year, a certificate attesting the successful completion of the dissertation examination) – original; for students funded through tuition fees: master's degree diploma or equivalent, accompanied by the diploma supplement / transcript of records (for graduates of the current academic year, a certificate attesting the successful completion of the dissertation examination) – original, notarized copy, or copy certified as true to the original;

k) language proficiency certificate, where applicable – original, notarized copy, or copy certified as true to the original;

l) standard medical certificate issued by medical offices or by the family physician, attesting fitness for enrollment in studies – original, notarized copy, or copy certified as true to the original, issued no more than 6 months prior to the date of application;

m) a declaration on one's own responsibility whereby the candidate undertakes not to benefit simultaneously from state budget funding for two or more doctoral study programs, not to pursue more than two university study programs at the same time, regardless of their level and form of funding, and that they are not enrolled in another doctoral study program at ASE;

n) for candidates admitted to tuition-paying places, proof of payment of the tuition fee for the first semester of the academic year.

**(2) PhD students** holding Romanian citizenship or citizenship of other EU Member States, the EEA and the Swiss Confederation, as well as British citizens and their family members, as beneficiaries of the Agreement on the withdrawal of the United Kingdom of Great Britain and Northern Ireland from the European Union and the European Atomic Energy Community 2019/C 384 I/01, who have submitted study documents issued by institutions abroad must also include in their file the certificate issued by the National Center for Recognition and Equivalence of Diplomas (CNRED) — in original for students funded from the state budget, or a notarized copy or a copy certified as true to the original for students funded through tuition fees.

(3) Upon registration for admission, **PhD students** from non-EU countries, the European Economic Area, or the Swiss Confederation, as well as from third countries of the United Kingdom and Northern Ireland, must include the following in their personal file:

- a) the study acceptance letter issued by the Romanian Ministry of National Education, if applicable;
- b) the completed application form;
- c) at least one letter of recommendation;
- d) curriculum vitae;
- e) the doctoral research project (DRP) corresponding to the doctoral topic applied for, duly signed;
- f) birth certificate – copy and notarized translation into Romanian;
- g) copy of the document proving permanent residence abroad, if applicable;
- h) copy of the passport and one  $\frac{3}{4}$  photograph;
- i) for students funded from the state budget: baccalaureate diploma or its equivalent, authenticated by the competent authorities in the issuing country – original and copy, and notarized translation; for students funded through tuition fees: baccalaureate diploma or its equivalent, authenticated by the competent authorities in the issuing country – original or copy, and notarized translation;
- j) for students funded from the state budget: bachelor's degree diploma or its equivalent, authenticated by the competent authorities in the issuing country – original and copy, and notarized translation; for students funded through tuition fees: bachelor's degree diploma or its equivalent, authenticated by the competent authorities in the issuing country – original or copy, and notarized translation;
- k) for students funded from the state budget: master's degree diploma or its equivalent, authenticated by the competent authorities in the issuing country – original and copy, and notarized translation; for students funded through tuition fees: master's degree diploma or its equivalent, authenticated by the competent authorities in the issuing country – original or copy, and notarized translation;
- l) transcripts / diploma supplements for the studies completed – copies and notarized translations;
- m) certificate of completion of the preparatory year for learning Romanian or language proficiency certificate, as applicable – original, notarized copy, or copy certified as true to the original;
- n) medical certificate (in an internationally recognized language) attesting that the person enrolling in studies does not suffer from contagious diseases or other conditions incompatible with the future profession;
- o) standard medical certificate issued by medical offices or by the family physician, attesting fitness for enrollment in studies – original, notarized copy, or copy certified as true to the original, issued no more than 6 months prior to the date of application;
- p) for candidates admitted to tuition-paying places, proof of payment of the tuition fee for the first year of studies.

**(4)** The file of the PhD student, graduate of the current year's promotion, shall be filled in with the master's diploma in original or a certified / certified copy *according to the original*, as the case may be, in the second year of study.

**(5)** The baccalaureate diploma, the bachelor's diploma and the supplement to the bachelor's degree / master's degree, the master's degree and the supplement to the master's degree / academic records (if any) shall remain in original, in the file of the doctoral student for the period in which the student receives funding from the state budget.

**(6)** The personal files of doctoral students shall be supplemented each year with any additional contracts or acts in the study contracts and with any documents and decisions regarding the school and social situation.

**(7)** In order to obtain the certification *according to the original*, for the copies of the listed documents, the candidates must present the original documents to the CSUD Secretariat.

#### **Art.35.**

After registration, the PhD student receives a card, used for identification for all services and activities within ASE. If the student loses the card, a duplicate can be issued on demand, in exchange of a fee, after the publication in the press, by the PhD student, of the notice of its loss.

#### **Art. 36.**

Provided that the minimal curricular and scientific requirements are met, the enrollment of PhD students in a higher year of study, after the year of initial registration, is carried out automatically.

#### **Art. 37.**

The doctoral program is organized only within the doctoral schools under the coordination of a doctoral supervisor and includes:

- a) a training program based on advanced university studies;
- b) an individual scientific research program.

#### **Art. 38.**

**(1)** The training program based on advanced university studies and the individual program of scientific research are specified in the Individual Doctoral Plan (PID) elaborated by the doctoral student under the guidance of the PhD supervisor, supported by the Supervisory and Academic Integrity Committee. It is approved by the Doctoral School Council (CSD).

- (2) The training program based on advanced university studies consists of activities carried out in institutionalized study settings, through courses/seminars, and includes a course on academic ethics and integrity.
- (3) The individual doctoral plan (PID), endorsed by the members of the board of directors and approved by the doctoral supervisor, shall be submitted to the CSUD office by the doctoral student no later than 30 days from the date of enrollment in the 1<sup>st</sup> year and uploaded to <http://portal.doctorat.ase.ro/>.
- (4) The structure of the PID, as well as the duties of the Supervisory and Academic Integrity Committee, are those established by the specific procedure, approved by CSUD.

#### **Art. 39.**

- (1) The doctoral supervisor shall be responsible for the structure, content, progress, and organization of the doctoral student's scientific research program.
- (2) The ASE, through doctoral schools, facilitates doctoral students' access to logistical and research resources and encourages the participation of doctoral students in research projects of national and international relevance.

#### **Art.40.**

**The training program based on advanced university studies** is a supporting tool for enriching the PhD student's knowledge and serves the student for the good conduct of the individual scientific research program and for the acquisition of advanced competencies specific to the doctoral studies cycle.

#### **Art. 41.**

- (1) The study program based on advanced academic studies should be relevant to the doctoral research topic and should not adversely affect the time available for the doctoral student for the individual scientific research program.
- (2) The participation of a PhD student in the training program based on advanced university studies is carried out in accordance with the curricula of each faculty to which the doctoral school the student is enrolled in belongs. The selection of the study components within this program that the PhD student must follow is determined exclusively and independently by their doctoral supervisor, together with the Supervisory and Academic Integrity Committee.
- (3) The doctoral student may independently opt for attending courses in advanced university studies provided by his or her doctoral school or other doctoral schools.

#### **Art.42.**

- (1) The training program based on advanced university studies may include:
  - a) special courses or programs of advanced university studies organized by CSUD and doctoral schools;

b) attending 2-5 disciplines from the masters programs within ASE (so as to obtain the number of transferable study credits specified in the curriculum);;

c) other activities established by the doctoral supervisor.

**(2)** The learning achieved within the research masters may be transferred with a training program based on advanced university studies.

**(3)** The training program based on advanced university studies must include a discipline designed to study in depth the methodology of research and / or statistical data processing and a discipline dedicated to ethics in scientific research.

**(4)** The type of assessment for the courses within the training program based on advanced university studies is determined by the course instructors in the course syllabus. Passing is evaluated using the grading scale: pass/fail.

(5) Failure to pass the courses within the training program based on advanced university studies will prevent PhD students from obtaining the corresponding credits (a total of 30 transferable study credits).

(6) The PhD student may participate in a new assessment (during the resit sessions) within the 4-year doctoral period.

(7) Failure to complete the courses by passing them within the 4-year period will prevent, after the completion of the 4 years, any extension of studies or the organization of the doctoral thesis defense, leading to the expulsion of the PhD student.

(8) Promotion to the next year is possible if a minimum of 30 transferable study credits (out of 60 credits per year) are obtained, provided that the PhD student has received a Pass grade for the progress report. A grade of Pass is considered valid if it is awarded by at least 3 members of the Supervisory and Academic Integrity Committee.

(9) Receiving a Fail grade on the progress report leads to the expulsion of the PhD student.

(10) The Supervisory and Academic Integrity Committee annually verifies, at the time of submission of the progress report, the fulfillment of the criteria for awarding credit points.

**(11)** At least 50% of the teaching / research staff involved in the teaching and research activities related to the preparation programs for advanced university studies or in the individual programs of scientific research or artistic creation are employed within IOSUD with an employment contract for an indefinite period of time.

(12) Teaching and research activities in doctoral university programs are conducted in a hybrid system – with physical presence on the ASE campus and online.

(13) The proportion of teaching and research activities, organized physically or online, is proposed by the director of the doctoral school, endorsed by the CSUD, and approved by the Board of Directors, with a maximum of 65% for teaching activities and a maximum of 35% for research applications. Common CSUD courses in the curriculum will be conducted online.

(14) Activities to be conducted online, including their proportion, will be indicated in the course syllabi.

(15) For conducting online doctoral activities, the Blended Learning@ASE platform is used – online.ase.ro – as well as any other platform previously announced to PhD students (<https://teams.microsoft.com/start>, <https://zoom.us/>, <https://edu.google.com/>, <https://meet.google.com/>, web.whatsapp.com, <https://chat.google.com/>, <https://www.youtube.com/> – YouTube Live, Skype, etc.).

(16) Within ASE-IOSUD teaching, research, and evaluation activities – lectures, courses, seminars, Supervisory and Academic Integrity Committee meetings, and progress report defenses – faculty members associated from abroad may also participate online.

#### **Art.43.**

The main objective of the individual scientific research program is to develop the doctoral thesis and the competences included in the doctoral qualification sheet of the National Register of Qualifications for Higher Education (RNCIS).

#### **Art.44.**

(1) The individual research program is based on the individual doctoral plan (PID), under the coordination of the doctoral supervisor and the Supervisory and Academic Integrity Committee.

(2) The individual scientific research program involves the PhD student participation in one or more scientific projects established by the PhD supervisor at the Doctoral School, Research Centers, or the ASE departments.

(3) The individual scientific research program may be carried out within ASE or in research institutions with internal or international recognition.

#### **Art. 45.**

(1) The completion of the program of study based on advanced university studies involves obtaining a number of **240 transferable study credits** (ECTS), divided by years of study, as follows:

- **year I - 60 credits** (for fulfilling the obligations stipulated in the doctoral school curriculum and for the successful completion of the Year I research progress report, as well as for the scientific research activity);

- **year II - 60 credits** (for the scientific research activity and for the successful completion of the Year II research progress report);

- **year III - 60 credits** (for the scientific research activity and for the successful completion of the Year III research progress report);

- **year IV – 60 ECTS** credits (for the scientific research activity, for the successful completion of the Year IV research progress report, for the preparation of the doctoral thesis, and for its defense before the Supervisory and Academic Integrity Committee).

(2) The doctoral thesis defense can take place only after obtaining a Pass grade in the evaluation of the doctoral thesis before the Supervisory and Academic Integrity Committee, accumulating the ECTS credits stipulated in the curriculum (240 ECTS credits), and meeting the minimal defense criteria.

(3) The doctoral school may recognize, in accordance with the ASE-IOSUD regulations and the law, the completion of previous doctoral stages and/or scientific research stages conducted in Romania or abroad, at recognized higher education institutions or research centers, as well as the completion of courses within research-oriented master's programs.

(4) The recognition of equivalence is proposed by the doctoral supervisor, endorsed by the Doctoral School Council and the Faculty Council to which the doctoral school belongs, and approved by the CSUD.

#### **Art. 46.**

(1) Throughout the doctoral study program, the PhD student is supervised by a Supervisory and Academic Integrity Committee, composed of the doctoral supervisor, the co-supervisor if applicable, and three other members who may be part of the doctoral supervisor's research team. These members may also include other individuals affiliated with the doctoral school or faculty and research staff holding a doctoral degree, not affiliated with the school, in accordance with Article 26.

(2) The Supervisory and Academic Integrity Committee is proposed by the doctoral supervisor, with the agreement of the proposed members, endorsed by the director of the Doctoral School/Doctoral School Council, and approved by CSUD Decision.

(3) Progress report defenses are organized with physical presence at the university. By exception, members of the Supervisory and Academic Integrity Committee from outside ASE-IOSUD, either from within the country or abroad, as well as **PhD students** participating in international mobility, may attend the progress report defenses online. The reports are signed and may be transmitted through electronic means.

## **CHAPTER V**

### **MOBILITY, STUDY INTERRUPTIONS, EXTENSION OF STUDIES**

#### **Art. 47.**

(1) The duration of the doctoral degree program is, as a rule, four years.

(2) In special circumstances, the duration of the doctoral study program may be extended by 1–2 years, with the approval of the ASE-IOSUD Senate, upon the proposal of the doctoral supervisor and within the limits of available funding, or reduced by 1 year, at the request of the PhD student, with the endorsement of the doctoral supervisor and the approval of the ASE Senate.

(3) The extension provided for in paragraph (2) shall be established by an addendum to the doctoral studies contract.

**Art. 48.**

- (1) For well-founded reasons (medical causes, professional causes, maternity, post-natal leave etc.), doctoral studies may be interrupted for a maximum of two academic years, during the study program, based on a request submitted by the PhD student to the CSUD Secretariat (request accompanied by supporting documents), endorsed by the doctoral supervisor and the Doctoral School Council, and approved by CSUD.
- (2) A request for interruption of studies may be made for one academic year, before the start of the semester or within the first three weeks after its commencement.
- (3) In exceptional situations related to health issues, maternity, or postnatal leave, the request for interruption of studies (accompanied by supporting documents) may be submitted at any time up to the submission of the progress reports for the respective year.
- (4) The interruption of studies is approved by the Rector's decision and is formalized through an addendum to the doctoral study contract. Resuming the doctoral training program also requires approval of the decision to resume studies by the Rector and the conclusion of an addendum to the study contract.
- (5) PhD students funded from the state budget may resume their doctoral studies with state funding if places are still available at the Doctoral School in the academic year of return; otherwise, the study program is resumed under the tuition-fee funding scheme.
- (6) Upon interruption of studies, the tuition fee already paid for the semester for which the interruption is requested is fully refunded.
- (7) Tuition fees for semesters prior to the one in which the interruption occurred are non-refundable.
- (8) Requests for tuition fee reimbursement may be submitted within the current fiscal year.
- (9) Upon the expiration of the interruption period, individuals who benefited from this facility shall resume their studies automatically.
- (10) Returning from interruption in the year in which the doctoral thesis is to be defended must take into account the deadline for the thesis defense by the end of the academic year, considering the provisions of Article 71 of this regulation, as well as the provisions of the Methodology for the Evaluation and Defense of the Doctoral Thesis, including the payment of fees, if applicable, according to the Methodology regarding fees applied by ASE Bucharest.

**Art.49.**

- (1) The academic mobility of PhD students may be internal or international and, as applicable, permanent or temporary. It can be organized in a physical, virtual, or hybrid format.

(2) The status of PhD student is maintained throughout the period of both internal and international mobility.

(3) Academic mobility can be undertaken at the initiative of the PhD student, provided the following conditions are met:

- a) the existence of inter-institutional agreements;
- b) the acceptance of the accredited/provisionally authorized higher education institutions, as applicable, of both the sending and the receiving institution.

(4) Temporary academic mobility on the student's own initiative refers to temporary mobility carried out outside inter-institutional academic mobility agreements, at the request of the student who has identified a potential host university.

(5) Recognition of transferable study credits is made after the completion of mobility, in accordance with the inter-institutional agreement and the regulations of the higher education institutions involved.

(6) Inter-institutional acceptance consists of completing and signing the standard mobility request form, provided in Annex 1, as follows:

- a) the PhD student submits the mobility request to the higher education institution where they wish to carry out the mobility, in order to obtain acceptance;
- b) after obtaining mobility acceptance, the PhD student requests acceptance from the higher education institution where they are enrolled;
- c) the higher education institution that accepts the mobility signs the student's mobility request first, followed by the sending institution;
- d) the request specifies the conditions under which the mobility will take place.

(7) At the request of the PhD student, the sending higher education institution may conclude mobility agreements with another higher education institution, nationally or internationally, to facilitate the student's mobility if no inter-institutional agreement exists between the two institutions at that time.

(8) Definitive academic mobility (transfer) of a PhD student from one IOSUD to another may only take place within the same doctoral field, with the consent of the leadership of both institutions, after obtaining the endorsement of the doctoral supervisor(s), the directors of the involved doctoral schools, and the CSUD directors of both institutions.

(9) Definitive academic mobility of PhD students may also take place within the same doctoral school in well-justified cases regarding the doctoral supervisors (retirement, death, conflict, or other special situations).

(10) Definitive academic mobility is generally carried out after the completion of the training program based on advanced university studies, in compliance with the provisions of the Framework Regulation on Doctoral University Studies approved by OME no. 3020/2024, and enrollment takes place at the start of any semester, according to the Activity Schedule approved by the ASE Senate.

## **Art. 50.**

A PhD student who benefits from an interruption of studies, permanent mobility, or who withdraws from the program must submit their PhD student ID card to the CSUD Secretariat, and, if applicable, the travel ID issued at enrollment. Approval of these requests will only be granted after the submission of the PhD student ID card and, if applicable, the travel ID.

# **CHAPTER VI**

## **THE ASSESSMENT OF THE RESEARCH ACTIVITY**

## **Art.51.**

The assessment of PhD students is centered on the valorization of the results of the research activity, respectively publications, participation in conferences, considering their performance, assessed by the incorporation of publications in the international flow, references, awards etc.

## **Art.52.**

Assessment procedures and criteria must ensure:

- (1)** The correct evaluation of the performance of PhD students and to reflect the differences of performance between them;
- (2)** The analysis of the progress of the PhD students in getting knowledge and skills associated to the targeted doctoral qualification;
- (3)** Transparency and information about the evaluation criteria of PhD students;
- (4)** Information of PhD students about methods, criteria of evaluation and expected performances.

## **Art.53.**

- (1)** During the evaluation of the activity of the PhD student, the academic ethics and the deontology of professional activities will be observed.
- (2)** In case of potential academic fraud, of infringement of academic ethics and of other irregularities from the good practice in academic research, including plagiarism, the PhD student and the PhD supervisor are responsible according to the law.

## **Art.54.**

- (1)** The research activity of the PhD student in the individual research program is evaluated by the supervisor and the Supervisory and Academic Integrity Committee, taking into consideration:
  - (a)** *The individual PhD plan (PID)*, which presents the stage of knowledge in the area, the objectives of the research, the aimed methodology of research, the schedule of planned activities, expected results, information regarding the dissemination of research results, etc., approved by the doctoral supervisor and the director of the doctoral school;;

- (b) *Progress reports*, one at the end of each academic year, which must include: the results of the PhD student's own scientific research, disseminated through articles published in journals or through papers published in the proceedings of international conferences. The PhD student presents these reports before the Supervisory and Academic Integrity Committee, in the presence of the doctoral supervisor.
- (c) In exceptional circumstances (such as the state of emergency, the state of alert or other specific situations with CSUD approval) the submission and evaluation / re-evaluation of progress reports (for doctoral students in years I, II III and IV), by the Supervisory and Academic Integrity Committee, can be done online by video conference.
- (d) *Participation at minimum two scientific* seminars organized by the doctoral school or by other research centers within ASE;
- (e) *A final report regarding the PhD thesis*, presented in front of the Supervisory and Academic Integrity Committee, to get their approval for its defense;
- (f) In exceptional cases (such as a state of emergency, a state of alert or other specific situations with the approval of the CSUD) the presentation of the doctoral thesis to the steering committee may be done online by videoconference.
- (g) *Compliance with the minimal criteria for the defense of the PhD thesis*. These criteria are established by CSUD and approved by the ASE Senate;
- (h) Obtaining the ECTS credits specified in the curriculum and in the Individual Doctoral Plan (PID), a condition for the public defense of the doctoral thesis.

(2) The board of the Doctoral School may establish, in addition, other specific instruments to monitor the activity of PhD students during an academic year.

#### **Art.55.**

After the presentation of each progress report by the PhD student, the following procedure takes place:

- (1) The Supervisory and Academic Integrity Committee prepares a **minutes report** in which the ECTS credits obtained by the PhD student, the observations and recommendations of the doctoral supervisor and committee members, and the grade awarded—“passed” or “failed”—are recorded. A copy of the minutes, signed by the doctoral supervisor and the members of the Supervisory and Academic Integrity Committee, is submitted to the CSUD Secretariat to be included in the PhD student's file.
- (2) The progress report is considered **passed** if at least three members of the Supervisory and Academic Integrity Committee (comprising the doctoral supervisor and three other members) award the grade “passed.”
- (3) In the case of a rejected progress report or final report, the PhD student may revise it and present it again during the rescheduled sessions, following the same procedure.
- (4) The PhD student may appeal the grade obtained within 48 hours of the announcement of the results, only for reasons of procedural non-compliance, by submitting a request to the director of the doctoral

school. In this case, the director of the doctoral school shall appoint a committee of three doctoral supervisors, which will verify compliance with the procedural requirements regarding the defense of the progress report. The result of this committee is communicated in writing to the CSUD Secretariat and the PhD student within seven days of filing the appeal and is final.

**Art. 56.**

The deadlines for the defense of progress reports are provided in the schedule of activities for the academic year in question, during the normal session and during the rescheduled/re-evaluation sessions..

## **CHAPTER VII**

### **FINANCING DOCTORAL STUDY PROGRAMS**

**Art.57.**

- (1) Academic PhD programs take place based on funding from the state budget, as a paid program or from other legally constituted sources, according to regulations in place. PhD students may benefit from PhD grants for their PhD studies, in accordance with regulations in force.
- (2) Doctoral schools can fund PhD programs from research-development projects too, financed from other sources, either public or private.

**Art.58.**

- (1) State budget funding for a PhD student is preserved for as long as the PhD supervisor and the Supervisory and Academic Integrity Committee records the PhD student's progress in doctoral training at the end of the first, second, third, and fourth years of study.
- (2) In the event that a state-funded PhD position with a scholarship becomes available, it may be offered, at the proposal of the Doctoral School Council and with the approval of CSUD, to a PhD student enrolled on a fee-paying basis who is eligible for state funding. This allocation takes into account the student's preferences at the admission competition (provided that the student had selected the option corresponding to the available position during the admission exam) and is made in descending order of the admission exam grades (from all sessions of that year), within the same doctoral school. If this is not possible, the position may be offered within another doctoral school, at the proposal of CSUD, with the approval of the Academic Council.
- (3) In the event that a state-funded professional PhD position without a scholarship (IFR – professional PhD) becomes available, it may be offered, at the proposal of the Doctoral School Council and with the approval of CSUD, to a PhD student funded through tuition fees in the same professional PhD program (enrolled in the same academic year as the year in which the position becomes available), who is eligible

for state funding (provided that the student had selected the option corresponding to the available position during the admission exam), within the same Doctoral School, in descending order of admission exam grades (from all sessions of that year).

(4) If a state-funded professional PhD position without a scholarship (IFR – professional PhD) becomes available in a Doctoral School and cannot be filled by PhD students within that same Doctoral School, the position will be allocated to another Doctoral School within ASE, in the professional PhD program (IFR), at the proposal of CSUD, with the approval of the Academic Council.

(5) If a position becomes available in a Doctoral School belonging to a priority development domain and cannot be filled by PhD students from that Doctoral School, it will be allocated preferentially to another Doctoral School within a priority development domain.

(6) The release of a position in one of the Doctoral Schools within the priority domains of Economic Informatics or Cybernetics and Economic Statistics will be allocated with priority between these two Doctoral Schools, considering that both belong to the same faculty – the Faculty of Cybernetics, Statistics and Economic Informatics. If redistribution between these two schools is not possible, the other provisions of Article 58 will apply.

(7) By exception, for PhD students enrolled before the 2025-2026 academic year, if a state-funded position with a scholarship becomes available, it may be offered, at the proposal of the Doctoral School Council and with the approval of CSUD, to a PhD student enrolled in the same academic year who is already state-funded without a scholarship within the same Doctoral School, in descending order of admission exam grades (from all sessions of that year). If no such state-funded student without a scholarship exists within the same Doctoral School, the position may be offered to a tuition-fee-funded PhD student who is eligible for state funding, also in descending order of admission exam grades. In the case of a state-funded position without a scholarship becoming available, it may be offered, at the proposal of the Doctoral School Council and with CSUD approval, to a tuition-fee-funded PhD student enrolled in the same academic year as the year the position became vacant, eligible for state funding, within the same Doctoral School, in descending order of admission exam grades. If allocation within the same Doctoral School is not possible, the position may be allocated to another Doctoral School at the proposal of CSUD, with the approval of the Academic Council.

(8) Redistribution of a vacant position is possible if the position was released within the first three weeks from the start of the semester. If the position is released after the first three weeks, it will be redistributed starting with the next semester.

(9) If withdrawal from studies, exmatriculation, or interruption occurs after the first three weeks from the start of the semester, the PhD student is considered to have benefited from state-funded support for the entire semester.

(10) Reallocation of a released position will not occur if it is released within three months before the end of the academic year. In such cases, reallocation will be done at the beginning of the next academic year.

## **CHAPTER VIII**

### **THE RIGHTS AND OBLIGATIONS OF THE PHD STUDENT AND OF THE PHD SUPERVISOR**

#### **Art. 59.**

The rights and obligations incumbent upon the PhD student, the PhD supervisor and the ASE, through its doctoral schools, are regulated by the contract of doctoral studies.

#### **Art. 60.**

During the doctoral studies program, the PhD student has the right:

- (1) to benefit from the PhD supervisor's and the Supervisory and Academic Integrity Committee's support, guidance and coordination;
- (2) to attend seminars or working meetings of the research-development staff, of the ASE research centers, whenever relevant topics to doctoral studies are discussed;
- (3) to be represented in the decision-making bodies of the doctoral school, in accordance with the provisions of the present regulation;
- (4) to have access to the documentary centers, libraries and facilities of the doctoral school and of the ASE in order to draw up research reports and the doctoral thesis;
- (5) to attend lectures and seminars organized by one's own doctoral school and/or other doctoral schools;
- (6) to work together with the ASE research teams or other research-development centers that have concluded agreements or established institutional partnerships with the ASE;
- (7) to benefit from national and international mobility, within the limits of the available funds;
- (8) to benefit from the ASE financial support to participate in national or international conferences and to publish articles, within the limits of the available funds. PhD students will benefit from financial support only for articles and conference participations which constitute a binding contractual obligation.
- (9) to participate in scientific communication sessions and seminars organized by the doctoral school or/and by the ASE;
- (10) to be informed about the curriculum of the doctoral studies within the doctoral school;
- (11) to have access to the Blended Learning@ASE platform ([online.ase.ro](http://online.ase.ro));
- (12) to benefit from student support services available at ASE-IOSUD, including accommodation and cafeteria services;
- (13) other rights provided by the applicable legislation

## **Art. 61.**

The PhD student shall undertake to fulfil the following obligations:

- (1) to be aware of and comply with the provisions of this Regulation and other normative acts governing the organization and conduct of the educational process;
- (2) to pay the tuition fee, in the circumstances where the PhD student is admitted on paid seats;
- (3) to comply with the research program agreed with the PhD supervisor and to meet the obligations of defending one's works and presenting one's research results;
- (4) to submit annually to the doctoral supervisor and the academic guidance and integrity committee progress reports on their scientific research, as well as any other monitoring elements established by this Regulation;
- (5) to maintain permanent communication with the doctoral supervisor;
- (6) to respect good conduct in scientific research, not to plagiarize the results or publications of other authors, not to fabricate results or replace their own results with fictitious data, and not to use undeclared sources; otherwise, they will be sanctioned in accordance with this Regulation;
- (7) to fulfill the minimum criteria for defending the doctoral thesis, approved by the ASE Senate;
- (8) for each published article or conference participation reported to meet the minimum criteria for defending the doctoral thesis, to indicate only affiliation with the Bucharest University of Economic Studies (for the English version, "Bucharest University of Economic Studies" must be mentioned);
- (9) to respect institutional discipline;
- (10) to pay the fees required for extension periods;
- (11) to notify in writing the ASE-IOSUD Secretariat of any changes to their personal and contact details (name, residence, phone, email, etc.);
- (12) to inform ASE-IOSUD in writing, within a grace period of maximum 24 months from obtaining the doctoral degree, if the doctoral thesis has been published, providing the bibliographic reference and the link to the publication so that ASE-IOSUD can block public access to the thesis;
- (13) doctoral students enrolled on budget-funded places with a scholarship are required, during the doctoral program, to participate for at least one month in mobility programs of the Bucharest University of Economic Studies;
- (14) to comply with the legislation in force regarding the prevention and combating of illicit drug trafficking and consumption, prohibited substances, alcoholic beverages, and tobacco in university premises; otherwise, they will face sanctions in accordance with the legislation in force;
- (15) not to record, photograph, or film third parties in university premises without their consent or their activities.

## **Art.62.**

(1) A doctoral student may be expelled, at the proposal of the doctoral supervisor and with the agreement of the Doctoral School Council, if they:

- a) fail to fulfill their research obligations within the established deadlines;
- b) do not defend the doctoral thesis within the term established according to the regulations in force;
- c) receive the grade “Unsatisfactory” again during the public defense of the thesis;
- d) violate university or scientific research ethics in accordance with the ASE Charter;
- e) fail to sign the study contract or its addenda on time;
- f) fail to submit to the CSUD Secretariat, within the established deadlines, the Individual Doctoral Plan or the requests provided under articles 48 and 49 of this Regulation;
- g) alienate or sublease the accommodation in ASE dormitories;
- h) attempt to bribe teaching staff and/or auxiliary teaching personnel;
- i) threaten or verbally/physically assault members of the university community;
- j) engage in illicit trafficking of drugs and prohibited substances, or possess such substances for personal use on university premises;
- k) repeatedly consume illicit drugs, prohibited substances, or alcoholic beverages.

(2) A doctoral student will be expelled if they submit a written request to withdraw from the doctoral studies. The request must be approved by the doctoral supervisor, the Doctoral School Council, and the dean of the faculty to which the doctoral school belongs.

(3) A doctoral student will be expelled if CNATDCU invalidates their doctoral thesis for the second time.

(4) A doctoral student will be expelled if they fail to pay the tuition fees within the established deadlines.

(5) In the event of the death of a doctoral student, an expulsion decision will be issued to settle the student's academic record, based on the death certificate.

(6) The expulsion of a doctoral student is carried out by the decision of the Rector of ASE, at the proposal of the Doctoral School Council and with the approval of the dean of the faculty to which the Doctoral School belongs.

## **Art.63.**

The PhD students who have been expelled from doctoral studies at ASE may apply for a new admission contest at ASE, with the exception of those who were expelled for violating university or research ethics according to the ASE Charter, as well as for trafficking, possessing, or illicitly consuming drugs on university premises, or for repeated illicit use of drugs, prohibited substances, or alcoholic beverages.

**Art.64.**

PhD students who have been expelled are issued the original documents from their personal file upon submitting a request to the CSUD director, accompanied by a clearance note signed by all responsible persons within ASE.

**Art. 65.**

The rights and obligations of the PhD supervisor are as follows:

- (1) to be paid for the activities carried out in that quality, in accordance with the legislation in force;
- (2) to participate in competitions for doctoral grants;
- (3) to guide and evaluate the activity of the PhD student in accordance with the professional and university autonomy, following the requirements of the doctoral study program and complying with the professional interests of the PhD student;
- (4) to propose the Supervisory and Academic Integrity Committee of the PhD student as well as the doctoral committee for the public defense of the thesis;
- (5) to receive an impartial evaluation both at internal and external level, in accordance with the specific methodology of the evaluation process;
- (6) to be informed of the results of both the internal and the external evaluation of their own activity;
- (7) to propose research topics for the candidates to the program of doctoral studies;
- (8) to refuse the supervision of a PhD student when, without their knowledge, they are involved in a conflict of interests;
- (9) to request that the Council of Doctoral School should, on good reasons, interrupt their mentoring relationship with the PhD student;
- (10) to propose positions and topics that can be opened for competition in the admission sessions organized by ASE-IOSUD, respecting the number of doctoral students under supervision, in accordance with the applicable legislation;
- (11) to decide on the study elements of the preparation program based on advanced academic studies the PhD student shall participate in, in accordance with the provisions of the current Regulation.
- (12) other legal rights.

**Art. 66.**

The doctoral supervisor shall undertake to fulfil the following obligations:

- (1) to ensure the scientific, professional and deontological supervision of each PhD student;
- (2) to propose research topics

- (3) to ensure the necessary conditions and to stimulate the progress of PhD students in their research;
- (4) to carry out an objective and rigorous monitoring and evaluation of each PhD student;
- (5) to support the mobility of PhD students;
- (6) to avoid the emergence of conflicts of interests while giving guidance to PhD students.

## **CHAPTER IX**

### **THE COMPLETION OF DOCTORAL STUDIES**

#### **Art. 67.**

- (1) University doctoral studies are completed by publicly defending the doctoral thesis in front of the doctoral committee.
- (2) The doctoral thesis must be the result of the doctoral student's own scientific research, under the guidance of the doctoral supervisor, and must contain original results in the field of scientific knowledge.

#### **Art. 68.**

- (1) The doctoral thesis can be written and defended in Romanian or in an international language, according to the provisions of the schooling contract and PID.
- (2) The language of writing and/or defending the doctoral thesis can be changed during the doctoral program, at the request of the doctoral student, with the agreement of the doctoral supervisor.
- (3) At least 10% of the doctoral theses within each doctoral school are written and / or presented in a language of international circulation or are written in international co-supervision.
- (4) The author of the thesis, namely the doctoral student, the doctoral supervisor and the members of the commission for public defense of the doctoral thesis will have their names written on the thesis front cover, as stated in the *Guidelines for writing the PhD thesis*

#### **Art. 69.**

- (1) The thesis content is set by the PhD student together with the PhD supervisor and must comply with the framework structure and limitations established by the ASE-IOSUD regulations.
- (2) The title of the thesis can be changed at the discretion of the PhD student, with the doctoral supervisor's approval, until the moment of its completion for public defense. The new title of the thesis must be consistent with the research undertaken by the PhD student throughout the entire duration of the doctoral program.
- (3) The doctoral thesis must be an original work; mentioning the source of any material used for writing is compulsory.

## **Art. 70.**

- (1) The PhD student is the author of the doctoral thesis and takes full responsibility for the accuracy of the data and information presented in the thesis, as well as the opinions and demonstrations expressed in it.
- (2) The doctoral student is responsible for adhering to quality and professional ethics standards, including ensuring the originality of the content, in accordance with the applicable legal provisions.

## **Art. 71.**

- (1) Doctoral theses, along with their annexes, and the full names of the thesis holder, the doctoral supervisor, and the members of the public defense committee are considered public information. The thesis must also be prepared in digital format.
- (2) Starting with the 2024–2025 academic year, the doctoral thesis and its annexes will be available for consultation 90 calendar days before the public defense on the national platform managed by UEFISCDI, in accordance with the legal provisions regarding copyright.
- (3) All provisions regarding the public defense of the doctoral thesis, as found in the Framework Regulation on Doctoral Studies, will apply from the 2024–2025 academic year.
- (4) During the period when the doctoral thesis is available for public consultation, prior to the defense, any person may submit observations regarding possible violations of ethical and professional standards, including potential plagiarism. Observations can be submitted physically or online to the ASE registry. These observations are forwarded to the doctoral school where the thesis will be defended and are recorded in a report that will be analyzed at the level of the doctoral school. The school will decide on the validation or invalidation of the public defense of the doctoral thesis, as stipulated in the Methodology for the Evaluation and Defense of the Doctoral Thesis approved by ASE-IOSUD. This report becomes part of the doctoral file and is sent to CSUD for review and decision regarding the validation or invalidation of the initiation of the public defense procedure.
- (5) If CSUD's decision is to validate, the procedure for the public defense of the doctoral thesis is initiated.
- (6) If CSUD, based on the report prepared by the doctoral school, invalidates the initiation of the public defense procedure, the student-doctoral candidate is required to correct the content of the thesis within 3 months from the communication of the invalidation decision, after which the transparency procedure of the thesis must be resumed.
- (7) The publication of the doctoral thesis, in accordance with the law, is done under the name of the student-doctoral candidate and the doctoral supervisor.
- (8) After the issuance of the doctoral diploma, the printed version of the doctoral thesis is archived in the ASE library permanently.

- (9) If the student-doctoral candidate does not choose to publish the thesis or its chapters separately, the digital version of the thesis remains public. The thesis will be assigned a copyright protection license.
- (10) If the student-doctoral candidate chooses to publish the doctoral thesis or some of its chapters separately, they are granted a grace period of up to 24 months to complete this publication, during which the digital version of the thesis becomes inaccessible to the public.
- (11) The protection of intellectual property rights over the doctoral thesis is ensured in accordance with legal provisions.
- (12) The exploitation of copyright and/or industrial property rights over the original work or creation developed within the doctoral program is carried out in accordance with the provisions of the applicable legislation.

#### **Art. 72.**

- (1) The process of defending the doctoral thesis is carried out in accordance with the Methodology for the Evaluation and Defense of the Doctoral Thesis, published on the website [www.doctorat.ase.ro](http://www.doctorat.ase.ro).
- (2) Before the public defense, the doctoral thesis is checked for plagiarism, at the request of the doctoral supervisor or the student-doctoral candidate, using software recognized by the relevant ministry for detecting similarities.

#### **Art.73.**

The evaluation criteria for the doctoral thesis focus on the research results presented in the thesis, obtained within the doctoral program. Mandatory consideration is also given to the works published by the doctoral student in specialized journals and in the proceedings of international conferences, in accordance with the minimal criteria approved by the ASE Senate, which are posted on the institutional website: [http://doctorat.ase.ro/criterii\\_minimale\\_sustinere\\_teza](http://doctorat.ase.ro/criterii_minimale_sustinere_teza).

#### **Art. 74.**

At least part of the original research results included in the thesis must be published as outstanding professional achievements, in the time range between the enrollment on the doctoral studies program and the public defense of the thesis, in journals included in international databases, or presented at national or international conferences.

#### **Art. 75.**

- (1) Doctoral studies are completed by the defense of the doctoral thesis in a public session, in front of the committee for the public defense of the doctoral thesis, henceforth called the doctoral committee.
- (2) The public defense may take place only after the doctoral thesis is defended to the Supervisory and Academic Integrity Committee; after this pre-defense which is public, the doctoral supervisor and the Supervisory and Academic Integrity committee decide on the official submission of the thesis and the

organization of the public defense; The acceptance report of the doctoral supervisor and the agreement of the members of the Supervisory and Academic Integrity committee shall be included in the “doctoral file”.

(3) The doctoral student submits the final version of the doctoral thesis to the doctoral supervisor and the members of the advisory committee. If any of them request modifications, corrections, or additions, the student must revise the thesis. Both the doctoral supervisor and the advisory committee can reject the thesis as unsuitable for defense. The decision to reject the public defense of the thesis will be communicated to the doctoral student by email from the CSUD Secretariat, based on the minutes of the advisory committee.

(4) If any breaches of research and development conduct are identified, including plagiarism of results or publications of other authors, or inclusion of results with fictitious data, during the evaluation of the thesis by the doctoral supervisor and the advisory and academic integrity committee, the doctoral student will not receive approval for the public defense of the thesis.

(5) The doctoral committee is proposed by the doctoral supervisor, approved by the Doctoral School Council and the Faculty Council to which the doctoral school belongs, and ratified by CSUD.

(6) The doctoral committee consists of at least five members: the chair, as a representative of ASE (a member of the Senate, of the Board of Administration, or the director of the doctoral school), the doctoral supervisor, one ASE faculty member, and at least two official reviewers from Romania or abroad who are specialists in the field of the doctoral thesis and work outside ASE. Typically, at least one of the external members should belong to the Universitaria consortium or research institutes of the Romanian Academy and the Academy of Agricultural and Forestry Sciences. All committee members must hold a doctoral degree and at least the academic rank of associate professor or scientific researcher grade II, or have the qualification of doctoral supervisor, in Romania or abroad.

(7) In the case of a joint/cotutelle doctoral program, both doctoral supervisors must be members of the committee for the public defense of the thesis.

(8) The number of doctoral theses assigned to a particular reviewer from an institution other than ASE-IOSUD must not exceed two for theses coordinated by the same doctoral supervisor in one year.

(9) The ratio between the number of doctoral theses assigned to a reviewer from an institution other than the one organizing the thesis defense and the number of doctoral theses defended in the same field of doctoral studies within the doctoral school must not exceed 0.3 (based on the situation recorded in the last five years).

(10) CSUD and the doctoral schools may impose minimum scientific performance standards that committee members must meet to be part of the doctoral committee.

(11) The public defense of the thesis may take place only after evaluation by all members of the doctoral committee and submission of their reports at least 15 days before the defense date. The defense requires the physical presence of at least four members, including the chair of the committee, the doctoral

supervisor (and the cotutelle supervisor, if applicable), and the ASE committee member. Other members may participate online synchronously.

**Art. 76.**

(1) For the public defense, the PhD thesis, its abstract, the list of publications, the statement of accountability signed by the PhD student and PhD supervisor are filed with CSUD, together with the reports drafted by the doctoral committee members;

(2) In the case of joint doctoral programs, the thesis is submitted to the IOSUD with which the primary supervisor is affiliated.

**Art. 77.**

Announcements regarding the pre-defense and public defense of the doctoral thesis, as well as its summary, are published on the institutional website [doctorat.ase.ro](http://doctorat.ase.ro).

**Art. 78.**

It is mandatory that the public defense of the thesis includes a session of questions from the doctoral committee members.

**Art. 79.**

In exceptional situations (such as the state of emergency, the state of alert or other specific situations with the approval of the ASE Senate) the public defense of the doctoral thesis can also be done online, by videoconference. The CSUD office and the Information and Communication Technology department of the Bucharest University of Economic Studies will provide support in organizing the defense of the doctoral thesis online, ensuring the free access of those interested (based on a request addressed at least two days before the thesis defense at [doctorat@ase.ro](mailto:doctorat@ase.ro)), as well as the full registration and archiving of the doctoral thesis defense. The minutes in which the decision of the doctoral committee is mentioned will be electronically signed by the members of the committee.

**Art. 80.**

(1) Based on the thesis public defense, the official reviewers' reports, the doctoral student's declaration regarding the originality of the work, and the analysis of the similarity index, the doctoral committee evaluates and discusses the rating to be assigned to the PhD thesis, namely: "Excellent," "Very Good," "Good," "Satisfactory", and "Unsatisfactory."

(2) Ratings for the public defense of the PhD theses are awarded according to the degree of fulfilment of the minimum criteria approved by ASE Senate.

(3) If by any chance, during the evaluation of the thesis and its public defense, a member of the doctoral committee identifies serious violations of good conduct in research and study activity, including plagiarism of other authors' results or publications, the fabrication of results or replacement of results with fictional data, they shall:

- a) notify the other doctoral committee members about the deviations found and propose awarding the “Unsatisfactory” rating;
- b) notify ASE’s Ethics Committee, for the case to be analyzed and solved.

**(4)** If the PhD student has met all the requirements of the research program and the assessment of the thesis allows for the awarding of the “Excellent,” “Very Good,” “Good” or “Satisfactory” rating, then the doctoral committee proposes awarding the doctoral degree.

**(5)** If the “Unsatisfactory” rating is awarded, the doctoral committee specifies the content elements that need rewriting or completing in the doctoral thesis and calls for a new public defense. The second public defense of the thesis takes place before the same doctoral committee as during the first defense. Should the second public defense result in the same “Unsatisfactory” rating, the doctoral degree is not awarded and the PhD student is expelled.

#### **Art. 81.**

**(1)** The proposal to award the doctoral degree to the PhD student is submitted to CNATDCU for validation, within a maximum of 30 calendar days from the date of the defense.

**(2)** The contents of the file to be submitted in electronic form to CNATDCU is established via the *Methodology for the evaluation and defense of the PhD thesis*.

**(3)** Within 90 calendar days from the receipt of the doctoral file, CNATDCU issues a compliance opinion regarding the observance of the administrative procedure carried out at the IOSUD level and the fulfillment of the minimal criteria for awarding the doctoral degree. The administrative procedure includes, as a distinct step, the verification of the declaration regarding the originality of the work and the analysis of the similarity rate.

**(4)** Within 30 calendar days from the receipt of the compliance opinion, the higher education institution issues the decision to award the doctoral degree, signed by the Rector, and prepares and issues the doctoral diploma.

**(5)** In the event that CNATDCU invalidates the doctoral validation process with justification, IOSUD receives a written explanation of the invalidation from CNATDCU, and the file may be resubmitted to CNATDCU for reevaluation after addressing the reasons that led to the invalidation.

**(6)** If the minimal standards required for awarding the doctoral degree are not met, the public defense committee of the doctoral thesis will indicate the elements that need to be revised or completed in the thesis and will request a new public defense. The second public defense takes place before the same doctoral committee as in the first defense. If the minimal standards are still not met at the second public defense, the doctoral degree will not be awarded, and the doctoral student will be exmatriculated.

**(7)** If CNATDCU decides that the administrative procedure carried out at the IOSUD level did not comply with the provisions of the Framework Regulation on Doctoral Studies, the doctoral file will be

returned to IOSUD for reanalysis and completion. It may be resubmitted to CNATDCU for a new review, in accordance with the provisions of paragraph (3).

**Art.82.**

- (1) The doctoral degree confers the title of Doctor of Science, corresponding to the acronym Dr.
- (2) Following the awarding of the doctoral title, ASE issues the doctoral diploma, which specifies the field in which the doctoral program was organized.

**Art. 83.**

After defending the thesis, the ASE IOSUD issues, at the request of the graduate, a certificate confirming the period during which the doctoral student attended the doctoral program.

**Art. 84.**

- (1) In the formation of committees within the doctoral programs, the legal provisions in force regarding conflicts of interest are respected.
- (2) In accordance with the applicable legal provisions, a conflict of interest is considered to exist in the following situations:
  - a) participation as a member in doctoral committees, evaluation committees, or competition committees when the decision affects the spouse, relatives, or in-laws up to the third degree inclusive;
  - b) participation within the same committee, constituted according to the law, of persons who are spouses, relatives, or in-laws up to the third degree inclusive.
- (3) Additionally, a conflict of interest also arises if a person involved in the evaluation procedure has, in the last three years prior to the evaluation or currently, received any benefits of any kind from the person being evaluated, including from the doctoral supervisor, as applicable.

## **CHAPTER X**

### **FURTHER PROVISIONS**

**Art. 85.**

ASE Senate approves annually the type and amount of tuition fees and other fees for university services.

**Art. 86.**

- (1) For doctoral students enrolled in tuition-based programs, fee deferrals or rescheduling of payments may be granted.
- (2) Fees must be paid within the first three weeks from the beginning of the academic semester, under the conditions established by the payment procedure applied at the Bucharest University of Economic Studies.

(3) If a doctoral student does not pay the tuition fee within the deadlines set by the Regulation, the CSUD Secretariat will notify the student by email regarding their payment obligations. If, within 30 days from the date of notification, the doctoral student does not pay the due tuition fee, they will be expelled. The Rector, at the proposal of the Director of the Doctoral School and with the approval of CSUD, may decide to cancel the expulsion if the doctoral student pays the tuition fee no later than three days before the start of the period for submitting progress reports for the respective academic year.

#### **Article 87.**

- (1) The annual tuition fee is divided into two installments. Each installment is paid in the first three weeks of each semester of the academic year by bank transfer, or in cash at the university cash desks. The fees are provided for in the Methodology regarding the fees charged at the Bucharest University of Economic Studies
- (2) The tuition fee will remain unchanged throughout the entire study cycle, and may be indexed by a maximum of the inflation rate, for the same cohort of students.

#### **Art. 88.**

If, during a university semester, the doctoral student, a beneficiary of a doctoral scholarship, has no scientific activity and requests his / her withdrawal from university doctoral studies or he / she is expelled, he / she shall be obliged to repay the sums received, for the current academic year, according to the *Methodology for granting scholarships and other forms of social support for students on campus*.

#### **Art. 89.**

(1) If a doctoral student requests the withdrawal from studies after the registration, the tuition fee related to the academic semester in which he / she requests the withdrawal from studies, shall be refunded upon request, as follows:

- a) if the withdrawal from studies takes place within the first three weeks after the beginning of the semester, the fee shall be fully refunded;
- b) if the withdrawal from studies takes place after the first three weeks from the beginning of the semester, the tuition fee is not refunded.

(2) The fees for semesters prior to the one in which the school dropout occurred shall not be refunded.

**Art. 90.** A doctoral student who is in an extension/grace period will not have to pay the tuition fee for the second semester of the current academic year if the doctoral thesis defense takes place by the end of the first semester of that academic year. If the doctoral thesis defense is scheduled in the second semester, the doctoral student will be required to pay the tuition fee for the second semester as well.

#### **Art. 91.**

If during the first three weeks after the beginning of the semester doctoral students request the withdrawal from studies or their discontinuation and receive state funding, the vacancies are allocated to the following PhD students who are eligible for funding from the budget in accordance with the

provisions of this Regulation. If withdrawing from studies takes place after the first three weeks of the beginning of the semester, the doctoral student is considered to have received funding from the state budget for the whole semester.

The current Regulation was approved in the Senate meeting of the Bucharest University of Economic Studies (ASE) of 22.09.2021.

**Art. 92.**

The provisions of Article 15, paragraph 1 of this Regulation shall become applicable starting with the next mandate.

**President of the University Senate,**

**Rector,**

**PhD. Prof. Gheorghe Hurduzeu**

**PhD. Prof. Nicolae ISTUDOR**

## Annex 1 – FINAL MOBILITY REQUEST

No. \_\_\_\_\_ / \_\_\_\_\_

No. \_\_\_\_\_ / \_\_\_\_\_

<p><b>Organizing Institution for Doctoral Studies (IOSUD)</b> (originating from/ where it comes from)</p> <p><b>AGREED, RECTOR</b></p> <p>LS.</p>	<p><b>Organizing Institution for Doctoral Studies (IOSUD)</b> (the university of destination)</p> <p><b>AGREED, RECTOR</b></p> <p>LS.</p>
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**TO,**

University \_\_\_\_\_

(the university of destination)

Dear Rector,

I, the undersigned, ....., a doctoral student in the academic year ....., at the University of ....., Faculty/Doctoral School ....., in the study program/field of study ....., organized in the form of education (full-time/part-time), in the year of study ....., funding type (state-funded/tuition-based),

hereby kindly request your approval for my mobility as a doctoral student in the academic year ....., at the University ....., Faculty/Doctoral School ....., in the study program/field of study ....., organized in the form of education (full-time/part-time), year of study ....., funding type (state-funded/tuition-based).

I request this mobility for the following reasons:

.....  
.....

I attach the following documents:

.....  
.....

Date:....../....../.....

Approved Dean of the Faculty / Director of the Doctoral School ..... ..... (originating from/ where it comes from) Signature	Approved Dean of the Faculty / Director of the Doctoral School ..... ..... (the university of destination) Signature
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