

REGULATION ON THE ORGANIZATION OF UNIVERSITY DOCTORAL STUDIES FOR THE DOCTORAL SCHOOL OF THEORETICAL AND APPLIED GEOLOGY

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1. Preamble

Art. 1 - Legal Framework

This Regulation is based on the following documents:

- a) Higher Education Law no. 199/2023;
- b) Emergency Ordinance no. 95 of June 28, 2024 for amending and supplementing the Pre-university Education Law no. 198/2023 and the Higher Education Law no. 199/2023;
- c) ORDER no. 3020/2024 of January 8, 2024 for approving the Framework Regulation on university doctoral studies;
- d) ORDER no. 3692/2024 of February 1, 2024 regarding the list of programs recognized at the national level for establishing the degree of similarity for final graduation papers;
- e) ORDER no. 3693/2024 of February 1, 2024 for approving the Framework Methodology on the organization of admission to higher education in short-cycle, bachelor's, master's and doctoral university study cycles;
- f) Emergency Ordinance no. 95/June 29, 2024 for amending and supplementing the Pre-university Education Law no. 198/2023 and the Higher Education Law no. 199/2023;
- g) Order no. 3482 of March 24, 2016 regarding the approval of the Organization and Functioning Regulation of the National Council for the Certification of University Titles, Diplomas and Certificates and the Organization and Functioning Regulation of the National Council for the Certification of University Titles, Diplomas and Certificates;
- h) Order of the Minister no. 5110 of September 17, 2018 regarding the approval of the minimum national standards for awarding the title of Doctor;
- i) Order no. 3131/2018 of January 30, 2018 regarding the inclusion in the curricula, for all university study programs organized within higher education institutions in the national education system, of courses on ethics and academic integrity.
- j) The Babeş-Bolyai University Regulation on the organization and conduct of university doctoral studies, amended by Senate decision no. 147/25.11.2024

2. Doctoral Studies in the field of GEOLOGY

Art. 2

Doctoral studies in the field of GEOLOGY are conducted within the Doctoral School of Theoretical and Applied Geology (SDGTA), which operates as a department within the Faculty of Biology and Geology of Babeş-Bolyai University.

Art. 3

(1) Doctoral studies represent the third stage of university studies in the field of geology at Babeş-Bolyai University, after bachelor's and master's studies, with the main objective of training young researchers who, upon completing the doctoral training program, prove capable of conducting advanced scientific research with results that can be valorised through publications in the mainstream of the geology field and of solving specific problems in geology. In accordance with the *Babeş-Bolyai University Regulation on the Organization and Conduct of University Doctoral Studies*, doctoral studies in geology aim to acquire scientific research competencies and abilities to use knowledge in the field of geology.

(2) Doctoral studies in geology are organized by SDGTA with the support of the Department of Geology of Babeş-Bolyai University on the following main directions:

- *The study of sedimentary basins from a paleontological, stratigraphic and sedimentological perspective, with the main objective of reconstructing the spatial and temporal relationships between sedimentary units, the evolution of paleoenvironmental parameters and highlighting conditions favorable for the accumulation of resources useful to society.*
- *The study of mineral and petrogenetic processes in the Earth's crust, with the aim of reconstructing their spatial positioning and temporal evolution, including their potential to generate mineral resources useful to society.*
- *The study of dynamic phenomena and processes that have led to the configuration and reconfiguration over time of global and regional tectono-structural units affecting various major rock units.*
- *Applied studies in interdisciplinary fields (archaeometry, heritage conservation, construction, etc.).*

(3) The Integrated Geological Research Center (RCGI), which operates within the Department of Geology, is associated with SDGTA and supports its research activity. The Department of Geology and the Integrated Geological Research Center have a modern research infrastructure that offers facilities for high-performance research. The journal "Studia UBB - Geologia", published by the Department of Geology of Babeş-Bolyai University, offers a good opportunity for publishing relevant scientific results obtained within SDGTA.

Art. 4 Types of Doctorates (Scientific and Professional, Dual Doctorate)

(1) The university doctoral study programs organized within SDGTA are of two types:

a) *scientific doctorate*, which aims to produce original, internationally relevant scientific knowledge based on scientific methods, and can be organized as full-time or part-time education. The scientific doctorate forms the basis for a professional career in higher education and research. Upon completion of the scientific university doctoral studies, Babeş-Bolyai University awards the diploma and the title of Doctor of Science, with the acronym Dr. The diploma certifying the obtaining and holding of this doctoral title shall expressly mention the disciplinary or interdisciplinary field of the doctorate.

b) *professional doctorate* (including in the dual university education system), which aims to produce original knowledge based on the application of the scientific method, systematic reflection, or applied research on topics of practical importance and which forms a basis for a professional career in higher education and research in the targeted fields. The professional doctorate can be organized as full-time or part-time education. Upon completion of the professional university doctoral studies, Babeş-Bolyai University awards the diploma and the title of Doctor in a professional field, with the acronym Dr.P. The diploma certifying the obtaining and holding of the title of Doctor in a professional field shall expressly mention the professional field of the doctorate.

(2) SDGTA shall specify individually, for each PhD student position offered at admission, the type of doctorate it offers, based on a decision of the doctoral school council, in accordance with the doctoral school's accreditation documents and the provisions of this regulation.

(3) Dual higher education is organized for the third cycle through the professional doctorate, according to a methodology approved by order of the Minister of Education. The main characteristics of dual education are detailed in Art. 3 para. (3) of the *Babeş-Bolyai University Regulation on the Organization and Conduct of University Doctoral Studies*.

(4) The competencies acquired upon successfully completing university doctoral studies are those corresponding to qualification level 8 of the EQF/CEC and CNC.

(5) University doctoral study programs ensure the training of professional competencies (content, cognitive, and research) in specialty fields, as well as transversal competencies.

(6) For the purpose of this regulation, the following specific competencies of the field are qualified as professional competencies:

- a) advanced knowledge in the field;
- b) the ability to identify, formulate, and creatively solve research problems;
- c) mastery of advanced research methods and techniques;
- d) knowledge of research project management;
- e) mastery of new procedures and solutions in research;
- f) skills in documenting and valorizing scientific works;
- g) ability to write scientific papers and other academic materials at an advanced level, in a style appropriate to the field of study and respecting its specific rigors at the national and international level;
- h) ability to process and analyze data at an advanced level, including through the use of dedicated software;
- i) linguistic skills at an academic level in internationally circulated languages necessary for documentation and elaboration of scientific works;
- j) understanding and ability to apply the principles and values of scientific research ethics.

(7) For the purpose of this regulation, the following are considered transversal competencies:

- a) written and oral communication skills in the field of science;
- b) advanced linguistic skills in internationally circulated languages, including the ability to express and formulate ideas in multicultural and multilingual contexts;
- c) advanced digital aptitudes and competencies, part of the social-level digital transformation, including through the use of artificial intelligence;
- d) abilities for interrelation and teamwork;
- e) knowledge of human, material, and financial resource management;
- f) knowledge of career management, as well as acquiring techniques for job searching and creating jobs for others;
- g) knowledge of risk, crisis, and failure management;
- h) knowledge of critical thinking, including the ability to analyze, interpret, or formulate reasoning in different contexts;
- i) knowledge of the use of legislation in the field of intellectual property rights;
- j) the ability to innovate and acquire concepts regarding economic, technological, and social entrepreneurship.

Art. 5 -- Forms of Education (Full-time, Part-time), Specifications

(1) University doctoral study programs can be organized in the following forms of education: full-time and part-time.

(2) University doctoral study programs organized in the full-time form are with a scholarship. University doctoral study programs organized in the part-time form are without a scholarship.

(3) The obligations regarding the full-time and part-time forms, according to the characteristics of the field and the activities necessary for respecting the individual doctoral study program and for elaborating the doctoral thesis, are established by the PhD supervisor.

(4) When drawing up individual study plans, the PhD supervisor together with the PhD student shall respect these obligations, taking into account that each discipline has a fundamental, specialty, or complementary training function, as well as the research component of the individual doctoral study program.

(5) The candidate for professional university doctoral studies may choose, at the time of registration for the admission competition, one of the forms of education, in accordance with the obligations provided by the regulation.

Art. 6 -- Forms of Financing (State Budget Funding / Tuition Fee / Funding from Other Sources), Specifications

(1) University doctoral studies are organized with funding from the state budget, on a tuition fee basis, or from other legally constituted sources.

(2) The financing of doctoral studies can also be provided by private legal entities or research-development institutes, based on a contract with IOSUD-UBB.

(3) Private legal entities may propose to PhD supervisors from SDGTA research topics relevant to their area of interest and for which they are willing to provide additional funding. At the proposal of the PhD supervisors, IOSUD-UBB may conclude contracts with the respective private legal entities establishing the rights and obligations of the parties.

(4) Grants for university doctoral studies include the amount of individual scholarships for the scientific/professional doctorate organized in the full-time form of education and do not include the amount of individual scholarships for the scientific/professional doctorate organized part-time, which is without a scholarship.

(5) IOSUD-UBB transparently validates, through its own regulation, the criteria and method for distributing state-funded places and doctoral scholarships to doctoral schools, as well as the minimum percentage of the doctoral grant allocated exclusively to financing the professional training of PhD students.

(6) IOSUD-UBB will allocate a minimum of 20% of doctoral grant funding for research activities conducted by PhD students, including for national and international mobility.

(7) Payment of the PhD student's rights is carried out in accordance with the law, without excluding other forms of remuneration provided by the legal provisions in force.

(8) A person may benefit from state budget funding for only one university doctoral study program.

(9) Persons who have the corresponding financial resources, either from their own sources or from scholarships granted by individuals or legal entities, may be admitted as PhD students on a tuition fee basis, under the conditions provided in the IOSUD-UBB's own fee regulation.

3. Organization of the Doctoral School of Theoretical and Applied Geology

Art. 7

(1) SDGTA carries out its activity based on the *Babeş-Bolyai University Regulation on the Organization and Conduct of University Doctoral Studies* and the *Functioning Regulation of the Doctoral School of Theoretical and Applied Geology*, developed and adopted by the SDGTA Council, endorsed by the Council of the Faculty of Biology and Geology, and approved by CSUD.

(2) The SDGTA Regulation is developed by the doctoral school council (CSD) through consultation with all titular PhD supervisors of this school, respecting the Code of University Doctoral Studies and the regulations of Babeş-Bolyai University.

(3) SDGTA consists of: PhD supervisors, affiliated university teaching staff and affiliated researchers, PhD students. The following may also be part of SDGTA: postdoctoral researchers, auxiliary, technical, and administrative teaching staff.

(4) SDGTA is led by the director of the doctoral school and the doctoral school council. The director of the doctoral school is assimilated to the department director. The doctoral school council is assimilated to the department council. The director of the doctoral school is an ex-officio member of the doctoral school council.

(5) The doctoral school council can be formed of a minimum of 3 and a maximum of 5 PhD supervisors from the doctoral school. PhD students have at least one representative on the doctoral school council.

(6) The doctoral school council is led by the director of the doctoral school, who is an ex-officio member of the doctoral school council. The director of the doctoral school and the members of the doctoral school council, with the exception of the PhD student, are elected by the universal, direct, secret, and equal vote of the titular PhD supervisors within the doctoral school.

(7) Persons who have the quality of PhD supervisor in the respective doctoral school have the right to be elected as members of the doctoral school council. The term of office for CSD members is 5 years.

(8) PhD students elect their representative to the doctoral school council by universal, direct, secret, and equal vote among the PhD students in the doctoral school. The PhD student who is a member of the doctoral school council and completes their university doctoral studies during the council's term loses the quality of member of the doctoral school council on the date of the public defense of the doctoral thesis.

(9) Vacant seats on the SDGTA Council shall be filled according to the provisions of paras. 5-6, and the term of office of the new member shall end upon the expiration of the doctoral school council's term.

(10) The doctoral school council meets at the request of the director of the doctoral school or at least two members of the council. Council meetings are chaired by the director of the doctoral school.

Responsibilities of the Doctoral School Council

Art. 8

- a) develops and adopts the doctoral school regulation;
- b) decides on granting/withdrawing the quality of titular PhD supervisor, respectively the quality of affiliated university teaching staff or affiliated researcher, taking into account the legal provisions in force and the Babeş-Bolyai University Regulation on the Organization and Conduct of University Doctoral Studies. The conditions for accepting new PhD supervisor members and for the affiliation of teaching staff/researchers to the Doctoral School of Theoretical and Applied Geology are provided in Annex 1 of this regulation.
- c) decides, at the proposal of titular PhD supervisors, on the enrollment in university doctoral studies of candidates selected through the admission competition;
- d) if applicable, decides, at the proposal of titular PhD supervisors, on the expulsion of PhD students; mediates disagreements between the PhD student and their PhD supervisor. The party dissatisfied with the decision of the doctoral school council may address CSUD.
- e) reallocates the supervision of an ongoing doctorate to another PhD supervisor in the situation where the PhD supervisor has reached the age of 65 and does not wish to continue their doctoral supervision activity;
- f) endorses the staff chart of the doctoral school;
- g) develops the content of each university doctoral study program (the disciplines constituting the subject of teaching activities in the university doctoral study program, the number of hours allocated to the course, seminar, and practical applications within a discipline, the number of transferable credits allocated to disciplines, and the list of teaching staff teaching within the program), including the proportion of individual activities, activities in study groups, and research activities conducted under the coordination of PhD supervisors;
- h) approves the individual university doctoral study plans of PhD students;
- i) implements procedures for highlighting doctoral research results for the purpose of evaluating doctoral theses and endorsing them for public defense;

- j) implements and monitors compliance with the structure of university doctoral study programs;
- k) ensures the internal evaluation of university doctoral study programs, based on which the doctoral school will revise, modify, and adapt the structure of university doctoral study programs;
- l) guarantees correct and complete information for candidates to university doctoral studies regarding the evaluation and selection method in the admission competition, the content of university doctoral study programs and criteria for evaluating research results, as well as the ways of valorizing university doctoral studies;
- m) defines and implements the rules according to which the mode of collaboration between PhD supervisors and PhD students will be established;
- n) establishes the scientific performance standards that members of doctoral committees must meet and draws up a list of institutions in the country that do not belong to the "Universitaria" consortium and from which official reviewers can be selected (higher education institutions, national research institutes or their branches), as part of the doctoral school regulation;
- o) approves doctoral committees;
- p) assists the external evaluator in the evaluation process for provisional authorization or accreditation/re-accreditation of the doctoral school;
- r) advances and endorses proposals for agreements and partnerships/consortia for conducting university doctoral study programs and cotutelle doctorates;
- s) manages, together with the director of the doctoral school and the administrator of the Faculty of Biology and Geology, the funds of the doctoral school and undertakes steps to obtain external funding. The relationship of the doctoral school with the Faculty of Biology and Geology, respectively with CSUD-ISD on this line is conducted according to the provisions within the *Babeş-Bolyai University Regulation on the Organization and Conduct of University Doctoral Studies*.
- t) makes any other decisions necessary for the proper functioning of the doctoral school, in accordance with *Higher Education Law no. 199/2023*, the *Code of University Doctoral Studies*, the *Charter of Babeş-Bolyai University*, the *Babeş-Bolyai University Regulation on the Organization and Conduct of University Doctoral Studies*, as well as any other legal norms in force.

Responsibilities of the Director of the Doctoral School

Art. 9

- (1) The director of the doctoral school carries out the management and operational leadership of the doctoral school. They are responsible for developing and implementing teaching plans, staffing charts, research and quality management, and supports the IOSUD leadership in the financial management activity of the doctoral school. In exercising this function, they are assisted by the doctoral school council.
- (2) The selection, hiring, periodic evaluation, training, motivation, and termination of employment contractual relations of staff are the responsibility of the director of the doctoral school, according to the provisions of the university charter.
- (3) The staffing chart of teaching and research staff within doctoral schools attached to UBB faculties is developed by the director of the doctoral school, through consultation with its members, following the clarification of teaching and research tasks by the doctoral school council. The staffing chart is endorsed by the Doctoral School Council, the Faculty Council, and the UBB Board of Administration, and is approved by the UBB Senate.

Responsibilities of the Secretary of the Doctoral School

Art. 10

The secretary of the doctoral school carries out a series of administrative and organizational activities to increase the operational efficiency of the doctoral school, namely:

- a) provides technical support for effective communication with the UBB Institute of Doctoral Studies;
- b) participates in the periodic updating of the SDGTA Regulation;

- c) monitors how PhD students fulfill their contractual obligations and respect the calendar of the individual university doctoral study plan;
- d) supports the organization of admission to university doctoral studies;
- e) supports the organization of the public defense of doctoral theses;
- f) provides support for the efficient fulfillment of administrative tasks incumbent upon the director, council, and members of SDGTA (teaching plans, timesheets, PhD student files, etc.);
- g) maintains and organizes the SDGTA archive (paper and digital support);
- h) prepares and maintains an alumni register with former PhD students of SDGTA;
- i) monitors the professional trajectory of university doctoral studies graduates;
- j) informs PhD students about funding opportunities for research programs;
- k) administers the SDGTA website;
- l) conducts the similarity analysis of doctoral theses according to Law no. 199/2023, O.M. no. 3020/2024, and the Regulation approved by USR no. 116/23.09.2024.
- m) other activities provided in the *Babeş-Bolyai University Regulation on the Organization and Conduct of University Doctoral Studies*, at the request of CSUD, ISD, the director, and council of SDGTA.

PhD Supervisors

Art. 11

- (1) PhD supervisors are persons who obtained the right to supervise doctorates prior to the effective date of the Higher Education Law no. 199/2023, with subsequent amendments and supplements, as well as persons who obtained the habilitation certificate and become members of a doctoral school within an IOSUD, based on an individual employment contract.
- (2) A PhD supervisor may supervise PhD students only in the field/fields for which they have obtained this right. By exception, at the time of establishment, a new field of university doctoral studies may function with PhD supervisors from the same branch of science.
- (3) A teaching and research staff member who has the right to supervise doctorates and who is a tenured staff member at a higher education or research institution, which is not an IOSUD, may be part of a doctoral school at IOSUD-UBB.
- (4) A PhD supervisor may not simultaneously supervise PhD students in more than one IOSUD, except for doctorates supervised in cotutelle.
- (5) Starting with the 2026-2027 academic year, a PhD supervisor may simultaneously supervise a maximum of 8 PhD students, regardless of how many fields they are habilitated in, not including any PhD students coordinated in cotutelle, with a secondary role. By exception, up to a maximum of 12 PhD students/PhD supervisor may be supervised only with the approval of the university senate, but not for more than 20% of the PhD supervisors in the doctoral school.
- (6) Until the date provided in para. (5), the maximum number of PhD students that can be simultaneously supervised by one PhD supervisor cannot exceed 12 PhD students.
- (7) For the activity they carry out in this capacity, PhD supervisors are remunerated in accordance with the legislation in force.
- (8) At the motivated request of the PhD student, the doctoral school council may decide to change the PhD supervisor, if it is found that legal or contractual obligations assumed by them have not been fulfilled, for other reasons concerning the supervisory relationship between the PhD supervisor and the PhD student, as well as in the case where the unavailability of the PhD supervisor is ascertained. In these cases, within a maximum of 30 days, the doctoral school council designates another PhD supervisor, from the same field.
- (9) If the termination of the coordination relationship of a PhD student occurs due to the exclusive fault of the PhD supervisor, the doctoral school proposes to CSUD the taking of sanctioning measures against them, according to the provisions of the IOSUD-UBB's own regulation.

(10) When designating a new PhD supervisor, the doctoral school council will prioritize the necessity for the PhD student to be able to complete the doctoral program in the university study field specified in the study contract, according to enrollment. If a available PhD supervisor cannot be identified within IOSUD-UBB, IOSUD will undertake steps to facilitate the academic mobility of the PhD student, within the same field, but to another IOSUD.

(11) The PhD supervisor is supported in their activity with the PhD student by a supervision and academic integrity committee. The manner of constituting this committee is established by the IOSUD-UBB's own regulation.

(12) Members of the supervision and academic integrity committee may be part of the PhD supervisor's research team, may be other persons affiliated with the doctoral school, or teaching and research staff not affiliated with it. At least one member of this committee is from outside the higher education institution.

(13) Members of the supervision and academic integrity committee cannot be nominated as members of the public defense committee of the doctoral thesis (doctoral committee).

(14) The rights and obligations of the PhD supervisor derive from Law no. 199/2023, with subsequent amendments and supplements, the IOSUD-UBB's own regulation, the doctoral school regulation, as well as their employment contract.

(15) The rights of the PhD supervisor include:

- a) the right to supervise and evaluate the activity of the PhD student within the university doctoral study program, according to professional and university autonomy, following the requirements of the university doctoral study program and respecting the professional interests of the PhD student;
- b) the right to propose the supervision and academic integrity committee, respectively the doctoral committee;
- c) the right to an impartial internal and external evaluation, in accordance with the specific methodology of the evaluation process;
- d) the right to know the methodology according to which they are evaluated, both in the internal evaluation and in the external evaluation;
- e) the right to know the results of the internal and external evaluation of their own activity;
- f) the right to refuse the supervision of a PhD student under conditions where they are placed, against their will, in a conflict of interest;
- g) the right to request, with justification, from the doctoral school council, the interruption of the supervisory relationship with a PhD student;
- h) the right to request from the doctoral school the organization of an admission competition for each vacant PhD student position under their supervision;
- i) the right to decide the study elements within the advanced university studies training program in which the PhD student must participate, respecting the provisions of this regulation;
- j) the right to participate in competitions for doctoral grants;

(16) The PhD supervisor has the following obligations:

- a) to ensure the scientific, professional, and deontological supervision of each PhD student;
- b) to propose research topics;
- c) to ensure conditions and stimulate the progress of PhD students in the research they carry out;
- d) to perform monitoring and objective and rigorous evaluation of each PhD student; to establish PhD students' obligations regarding attendance depending on the type of doctorate (full-time or part-time)
- e) to support the mobility of PhD students;
- f) to avoid the appearance of conflicts of interest in the supervision of PhD students;
- g) to take all diligence regarding the verification of the conformity of doctoral theses with the specific requirements of an original creation.

PhD Students

Art. 12

(1) The person admitted to a university doctoral study program has the status of PhD student for the entire period of their presence within that program, from enrollment until the completion of the study program or until expulsion, except during periods of study interruption, but including any extensions granted according to the provisions of the study contract, based on the IOSUD-UBB's own regulation.

(2) The status of PhD student is maintained also during periods of internal and international mobility approved by the Doctoral School. In the case of definitive international academic mobility of PhD students who come to study on their own foreign currency funding, the recognition of transferable credits is carried out by IOSUD-UBB, based on university autonomy.

(3) The recognition of transferable credits in the case of national and international academic mobility can be carried out by IOSUD-UBB only for the person who proves their status as a PhD student with study documents/schooling documents from the higher education institution they attended.

(4) The conditions and manner in which academic mobility is carried out are established through a methodology approved by order of the Minister of Education.

(5) Recognition and equivalence, as well as the recognition of studies or periods of study carried out in the country or abroad are carried out according to the provisions of a framework methodology, approved by order of the Minister of Education, and of specific methodologies, which are approved by the university senate of each higher education institution, based on European standards of the European system of accumulation and transfer of study credits, with its respect.

(6) PhD students may be employed by IOSUD-UBB as research assistants or university assistants, as the case may be, for a determined period, following a competition. The conditions for participating in the competition are established by the doctoral school.

(7) PhD students with a scholarship will perform teaching activities of 2 to 6 hours/week, respecting each individual's area of competence, over a minimum of 3 semesters (seminars or laboratories) or other documentable activities (through a monthly activity report) for the benefit of the department and/or the doctoral school to which they belong.

(8) A PhD student employed as a research assistant may also carry out teaching activities on an hourly paid basis, in accordance with the legislation in force.

(9) During the running of the university doctoral study program, the PhD student has the following rights:

- a) to benefit from the support, guidance, and coordination of the PhD supervisor and the supervision and academic integrity committee;
- b) to participate in seminars or working meetings of the research-development staff within IOSUD-UBB, when topics relevant to university doctoral studies are discussed;
- c) to be represented in the decision-making bodies of the doctoral school, according to the provisions of this regulation;
- d) to access and use the research infrastructure of IOSUD-UBB, including logistics, documentation centers, libraries (including international databases), and equipment of the doctoral school and IOSUD-UBB for developing research projects and the doctoral thesis;
- e) to enroll in courses and seminars organized by other doctoral schools;
- f) to work together with research teams within IOSUD-UBB or within research-development units that have concluded institutional agreements or partnerships with IOSUD-UBB, interdisciplinary initiatives being encouraged and supported;
- g) to be integrated into research project teams within IOSUD-UBB, including through participation in the drafting and submission process of funding applications;
- h) to benefit from national or international mobility;
- i) to benefit from institutional support to participate in scientific conferences or congresses, workshops, summer or winter schools, and national and international seminars in the field in which they have chosen

their doctoral thesis;

- j) to participate in scientific communication sessions organized by the doctoral school and/or IOSUD-UBB;
- k) to be informed about the curriculum of university doctoral studies within the doctoral school;
- l) to benefit from student support services existing at the level of higher education institutions, including those for accommodation and canteen.
- m) to request from the doctoral school council, based on well-founded reasons, the change of their PhD supervisor;
- n) to be represented in the decision-making bodies of the doctoral school, in CSUD, and in the Senate of Babeş-Bolyai University, according to the provisions of the doctoral school regulation, this Regulation, and the Charter of Babeş-Bolyai University;
- o) to carry out internships at public/private economic agents in the country or abroad;
- p) to engage in any other professional activities, at the request of the PhD supervisor or the doctoral school;
- q) to carry out teaching activities, according to the regulations in force.

(10) The PhD student has the following obligations:

- a) to respect the schedule established together with the PhD supervisor and to fulfill their obligations regarding the presentation of work and reporting of research results;
- b) to accumulate 30 credits for mandatory disciplines, upon completion of the advanced studies program, and 60 credits at the end of each of the 4 years provided in the doctoral trajectory;
- c) to present, upon request, at least once every 12 months, a presentation of the progress of their scientific research program before the supervision and academic integrity committee and the PhD supervisor. The scheduling of these presentations in the individual study plan substitutes the obligation to submit annual requests for project presentation and individual reports.
- d) to be in permanent contact with the PhD supervisor and the supervision and academic integrity committee;
- e) to respect institutional discipline, without their academic freedom being hindered;
- f) to respect university ethics and deontology policies and to conduct their studies and research while respecting academic integrity norms;
- g) to present activity reports to the PhD supervisor and the supervision committee whenever requested;
- h) to respect the regulations and rules of Babeş-Bolyai University, to have behavior appropriate to the status of PhD student.
- (i) to present themselves at the end of each academic year at the SDGTA Secretariat to verify the status of fulfilling their obligations in the doctoral training program;
- (j) to participate with scientific presentations at the "I.P. Voiteşti" Symposium, organized by the Department of Geology together with SDGTA, as well as at other national and international scientific events;
- (k) to participate in Department of Geology meetings organized for the pre-defense of doctoral theses within SDGTA;
- (l) to participate in the public defenses of doctoral theses within SDGTA;
- (m) to submit for publication the results obtained during university doctoral studies in specialty journals (BDI, ISI), according to the minimum national standards necessary and mandatory for obtaining the doctoral diploma established by MEC; it is recommended to publish in "Studia UBB - Geologia" at least one contribution containing results obtained during university doctoral studies.

(11) Conflicts between the PhD student and the PhD supervisor are mediated by the doctoral school council, and if the conflict is not resolved at this level, it is mediated by CSUD.

(12) Conflicts between the PhD student and the doctoral school are mediated by CSUD.

(13) The PhD student is responsible for the originality of the doctoral thesis.

4. Admission to University Doctoral Studies

Art. 13

(1) Admission to university doctoral studies is based on a competition organized by Babeş-Bolyai University, through the Institute of Doctoral Studies, in accordance with the framework methodology on the organization of admission to higher education institutions in Romania, developed annually by the relevant ministry and with Babeş-Bolyai University's own regulations.

(2) Only graduates of university studies with a master's diploma or equivalent have the right to participate in the admission competition for university doctoral studies, and the cumulative number of transferable study credits obtained for the bachelor's and master's university study cycles must be at least 300. The recognition of credits necessary for admission to the doctorate will be done based on a specific procedure, approved by the University's Board of Administration.

(3) The bachelor's diploma of graduates of long-cycle higher education from the period prior to the application of the three Bologna cycles is equivalent to the master's university study diploma in the specialty. Consequently, holders of long-cycle higher education diplomas have the right to enroll in university doctoral studies without the obligation to complete the second cycle of master's studies.

(4) Citizens of EU member states, states belonging to the European Economic Area and the Swiss Confederation, as well as British citizens and members of their families, as beneficiaries of the Agreement on the withdrawal of the United Kingdom of Great Britain and Northern Ireland from the EU and the European Atomic Energy Community 2019/C 384 I/01, may participate in admission to all university study cycles, under the same conditions provided by law for Romanian citizens, including tuition fees.

(5) Research topics corresponding to each vacant PhD student position are proposed by the PhD supervisor and approved by the doctoral school council.

(6) The form of financing for each PhD student position proposed to be filled is approved by CSUD before they are put out to competition, depending on the research topic proposed by the PhD supervisor, in accordance with the institutional strategy for financing priority fields and areas of interest, and based on the IOSUD's own regulation.

(7) Admission to university doctoral studies is based on a competition organized by Babeş-Bolyai University, through the Institute of Doctoral Studies and the doctoral schools, in accordance with the framework methodology on the organization of admission to higher education institutions in Romania, developed by the relevant ministry and with Babeş-Bolyai University's own regulations.

(8) Registration for the admission competition for university doctoral studies, in a doctoral field, is not conditioned by the field in which the bachelor's or master's diploma was obtained. However, it is important that such candidates possess sufficient knowledge in the field of geology to allow them doctoral training at an appropriate level. These knowledge are verified during the interview, which constitutes one of the admission tests for the doctorate.

(9) Upon registration for the admission competition, the candidate for university doctoral studies chooses a PhD supervisor, from among those PhD supervisors of SDGTA who are allocated places at admission, and competes for occupying a place of that supervisor. To register for the admission competition, *foreign* candidates (*EU and non-EU*) and candidates in the category of *Romanians everywhere* must obtain from the prospective PhD supervisor a signed Principle Agreement from them.

(10) Admission to university doctoral studies is conditional upon passing the admission exam, according to the legal provisions in force.

(11) The selection of the doctoral candidate for a vacant position is organized by the PhD supervisor who supervises that position within the admission competition. In case of success, that PhD supervisor will coordinate the university doctoral studies of that candidate within the doctoral school in which the PhD supervisor is titular.

(12) Through consultation with the doctoral school council, titular PhD supervisors establish, at least 2 months before the date of the admission competition, the evaluation and selection criteria for candidates

for the places offered in the admission competition. These criteria will be communicated to the Institute of Doctoral Studies and made public on the SDGTA website.

(13) ISD specifies and displays the documents necessary for registration in the doctoral admission competition, both at the ISD headquarters, on the institute's website, and on the doctoral school's website. Information regarding the organization of the admission competition for university doctoral studies is displayed at the institution's headquarters and published on the official IOSUD website at least 30 days before its organization.

(14) The doctoral admission competition consists of two specialty tests:

a) a written specialty test, based on a topic announced by the PhD supervisor at least two months before the date of the admission competition;

b) an interview during which the candidate's scientific concerns, research aptitudes, the proposed topic for the doctoral thesis, and intentions regarding the development of a doctoral thesis on that topic are analyzed, as well as the candidate's previous achievements. At the request of the PhD supervisor and with the agreement of the doctoral school council, other tests (even eliminatory ones) may be provided for in the doctoral admission competition.

(15) The tests are held before an admission committee composed of the PhD supervisor who offered the PhD student place for admission and at least 2 other specialists from Babeş-Bolyai University, who have at least the position of associate professor or second-grade scientific researcher. The chairman of the admission committee is the PhD supervisor.

(16) Admission committees are proposed by the SDGTA Council and approved by the director of CSUD.

(17) For each test, committee members award an integer grade from 1 to 10, the arithmetic mean of these grades constituting the final grade obtained by the candidate in the admission competition. The average is calculated with two decimals without rounding. Candidates who have obtained at least an average of 7.00 will be declared admitted in descending order of the averages obtained and within the limit of available places.

(18) After evaluating the tests (done based on the established evaluation criteria), the admission committee nominates, based on the established selection criteria, the candidate who will occupy the PhD student place put out to competition. This candidate can be enrolled in that place only after obtaining a favorable opinion from the Doctoral School Council and CSUD, in accordance with the *Babeş-Bolyai University Regulation on the Organization and Conduct of University Doctoral Studies* and the *Methodology for Admission to University Doctoral Studies at Babeş-Bolyai University*.

(19) After completing the admission procedure, the doctoral school displays the ranking of admitted/rejected candidates, mentioning the beneficiaries of doctoral grants, respectively the form of education.

(20) The doctoral school manages any registered appeals, in accordance with the provisions of the IOSUD-UBB's own regulation, and displays the results of running this procedure.

(21) The directors of the doctoral schools are responsible for the proper conduct of the admission competition, under conditions of respecting quality norms, university ethics, and the legislation in force.

(22) All candidates declared admitted following the organization of an admission competition are included in the CSUD decision of admission to studies, drawn up by types of financing.

(23) The status of PhD student is acquired after enrollment and is conditional upon:

a) passing the admission competition,

b) completing the steps to confirm the place obtained through admission,

c) completing and signing the university doctoral study contract,

d) completing and signing the university doctoral study plan,

e) other annexes provided by the regulation for situations of returning from interruption, changing the status of PhD student, or other exceptional situations.

5. Conduct of University Doctoral Studies

Art. 14

(1) The doctorate is conducted based on a university doctoral study contract concluded, through the Institute of Doctoral Studies, between the PhD student, their PhD supervisor, and Babeş-Bolyai University, which establishes the rights and obligations incumbent upon the PhD student, the PhD supervisor, and, through the doctoral school, Babeş-Bolyai University.

(2) The individual plan of university doctoral studies represents an annex to the study contract and includes obligations regarding the doctoral trajectory, assumed through signature by the supervisor and the PhD student. The document is endorsed by the doctoral school council. These documents are supporting documents for drawing up staffing charts.

(3) The PhD supervisor is supported in their activity with the PhD student by a supervision and academic integrity committee formed of 3 other teaching or research staff who have the title of doctor and at least the position of university lecturer or third-grade scientific researcher (or equivalent). Members of the supervision and academic integrity committee may be part of the PhD supervisor's research team, may be other persons affiliated with the doctoral school, or teaching and research staff not affiliated with it. At least one member of this committee is from outside Babeş-Bolyai University.

(4) The composition of the supervision and integrity committee is established by the PhD supervisor following consultation with the PhD student, after the completion of admission, but before the start of the academic year. Subsequent modifications to the committee can only be made at the beginning of an academic year (except for cases of death, medical/maternity leave, termination of the employment contract) based on a request endorsed by the doctoral school and approved by the director of CSUD.

(5) The university doctoral studies of a PhD student are planned in the individual university study plan for a period of 4 academic years (each consisting of 2 semesters) and includes:

- a) an advanced university studies training program, undertaken within the doctoral school and composed of activities carried out in institutionalized study groups;
- b) an individual scientific research program.

(6) The advanced university studies training program ensures the training of the PhD student through didactic-scientific activities (courses, seminars, laboratories, and others), must be relevant to the research subject of the doctoral thesis, and is carried out in one of the two university semesters of the first year of the doctorate. It has a duration of 12 weeks and cannot be extended.

(7) The individual scientific research program is organized in the research field in which the PhD supervisor has specialized and is planned for the entire period of university doctoral studies. In special situations, when the addressed topic requires a longer period, the duration of this program can be extended only once by 2 or 4 university semesters, according to the provisions of this Regulation.

(8) University doctoral studies may be interrupted, based on a request, in accordance with the provisions of Art. 21 of this regulation.

(9) Study interruption may be requested earliest starting with semester II of year I of study and latest at the beginning of semester II of year IV of study. Interruptions cannot be requested during study extension periods.

(10) The cumulative duration of interruption periods granted to a PhD student is a maximum of 4 university semesters.

(11) Interruptions are approved by the director of the university doctoral studies council of Babeş-Bolyai University, at the request of the PhD student, with the endorsement of the PhD supervisor and that of the doctoral school council.

(12) The duration of the university doctoral study program is normally 4 years. Under the conditions established by law and by this regulation, in special situations, the duration of the university doctoral study program may be extended or reduced, with the necessary endorsements.

(13) Extension of the university doctoral study program is granted only once and may be carried out under the conditions provided in Art. 20 of this regulation.

(14) During the extension period mentioned in para. (13), the PhD student cannot benefit from a doctoral scholarship granted from a ministry doctoral grant.

(15) Interruption and extension are established through addenda to the doctoral study contract.

(16) University doctoral studies end with the public defense of an original work, called a doctoral thesis, which is the result of the research activity carried out by the PhD student during university doctoral studies. It must meet the requirements established by the doctoral school regulation. Based on the doctoral thesis and its public defense, the decision to grant/not grant the title of Doctor is made.

(17) A PhD student is considered to have completed their doctoral studies if they have publicly defended the doctoral thesis and, following the public defense, it has been awarded at least the grade "Satisfactory" by all members of the defense committee.

(18) For the entire duration of the activity, the PhD student benefits from recognition of seniority in work and specialty; until the age of 26, they benefit from free medical and dental assistance, without paying mandatory social contributions, according to the laws in force;

(19) The period of conducting university doctoral studies is assimilated, according to pension legislation, for establishing the contribution period.

(20) PhD students may be employed by IOSUD-UBB as research assistants and may carry out activities according to Art. 11 of this regulation.

(21) After the defense of the doctoral thesis, at the request of the PhD student, IOSUD-UBB issues a certificate attesting the period during which they pursued university doctoral studies.

(22) The mode of conducting the university doctoral study program is established by the PhD supervisor, with consultation with the PhD student, and endorsed by the doctoral school council.

(23) The actual presence of the PhD student may differ from one PhD student to another. It is decided by the PhD supervisor depending on the specifics of the university doctoral study program and with respect for the provisions of the doctoral school regulation.

6. Doctoral Trajectory

Art. 15

(1) University doctoral studies have a duration of 4 years and involve obtaining a minimum of 240 transferable ECTS/SECT study credits. Of the 4 years, one, usually the first year of study, is the year of advanced doctoral training, totaling a minimum of 60 transferable ECTS/SECT study credits. Each of the 4 years of study will cumulate (at least) 60 credits for the mandatory activities in the individual university doctoral study plan.

(2) The university doctoral study program is conducted under the coordination of a PhD supervisor and includes:

- a) an advanced university studies training program, within the doctoral school, for which a minimum of 30 credits will be accumulated;
- b) an individual scientific or applied research program, as the case may be, for fields where the professional doctorate is organized. In the research program, a research project will be defended in year I, credited with 30 credits, and one research report, once every 12 months, in the following years, each credited with 60 credits.

Advanced University Studies Training Program

Art. 16

(1) The details of the advanced university studies training program and those of the individual scientific research program are recorded in an individual university doctoral study plan, drawn up by the PhD supervisor and the PhD student.

(2) The individual plan is approved by the doctoral school council and is an integral part of the university doctoral study contract.

(3) The approved individual university doctoral study plan is submitted to the ISD secretariat within 30 days from the date established by the Senate of Babeş-Bolyai University as the enrollment date for PhD students admitted following the admission competition.

(4) Doctoral schools make available to PhD students an advanced university studies training program composed of activities carried out in institutionalized study groups, through courses, seminars, laboratories, as well as other complementary activities.

(5) Within the advanced university studies training program, the PhD student participates in the first year of university doctoral studies in the activities of a minimum of 3 disciplines offered by SDGTA or by another doctoral school at UBB. These disciplines are chosen in such a way that all are offered in the same semester of the academic year, which has a duration of 12-14 weeks and cannot be extended.

(6) The course "Ethics and Academic Integrity" is mandatory for all enrolled PhD students. The other disciplines that must be chosen as mandatory in the advanced university studies training program will be selected from the curriculum, according to the PhD student's options and with the recommendation of the PhD supervisor, taking into account the doctoral field and the thesis topic.

(7) Disciplines in the doctoral school's curriculum are proposed by titular PhD supervisors and must be relevant to the field of study. Completing the disciplines mandatorily chosen in the advanced university studies training program ends with an evaluation form established by the discipline holder.

(8) For each discipline included in the curriculum, the awarding of a number of credits is established in accordance with national legislation regarding the awarding of ECTS credits. The PhD student must achieve, as a result of attending the disciplines, at least **30 credits**.

(9) The PhD student may choose, optionally, other disciplines in the advanced university studies training program. If they have undergone an evaluation form for the optionally chosen disciplines and obtained credits, these cannot replace the credits for the mandatory disciplines and cannot be counted in place of the activities in the individual scientific research program.

(10) For each attended discipline, the PhD student receives a certificate containing information regarding the grade and number of credits obtained, issued and signed by the course holder/holders and countersigned by the PhD supervisor. The certificates are submitted to the secretary of the doctoral school, who subsequently submits them, centralized, to the Institute of Doctoral Studies.

(11) Changing disciplines in the advanced university studies training program can be done only once for each discipline and only at the request of the PhD student. The request must be endorsed by the PhD supervisor and approved by the director of the doctoral school.

(12) The PhD student cannot request a change of a discipline after the start of the activities related to it.

(13) In case the PhD student has not accumulated the minimum 30 mandatory credits for the mandatory disciplines in the study program, the PhD supervisor draws up the expulsion proposal and requests the doctoral school council's endorsement for expulsion. This request, signed by the supervisor and endorsed by the doctoral school council, will be submitted for opinion to (the director of) CSUD within 10 days from the end of the advanced training year.

Art. 17

Credits obtained within other doctoral programs, in the country or abroad, may be recognized or equated with those in the advanced university studies training program. Equivalence is proposed by the PhD supervisor and approved by the Doctoral School Council in accordance with the provisions of the *UBB Regulation on the Organization and Conduct of University Doctoral Studies*.

Individual Scientific Research Program

Art. 18

(1) The individual scientific research program has as its main objective the elaboration of the doctoral thesis by the PhD student. Responsibility for the structure, content, conduct, and organization of this program lies with the PhD supervisor. The Department of Geology and the Integrated Geological Research Center make the research infrastructure available to PhD students for conducting the research activity within the university doctoral study program.

(2) The individual scientific research program is planned for the entire period of university doctoral studies. The individual scientific research program will be conducted based on the scientific research project, which will be defended within a maximum of one year from enrollment.

(3) In the individual scientific research program of the PhD student, 4 oral presentations are planned, in the presence of the PhD supervisor and the supervision and academic integrity committee:

- a) In year I of university doctoral studies, the PhD student presents the research project elaborated for the realization of the doctoral thesis. Awarding the grade "*admitted*" for this activity leads to the accumulation of **30 ECTS**;
- b) In years II, III, and IV of university doctoral studies, the PhD student presents one research report each about their progress in scientific research and the results of this activity. For each of the research reports graded "*admitted*", **60 ECTS** are awarded.
- c) In case the doctoral thesis defense takes place earlier than year IV of study, the presentation of the three research reports remains mandatory. Their defense will be brought forward accordingly, until the start of the doctoral thesis pre-defense procedures.

(4) The date of each presentation mentioned above is established by the PhD supervisor and announced to all department members, who may participate in the presentation, including with questions and discussions. The interval between two consecutive presentations must be a maximum of 12 months. The PhD supervisor cannot be absent from any presentation, and from the supervision committee, at least 2 members must be present at each presentation.

(5) The external member of the supervision and academic integrity committee may participate in the presentation of the project and research reports via videoconference. In this case, the PhD supervisor will ensure that the technical conditions for the presentation are met.

(6) Regardless of the mode of conduct, after each presentation, minutes are drawn up recording the grade "*admitted*" or "*rejected*" and the main observations and recommendations made by the PhD supervisor and members of the supervision and academic integrity committee, including the date set for the second presentation of the "*rejected*" project. The minutes will be handwritten and signed by the PhD supervisor and by all present members of the supervision and integrity committee.

(7) In case the oral presentation is rejected, the PhD student has the obligation to redo and re-present the research project or research report within the same academic year.

(8) In case, at the re-presentation of the project or research report, the PhD student again obtains the grade "*rejected*" or the project/report is not re-presented within the provided period, the PhD supervisor draws up the expulsion proposal and requests the doctoral school council's endorsement for expulsion. This request signed by the supervisor and endorsed by the doctoral school council will be submitted for opinion to (the director of) CSUD within 10 days from the defense of the second project/report graded "*rejected*" or, if re-presentation does not take place, at the latest at the beginning of the next academic year.

(9) The minutes signed by the PhD supervisor and by the members of the supervision committee who were present are submitted to the doctoral school secretariat.

(10) The completion of the advanced university studies training program and the individual scientific research program within the university doctoral study cycle is attested by the issuance of a certificate.

(11) The individual research program must be materialized by each PhD student through the communication of their own results at at least 3 scientific events organized by the Department of Geology/SDGTA or by other institutions in the country or abroad and through the publication of at least 3

specialty articles on the thesis topic, of which at least one article in an ISI-rated journal (with impact factor>0).

Duration of Doctoral Studies

Art. 19

The duration of the university doctoral study program is 4 years. In special situations, the duration of the university doctoral study program may be extended by 1-2 years, with the approval of the university senate, at the proposal of the PhD supervisor and within the limits of available funds, or reduced by one year, at the request of the PhD student, with the endorsement of the PhD supervisor and the approval of the university senate.

Extension of Doctoral Studies

Art. 20

(1) In special situations, where a state-funded PhD student (with or without a scholarship) has not completed their individual scientific research program on time or has not defended their doctoral thesis, their PhD supervisor may request, with the endorsement of the doctoral school council, an extension of university doctoral studies by 2 or 4 university semesters.

(2) The extension period is granted with the obligation to pay the tuition fees for the entire extension period, except in situations where:

- a) the PhD student has completed their individual scientific/applied research program and successfully defended their doctoral thesis before the supervision and integrity committee, or
- b) the PhD student is included in national or international projects of strategic interest for the university, defined as such by the UBB Scientific Council and endorsed by the UBB Board of Administration.

For PhD students enrolled on tuition fee places, the extension is granted on a tuition fee basis, except for the situations specified in points a) and b) above.

(3) The extension can be granted only once. The extension request endorsed by the PhD supervisor is submitted to the SDGTA secretariat, sent to the Institute of Doctoral Studies, and will then be submitted by the director of CSUD for approval by the Senate of Babeş-Bolyai University. Registration must be made at least 15 calendar days before the start of the academic year. In case of non-submission of this request on time, the PhD student will be expelled, with the right to enroll under the conditions provided by legislation. These provisions apply to all categories of PhD students (enrolled on state budget/tuition fee funding), from all forms of education. Also, the following provisions apply:

- a) During this extension period, the PhD student does not benefit from a study scholarship and/or doctoral grant awarded by the relevant ministry and can no longer request study interruption.
- b) During the extension of the university study program, the PhD student will benefit from supervision from the PhD supervisor and the supervision/integrity committee. Their activity will be remunerated in accordance with the applicable legal provisions for the doctoral stage.
- c) In case, at the end of the extension period, the PhD student has not completed the individual doctoral study program and has not defended the doctoral thesis, they will be expelled by decision of the University Rector, at the initiative of the Institute of Doctoral Studies.

(4) The extension is established through an addendum to the university doctoral study contract.

(5) The doctoral thesis defense fee will be paid, according to the Fee Regulation in force, only by students who have entered an extension from a tuition fee place.

Interruption of Doctoral Studies

Art. 21

(1) University doctoral studies may be interrupted, based on a request, in the following situations: for medical reasons, for taking maternity/paternity leave or childcare leave, respectively for other well-founded reasons. Documentation of the reasons will be done by submitting medical certificates, other justifying

documents as annexes to the interruption request. The study period is extended by the cumulative periods of approved interruptions.

(2) Any interruption of the doctorate must begin on the first day of a university semester and end on the last day of a university semester, thus ensuring that the respective interruption period comprises a whole number of university semesters.

(3) The cumulative duration of interruption periods granted to a PhD student is a maximum of 4 university semesters.

(4) Interruptions are approved by the director of CSUD, at the request of the PhD student, with the endorsement of the PhD supervisor and that of the doctoral school council. For each interruption, an addendum to the university doctoral study contract is concluded.

(5) The request for granting interruption of the doctoral program will be submitted to the Institute of Doctoral Studies secretariat at least 15 days before the start of the semester/academic year.

(6) The interruption is established through an addendum to the university doctoral study contract.

(7) Upon returning from the interruption period, a resumption request will be submitted by the PhD student with the agreement of the PhD supervisor and the doctoral school.

(8) From the moment of resuming studies after an interruption, the PhD student on a tuition fee basis will pay the tuition fees under the conditions provided in Art. 31 of this regulation.

Equivalence

Art. 22

(1) The doctoral school may recognize, according to the IOSUD-UBB regulation and under the conditions of the law, the completion of previous doctoral stages and/or stages of scientific research conducted in the country or abroad, in higher education institutions or recognized research centers, as well as the completion of courses within research master's university study programs. The doctoral school may recognize scientific articles published by the PhD student during previous stages and participation in scientific conferences/symposia.

(2) Equivalence of a previous doctoral stage is only possible if the following conditions are cumulatively met:

- a) the previous stage is in the same field as the current one;
- b) the research topic is maintained from the previous stage;
- c) the disciplines in the current curriculum coincide with those completed or at least the addressed topics are similar.

(3) Equivalence of disciplines from a previous individual study plan may be carried out as follows:

- a) based on an equivalence request, submitted to the doctoral school, if ECTS have been accumulated for the disciplines in the previous plan. This is certified by ISD issuing a school status regarding the previous doctoral trajectory.
- b) the doctoral school issues a certificate endorsed by the doctoral school council. This will be submitted to ISD together with the request for recognition signed by the PhD supervisor. The documents will be submitted to ISD together, at the latest in the first week of the academic year in which the PhD student was admitted to the new doctoral study program.

(4) In the case of recognizing disciplines from the individual plan, the PhD supervisor requests the doctoral school to carry out equivalence based on the previous and the current curriculum. The doctoral school council will analyze the request, with consultation with the discipline holder, and the equivalence procedures will be followed. As a result of the council meeting regarding equivalence, minutes will be drawn up showing the completion of this process and recognition of the plan.

(5) Recognition of elements or of the entire individual scientific research plan may only be done if the thesis topic remains unchanged, provided that credits were obtained for the previous activities.

PhD Student Mobility During Doctoral Studies

Art. 23

(1) The academic mobility of students may be internal or international and, as the case may be, definitive or temporary.

(2) The conditions under which these mobilities may be carried out are provided in the *Babeş-Bolyai University Regulation on the Organization and Conduct of University Doctoral Studies*.

Change of PhD Supervisor

Art. 24

(1) The doctoral school council may decide to change the PhD supervisor of a PhD student from the doctoral school, by replacement with another PhD supervisor from the same doctoral field, in the following situations:

- a) if the PhD supervisor has reached the age of 65 and does not wish to continue their doctoral supervision activity;
- b) at the request of the director of the doctoral school, if they have ascertained the unavailability of the PhD supervisor for a period longer than one year;
- c) at the motivated request of the PhD supervisor or the PhD student, if it is found that legal or contractual obligations assumed by either of them have not been fulfilled or for any other reasons concerning the supervisory relationships between them;
- d) at the joint request of the PhD student and their PhD supervisor, in which, based on well-founded reasons, a new PhD supervisor is proposed.

(2) In situations a), b), and c) of para. (1), the new PhD supervisor may be proposed either by the doctoral school council or by the PhD student.

(3) The change of PhD supervisor may only be approved with the prior written agreement, regarding taking over the PhD student and the research topic, given by the new PhD supervisor, at least 15 days before the start of the new academic year. Exceptions are cases of force majeure: death, resignation of the supervisor, or their transfer to another doctoral school. If the new PhD supervisor works in another doctoral organizing institution, the approval of its leadership is also necessary and the submission of the transfer request by the PhD student will be made at least 15 days before the start of the new academic year.

(4) After changing the PhD supervisor of a PhD student, the new PhD supervisor establishes, within a maximum of 15 days from the date of approval of the change of supervisor, a new supervision committee for that PhD student, which may include members of the old supervision committee if they agree to continue supervising the PhD student.

Withdrawal from University Doctoral Studies

Art. 25

(1) The PhD student may withdraw from university doctoral studies by submitting a request to the director of CSUD approved by the PhD supervisor and endorsed by the doctoral school council. Except in exceptional cases, for administrative reasons, withdrawal from studies is recommended at the beginning of the academic year/semester.

(2) The request will be processed only if accompanied by the clearance form endorsed by all departments (the clearance form can be initiated online by accessing the following link: <https://doctorat.ubbcluj.ro/ro/fisa-de-lichidare/>).

Expulsion from University Doctoral Studies

Art. 26

(1) Expulsion from university doctoral studies is the act by which the PhD supervisor, doctoral school, institute of doctoral studies, or the university ethics committee, ascertaining non-fulfillment of obligations from the doctoral study contract or its annexes, violation of doctoral study regulations, violations of ethics and academic integrity conditions, decide the termination and unilateral denunciation of the doctoral study contract, according to this regulation.

(2) Expulsion of the PhD student may occur in the following situations:

- a) for non-fulfillment of obligations arising from the university doctoral study contract:
 - failure to pass one or more disciplines provided in the study plan in the semester corresponding to the doctoral school's curriculum; passing disciplines is proven by submitting participation certificates;
 - non-defense of the research project/report within the legal deadline; lack of collaboration with the supervisor and/or the ethics and supervision committee for their completion;
 - non-payment of tuition fees.
- b) in case, at the re-defense of the project or research report, the PhD student obtains the grade "*rejected*" or the project/research report is not re-defended within the legal deadline;
- c) in case the PhD student does not defend the doctoral thesis within the legal deadline;
- d) in case the PhD student receives the grade "*Unsatisfactory*" at the defense of the doctoral thesis and after re-defense, still receives the grade "*Unsatisfactory*" or if the PhD student does not re-defend the doctoral thesis within the legal deadline;
- e) in case the doctoral thesis receives a decision of invalidation/completion of the file from CNATDCU and is not resubmitted for validation within one year from the date of the first invalidation/completion request or if the doctoral thesis is invalidated a second time;
- f) in case of deviations from ethics and academic integrity.

(3) Expulsion is made based on the written request of the PhD supervisor, approved by the doctoral school council, if the PhD supervisor has found that the PhD student does not fulfill their obligations arising from the university doctoral study contract.

(4) In case ISD finds that a PhD student has an unsettled situation at the end of a semester or academic year or has outstanding debts at the end of the academic year, it will request the doctoral school to clarify the situation. In case the doctoral school does not provide documents proving resolution of the problem, then ISD will draw up a report on the PhD student's situation which it will submit for analysis to CSUD. CSUD will analyze whether expulsion is necessary and will issue an expulsion proposal.

(5) Expulsion of a PhD student is made by decision of the Rector of UBB.

Fees

Art. 27

(1) During their doctoral studies, except for any interruption periods and the extension period (grace period), the PhD student enrolled on a tuition fee basis has the obligation to pay, under the conditions established by the University Senate and mentioned in the *UBB Regulation on the Organization and Conduct of University Doctoral Studies*, the tuition fee for each university semester, including for the semester in which the public defense of the doctoral thesis takes place, as well as the fee for defending the doctoral thesis.

(2) Non-payment of tuition fees and/or penalties due for late payment leads to the prohibition of the PhD student from participating in specific evaluation tests within the doctoral program and to the consequences of non-participation.

(3) Non-payment of tuition fees and/or penalties due for late payment represents a non-respect of the obligations and conditions of the university doctoral study contract.

7. Completion of the Doctoral Program

Elaboration and Public Defense of the Doctoral Thesis

Art. 28

(1) The completion of university doctoral studies, regardless of the type of university doctoral study program undertaken, is achieved through the public defense of the doctoral thesis before the public defense committee of the doctoral thesis, hereinafter referred to as the doctoral committee.

(2) The doctoral thesis is an original work, the mandatory mention of the source for any borrowed material.

(3) The PhD student is the author of the doctoral thesis and assumes the correctness of the data and information presented in the thesis, as well as the opinions and demonstrations expressed in the thesis.

(4) PhD supervisors are jointly responsible with the authors of doctoral theses for respecting quality standards and professional ethics, including ensuring the originality of the content.

(5) Doctoral theses (including annexes) and their abstracts are drafted also in digital format.

(6) The content of the doctoral thesis is established by the PhD student through consultation with the PhD supervisor and must respect the framework structure and limitations imposed by the doctoral school regulation. The thesis writing guide is an integral part of the doctoral school regulation, specifying elements such as: formal structure of the thesis, minimum number of pages, bibliographic references, citation rules, formal typesetting requirements, ethical standards, co-authorship conditions (Annex 2 of the regulation).

(7) The title of the doctoral thesis may be modified with the endorsement of the PhD supervisor until the moment of its completion for public defense.

(8) The doctoral thesis is a public document, the name and surname of the thesis holder, of the PhD supervisor and of the members of the supervision and academic integrity committee, as well as the identification data of IOSUD-UBB being also public information.

Defense Procedure

Art. 29

(1) For initiating the organization of the public defense of the doctoral thesis, the PhD student goes through the following stages:

- a) the PhD student submits the doctoral thesis in electronic format to the doctoral school secretariat, together with the abstract of the doctoral thesis and the statement of personal responsibility regarding the originality of the doctoral thesis;
- b) the doctoral school conducts the similarity analysis using a program provided by ministerial order; the verification is carried out based on the standards included in the National Guide for Writing Doctoral Theses, developed by CNATDCU; the results of the analysis will be made available to the PhD student, the PhD supervisor, and the doctoral committee;
- c) the analysis and interpretation of the similarity report result are carried out by the supervision and academic integrity committee and by a member of the doctoral school, designated by the doctoral school council, before the pre-defense. They elaborate the document called "Resolution regarding the similarity report" ([P AS Anexa4](#)).
- d) in the situation where, following the analysis of the similarity report, the supervision and academic integrity committee and the member designated by the doctoral school council find the need to make modifications to the doctoral thesis, the doctoral school will officially notify the PhD student and the PhD supervisor; after remedying the noted elements, the similarity analysis procedure is resumed.
- e) the doctoral thesis is presented before the supervision and academic integrity committee;
- f) after this pre-defense, which is public, the PhD supervisor, in accordance with the committee's recommendation and the results of the similarity report analysis, decides on the official submission of the thesis and the organization of the public defense through a document hereinafter referred to as the Opinion;
- g) in case of obtaining a favorable opinion from the supervision and academic integrity committee and from the PhD supervisor, the following documents will be submitted, in physical format, to the doctoral school secretariat:
 1. the acceptance report of the PhD supervisor,
 2. the opinion of the members of the supervision and academic integrity committee,
 3. the doctoral thesis and its annexes, in printed and electronic format,
 4. the result of the similarity report analysis,
 5. the abstract of the doctoral thesis in electronic format,

6. the PhD student's CV in electronic format,
7. a document with the estimated date for the public defense,
8. proof of payment of the defense fee, if applicable.

h) the secretary of the doctoral school will submit all documents from the previous letter together with the similarity report to the ISD headquarters so they can be uploaded to the UEFISCDI platform;

i) the doctoral thesis and its annexes will be available for public consultation for **90 calendar days**, on the UEFISCDI platform, in accordance with the legal provisions in force in the field of copyright;

j) during the period the thesis is public on the national platform, any individual or legal entity may formulate observations regarding the existence of deviations from ethical and deontological standards, including from the perspective of the existence of plagiarism; observations may be submitted online, to an email address made available by the doctoral school, or at the UBB registry for the relevant faculty; only observations transmitted and assumed by an individual or legal entity by communicating identification data, specifying professional capacity and observations clearly and unequivocally in the form: *In chapter ... Page ...*

Paragraph ... Text ..., Image/Figure/Table etc. presents deviations from ethical and deontological standards due to the fact that ...; may be taken into consideration;

k) in case there are no observations, the doctoral school will complete a document recording the fact that no observations were transmitted during the public consultation period. The document will be signed by the PhD supervisor and by the director of the doctoral school, to be submitted to ISD, together with the rest of the documents, to be part of the doctoral file;

l) in case there are observations, they are recorded in a report drawn up by the doctoral school, which will be transmitted to CSUD for analysis and decision regarding the validation of initiating the public defense procedure of the doctoral thesis; the report will be part of the doctoral file; in case CSUD's decision is:

- validation - the public defense procedure of the doctoral thesis is initiated by establishing the doctoral committee;
- invalidation - the doctoral school receives recommendations regarding redoing the doctoral thesis and eliminating situations non-compliant with ethical and deontological standards. The PhD student has the obligation to remedy the content of the thesis within 3 months from the communication of the defense invalidation decision, with the resumption of the entire public defense organization procedure.

m) in case the public defense procedure has been resumed with the transparency of the redone thesis and observations are received regarding the redoing of the doctoral thesis for the second time, then the doctoral thesis will be invalidated and the PhD student will be expelled from doctoral studies.

Art. 30

(1) For the public defense of the doctoral thesis, a committee of specialists is constituted, called the doctoral committee. It is proposed by the PhD supervisor, approved by the doctoral school council, and validated by the director of CSUD.

(2) The doctoral committee is composed of a minimum of 5 members as follows:

a) the chairman of the committee, as a representative of Babeş-Bolyai University;

b) the PhD supervisor/supervisors;

c) at least three official reviewers from the country or abroad, specialists in the field in which the doctoral thesis was elaborated, selected in such a way that at least two carry out their activity outside Babeş-Bolyai University. It is recommended that external members be from universities participating in the "Universitaria" Consortium, the Cluj University Union, the EUTOPIA alliance, The Guild consortium, from legally constituted consortia in fields/specializations of which UBB faculties are part, or from prestigious universities abroad. The participation in the Committee of a member not from such institutions must be justified in writing;

d) Members of the supervision and academic integrity committee cannot be nominated as members of the public defense committee of the doctoral thesis.

(3) All members of the doctoral committee must meet the following two conditions:

a) to have the title of doctor;

b) to have at least the position of associate professor or second-grade scientific researcher, or the quality of PhD supervisor, in the country or abroad.

(4) In the case of a cotutelle doctorate with a PhD supervisor from outside Babeş-Bolyai University, the doctoral committee will include representatives of both institutions, the cotutelle agreement specifying expressly how the committee will be composed (number of members from Babeş-Bolyai University, from the partner university, and the number of members from outside the two universities).

(5) In case, after validation of the doctoral committee, the chairman of the committee or one of the official reviewers becomes unavailable, the director of CSUD may approve, at the proposal of the PhD supervisor and with the endorsement of the director of the doctoral school, the change of that member of the doctoral committee.

(6) The defense of the doctoral thesis may take place in the presence of at least 4 of the members of the doctoral committee, with the mandatory physical participation of the chairman of the committee and the PhD supervisor, the other members of the committee being able to participate also via online videoconference.

(7) The request for setting the date of the public defense of the doctoral thesis is formulated by the PhD student, endorsed by the PhD supervisor, the director of the doctoral school, and the chairman of the defense committee. The request is registered at the doctoral school secretariat at least 25 calendar days before the proposed date for the defense. The proposed date for the defense cannot be earlier than the previously estimated date for the public defense.

(8) Together with the request for setting the defense date, the PhD student completes a declaration regarding the publication options for the thesis:

a) If the PhD student does not opt for the separate publication of the thesis or of chapters from it, the digital form of the thesis remains public and will be freely accessible on the national platform managed by UEFISCDI, even after issuing the decision to award the doctoral diploma. The thesis will be attributed a copyright protection license.

b) If the PhD student opts for the separate publication of the doctoral thesis or of chapters from it, they receive a grace period of maximum 24 months for realizing this publication, during which the doctoral thesis, in digital format, becomes inaccessible to the public. In this case, the following obligations intervene:

- Before the expiration of the grace period, the author of the thesis has the obligation to transmit to ISD the link to the publication, the ISBN, and the publisher, data that will then be made public on the national platform managed by UEFISCDI. In case the author does not want the thesis to become public on the platform managed by UEFISCDI, a justified refusal of publication will need to be transmitted to ISD with the bibliographic information mentioned above.
- In case the author of the thesis does not transmit these data, the thesis automatically becomes accessible on the national platform managed by UEFISCDI, with the attribution of a copyright protection license.

(9) The evaluation reports of the thesis drafted by the reviewers must be submitted to ISD at least 25 days before the public defense of the thesis.

(10) IOSUD-UBB will display on its own website the announcement for the public defense at least 20 calendar days before the proposed date for the defense. This must mandatorily include the location, date, and time of the defense, the supervisor, as well as the place where the full text of the thesis can be consulted in printed format, the public defense announcement, the abstract of the thesis in electronic

format, the scientific memoir, the PhD student's CV, the CVs of the members of the public defense committee of the doctoral thesis.

(11) The public defense mandatorily includes a question session from the members of the doctoral committee and the public, which will be recorded in the minutes of the public defense.

(12) Based on the public defense of the doctoral thesis, the reviewers' reports, the declaration regarding the originality of the work, and the analysis regarding the degree of similarity, the doctoral committee evaluates and deliberates on the awarding of the doctoral diploma, respecting the minimum standards elaborated by CNATDCU for awarding the doctoral diploma.

(13) In case of non-fulfillment of the minimum standards necessary for awarding the doctoral diploma, the doctoral committee will specify the elements that must be redone or completed in the doctoral thesis and will request a new public defense of the thesis.

(14) The second public defense of the thesis takes place before the same doctoral committee as in the case of the first defense. In case the minimum standards are not met at the second public defense either, the doctoral diploma will not be awarded, and the PhD student will be expelled.

(15) If the PhD student has fulfilled all requirements provided in the scientific research program, as well as the minimum standards for the field, the doctoral committee proposes the awarding of the doctoral diploma, a proposal which is submitted together with the doctoral file, within a maximum of 30 calendar days, to CNATDCU.

(16) Within 90 calendar days from receiving the doctoral file, CNATDCU issues a compliance opinion regarding the respect of the administrative procedure conducted at the IOSUD level and the respect of the minimum criteria for awarding the doctoral diploma. The administrative procedure includes as a distinct step the verification of the declaration regarding the originality of the work and the analysis of the reports regarding the degree of similarity.

(17) In case CNATDCU decides that the administrative procedure conducted at the IOSUD level did not respect the legal provisions, the doctoral file will be sent back to IOSUD to be reanalyzed and completed. It can be resubmitted to CNATDCU for a new analysis only after resuming the entire public defense organization procedure.

(18) Within 30 calendar days from receiving the compliance opinion, Babeş-Bolyai University issues the decision to award the doctoral diploma, signed by the rector, prepares, and issues the doctoral diploma.

(19) After issuing the doctoral diploma, the doctoral thesis, in digital and printed format, is archived at the university library, with permanent retention, so that within a maximum of 180 days, ISD transmits to the National Library of Romania a printed copy and an electronic copy of the doctoral thesis and its annexes, for the consultation of the thesis by any interested person.

8. Quality Assurance of University Doctoral Study Programs

Art. 31

(1) University doctoral study programs are subject periodically, on dates established at the IOSUD-UBB level, to internal evaluation processes.

(2) The internal evaluation of the quality of a university doctoral study program is done by the Doctoral School.

(3) The procedures for internal evaluation of the quality of a university doctoral study program are developed by CSUD in collaboration with other UBB entities responsible for quality assurance. They will follow:

- a) the mission and objectives of the university doctoral study program;
- b) the content and curriculum of the university doctoral study program;
- c) the compatibility of the doctoral study program with the description of the qualification registered in RNCIS;
- d) the research results undertaken by PhD students and their PhD supervisors, materialized through

publications, patents, participation in scientific events;

- e) the online presentation of the research activity results of PhD students;
- f) cooperation relationships with other institutions;
- g) specific requirements of different teaching modalities and forms of conduct;
- h) the existence of documentation, learning, and research means, as well as logistics from which PhD students benefit;
- i) the personnel involved in running the university doctoral study program;
- j) the methods of evaluating knowledge and testing the skills of PhD students, as well as monitoring progress during training;
- k) the degree of involvement of PhD students in ensuring the quality of the doctoral program;
- l) the existence of an ethical code with clear provisions regarding the definition and sanctioning of various academic and professional frauds, including plagiarism;
- m) fulfillment of the specific requirements of the indicators for external evaluation of university doctoral study programs.

(4) The procedures for internal evaluation of the quality of a university doctoral study program will be based on multiple sources of information, including:

- a) evaluation from PhD students, obtained through anonymous questionnaires, subject to confidentiality of the information provided and statistically processed;
- b) confidential peer evaluation of the research activity of titular PhD supervisors. It will be carried out based on information provided both by reviewers from Babeş-Bolyai University and by reviewers from other institutions with research activities.

(5) Each doctoral school is subject to an external evaluation at 5-year intervals.

(6) The external evaluation of university doctoral study programs is done by ARACIS or by another quality assurance agency, from the country or abroad. It is carried out based on a system of criteria and a methodology established by order of the relevant ministry.

Art. 32

- (1) The evaluation of PhD students' activity is oriented predominantly towards the results of research activity. Results -- publications, participation in conferences, patents -- and their quality are taken into account, estimated through the integration of publications into the international flow, citations, awards, etc.
- (2) Respect for scientific, professional, and university ethics represents an explicit criterion for the continuous and final evaluation of the PhD student's activity.
- (3) The evaluation of PhD students' activity will be done ensuring maximum transparency, bringing to the attention of PhD students, by the evaluators, the grades awarded.

Art. 33

- (1) The doctoral school periodically evaluates, at 5-year intervals, the activity of titular PhD supervisors, through procedures elaborated by CSUD, based on self-evaluation and internal and external peer evaluation.
- (2) This internal evaluation of titular PhD supervisors will take into account especially the quality of results obtained by them in research and in supervising PhD students, such as:
 - a) the results of the PhD supervisor's scientific research (publications, patents, and other ways of valorizing their own research activity);
 - b) the results of the scientific research of PhD students supervised by a PhD supervisor (publications, patents, and other ways of valorizing their research activity);
 - c) other indicators of the PhD supervisor's scientific activity (participation in research projects, participation in national and international conferences, membership in professional organizations);
 - d) other indicators of the scientific activity of PhD students supervised by this PhD supervisor (participation

in research projects, participation in national and international conferences, membership in professional organizations).

(3) Once every 5 years, PhD supervisors are subjected to an external evaluation based on procedures established, at the proposal of CNATDCU, by order of the Minister of Education and Research. The results of this evaluation are public.

(4) Following internal or external evaluations, the doctoral school may decide to extend or withdraw the right of a PhD supervisor to supervise doctorates within a university doctoral study program of the doctoral school, according to the doctoral school regulation.

Art. 34

According to the *Babeş-Bolyai University Regulation on the Organization and Conduct of University Doctoral Studies*, the following situations are considered incompatible:

(1) It is forbidden for a candidate to university doctoral studies to be in a relationship of spouses, in-laws, and relatives up to the third degree inclusive with members of the admission committee before which they must hold the tests within the doctoral admission competition.

(2) It is forbidden for a PhD student to be in a relationship of spouses, in-laws, and relatives up to the third degree inclusive with their PhD supervisor, with members of their supervision committee, or of the doctoral committee appointed for the public defense of their doctoral thesis.

(3) Persons who are in a relationship of spouses, in-laws, and relatives up to the third degree inclusive cannot be appointed to the same doctoral admission committee, supervision committee, or doctoral committee.

9. Transitional and Final Provisions

Art. 35

(1) University doctoral studies in SDGTA are reorganized according to the provisions of this Regulation, which enters into force from the date of its approval in CSUD.

(2) In the case of a PhD student who began university doctoral studies before the entry into force of the Higher Education Law 199/2023, the provisions of the *Babeş-Bolyai University Regulation on the Organization and Conduct of University Doctoral Studies* apply.

(3) The SDGTA Regulation is supplemented whenever necessary, with new legal provisions that concern aspects of the doctoral school's activity.

Art. 36

For PhD students who have completed a previous doctoral stage and for whom, after enrollment, full or partial equivalence of the stage and of the published research results during the previous stage was requested and approved, the duration of the new doctoral stage may be reduced. In the case of full recognition of the previous doctoral stage, the steps for the public defense of the doctoral thesis may begin at the earliest in the first semester of year 2 of the doctorate.

At the request of the PhD student, under the conditions of fulfilling all obligations from the contract and from the individual doctoral study plan, with the approval of the PhD supervisor, the endorsement of CSUD, and the approval of the UBB Senate, the scheduling of the doctoral thesis defense may be carried out, assuming the legal consequences in case of thesis invalidation and/or non-obtaining of the doctoral title, following the defense.

Annex 1

Conditions for the Affiliation of PhD Supervisors

to the Doctoral School of Theoretical and Applied Geology

(1) The acceptance of new PhD supervisors is done at the request of the candidates.

(2) Candidates must hold the habilitation certificate and meet the UBB conditions for occupying the position of Professor in the field of Geology.

(3) Candidates will submit to the doctoral school secretariat a document in which they propose a research program (topics) and will present the experimental facilities they coordinate and those they have access to, for realizing the proposed research program. Also, candidates will provide a description of the laboratories and experimental facilities they intend to develop within the proposed research program.

(4) Candidates must demonstrate that they have created and coordinated collectives and/or research centers recognized nationally/internationally.

(5) Candidates will demonstrate that they have the capacity to obtain the necessary resources for the proper running of the proposed research program and will commit to respecting the UBB Code of Ethics.

(6) Through affiliation to the doctoral school, candidates with a base function in other institutions become members of the UBB community. In the scientific publications they will produce through the research program within the doctoral school, they will mention affiliation to UBB and to SDGTA. This affiliation must also be mentioned by candidates from UBB who become members of the doctoral school. Where applicable, dual affiliation will be mentioned.

Annex 2

Guide for Writing Doctoral Theses at the Doctoral School of Theoretical and Applied Geology

1. General Information

(a) The doctoral thesis will be presented in the form of an A4 volume, containing the main text and any annexes. The recommended number of pages is between 100 and 200, limits that may vary depending on the nature of the addressed subject.

(b) The copies submitted to the Institute of Doctoral Studies secretariat, for defense, will be bound in hard covers. According to the National Library's request, theses will not have a removable spine. Each copy will have attached a CD-ROM, DVD-ROM, or other storage device (memory stick), containing all the materials constituting the thesis, in pdf format.

(c) Page numbering is mandatory and starts from 1 with the first page of actual text (excluding the cover page and table of contents).

(d) For each annex, a distinct number will be attributed (e.g., Annex 1, Annex n).

2. Title Page of the Thesis

The title page of the thesis will include:

a) The name of the institution (university, faculty) and of the doctoral school at which the PhD student is enrolled. In the case of a cotutelle doctorate, the names of both institutions will be listed in parallel;

b) The title of the thesis;

c) The first name and surname of the PhD student;

d) The university degree, followed by the name and surname of the scientific supervisor;

e) The year of defense and the locality;

e) Other information requested by the partner institution, if the thesis is in cotutelle.

3. Rules for Writing the Thesis

(a) The doctoral thesis may be written in Romanian or English, according to the signed university doctoral study plan of the PhD student.

(b) The table of contents will be inserted at the beginning of the thesis, after the title page. The list of thesis annexes will be added at the end of the table of contents.

(c) It is recommended that on each page the chapter title (possibly abbreviated) be placed as a header. It is also recommended to use Times New Roman, Arial, or Calibri fonts, with size 12 and 1.5 line spacing.

(d) The structuring of the thesis will be established by mutual agreement between the PhD supervisor and the PhD student. In general, the thesis must include an introduction, a brief history of previous research, general data about the geology of the studied area (or generalities about the addressed subject), materials

and methods used in the study, results (which include analysis data, their interpretation), discussions, conclusions, bibliographic references, possible annexes (plates, maps, diagrams, tables with data, etc.).

(e) The writing of the thesis will be monitored by the PhD supervisor, and the writing rules must respect the customs found in international mainstream scientific publications in the field.

(f) In the case of theses with a paleontological character, they must follow the writing rules provided by the International Code of Botanical/Zoological Nomenclature and the customs of the main international publications. Theses with a stratigraphic subject will take into account the rules provided by the International Stratigraphic Guide. In works with a mineralogical character, only the names and chemical formulas approved by the International Mineralogical Association (IMA) will be used for minerals.

(g) It is forbidden to take information from the works of other authors without proper citation. In case an entire text from a paragraph is taken, it must be placed between quotation marks and cited properly.

4. Bibliographic References

(a) All works cited in the text must be included in the list of bibliographic references. Also, all works included in the reference list must be cited, at least once, in the text.

(b) Bibliographic references must be ordered alphabetically and chronologically. When citing multiple works by the same author published in the same year, the publication year must be followed by a, b, c (both in the text and in the reference list).

(d) Citations in the text must be made according to the following examples:

- for 1 or 2 authors: Rögl (1979); (Genot, 1987; Granier, 2012); Lazăr (2010a, 2010b); Berger & Kaever (1992).
- in the case of 3 or more authors: Rasser et al. (2008) or (Saint Martin et al., 2007; Vasile et al., 2011).

(e) In the list of bibliographic references, the titles of journals and books must be written completely (without abbreviations) and in italics.

(f) The bibliography will be written with the same font type used in the thesis text, but with a font size of 11. The "Indentation/Hanging" option of 0.5 cm will be used.

Examples:

Articles

Antonescu, E., 1973. Asociații palinologice caracteristice unor formațiuni cretace din Munții Metaliferi. *Dări de Seamă ale Institutului de Geologie*, 59(3): 115-169.

Bălc, R., Silye, L. & Zaharia, L., 2012. Calcareous nannofossils and sedimentary facies in the Upper Cretaceous Bozeș Formation (Southern Apuseni Mountains, Romania). *Studia UBB Geologia*, 57(1): 23-32. <http://dx.doi.org/10.5038/1937-8602.57.1.3>.

Books

Ianovici, V., Borcoș, M., Bleahu, M., Patrulius, D., Lupu, M., Dimitrescu, R. & Savu, H., 1976. *Geologia Munților Apuseni*. Ed. Acad. R.S.R., Bucharest, 631 pp.

Chapters/articles in edited books

Roth, P.H. & Bowdler, J., 1981. Middle Cretaceous calcareous nannoplankton biogeography and oceanography of the Atlantic Ocean. In: Warne, J.E., Douglas, R.G. & Winterer, E.L. (eds.) *-The Deep Sea Drilling Project: a Decade of Progress*. Society of Economic Paleontologists and Mineralogists Special Publication 32, pp. 517-546. [http://dx.doi.org/10.1016/0377-8398\(86\)90031-9](http://dx.doi.org/10.1016/0377-8398(86)90031-9)

Bachelor's Theses, Master's Dissertations and Doctoral Theses

Neacșu, M.V., 2008. *Studiul depozitelor carbonatice din Formațiunea de Valea Măgurii din arealul văii Poiana Peșterii*. Disertație, Universitatea Babeș-Bolyai, Cluj-Napoca, 50 pp.

Grădinaru, D.M., 2011. *Geneza hardgroundurilor jurasice din Munții Bucegi (versantul vestic) și din Munții Almăjului (Svinia)*. Teză de Doctorat, Universitatea din București, 213 pp.

Geological Maps

Patrulius, D., Domitrescu, R. & Popescu, I., 1971. Harta geologică a României, scara 1:50.000, foaia 110d-Moeciu, Institutul Geologic al României, Bucureşti.

5. Illustrations

- (a) Illustrations (maps, diagrams, sketches, drawings, photographs) may be intercalated in the text of the work as figures or may be grouped in the annex area as plates with (micro)photographs.
- (b) In the case of composite figures and plates, each of the component illustrations must be noted separately (e.g., Figure 4 a, b, c, d; or Plate 8 A, B, C, D, E, F; Plate I, Fig. 1....n, etc.). All figures and plates must have clear and detailed explanations in their immediate vicinity, and the text of the work must have references to all existing figures and plates.
- (c) Illustrations that do not belong to the PhD student must include the author's name in the legend. If the illustrations are taken from published works with copyright, the PhD student must obtain the right to reproduce the respective materials and the source will be cited in the figure explanation. For example:
Fig. 2. Gypsum occurrence on Valea Caselor, Sălaj (photo: Y. Xulescu), or
Fig. 3. Formation of suffosion dolines (after White, 1988, with permission from Oxford University Press Inc.)
- (d) Figures will be cited in the text in the order they appear.