

The Bucharest University of Economic Studies
Piata Romana no. 6, district 1, Bucharest , Romania Telephone no. +4.021.319.19.84
E-mail address: **internationaladmission@ase.ro**

Registration of non-EU citizens

The application file for admission to study at the Bucharest University of Economic Studies has to be sent to our University by e-mail or by post. The application file will be checked and then forwarded to the Ministry of Education and Research, which will issue the the acceptance letter. The acceptance letter will be then transmitted to the applicant by the university.

This letter allows the applicant to apply for the study visa from the *Romanian Embassy* in his/her country.

It is recommended to apply as soon as possible because the procedures for obtaining the acceptance letter and the visa procedure may take up to 30 days each.

The application file must contain the following documents (certified/authorised translations into Romanian):

1. Application form with photo);
2. Baccalaureate (high school) Diploma or equivalent and the transcript of records for the highschool years endorsed by the Romanian Embassy in his/her country or with the Hague Apostille – translated into Romanian and officially endorsed;
3. Language certificate for the language of instruction – if applicable – translated into Romanian and officially endorsed;
4. Birth certificate – translated into Romanian and officially endorsed;
5. Passport copy;
6. Medical certificate stating that the applicant is fit for university studies.

If the applicant is not proficient in Romanian and the chosen program is taught in Romanian, he/she should learn Romanian during a preparatory year.

For the applicants who wish to study in English, French or German and are not native speakers/don't provide a recognised language certificate, a compulsory language test will be organised after their arrival in Romania. Until passing the test, their admission will be conditional.

Applicants shall mention in the application their complete contact details (physical address, e-mail address, telephone number).

Documents should be sent by e-mail to: **internationaladmission@ase.ro**

or

by registered mail to the following address:

The Bucharest University of Economic Studies
Department of International Cooperation and Foreign Students
Attn. Ms Lelia Iordan
Piata Romana, no. 6, Room 0024
010374, Bucharest, Romania

The study fee is decided each year by the Academic Senate of the university and might be subject to change at the beginning of each academic year.

Upon arrival in Romania, the accepted applicant will have to register personally at the

Bucharest University of Economic Studies, having the following documents:

1. The letter of acceptance;
2. Baccalaureate (high school) Diploma or equivalent endorsed by the Romanian Embassy in the country of origin with the Hague Apostille – original and translated into Romanian and officially endorsed;
3. Transcript of records for the high school years original and translated into Romanian and officially endorsed;
4. Language certificate for the language of instruction – if applicable – translated into Romanian and officially endorsed;
5. A copy of the birth certificate, translated into Romanian and officially endorsed;
6. Medical certificate (translated into Romanian) stating that the applicant is fit for university studies;
7. 2 photos $\frac{3}{4}$;
8. The passport containing the study visa.

* If the candidate is unable to prove his / her studies by documents issued by higher education institutions in Ukraine, he / she undertakes to present these documents until the completion of the studies.

Schedule for admission: receipt of application files: 03 April - 31 August 2023 student registration: 11 -29 September 2023 (registration will be complete after the receipt of the original documents and the completion of a language test, when applicable, according to the law and regulations in force).

For the candidates who would like to study in foreign languages, the Bucharest University of Economic Studies offers the following bachelor's programmes:

Programmes taught in English:

- Accounting and Management Information Systems
- Business Administration
- Business Administration in Trading, Tourism, Services, Commodity Science and Quality Management
- Economic Informatics
- Finance and Banking
- International Business and Economics
- Management
- Marketing

Programmes taught in French:

- Business Administration

Programmes taught in German:

- Business Administration

Granting places for study without paying tuition fees, but with scholarship, for citizens of third

countries, on the proposal of higher education

Foreign citizens from third countries of the EU, who do not fall into the category of Romanian citizens from everywhere/ethnics (*In the category of Romanian Ethnics, are included, in accordance with the provisions of Law no. 299/2007 on support for Romanian Ethnics, republished, with subsequent amendments and completions: The persons who freely assume the Romanian cultural identity, the persons of Romanian origin and those belonging to the Romanian linguistic and cultural vein, who live outside the borders of Romania, regardless of the ethnonym used (armâni, armânji, aromâni, basarabeni, bucovineni, cuțovlahi, daco-români, fărșeroți, herțeni, istro-români, latini dunăreni, macedoromâni, macedo-români, maramureșeni, megleniți, megleno-români, moldoveni, moldovlahi, rrâmâni, rumâni, valahi, vlahi, vlasi, volohi, macedo-armânji) as well as all other lexical forms semantically related to the above*) **and/ or have dual citizenship (Romanian and of another state)** can benefit from study places from the budget of the Ministry of Education for foreign citizens, in the academic year 2023-2024.

In order to obtain these study grants, the candidates selected by state higher education institutions must comply with the following criteria:

- a. they study / they are admitted on places for study with foreign currency fee, in the first year of studies at Bachelor programs
- b. they are graduates of high school studies in an educational institution abroad and have obtained a minimum average grade of 9.00;
- c. they are graduates of a university degree program in Romania, as students with scholarship of the Romanian state, full time form of education, in Romanian language, and they have obtained as a general average grade at least 8.50 and continue their studies in an accredited higher education institution in Romania;

Each public higher education institution in Romania will submit **not more than five selected application forms** to the Ministry of Education, Directorate General for International Relations and European Affairs, no later than the 1st of October, 2023 to the e-mail address international@edu.gov.ro.

- a. the official address, through which the nominalization of the proposed individuals for receiving of a place for studies without tuition fees, but with scholarship from the Ministry of Education;
- b. the list that contains the ranking of the candidates, in the decreasing order of their results of the selection process, by study cycles;
- c. the candidature file which will contain the following documents: i) copy of the passport; ii) copy of the birth certificate; iii) copy of the end of pre-university / highschool studies diploma and the transcript of records related to the years of study for the secondary higher education; iv) copy of the Bachelor degree diploma and the diploma supplement (transcript of records) or the certificate which states the academic records for all years of study, as well as the grades that were obtained at the Bachelor examination (for students in the ongoing academic year) for the candidates who request the continuation of Master academic studies; v) copy of the Master diploma and the diploma supplement (transcript of records) or the certificate which states the academic records for all years of study for the candidates who request the continuation of Doctorate academic studies, if applied.

The Department for International Relations and European Affairs will analyze the submitted files and will propose the allowance of the grants on the basis of the selection criteria, approved by the management of the Ministry of Education.

The Ministry of Education will communicate to the higher education institutions the final list of

the candidates who will benefit from places for study without tuition fees, but with scholarship from the budget of the Ministry of Education.

Further information:

The Bucharest University of Economic Studies, Department of International Relations,
tel. +4021.319.19.84; fax +4021.319.20.23, e-mail: international@ase.ro,
internationaladmission@ase.ro.