



Translation from Romanian into English

**APPROVED
at the meeting of Senate of
Nicolae Testemitanu SUMPh
minutes no 3/5 of 05.06.2017**

**REGULATIONS
on the organization of academic mobility
at Nicolae Testemitanu State University of Medicine and Pharmacy
of the Republic of Moldova**

I. GENERAL PROVISIONS

1. The Regulation on the Organization of Academic Mobility (hereinafter Regulation) at Nicolae Testemitanu State University of Medicine and Pharmacy (hereinafter SUMPh) determines the way of participation of students, residents, doctoral students, postdoctoral students, (academic staff) in academic mobility programs at national and international level, as well as the participation of students in internships and educational-cultural exchange programs.
2. This Regulation is developed on the basis of provisions of the Education Code of the Republic of Moldova no.152 of 17 July 2014 (Articles 136 (g) and 148 (6)), the Regulation on the organization of studies in higher education based on the National Study Credit System (Order of Minister of Education No. 1046 of October 29, 2015), Regulation on the Organization of Higher doctoral Studies, Cycle III (Articles 135 and 136) approved by the Decision of Government of the Republic of Moldova no. 1007 of 10 December 2014 and in accordance with the Framework Regulation on Academic Mobility in Higher Education, approved by the Decision of Government of the Republic of Moldova no. 56 of 27 January 2014.
3. For the purposes of this Regulation, the terms used mean the following:
 - a) *European Higher Education Area (EHEA)* - virtual space of higher education created by the states participating in the Bologna Process;
 - b) *Academic mobility* - the process of realization of some cycles / periods of study or internships by students or teachers in an educational institution in the country or abroad;
 - c) *long-term mobility program* - a program that ends with obtaining a study document certifying a qualification level;
 - d) *short-term mobility program* - period of linguistics and research study, practical training, summer school, etc., which ends with the issuance of an academic certificate or, as the case may be, a certificate of participation;
 - e) *host university* - a higher education institution in the country or abroad where the



- student, teacher or manager carries out an academic mobility program;
- f) *university of origin* - the higher education institution of the Republic of Moldova where the student is admitted to a licentiate / master / doctoral program or in which the didactic staff perform their activity;
 - g) *partner universities* - universities, from the country and / or abroad, that collaborate to implement the academic mobility programs.
4. Academic mobility of students, doctoral students / post-doctoral students and academic staff is organized on the basis of:
- a) international treaties to which the Republic of Moldova is a party;
 - b) inter-university agreements / conventions;
 - c) the agreements concluded between SUMPh and institutions and organizations from the country and from abroad;
 - d) agreements / contracts concluded by doctoral studies institutions and universities / scientific centers abroad;
 - e) mobility programs offered by various states and international / regional institutions / organizations;
 - f) individual contracts.
5. The objectives of the mobility programs are:
- a) improvement of the quality and relevance of studies by strengthening international cooperation and increasing transnational access to the educational resources of other countries;
 - b) ensuring of competitive participation in building the Common European Higher Education Area, as defined by the Bologna Process;
 - c) compatibility of analytical programs applied in SUMPh with those existing in similar institutions at international level;
 - d) development and adaptation of educational services to the requirements of the extra-academic environment identified at international level;
 - e) development of the optimal framework for integration of training programs with scientific research;
 - f) formation of skills to shape and adapt to another learning, research and teaching environment;
 - g) organization of internships for students in educational and research institutions abroad;
 - h) development of the European dimension in higher education, acquisition of new knowledge in the fields in which they study, research, teach;
 - i) establishment of partnership relations in the field with enterprises, interested organizations, including the ones from abroad, according to the legislation in force;
 - j) internationalization of higher education and the support of inter-university



- cooperation;
- k) exchange of experience with academic, research or economic environments to ensure lifelong learning;
 - l) strengthening cultural identity in Europe by promoting the dimension of multiculturalism, openness and tolerance in education;
 - m) promotion of intensive cooperation between universities at all levels: integrated studies, residency, doctorate, postdoctoral studies;
 - n) promotion of transparency, compatibility and academic recognition of studies and qualifications obtained in other countries, thus encouraging the development of an open area of national and international cooperation in higher education;
 - o) promotion of image of the university and of the national culture outside the country.
6. The following types of studies and activities are developed within mobility programs:
- a) studies at the level of integrated / doctoral / residential / and postdoctoral studies during one semester / year of study;
 - b) research internships in the context of doctoral studies and postdoctoral programs;
 - c) summer schools;
 - d) internships;
 - e) research internships and exchange of experience for academic staff;
 - f) development and implementation of innovative teaching-learning-assessment-certification systems;
 - g) curriculum development programs (development within a national or international partnership of joint study programs at the initial and advanced level);
 - h) implementation of new curricula, courses and / or course modules.

II. ACADEMIC MOBILITY PROGRAMS ORGANIZED UNDER INTERNATIONAL TREATIES AND BILATERAL AGREEMENTS BETWEEN UNIVERSITIES

- 7. Mobility programs organized on the basis of international treaties and bilateral agreements between universities are usually finalized with a study document that certifies obtaining a qualification at the level of integrated / doctoral studies and regarding the activities carried out by the academic staff.
- 8. Participants in academic mobility programs based on the international education treaties signed by the Republic of Moldova with other states study and benefit from privileges and guarantees in accordance with the provisions of the respective treaties.
- 9. Recognition of the acts obtained under the respective programs is carried out in accordance with the provisions of the national legislation and international, bilateral / multilateral treaties to which the Republic of Moldova is a party.



III. INTERUNIVERSITY ACADEMIC MOBILITY OF STUDENTS, DOCTORAL STUDENTS, RESIDENTS AND POST DOCTORAL STUDENTS

10. Interuniversity mobility forms are:

- a) programe de studii realizate într-o universitate de peste hotare (pe durata unui semestru, unui an de studiu);
- b) linguistic and research internships, carried out in educational / research institutions abroad;
- c) internships abroad, based on institutional agreements, with enterprises, on the basis of individual contracts as well as on the basis of international programs.

11. Beneficiaries of the interuniversity mobility programs are Moldovan citizens, full-time students and doctoral students of all types of studies who meet the following conditions:

- a) perform a study program within the SUMPh, which finishes with the conferring of the title of doctor / doctor;
- b) have completed the first year of integrated studies or the first semester of doctoral studies;
- c) have academic results as follows: at least the average grade "8.5" in sessions for the humanist profile and "8" for the real profile;
- d) know enough (**B2 level**) the language of the study program or the language of the country in which the mobility is carried out;
- e) have no academic arrears and disciplinary sanctions.

12. The study period at the host university, including internships, is considered to be an integral part of the SUMPh study program if the host university's study program corresponds to at least **50%** of the SUMPh study program.

13. The mobility programs can be attended by students who have completed the integrated study program for the academic year / previous semester. Mobility can be organized for students in integrated studies starting with the second year of study, with the exception of the last year of study, and for doctoral studies starting with the second semester of the first year of study. For doctoral students, internships during the first year of study may not be longer than 30 days.

14. The number of credits accumulated by students during mobility is at least 30 for one semester and 60 for a year of study. Internships are quantified separately. Equivalence of credits is done at the faculty or doctoral level by an ad hoc commission for this purpose.

15. Students enrolled in studies with payment of tuition fees during the period of international mobility programs will continue to pay the fees at SUMPh.

16. Rights held as a student, such as a place funded by the State budget / full / partial exemption for payment of the tuition fee, scholarships, scholarships of excellence, social scholarships, other facilities will not be withdrawn during the mobility period.



17. The participant in the inter-university mobility program will hold an ECTS study contract, accompanied by the transcription of grades / extract from the student's record book. The ECTS study contract will be signed by three parties: the student participating in the program, the dean of the faculty and the host university, confirming the compatibility of the study programs and the commitment to its recognition.
18. The file of the student participating in the mobility program shall be assessed by the Department of Foreign Relations and European Integration, as appropriate, for recognition purposes within the SUMPh.
19. The file of the student in integrated studies participating in the mobility program includes the following:
 - a) student's application form;
 - b) ECTS study contract;
 - c) transcription of the grades / extract from the ECTS student's record book, documents recommended by the Implementation Guide for the National Study Credit System, approved in the manner established by the Ministry of Education;
 - d) CV in Europass format;
 - e) cover letter;
 - f) letter of recommendation;
 - g) certificate proving the knowledge of the language requested by the host institution;
 - h) other relevant documents (prizes, contests, participations, conferences, previous learning mobility).
20. The file of the doctoral student participating in the mobility program includes the following:
 - a) student's application form with the consent of the doctoral advisor;
 - b) documents proving the legality of the mobility (the scholarship received, the invitation of the university / host institution, co-tutoring contract etc.) and the sources of financing;
 - c) the activity plan during the period of mobility approved by the doctoral advisor / co-tutor (as the case may be).
21. The mobility file is approved by the Rector of the SUMPh upon the recommendation of the faculty / doctoral school / department.
22. If necessary, for international mobility programs, at the request of the Dean, the student presents an official document containing additional information on the educational system in which the mobility program, the scoring scale, the study program, duration, form of certification and recognition, took place. The said documents are issued by the host university or another competent authority in that country.
23. Under the financial autonomy, the SUMPh makes decisions, depending on the financial



possibilities, regarding the granting of financial support, the payment of the study fee and the offering of the scholarship to participants in mobility programs. These decisions are made on the basis of clear and transparent criteria established by the Senate of the University.

24. The courses provided in the mobility contract may be equivalent to those of the home institution's education plan, assimilable within the same field of study / study program acceptable as an alternative to existing courses.
25. Students enrolled in inter-university mobility programs benefit from automatic recognition of the study period, the number of ECTS credits, examination results and internships and / or other forms of assessment conducted in foreign universities.
26. The student involved in mobility programs on the basis of partnership agreements signed between the SUMPPh and other institution will present at return the report and proof of the activities carried out, the passed examinations and accumulated credits.
27. Transfer of ECTS credits, equivalence and documentation of student performance throughout the mobility period is done through the Transcription of grades / Extract from the student's ECTS record book, which reflects quantitatively and qualitatively the work done by the student. The student is not required to negotiate acceptance / recognition / equivalence with the teaching staff.
28. Equivalence of course units and credits will be done at faculty level, by a commission set up for this purpose. The Commission will draw up a report on which the supplement to the diploma will be completed.
29. Credits obtained at similar course units / modules as expected learning outcomes, content, eventual naming and extension (number of hours in the curriculum) are automatically equated within both mobility programs as well as student transfer from one higher education institution to another.
30. The student who chooses course units / modules with a content overlap of at least 2/3 accumulates the credits allocated to only one of them.
31. In order to liquidate the academic differences arising from mobility, and if students can not attend the examination sessions approved at the university level, additional screening sessions will be organized.
32. Based on the recommendations of the Dean of the Faculty / Director of the Doctoral School, the Rector of the SUMPPh issues the order for the student in integrated education to resume the study process, on return from the mobility program.
33. The student that did not complete the study program agreed under the ECTS study contract shall repeat the study program or pass the equivalence examinations, under the conditions laid down in the Regulation for the organization of studies in higher



education based on the National Study Credit System, approved by order of the Minister of Education.

34. In the case of inter-university cooperation agreements, according to mutually accepted criteria of the two universities, periods of study in other institutions in the country or abroad must be accorded academic recognition in accordance with the provisions of national legislation and international recognition regulations, including the number of transferable academic credits (ECTS), the results of exams and internships and / or other forms of assessment at the host university.
35. Passing of the final examination at integrated higher education can not be equated by mobility.
36. Acceptance, based on inter-university contracts, of visiting students for limited periods of time (usually one semester) requires an ad hoc recognition of previous studies.
37. Students may participate in academic mobility / research programs based on individual contracts, informing the Dean of the Faculty / Director of the Doctoral School about the content of the program, its duration and its purpose at the beginning of the year or the semester of study.
38. Participation in academic mobility programs individually is based on the Rector's order / permission, as a result of the submission of the application by the student approved by the Dean. In the case of doctoral students the application for mobility must be endorsed by the doctoral supervisor and the director of the Doctoral School.
39. Participants in academic mobility programs individually shall benefit from the academic recognition of the program under the terms of this Regulation only if mobility is relevant to the SUMPh's study.
40. Individual academic mobility programs that do not meet the requirements of this Regulation are recognized in accordance with national law and international recognition regulations.
41. Recognition, equivalence and documentation of student performance through various non-formal or informal activities (trainer and volunteer activity) is carried out at the faculty / doctoral level by the designated persons.
42. The courses promoted and other relevant activities (publications, participation in scientific forums, etc.) carried out within the framework of the mobility program are included in the student's Diploma Supplement, with the indication that the respective period of study was carried out within an academic mobility program /research. Courses that are not relevant to the SUMPh study program are recognized in the optional courses and constitute additional credits.



IV. MOBILITY OF ACADEMIC STAFF

- 43.** The objectives of the mobility of academic staff are:
- a) Ensuring of exchange of experience with the academic, research or economic environments for the continuous training and further development of the teaching and scientific-teaching staff;
 - b) carrying out of teaching and research activities in universities in the country and abroad;
 - c) development of new curricula, educational and training programs, teaching and methodical materials, and updating of existing curricula;
 - d) development of functional partnerships for education, training and research projects;
 - e) strengthening of cooperation between higher education institutions in areas of common interest;
 - f) promotion of the exchange of experience on methodology and techniques of teaching - learning - assessment and research;
 - g) internationalization of educational and research processes;
 - h) promotion of the SUMPh image abroad, etc.
- 44.** The rights and responsibilities of the participants in mobility program, of SUMPh and the host university and the duration of mobility programs for academic staff are set out in intergovernmental, inter-ministerial, inter-university agreements as well as in international programs / projects under which these programs are being achieved.
- 45.** The academic staff of the SUMPh can as well participate in mobility programs on the basis of individual contracts, concluded with educational institutions in the country and abroad, with own expenses.
- 46.** Only permanent academic staff of the USMF is eligible for inter-university mobility programs.
- 47.** Participation in mobility programs shall be carried out, with the agreement of the Head of the Subdivision and the Dean / Vice-Rector for Scientific Activity, based on the Order of the Rector of the SUMPh. The Human Resources Department is responsible for issuing the order.
- 48.** The SUMPh Board of Directors concludes with each employee an Agreement on Academic Mobility, which stipulates the teaching / research / professional development program within the host institution prior to the start of the mobility program.
- 49.** The SUMPh establishes with each member of academic staff the teaching / training / research program within the educational institution before the start of the mobility program. In case of the requirement to determine the knowledge of an international



communication language (according to the request of the host institution), the participant in the program is obliged to confirm his / her skills only to the specialist (the evaluator) appointed by the SUMPh Board, the qualification of whom is recognized by the host-institution, or by presenting an international certificate of language knowledge to the host-institution.

50. In the process of identifying and accepting mobility programs, preference is given to those who correspond to the objectives and mission of the SUMPh and finalizes with the development and publication of new didactic or scientific materials, the extension and consolidation of collaboration relations between institutions / faculties / departments / laboratories / centers and the promotion of new cooperation projects. These priorities are criteria for the selection of teaching and scientific staff for mobility programs following the submission of the Application Form for the competition.
51. The implementation of the mobility program for academic staff is usually certified by a document issued by the host-institution which will be recognized at the SUMPh.
52. Upon completion of the mobility program, the academic staff shall submit to the Department of Didactics and Academic Management, the Department of Science and the Human Resources Department the mobility document (certificate) issued by the host-institution and the report on the activities carried out.
53. The participation of academic staff in mobility programs is recognized, in accordance with the legal and normative regulations in force, for the continuing training and advancement in the teaching, research and managerial career.

V. PARTICIPATION OF STUDENTS IN INTERNSHIPS, WORKSHOPS AND EDUCATIONAL AND CULTURAL EXCHANGE PROGRAMS ABROAD

54. Students' participation in internships abroad, including educational, cultural and research exchange programs (workshops, summer schools, etc.), is carried out on the basis of:
 - a) international treaties to which the Republic of Moldova is a party;
 - b) international and interuniversity programs / projects;
 - c) contracts concluded by the SUMPh with institutions / organizations from abroad;
55. Integrated studies students may participate in the programs referred to in point 50 only during the period set according to the curriculum or during the summer holidays, if, according to the curricula, no other types of teaching-learning activities are foreseen. Doctoral students can participate in these activities from the second year of study, regardless of the time with the approval of the doctoral advisor and the Doctoral School.
56. Integrated studies and doctoral students, in full-time education, except for students in the last year of integrated studies and doctoral students from the first year of study, are eligible for educational and cultural exchange programs containing a component of paid



employment for a defined period of time, during the summer vacation.

- 57.** Participation in educational and cultural exchange programs, containing a component of paid employment for a definite period of time during the summer vacation, is allowed provided that the academic status of the student is concluded for the semester / academic year. The change of the terms of summer session is accepted on the basis of individual plans, approved by the faculty councils or the Doctoral School.
- 58.** The program participant is obliged to have medical insurance during the entire stay abroad and to return to the Republic of Moldova before the start of the academic year.

VI. ORGANIZATION OF ACADEMIC MOBILITY

- 59.** The organization and promotion of mobility programs at the institutional level is coordinated by the Department of External Relations and European Integration, together with the coordinators of the academic mobility appointed within each faculty and the doctoral school, having the following tasks:
- a) identification of mobility projects / programs;
 - b) dissemination of information on mobility programs to which students, residents, doctoral students, post-doctoral students, researchers and academic staff can apply;
 - c) organization of the information and training activities of the candidates;
 - d) determination, as the case may be, of the procedures for the selection of candidates to be validated by the Faculty Councils;
 - e) development and implementation of the mechanism for monitoring and evaluation of the activity of students, residents, doctoral students, post-doctoral students, participants in mobility programs;
 - f) monitoring of the progress of mobility programs and their results; assessing the impact of mobility;
 - g) counseling of participants who apply for mobility programs, internships and educational and cultural exchange.
- 60.** Until September 30 of each year, the Department of Foreign Relations and European Integration presents reports on mobility programs carried out during the previous academic year.