

---

## MA DEGREE EXAMINATION JUNE-JULY 2022 SESSION CALENDAR, REQUIRED DOCUMENTS AND APPLICATION

**This procedure applies to candidates wishing to attend the MA degree examination in the June-July 2022 session**

### A. Calendar

Applicants must observe the deadlines in the Calendar available here ([link to Calendar en.](#))

### B. Application for the MA degree examination

The application for the MA Degree examination is conducted exclusively ONLINE. Students must upload the following documents onto the Elearning platform

<http://sites.euro.ubbcluj.ro/elearning>

- The file containing the required documents
- The MA thesis.

The applicant must also fill in the **FORM stating the thesis title (written in the instruction language of the Programme of study or in an international language: English, French, Italian), as well as the coordinator's name**. The form will be filled in on the same platform (Elearning <http://sites.euro.ubbcluj.ro/elearning/>)

**IMPORTANT!** The file containing the application documents, the MA thesis and the above-mentioned Form **MUST** be uploaded onto the Elearning platform

<http://sites.euro.ubbcluj.ro/elearning/> between **13-20 June 2022**. On 20 June 2022, the documents (including MA thesis) can be uploaded until 16.00.

### C. Required documents

Applicants must upload the following **scanned** documents (PDF) onto the Elearning platform (<http://sites.euro.ubbcluj.ro/elearning/>)

- Application form, signed
- Statement on honour, signed
- Originality and exam passing statement, signed
- Identity card
- Proof of payment of subscription fee\* (\* the fee is 1000 RON and it is **only applicable** to students who applied to a previous MA Degree examination session or who graduated in or before 2019)
- Birth certificate
- Marriage certificate (if applicable)\*\*

**Romanian citizens who are UBB graduates will also upload**

- BA Diploma

**Romanian citizens who graduated from other universities must upload the following additional documents:**

- Baccalaureate Diploma and a copy of the high school transcript of records
- BA Diploma and a copy of the transcript of records / BA Diploma Supplement

**Romanian citizens who passed their Baccalaureate /BA Diploma abroad must upload the following additional documents:**

- Certificate of equivalence of studies (Baccalaureate/ BA Diploma)
- Degree and addenda (Baccalaureate/ BA Diploma)

**Applicants admitted based on the certificate of equivalence of studies, acceptance letter, Minister's order etc, must upload the following additional documents:**

- The certificate of equivalence of studies, acceptance letter, Minister's order
- Degree and addenda (Baccalaureate/ BA Diploma)
- Birth certificate (certified translation for international students)
- Passport, for international students

---

**Note 1!** Students will receive scanned copies of the following documents from the Secretary's Office: BA Diploma, Baccalaureate Diploma, High school transcript of records or any other documents that were submitted in original and are in the students' personal files, for the application procedure on the platform.

**Note 2!** The MA examination is available ONLY for students who have obtained the coordinator's approval for the MA thesis defence. The approval can be obtained before 20 June 2022 through a Google Sheets form filled in by the coordinator.

#### **D. Examination – Thesis defense**

The examination will take place on 27 June-3 July 2022.

It will be conducted on-site at the Faculty of European Studies.

**\*\*** Students who requested changes/additions to their surnames after enrollment, must also provide the following documents: a) the application approved by the management of the institution, b) documents certifying the new surname as opposed to the name in the birth certificate; c) students' certified statement that they will not request another study document in case of any subsequent change of surname.

**IMPORTANT!** In case of login problems onto the Elearning platform, please contact our colleague in the IT Department at [alexandru.burca@ubbcluj.ro](mailto:alexandru.burca@ubbcluj.ro)