

**ROMANIA**  
**BABEŞ-BOLYAI UNIVERSITY OF CLUJ-NAPOCA**  
**FACULTY OF \_\_\_\_\_**

**HIGHER EDUCATION LEARNING AGREEMENT**  
**STUDENTS ENROLLED IN DISTANCE EDUCATION**

No. \_\_\_\_\_ / \_\_\_\_\_ 2024

**Art. 1. Legal grounds:** Higher Education Law no. 199/2023, Art. 9 of G.D. no. 1011/2001, Art. 1166 of Law no. 287/2009 on the Civil Code, U.B.B. Senate Decision no. 81/12.06.2024 on the approval of the Regulation on the professional activity of Babeş-Bolyai University students, drawing on the European Credit Transfer System (ECTS) and U.B.B. Senate Decision no. 38/18.03.2024 approving the Regulation on fees for the 2024-2025 academic year, as subsequently amended and supplemented.

**Art. 2. Parties:**

2.1. Babeş-Bolyai University, located in Cluj-Napoca 400084, 1 Mihail Kogălniceanu Street, account RO35TREZ21620F330500XXXX open at Cluj-Napoca Treasury, tax code 4305849, legally represented by Rector Professor Daniel David, PhD, as an accredited state higher education institution, registered as a personal data controller under no. 5533, hereinafter referred to as the university and

2.2. Mr./Ms. \_\_\_\_\_, resident in \_\_\_\_\_, Address \_\_\_\_\_, county \_\_\_\_\_, born on \_\_\_\_\_, identity card \_\_\_\_\_ serial number \_\_\_\_\_, National Identification Number \_\_\_\_\_, as student at Babeş-Bolyai University, Faculty of \_\_\_\_\_, field \_\_\_\_\_, specialisation \_\_\_\_\_, level \_\_\_\_\_, hereinafter referred to as student.

**Art. 3. Purpose of the Agreement:**

3.1. The purpose of this agreement is to govern distance education activities by regulating relationships between the university and students, as well as to define the rights and obligations of the signatory parties, in accordance with current legislation, ministerial orders, university statutes, and Senate decisions.

**Art. 4. Term of the Agreement:**

4.1. This agreement is signed for the regular school term, as defined by the applicable regulatory measures, beginning with the 2024-2025 academic year.

4.2. The University has adopted the credit transfer guidelines on the professional activity of students at Babeş-Bolyai University under the European Credit Transfer System (ECTS), the content of which will be made available to the public by posting it on its own website.

**Art. 5. Rights and obligations of the parties:**

5.1. The rights of the UNIVERSITY are as follows:

- a) establishes the requirements for student application, enrolment, study, interruption, expulsion, reapplication, and re-enrolment;
- b) oversees and monitors the student's compliance with the contractual obligations imposed by this agreement and other agreements with the institution;
- c) oversees and monitors the student's commitment to their student responsibilities;
- d) determines the amount of the tuition fee based on the specific costs of education and Senate decisions;
- e) defines the method of collection and payment of tuition fees.

5.2. The responsibilities of the UNIVERSITY are as follows:

- a) conducts educational activities at the university level, including knowledge evaluation, in compliance with legal regulations and internal rules based on university autonomy;
- b) provides syllabi and course materials to students at the start of each academic year, as well as accompanying auxiliary materials defined as any extra resources required for learning, planning tutorials, and evaluations;

- c) concludes the annual learning agreement with the student prior to the start date of each academic year, which sets out the educational activities that the student undertakes to complete and the number of credits associated with each of these activities;
- d) registers the student in the Unique Matriculation Register of Romanian universities;
- e) issues free of charge study records and documentation attesting to student status, in compliance with current legislation and institutional governing bodies' decisions;
- f) organises the exit exam and registers students to sit the exit exam;
- g) in terms of the quality of the educational process, there is no distinction between students admitted to different forms of education;
- h) informs students of the tuition fee amount due for each year of study on an annual basis, at least 15 days before the start of the academic year, by posting on its own website;
- i) will not modify the amount of tuition fees established for an academic year;
- j) authorises withdrawal requests through faculty administration within 2 (two) business days of submitting the application request;
- k) communicates the decision on expulsion within 5 days of it being issued, by posting it on the AcademicInfo platform;
- l) shall exclusively use the institutional email address for communication with the student;
- m) shall safeguard the personal data of all students in accordance with the European General Data Protection Regulation 2016/679 (GDPR) and national data protection law by implementing proper technical and organisational measures.

5.3. The rights of the STUDENT are as follows:

- a) engages in the didactic and professional training activities provided in the curriculum;
- b) is a member of the university community, in accordance with the legal provisions in force;
- c) undergoes examinations and other methods of evaluation of acquired knowledge during scheduled sessions;
- d) takes the final exams during the scheduled sessions;
- e) enjoys the right to freedom of expression while conforming to legal constraints;
- f) enjoys the provisions of the Regulation on the professional activity of students at Babeş-Bolyai University based on the European Credit Transfer System (ECTS) and the Regulation on granting scholarships to students;
- g) enjoys all of the rights, facilities, and opportunities stipulated by current legislation, the Code of Student Rights and Obligations approved by M.E. Order No. 4394/2024, and the regulations implemented by the university leadership structures;
- h) enjoys the protection of their personal data in accordance with the European General Data Protection Regulation 2016/679 (GDPR) and national legislation. The student can avail themselves of all the rights pertaining to the protection of personal data outlined in the GDPR (Chapter III) and the Confidentiality Policy of Babeş-Bolyai University.

5.4. The responsibilities of the STUDENT are as follows:

- a) meets the obligations imposed by the higher education learning agreement and any other agreements concluded with the university;
- b) fulfils all tasks assigned to them in accordance with the curriculum and analytical programmes of the subjects covered by the annual learning agreements;
- c) complies with the university's training programme, as developed by the university's administrative structures and disseminated by the departments of the faculties responsible for distance education;
- d) complies with the rules and regulations enacted by the university's administration structures, particularly those pertaining to university discipline and ethics;
- e) makes sure they have access to the internet;
- f) assumes the status of a member of the university community and makes every effort, when required, to actively participate in research activities carried out at the UNIVERSITY under the supervision of teachers and researchers in order to meet the objective of competitiveness and excellence;
- g) uses the material assets necessary for the educational process in good faith;

- h) pays the tuition fee established and published annually by the UNIVERSITY in the amount, form, and term set and announced annually by posting on its website;
- i) carries a penalty of 0.04% of the outstanding amount for each day overdue;
- j) does not seek a refund of fees paid in the event of expulsion, academic mobility to other higher education institutions, withdrawal from studies, or shifts, except under the conditions, deadlines, and amounts specified in art. 12 of Addendum 1 of the UBB Senate Decision no.38/18.03.2024, and addendum 1 to this agreement, respectively;
- k) monitors their academic progress under the personal account on the AcademicInfo platform and promptly reports any errors;
- l) exclusively uses the institutional email address for communication with the university;
- m) ensures the protection of personal data they may interact with in the course of their student activities at U.B.B., in accordance with the applicable legislation on personal data protection and the internal regulations of U.B.B. The mandatory obligation remains in force even after the termination of the contractual relationship with U.B.B.

**Art. 6. Payment and payment terms:**

- 6.1. The amount of the tuition fee is established annually by the University Senate, based on the proposal of the faculties, and is specified in the terms of this agreement.
- 6.2. The tuition fee is paid in full or in instalments, according to the university’s terms and conditions.
- 6.3. Failure to pay tuition fees within the terms specified in this contract results in the imposition of penalties. The late payment penalty will be paid when the entire outstanding amount is paid.
- 6.4. Failure to pay tuition fees and/or penalties due for non-payment on time before the assessment date will result in the student being banned from sitting the assessment with the consequences of non-attendance.
- 6.5. The expelled student may re-enrol in degree programmes provided by the university only on condition that any debts owed to the university are paid.

**Art. 7. Termination of the Agreement:**

- 7.1. The academic learning agreement may be terminated by mutual consent of the parties. Obligations imposed prior to termination must be carried out in accordance with the contractual terms.
- 7.2. The academic learning agreement terminates upon completion of studies. Obligations imposed prior to termination must be carried out in accordance with the contractual terms.
- 7.3. The institution may unilaterally terminate the learning agreement if the student fails to meet their obligations. The institution reserves the right to seek reimbursement from the student for any accrued amounts, related penalties, and/or material losses.
- 7.4. The agreement is legally terminated if the student requests withdrawal or mobility to another higher education institution.
- 7.5. Any forbearance shown by the University cannot be construed as a waiver of the expulsion terms and the stipulated commissoria lex.

**Art. 8. Other provisions**

- 8.1. In the event of a dispute resulting from the interpretation, execution, or termination of this agreement, the parties will seek redress from the Cluj-Napoca courts.
- 8.2. The student consents to the processing of data indicating their status of enrolled student, particularly in order to provide legal benefits such as health insurance without contribution payment and free transportation.
- 8.3. The parties to the contract agree that any of the following types of signature used in the agreement: holographic signature, holographic signature in copy, electronic holographic signature, simple electronic signature and extended electronic signature, cover the express agreement of the parties to the terms of this contract.
- 8.4. This agreement was signed at the University, today \_\_\_\_\_ 2024, in 2 (two) copies, one for each party.

**BABEȘ-BOLYAI UNIVERSITY OF CLUJ-NAPOCA**

RECTOR,

FACULTY CHIEF ADMINISTRATOR,

**STUDENT**

Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_

Signature: \_\_\_\_\_

**ADDENDUM 1 - Regulations for special cases in accordance with art. 12 Of the Regulation on fees  
for admission, tuition and completion of studies**

**1. Withdrawal from education** (undergraduate or master's degree) is available by submitting an application request accepted by the faculty management or head of faculty prior to or after enrolment.

a. First year students, admitted on tuition will sign the learning agreement upon confirmation of place. If a student files a registered request to withdraw from studies to the faculty secretariat during the time period from signing the agreement to the day preceding the start of the academic year, tuition payments (fees) will be fully repaid.

b. With the exception of first year students, all students who request to withdraw from studies prior to the beginning of the academic year will receive a full refund of the tuition fee paid in advance for the period remaining from the time of withdrawal, by the end of the academic year.

c. Following the start of the academic year, for registered students attending tuition-based programmes, regardless of the year of study, the tuition due is calculated according to the date of submitting the request for withdrawal as follows:

- If the withdrawal request is filed during the first semester, the tuition fee due will be 50%;
- If the withdrawal request is filed during the second semester the tuition fee due will be 100%;

d. Net cost owed on withdrawal will be calculated as the difference from the overall payable fee to the overall fee paid cumulatively from the start of the academic year, to which will be added any outstanding fees in the preceding academic years.

e. Refund of any amounts of tuition fees will be made only upon request submitted after the withdrawal.

**2. Re-enrolment** - undergraduate, master's degree, psycho-pedagogical programmes - Level I and Level II at DPPD, students will pay fees in instalments, as follows:

a. re-enrolment cost in addition to any payments due from previous academic years of study except for outstanding exams will be paid before the start of the academic year the re-enrolment is made, within the deadlines set by the faculties for re-enrolled students (upon submission of the re-enrolment application);

b. the tuition (fee) for the academic year in which the re-enrolment is done, the tuition fees, respectively, as follows: fees for subjects not passed in previous years (outstanding exams) and any fees for courses in the subsequent years of study which the student requests to be included in the learning agreement to be paid in the course of the academic year before the start of the exam session for that semester, according to the terms established by the faculties.

- Students from Romania, other countries of the EU, EEA or CH will only pay, for the year of study to which they have re-enrolled, the fees pertaining to the exams they have not passed, which will be added to the tuition fee for the respective academic year and any fees pertaining to the subjects from the following years which the student wishes to include in the study agreement. Tuition fees may be paid by 15 October in full, subject to no discount, or in instalments, i.e. by 5 December for the first semester and by 15 May for the second semester.
- Babeş-Bolyai University students, citizens from states that are not members of the European Union, the European Economic Area as well as the Swiss Confederation, enrolled on tuition from personal funds, will pay the amount of tuition fees (rates) in foreign currency established for the 2023-2024 academic year in accordance with Addendum no. 4.

**3. Interruption of studies** - undergraduate, master's level - students must meet the requirements resulting from the updating of the curricula, including those relevant to changes in the tuition cost, upon resuming studies. The tuition fees to be paid by students enrolled on tuition that require interruption of studies is determined as follows:

a. After the start of the academic year, the tuition due for enrolled students attending degree programmes on tuition, regardless of the year of study, is calculated based on the date of submitting the request for interruption of studies, as follows:

- If the request for interruption of studies is submitted during the first semester the tuition fee due will be 50%;
- If the request for interruption of studies is submitted during the second semester the tuition cost is payable in full;

b. Net fee payment at the time of interruption of studies is calculated as the difference between the total fee payable and the total fee paid cumulatively from the beginning of the academic year to which any unpaid fees in previous academic years will be added.

**4. Student academic mobility from other institutions on tuition places.** Students who benefit from academic mobility will comply with the system established for the programme and year of study to which they were transferred. Students will pay the tuition established for the academic year in which the academic mobility was operated.

**5.** Candidates are entitled to a tuition fee refund or a refund of the instalment paid upon confirmation of place if they shift or are **redistributed from a tuition place to a state funded place** following the admission exam, as a result of the withdrawal of candidates initially admitted on state funded places, or as a result of supplementing the number of state funded places. A place is considered confirmed if the student pays in advance at least one instalment of the tuition fee and signs the learning agreement. Tuition fee refunds are granted based on a request made to the Faculty within three years of the date of tuition payment.

**6. In the event of a shift from state-funded to tuition-based places,** students in years 2, 3, and 4 who are on a regular track with no interruptions in their studies will pay the tuition fee equivalent to their class.

## ADDENDUM 2 - NOTICE ON PERSONAL DATA PROTECTION

Babeş-Bolyai University is a personal data operator, as defined in Article 4 para. 7 of the European General Data Protection Regulation 2016/679 (GDPR) and carries out operations or sets of operations whereby it processes personal data.

Please be informed that your personal data will be processed in accordance with the provisions of the Higher Education Law no. 199/2023 and its follow-up legislation.

For more information on the protection of student personal data, please click on the following link: <https://www.ubbcluj.ro/ro/politici/files/informare-PDCP-studenti-masteranzi-doctoranti-UBB-2024.pdf>.

You can also refer to the Babeş-Bolyai University Confidentiality Policy to learn more about how we provide personal data protection in compliance with GDPR: <https://www.ubbcluj.ro/ro/politici/>.

In order to ensure your personal data protection rights, you may contact the Data Protection Officer of the university.