SPECIFIC METHODOLOGY
for the organization and conduct of the Admission Examination
to Bachelor's and Master's Degree Programs
at the Faculty of Mathematics and Informatics
in the July and September 2025 admission sessions

EDITION	Name, surname, position		Number of article and paragraph modified / added	Endorsed	Approved by HS	REVISION
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1. PURPOSE

The purpose of this methodology is to describe the procedures for organizing and conducting the Admission Examination for Bachelor's and Master's degree programs, as well as the specific admission criteria, within the Faculty of Mathematics and Informatics.
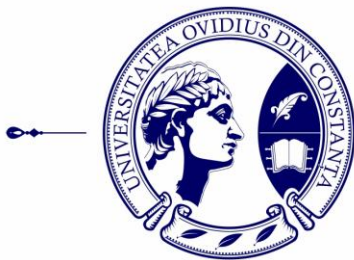
2. SCOPE

This methodology applies to the Faculty of Mathematics and Informatics for the admission examination to Bachelor's and Master's degree programs for the academic year 2025-2026.

3. REFERENCE DOCUMENTS

3.1 Regulation on the organization and conduct of the admission examination for Bachelor's and Master's degree programs at "Ovidius" University of Constanța.

4. DEFINITIONS AND ABBREVIATIONS

Abbreviation	Abbreviated Term
FMI	Faculty of Mathematics and Informatics
CF	Faculty Council
CA	Administrative Council of Ovidius University of Constanța
UOC	Ovidius University of Constanța
FTX	Tuition-free
CTX	With tuition fee

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5. DESCRIPTION OF ACTIVITY

5.1 GENERAL CONSIDERATIONS

Article 1
The admission examination is organized and conducted in accordance with the provisions of this methodology.

Article 2
The admission examination to the Faculty of Mathematics and Informatics is held in two sessions, under identical procedural conditions, during the months of July and September. The second session is organized only if there are unfilled tuition-free (FTX) or tuition-based (CTX) places remaining after the first session, and no later than September 30.
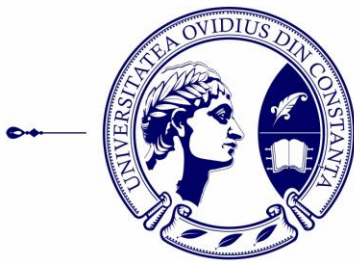
Article 3
Bachelor's and Master's degree programs at the Faculty of Mathematics and Informatics are offered exclusively in full-time learning format (IF), on tuition-free (FTX) and tuition-based (CTX) places (payable in RON or EURO). The allocation of FTX and CTX places for each study program is approved by the Faculty Council (CF), the Administrative Council (CA), and the Senate of Ovidius University of Constanța (UOC), and is published both on the notice board and on the official admission webpage: https://fmi.univ-ovidius.ro/admitere/

5.2 ORGANIZATION AND CONDUCT OF THE ADMISSION EXAMINATION

A. Bachelor's Degree Studies

Article 4. Educational Offer:

Field of Study	Bachelor's Degree Program	Type of Study	Total Number of Transferable Credits	Language of Instruction	Enrollment Capacity
	Informatics	Full-time (FT)	180	Romanian	150
	Informatics in English	Full-time (FT)	180	English	60
Mathematics	Mathematics informatics	Full-time (FT)	180	Romanian	75

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Article 5. Specific Criteria (Selection and Tie-breaking) for Admission to Bachelor's Degree Studies

a. Selection criteria for Romanian citizens and citizens of the EU, EEA, and the Swiss Confederation:

- *High school graduate with a Baccalaureate diploma or certificate.*
- *Passing the eliminatory evaluation with the grade "Admitted": the Letter of Motivation.*
- *The admission average is calculated to two decimal places (without rounding), based solely on the results of the Baccalaureate examination, according to the following formula:*

$$\textbf{\textit{Admission Average}} = \frac{85 \times N1 + 15 \times N2}{100}, \text{ where}$$

N1 = the overall average obtained in the Baccalaureate Examination or its equivalent, converted in accordance with Order of the Ministry of Education OMENCTS no. 3223/08.02.2012 and OMEN no. 3473/17.03.2017.
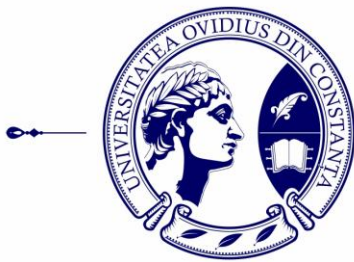
N2 = the higher of the two grades obtained in Mathematics and Informatics or their equivalent in the Baccalaureate Examination. If one of the grades is missing, a value of 0 will be assigned in the corresponding field of the online platform. Grade equivalency is determined by conversion in accordance with OMENCTS no. 3223/08.02.2012 and OMEN no. 3473/17.03.2017.

Applicants to the *Computer Science program taught in English* must certify their English language proficiency through a language certificate at a minimum B1 level, as specified in Annex 1 of the Regulation on the Organization and Conduct of the Admission Examination at Ovidius University of Constanța – 2025, or by providing proof of passing the English language proficiency test at the Baccalaureate Examination, with a minimum level of B1. Language proficiency certificates in English at minimum B1 level, issued by entities other than Ovidius University of Constanța (UOC), as listed in Annex 1 of the aforementioned Regulation, will be verified and validated by the Faculty of Letters of UOC. Candidates are required to upload the validation proof issued by the Faculty of Letters. Language proficiency in English may also be certified during the Admission Examination by obtaining a minimum B1 level following an eliminatory test organized by the Faculty of Letters at Ovidius University of Constanța. Candidates are exempt from taking the English language proficiency test if they can provide official documents proving that they have previously completed pre-university, undergraduate, or master's studies entirely taught in English.

b. Tie-breaking criteria for Romanian citizens and for citizens of the EU, EEA, and the Swiss Confederation with the same admission average are as follows:
1. The higher grade between Mathematics and Computer Science obtained in the Baccalaureate Examination.
2. The grade obtained in the first written test of the Baccalaureate Examination.

c. Selection criteria for international applicants who pay tuition fees in foreign currency (EUR):

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The admission average is equal to the Baccalaureate average or its equivalent, or the average of the high school years – in countries where the Baccalaureate examination is not held. Where applicable, the grade equivalency is determined by conversion in accordance with OMENCTS no. 3223/08.02.2012 and OMEN no. 3473/17.03.2017.

Participation in the admission process for international applicants is subject to the receipt of the certificate of recognition of the diploma, or the letter of acceptance issued by the relevant authorities of the Ministry of Education, prior to the completion of the admission registration period.
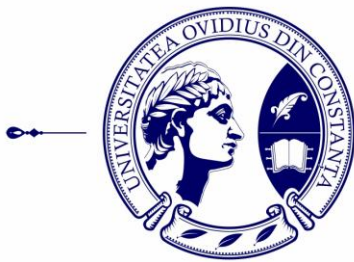
d. Tie-breaking criteria for international applicants who pay tuition fees in foreign currency (EUR) and have the same admission average are as follows:
1. The average grade from the final year of high school, or its equivalent, converted in accordance with OMENCTS no. 3223/08.02.2012 and OMEN no. 3473/17.03.2017.
2. The average grade from the penultimate year of high school, or its equivalent, converted in accordance with OMENCTS no. 3223/08.02.2012 and OMEN no. 3473/17.03.2017.

Article 6. Regulations Regarding Enrollment in Bachelor's Degree Studies

1. Enrollment is carried out online via the platform https://admitereonline.univ-ovidius.ro/, according to the approved admission calendar.
2. Candidates are required to declare, under their own responsibility, the number of years they have benefited from state-funded education, if they have previously attended another Bachelor's degree program, regardless of the higher education institution.
3. To register, candidates must create an account on the platform and upload all required documents, including proof of payment of the registration fee. The registration form and examination ID are generated automatically upon completion of all steps. The registration form serves as a preliminary contract until the study contract is signed (if the candidate is declared admitted).
4. The application file (for registration) must include the following documents (in PDF or JPG format):

a. Birth certificate;
b. Identity card;
c. Marriage certificate, for married applicants (who have changed their name);
d. Baccalaureate diploma obtained in Romania or its equivalent, or for the 2025 graduating class, the Baccalaureate certificate if the diploma has not yet been issued by the time of registration; Applicants holding a Baccalaureate diploma, equivalent diploma, or certificate (for the 2025 cohort) that does not clearly state the overall Baccalaureate average (including the grades for all examination components) will not be registered for the admission competition.
e. A certificate attesting the applicant's status as a student in a Bachelor's degree program, specifying the funding type (tuition-free or tuition-based) for each academic year in which the

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applicant has been or is currently enrolled, issued by a state or private higher education institution (if applicable);

f. A document certifying any academic distinction obtained in national subject-based Olympiads (if applicable);

g. A medical certificate issued within the past 6 months, by the general practitioner or the school doctor, confirming that the applicant is medically fit for the field or program of study to which they are applying; for applicants with disabilities, the medical certificate stating "fit for university studies" must be accompanied by the official disability classification certificate.

h. A recent color photo, ID card/passport-style, in image format (JPG);

i. The original Letter of Motivation, signed by the applicant;

j. GDPR declaration (regarding personal data protection);

k. Statement on own responsibility regarding the authenticity and consistency between the digital/scanned documents uploaded to the platform and the original documents;

l. Declaration of intent to enroll in Level I of the psycho-pedagogical training module during their studies, for applicants applying for places allocated to teacher training.
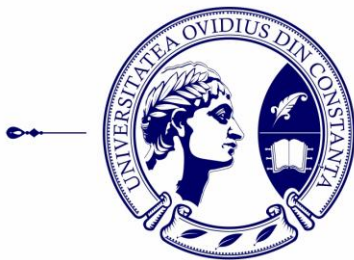
(5) By completing the application form, the candidate acknowledges having read and understood the Regulation on the Organization and Conduct of the Admission Examination at Ovidius University of Constanța, this Specific Methodology, and agrees to regularly check all communications related to the admission process.

(6) Candidates must indicate the field of study, the degree program, and the funding type (FTX – tuition-free or CTX – tuition-based) they wish to apply for, according to their preferences. Graduates from *rural high schools* may also apply for special places allocated by the Ministry of Education (MEC) for rural applicants; admission to these places is based on the order of preferences stated in the application form. In the admission results list, alongside the general descending average ranking, such candidates will be marked with the note "RUR" in a separate column.

(7) Candidates coming from the *child protection system* may also apply for special places allocated by the Ministry of Education (MEC) for this category. Admission will be based on the order of preferences indicated in their application form. In the admission results list, in accordance with the descending order of the general average, such candidates will be marked with the note *"SPS"* in a separate column.

(8) Candidates of Roma ethnicity may also apply for the special places allocated by the Ministry of Education (MEC) for this category. Applications are submitted based on a file that includes the required documents, as specified in the Regulation on the Organization and Conduct of the Admission Examination for Bachelor's and Master's Degree Studies at Ovidius University of Constanța, July and September 2025 sessions.

(9) Candidates may also apply for places specifically allocated for *teacher training*, with admission based on the order of preferences stated in their application form. In the admission results list, according to the descending order of the admission average, these candidates will be marked with the note "CD" in a separate column.

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(10)   Based on the Collaboration Protocol no. 8240/15.06.2022, *Ovidius University of Constanţa* offers study places for students benefiting the **Romanian Intelligence Service (SRI)**, in accordance with the programs listed in the official offer available here: https://fmi.univ-ovidius.ro/admitere/studii-licenta/
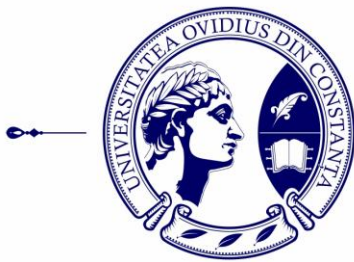These places are state-funded within the limit approved by the Ministry of Education. Candidates wishing to apply for such places must follow the procedures described in the *Applicant's Guide*, available on the faculty website at the same link above. Admission to these places is based on the order of options indicated in the application form. In the admission results list, respecting the descending order of the admission average, such candidates will be marked with the note "Admitted SRI" in a separate column.

(11)   Candidates who are admitted to a specific program and wish to withdraw from other admission competitions they have registered for must submit a formal withdrawal request prior to the update of the intermediate lists. As a result, they will be excluded from the ranking in those other programs during the update of the intermediate results.

(12)   Participation in the admission process by Romanian citizens who have completed their studies abroad, as well as by foreign citizens, is conditional upon holding a Certificate of Recognition and/or, where applicable, a Letter of Acceptance for the Baccalaureate diploma issued by the Ministry of Education (MEC), prior to the deadline of the admission registration period set in the admission calendar for the July or September session. These candidates must upload to the admission platform a scanned copy of the Baccalaureate diploma, its certified translation, and the Certificate of Recognition issued by CNRED or the Letter of Acceptance issued by the Ministry of Education (as a single PDF file). Failure to provide these documents will result in the invalidation of the submitted application on the platform.

Article 7. Regulations Regarding the Results and Enrollment of Admitted Candidates to Bachelor's Degree Studies

(1) The results of the admission examination will be published on the faculty website: https://fmi.univ-ovidius.ro/admitere/, after the completion of the registration period. The initial lists will display the outcome of the eliminatory test — Admitted / Rejected — based on the evaluation of the Letter of Motivation uploaded to the platform.

(2) The evaluation of the Letter of Motivation is conducted by a committee of two members, approved by the Faculty Council (CF), the Administrative Council (CA), and the Senate of Ovidius University of Constanţa (UOC).

(3) **The initial results**, which include the admission average and serve as the basis for candidate ranking, will be published according to the approved admission calendar.

(4) **The intermediate results** are periodically updated in accordance with the approved admission calendar, until all places are filled or the list of candidates is exhausted.

(5) Candidates are required to regularly consult the faculty website: https://fmi.univ-ovidius.ro/admitere/ for announcements regarding the enrollment procedure and schedule, as well as the updates of the intermediate results lists.

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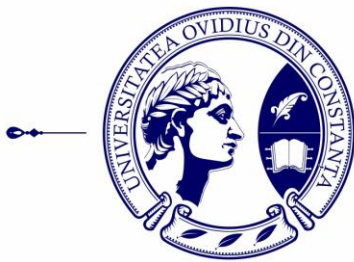UNIVERSITATEA OVIDIUS DIN CONSTANŢA

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(6) A candidate declared admitted may benefit from state-funded tuition (FTX) for only one Bachelor's degree program, by **submitting the original documents to the faculty registrar's office at the time of enrollment.**

(7) An admitted candidate is required to confirm the place accepted through the platform**,** after which physical enrollment at the faculty office must be completed. Confirmation via the platform does not exempt the candidate from completing enrollment in person at the faculty. Otherwise, the occupied place will be released.

(8) **Enrollment** takes place in person, at the faculty's headquarters, according to the approved calendar, and involves submitting the standard enrollment form along with the personal file (preferably in an A4 envelope), which must include the following documents:

a. Birth certificate – copy with certification of conformity to the original;

b. Identity card – simple (uncertified) copy;

c. Marriage certificate – for married applicants (who have changed their name), copy with certification of conformity to the original[1];

d. Baccalaureate diploma obtained in Romania or its equivalent, or for the 2025 graduating class, the Baccalaureate certificate if the diploma has not yet been issued by the date of enrollment;

e. Certificate attesting the applicant's status as a student in a Bachelor's degree program, specifying the type of funding (FTX or CTX) for each academic year in which the applicant has been or is currently enrolled, issued by a state or private higher education institution (if applicable);

f. Document certifying any academic distinctions obtained in national subject-based Olympiads (if applicable);

g. Medical certificate issued within the past 6 months, either by the general practitioner or the school doctor (general medicine), certifying that the applicant is medically fit for the field or study program to which they are applying;

h. Two recent color photographs, ID card/passport-style.

i. Proof of payment for the first installment of the annual tuition fee, in accordance with the study contract, for candidates admitted to tuition-based (CTX) places;

j. Registration form and admission ID, generated by the online platform;

k. The original Letter of Motivation, signed by the candidate;

l. GDPR declaration;

m. Statement on own responsibility confirming the authenticity and consistency between the scanned documents uploaded to the platform and the original documents;

n. Declaration of intent to enroll in Level I of the psycho-pedagogical training module

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[1] In accordance with Government Emergency Ordinance no. 41/2016 on simplifying administrative procedures at the central public administration level and amending certain normative acts, the requirement to submit notarized copies of documents in the application file is eliminated. Instead, documents will be certified for conformity with the original by members of the Admission Committee responsible for registration, who are designated to perform this certification. It is expressly stated that certification is carried out exclusively based on the presentation of the original document by the candidate, not based on a notarized copy.

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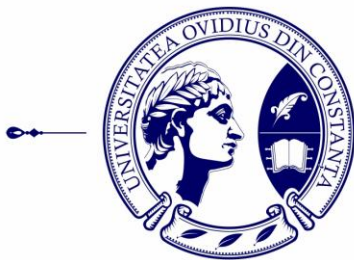E-mail: rectorat@univ-ovidius.ro - Web page: www.univ-ovidius.ro

during the study period, for candidates applying for places allocated to teacher training.

(9) Upon enrollment, candidates declared admitted are required to sign the study contract, which will be added to the student's personal file. Those occupying tuition-based places must also pay the annual tuition fee for the first year of study, either in full or in installments, according to the terms of the study contract.

(10) Foreign candidates or Romanian citizens who graduated from high school abroad in 2025 must present certified translations of all educational documents into Romanian, English, or French, including the Baccalaureate diploma. If the candidate does not submit the final Baccalaureate diploma or the certificate/letter of recognition by the last day of enrollment for the current session (July/September), the confirmed place will be released and the enrollment will be cancelled by the university. If the candidate is unable to submit the certified translations at the time of registration, documents written in a widely accepted international language (English or French) will be accepted temporarily. The certified Romanian translations must be submitted either at enrollment or within one month after enrollment.

(11) A candidate admitted to multiple study programs must choose the one to be funded by the state by submitting the original Baccalaureate diploma and, where applicable, the recognition certificate or an original certificate stating the previous funding status of a completed university program.

(12) Candidates applying for Bachelor's degree programs who, during their high school years, received awards (1st, 2nd, 3rd prize or honorable mention) at school Olympiads recognized by the Ministry of Education — at the national or international level, or 1st prize at the county level in Mathematics or Computer Science, are entitled to register without taking the admission exam, for tuition-free (FTX) places.

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B. Master's Degree Studies

Article 8. Educational Offer of the Faculty of Mathematics and Informatics for Master's Degree Studies:

Field of Study	Master's Degree Program	Type of Study	Total Number of Transferable Credits	Language of Instruction	Enrollment Capacity
Informatics	Distributed Multimodal Virtual Environments	Full-time (FT)	120	Romanian	**100**
	Cybersecurity and Machine Learning (English-taught)	Full-time (FT)	120	English	
Mathematics	Advanced School Mathematics	Full-time (FT)	120	Romanian	**50**

Article 9. Specific Criteria (Selection + Tie-breaking) for Admission to Master's Degree Studies

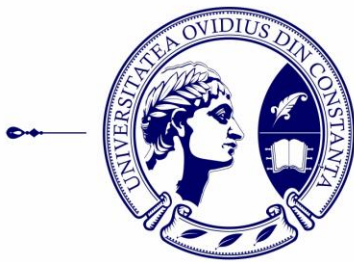*a. Selection criteria for Romanian citizens and for citizens of the EU, EEA, and the Swiss Confederation:*
- Graduate with a Bachelor's degree diploma or equivalent certificate.
- Admission is based on a competitive oral examination, consisting of the presentation of an essay evaluating field-specific knowledge.
- The admission average is calculated to two decimal places (without rounding), using the following formula:

Admission Average $= \dfrac{75 \times N1 + 25 \times N2}{100}$,

where: N1 = overall average obtained in the Bachelor's graduation exam (or the equivalent score, converted in accordance with OMENCTS no. 3223/08.02.2012 and OMEN no. 3473/17.03.2017);

N2 = grade obtained in the oral admission examination.

Applicants to *the Cybersecurity and Machine Learning program (English-taught)* must certify their English language proficiency with a language certificate at a minimum B1 level,

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as specified in Annex 1 of the Regulation on the Organization and Conduct of the Admission Examination at Ovidius University of Constanța – 2025.

Certificates in English language proficiency (minimum B1 level), issued by institutions other than Ovidius University of Constanța (UOC) and listed in Annex 1 of the same Regulation, will be verified and validated by the Faculty of Letters at UOC. Candidates must upload the proof of validation issued by the Faculty of Letters.

Language proficiency may also be recognized during the Admission Examination by passing an eliminatory English language proficiency test, organized by the Faculty of Letters of UOC. Candidates are exempt from taking the English language proficiency test if they can provide official documents proving they have previously completed Bachelor's or Master's studies taught in English.

b. Tie-breaking criteria for Romanian citizens and for citizens of the EU, EEA, and the Swiss Confederation with the same admission average:

1. Overall average obtained in the Bachelor's graduation examination.
2. Cumulative GPA (Grade Point Average) from all years of undergraduate study.
3. Graduation average for the final year of undergraduate studies.

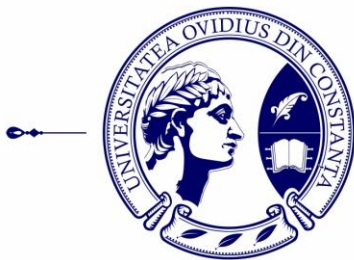c. *Selection criteria for international applicants who pay tuition fees in foreign currency:*

$$\textbf{Admission Average} = \frac{75 \times N1 + 25 \times N2}{100}, \text{ where:}$$

N1 = Average from the Bachelor's graduation examination (or its equivalent score, converted in accordance with OMENCTS no. 3223/08.02.2012 and OMEN no. 3473/17.03.2017);
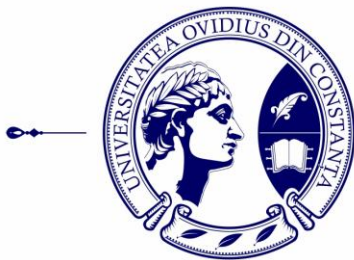N2 = Grade obtained in the oral admission examination.

d. Tie-breaking criteria for international applicants who pay tuition fees in foreign currency and have the same admission average:

1. Overall average obtained in the Bachelor's graduation examination (or its equivalent score, converted in accordance with OMENCTS no. 3223/08.02.2012 and OMEN no. 3473/17.03.2017);
2. Overall average of undergraduate study years from all undergraduate study years (or its equivalent score, converted in accordance with OMENCTS no. 3223/08.02.2012 and OMEN no. 3473/17.03.2017);
3. Graduation average for the final year of undergraduate studies (or its equivalent score, converted in accordance with OMENCTS no. 3223/08.02.2012 and OMEN no. 3473/17.03.2017).
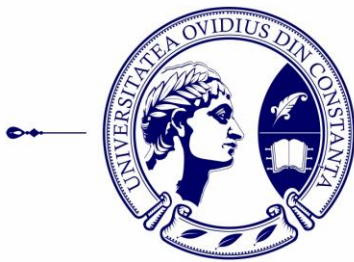
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Article 10. Regulations Regarding Enrollment in Master's Degree Studies

1. Enrollment is carried out online via the platform https://admitereonline.univ-ovidius.ro/, according to the approved admission calendar.
2. Candidates are required to declare, under their own responsibility, the number of years they have benefited from state-funded education, if they have previously completed another Master's program, regardless of the higher education institution attended.
3. To register, candidates must create an account on the platform and upload all required documents, including proof of payment of the registration fee. The registration form and admission ID are generated automatically after completing all steps. The registration form serves as a pre-contract until the study contract is signed (if the candidate is declared admitted).
4. The application file (registration) must include the following documents (in pdf or jpg format):

> a. Birth certificate;
> b. Identity card;
> c. Marriage certificate – for married applicants (who have changed their name);
> d. Baccalaureate diploma;
> e. Bachelor's diploma or graduation certificate (for the 2025 cohort);
> f. Certificate attesting the applicant's status as a Master's student, specifying the type of funding (FTX or CTX) for each academic year in which the applicant has been or is currently enrolled, issued by a public or private higher education institution (if applicable);
> g. Transcript of records or diploma supplement;
> h. Medical certificate issued within the last 6 months by the general practitioner, certifying that the applicant is medically fit for the field or study program to which they are applying;
> i. A recent color photograph, ID/passport-style, in image format (JPG);
> j. GDPR declaration;
> k. Declaration of conformity, confirming the authenticity and consistency between the digital/scanned documents uploaded to the platform and the original documents;
> l. Language proficiency certificate (minimum B1 level) for candidates applying to programs taught in English.

5. By completing the application form, the candidate acknowledges having read and understood the Regulation on the Organization and Conduct of the Admission Examination at Ovidius University of Constanța, as well as this Specific Methodology, and agrees to regularly monitor all communications related to the admission process.

6. Candidates must indicate the field of study, the Master's degree program, and the type of funding (FTX – tuition-free or CTX – tuition-based) they wish to apply for, according to their preferences.

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Article 11. Instructions for the Organization, Administration, and Evaluation of the Oral Admission Examination for Master's Degree Studies

1. Admission to Master's degree programs at the Faculty of Mathematics and Informatics is based on a competitive examination, during which field-specific knowledge is assessed through an oral examination**.**

2. The oral examination evaluation committees are approved by the Faculty Council (CF), the Administrative Council (CA), and the Senate of Ovidius University of Constanța (UOC)**.**

3. It is strictly prohibited to include in any admission-related committee persons who have relatives up to the second degree among the candidates.

4. The oral examination will take place after the completion of registration, in accordance with the admission calendar. The examination will be held in the language of instruction of the respective Master's program. For international candidates, the oral examination may be conducted online, ensuring equal access for all registered applicants.

5. The date, time, and room assignments for the oral examination will be announced on the Faculty of Mathematics and Informatics website. This information will be posted no later than the day before the oral examination and is the responsibility of the Faculty Admission Committee.

6. On the day of the oral examination, the secretary of the faculty admission committee will hand over to the presidents of the evaluation committees the individual evaluation sheets for each committee member, and a centralized evaluation sheet listing all candidates to be assessed. Each committee member will record the grade awarded to the candidate on their individual evaluation sheet. At the end of each examination day, the secretary of the oral examination committee will centralize all grades on the centralized sheet and calculate each candidate's oral examination grade. Individual evaluation sheets are signed by each respective committee member. The centralized evaluation sheet is signed by the entire oral examination committee, then submitted along with all individual sheets to the secretary of the technical admission committee at the faculty level.

7. During the oral examination, the candidate presents a scientific essay, prepared in advance, and answers the questions posed by the members of the oral evaluation committee.

8. The scientific essay must be developed in accordance with the specialized topics and structure outlined in the Essay Preparation and Formatting Guide, which is approved by the Faculty Council and published on the Faculty of Mathematics and Informatics website, for each Master's degree program.

9. Each member of the oral examination committee (including the committee chair and excluding the committee secretary) assigns the candidate a whole number grade from 1 to 10**.** The candidate's grade for the oral examination is calculated as the arithmetic means of the grades awarded by the committee members, using two decimal places (without rounding)**.**

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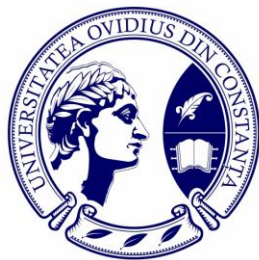E-mail: rectorat@univ-ovidius.ro - Web page: www.univ-ovidius.ro

10. In awarding the grade, each committee member will consider: the quality of the written essay, the clarity of the oral presentation, the candidate's ability to synthesize information, any original results (if applicable), and the relevance of the bibliography used.
11. Appeals are not permitted for the oral examination.
12. The results of the oral examination will be posted on the faculty website.

Article 12. Regulations Regarding the Results and Enrollment of Candidates Admitted to **Master's Degree Studies**

1. The results of the admission examination will be published on the Ovidius University of Constanța website and on the faculty website: https://fmi.univ-ovidius.ro/admitere/.
2. The initial results lists, including the ranking of candidates in descending order of the admission averages, will be prepared separately for each Master's degree program.
3. Intermediate lists may be updated throughout the entire enrollment period, in cases where candidates declared admitted do not submit their enrollment confirmation in writing at the faculty registrar's office or technical admission committee, in accordance with the approved calendar.
4. Candidates are required to regularly check the faculty website https://fmi.univ-ovidius.ro/admitere/ for announcements related to the enrollment procedure and schedule.
5. A candidate declared admitted may benefit from state-funded education for only one Master's degree program, by submitting the original documents to the faculty **at the time of enrollment.**
6. **Enrollment** takes place in person, at the faculty headquarters, according to the approved calendar, and involves submitting the standard enrollment form along with the personal file (preferably in an A4 envelope), which must contain the following documents:
    a. Birth certificate – copy with certification of conformity to the original[2];
    b. Identity card – simple copy;
    c. Marriage certificate – for married applicants (who have changed their name), copy with certification of conformity to the original;
    d. Baccalaureate diploma in original;
       Candidates who are also applying to other study programs or who are already enrolled in a higher education institution must present the original Baccalaureate diploma for certification of conformity by the members of the admission committee, or submit a notarized copy of the diploma.
    e. Bachelor's diploma in original or copy with certification of conformity to the original, or graduation certificate (for the 2025 cohort);

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[2] *In accordance with Government Emergency Ordinance no. 41/2016 on the implementation of simplification measures at the level of central public administration and for the amendment and completion of certain normative acts, the requirement to submit notarized copies of documents in the application file is eliminated. Instead, documents will be certified for conformity with the original by designated members of the Admission Committee at the place of enrollment. It is explicitly stated that this certification process is carried out exclusively based on the presentation of the original document by the candidate (and not on a notarized copy).*
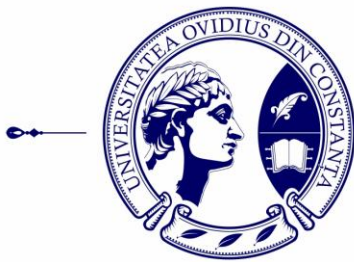
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f. Certificate confirming the status of Master's student, specifying the type of funding (FTX or CTX) for each academic year in which the applicant has been or is enrolled, issued by a state or private higher education institution (if applicable);

g. Transcript of records or diploma supplement – original or copy with certification of conformity to the original;

h. Medical certificate issued within the last 6 months by the general practitioner, confirming that the applicant is medically fit for the respective field or study program;

i. Two recent color photographs, ID card/passport-style;

j. Proof of payment for the first installment of the annual tuition fee, according to the study contract, for candidates occupying tuition-based (CTX) places;

k. Registration form and admission ID, generated by the online platform;

l. GDPR declaration (regarding personal data protection);

n. Language proficiency certificate, minimum B1 level, for candidates admitted to programs taught in English.

7. Upon enrollment, candidates declared admitted are required to sign the study contract, which will be attached to the student's personal file. Those admitted to tuition-based places must also pay the annual tuition fee for the first year of study, either in full or in installments, according to the provisions of the study contract.

8. If one of the Master's programs is not organized, admitted and enrolled candidates may be reassigned to another program, only at their written request and with the approval of the Faculty Council (CF).

9. Candidates admitted to the Advanced School Mathematics program are recommended to enroll at the time of registration in Level I and/or Level II of the psycho-pedagogical training module, as applicable.

10. Foreign candidates or Romanian citizens who graduated from university abroad in 2025 must submit, at registration and later at enrollment, certified translations into Romanian, English, or French of all educational documents, including the final Bachelor's diploma. If the candidate does not submit the final Baccalaureate diploma or the certificate/attestation of recognition of studies by the last day of enrollment for the current session (July/September), the confirmed place will be released, and the university will proceed with the cancellation of enrollment. If the candidate is unable to submit the required certified translations at the time of registration, only documents issued in a widely accepted international language (English or French) will be temporarily accepted. The certified Romanian translations must be submitted either at enrollment or within a maximum of one month after enrollment.

5.3 FINAL PROVISIONS

Article 13

1. The faculty technical admission committee holds full responsibility for the organization and conduct of the admission examination.
2. This methodology is displayed on the faculty bulletin board and on the official website: https://fmi.univ-ovidius.ro/admitere/.
3. The results of each examination component will be communicated via display on the faculty bulletin board and on the official website: https://fmi.univ-ovidius.ro/admitere/.
4. The Faculty of Mathematics and Informatics ensures access to the admission process for persons with disabilities, specific learning disorders, or special educational needs. Candidates with such conditions may request the adaptation of the admission examinations to their specific needs by submitting an online request to: secretariat_fm@univ-ovidius.ro, using Annex 3 of the Regulation on the Organization and Conduct of the Admission Examination at Ovidius University of Constanța – 2025. The request must specify the candidate's individual circumstances and needs.

This methodology was approved by the Faculty Council of the Faculty of Mathematics and Informatics, by Decision HCFMI no. 21 dated 25.03.2025.
It was also approved by the Administrative Council of Ovidius University of Constanța, by Decision HCA no. ....../..........., and by the Senate of Ovidius University of Constanța, by Decision HS no. ....../............

Date: March 25, 2025

Dean,
Assoc. Prof. Aurelian Nicola, Ph.D.