

**ADMISSION PROCEDURE
FOR INTERNATIONAL STUDENTS
(self-sponsored)**

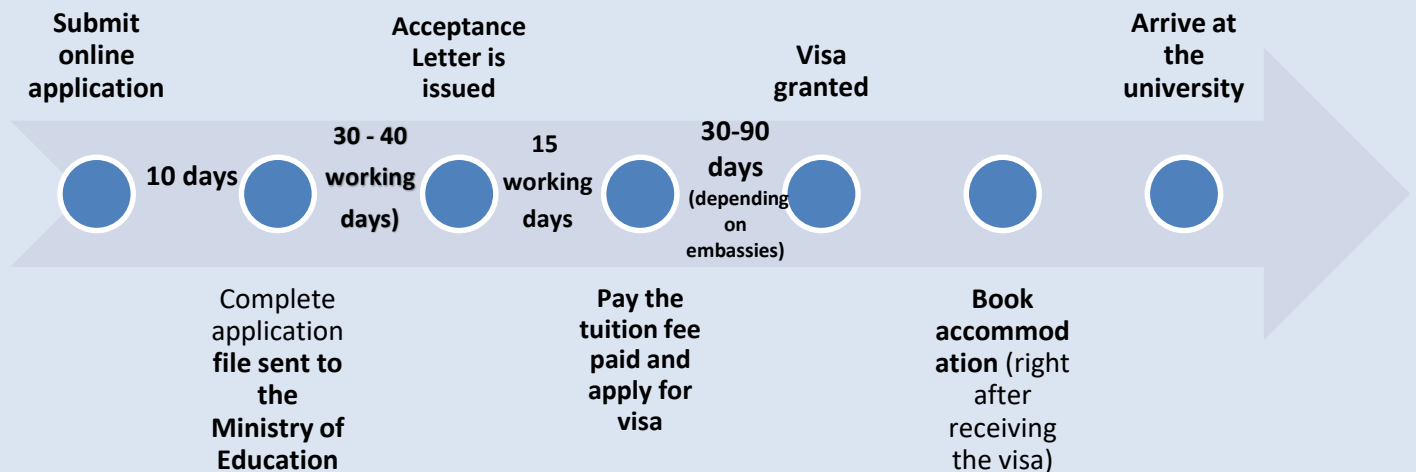
I. REGISTRATION CALENDAR

Registration period: April 1st, 2022 – August 19th, 2022

Early registration is recommended in order to:

- ✓ make sure you can apply for the chosen program (the places are limited for each specialization)
- ✓ get an early response from the Ministry of Education and Embassy
- ✓ start school on the official date of opening and this way increase the chances of passing the exams
- ✓ have access to (better) accommodation (the number of student accommodation places is limited)

II. TIMELINE AND DEADLINES



III. APPLICATION PROCEDURE

All candidates will apply **ONLINE**, through the online admission platform for international students. To access the platform please follow the link:

admission.cci.ubbcluj.ro

Before applying you need to:

1. check below the list of required documents and make sure you hold all the documents needed
2. please read carefully the instructions for completing the online application here [Instructions for online admission platform.pdf \(ubbcluj.ro\)](#)
3. choose the specialization you want to study; the list of programs and the tuition fees can be found here [Academic Offer nonue BA level.pdf \(ubbcluj.ro\)](#) or [Academic Offer Master Level.pdf \(ubbcluj.ro\)](#)
Important!! The available places are limited for each program. The available specializations are visible at the time you apply online.

IV. DOCUMENTS REQUIRED FOR APPLICATION

1. Application form - online application form, which you fill in through the online platform [admission.cci.ubbcluj.ro](#)
The complete application form will be available in the *Documents* menu in your account, you may download it and sign it
 2. passport copy – valid for at least 6 months after the date of issue of the Acceptance Letter
 3. high-school graduation diploma or its equivalent – certified copy in the original language **and** certified translation, at notary public (in Romanian, English or French, if the original is not issued in one of these languages).
[PLEASE CHECK HERE THE LIST OF ACCEPTED CERTIFICATES/MINIMUM REQUIREMENTS](#)
- For diploma issued in NIGERIA it is compulsory to provide copy (both sides) of:
- NECO Results Card for Senior School Certificate issued by NECO
or
 - WAEC Scratch Card for West African Senior School Certificate
4. Bachelor diploma or its equivalent (**only for the applications for master programs**) – certified copy in the original language **and** certified translation, at notary public (in Romanian, English or French, if the original is not issued in one of these languages).
 5. transcript of records pertaining to the previous studies – certified copy in the original language **and** certified translation at notary public (in Romanian, English or French, if the original is not issued in one of these languages).
 6. birth certificate – certified copy in the original language **and** certified translation at notary public (in Romanian, English or French, if the original is not issued in one of these languages).
 7. medical certificate (in Romanian, English or French) attesting that the applicant does not suffer from any contagious diseases or any other affections incompatible with the future profession.
 8. language proficiency certificate: exempted are the candidates
 - coming from states whose official language is the study language of the program they have applied for

- who can prove with documents that they have studied for at least 4 years' academic programs in the study language of the program they have applied for
- applying for Preparatory Year of Romanian Language

For further details regarding the language certificates accepted by the university, please click here [Linguistic Competences for Candidates.pdf \(ubbcluj.ro\)](#)

9. *receipt* attesting the payment of the processing fee (50 EUR - in EUR – account: **RO 16 RNCB 0106026604700008**, opened at Banca Comerciala Romana, branch Cluj-Napoca, str. George Baritiu nr. 10 - 12, RO - 400027 Cluj-Napoca, Romania, SWIFT CODE: RNCBROBU).

Online payment of the processing fee available at the following link: [UBB Events \(ubbcluj.ro\)](#)

V. ADMISSION PROCESS

The admission process of Non-EU candidates takes the following steps:

1. Register on the online admission platform [admission.cci.ubbcluj.ro](#)
2. Fill in the Application form on [admission.cci.ubbcluj.ro](#) following the instruction in document [Instructions for online admission platform.pdf \(ubbcluj.ro\)](#)
3. Download and sign the complete Application form
4. Upload ONE single PDF file comprising all required documents from section IV, placing the documents in the same order.

After filling in the Application form you have 24 hours to upload your complete application file, otherwise your Application Form will be deleted and you will need to fill in again choosing from the available specializations at that moment.

5. Wait for a response, check and FOLLOW THE INSTRUCTIONS GIVEN BY THE PLATFORM
6. The complete application file is registered at the university (we do not accept incomplete applications)
7. The application file is processed by the university (5-10 working days)
8. The files accepted by the university will be sent to the Ministry of National Education for evaluation
9. For the candidates accepted, the Ministry of National Education will issue an Acceptance Letter, which will be sent in original to the university (30-40 working days)

Please read carefully the document Steps to follow after receiving the Letter of Acceptance

10. The university will inform the candidate about the acceptance and will upload it on the admission platform. If requested the Acceptance Letter may be sent to the candidate
11. Each candidate has to confirm that he/she accepts to enroll at Babes-Bolyai University, by uploading the receipt attesting the payment of the tuition fee for the 1st academic year. The university will issue and upload on the platform a confirmation of payment for each candidate
12. After receiving the Acceptance Letter (and proof of payment and accommodation if requested), the candidate must contact the closest Romanian authority and search for information concerning the study visa application. The visa application is a personal approach and the university is not in the position to interfere in the process. In case the visa application includes some documents issued by the university, the candidate must require specifically those documents.
13. According to the legislation, the application for study visa should be submitted with at least 2-3 months before the beginning of the academic year, that is why we advise all candidates to do their best to submit a complete application for visa immediately after receiving the letter of acceptance from us.
14. If granted a visa the candidate is requested to inform the university regarding his/her date of arrival and request for accommodation (if needed).
15. For enrollment at the faculty the student must submit the original study documents and the proof of tuition fees payment for the first academic year.

! Please take into account that the procedure may change due to the regulations imposed by the Romanian Ministry of Education.

! For updated information check our website:

[Students from other countries, Universitatea Babes Bolyai \(ubbcluj.ro\)](http://ubbcluj.ro)