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**Reference documents:**

*Higher Education Act no. 199/23*

*Public Finances Law no.500/2002 subsequently amended and supplemented*

*The Charter of the George Emil Palade University of Medicine, Pharmacy, Science and Technology of Târgu Mureș*

# FINANCIAL RULES OF THE UNIVERSITY

## Regulation Code: UMFST-REG-57

### Edition 03

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<i>Date of enforcement:</i>	<i>31 May, 2024</i>
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## Chapter I. General provisions

**Art. 1.** The present Regulation establishes the financing general framework of the George Emil Palade University of Medicine, Pharmacy, Science and Technology of Târgu Mureș.

**Art. 2.** The financial rules of the university are made in accordance with the Higher Education Law no. 199/2023, the Public Finances Law no. 500/2002 and the Charter of the George Emil Palade University of Medicine, Pharmacy, Science and Technology of Târgu Mureș.

## Chapter II. University budget

**Art. 3.** The administration of revenues and their use is ensured by the university on the basis of the revenue and expenditure budget, drawn up under balanced conditions, in accordance with the criteria established by the Ministry of Education. The revenue and expenditure budget includes the financial resources for achieving the objectives included in the strategic plan of the university for the respective financial year.

**Art. 4.** The George Emil Palade University of Medicine, Pharmacy, Science and Technology of Târgu Mureș submits the draft budget of revenue and expenditure to the Ministry of Education, for approval.

**Art. 5.** The revenue and expenditure budget is based on efficiency criteria, ensuring the achievement of the proposed indicators, in accordance with the provisions of the University Charter. For extra-budgetary activities, separate revenue and expenditure budgets are drawn up, and they are included in the revenue and expenditure budget of the institution.

## Chapter III. University revenues

**Art. 6.** The George Emil Palade University of Medicine, Pharmacy, Science, and Technology of Târgu Mureș operates as an institution financed by the funds allocated from the state budget, extra-budgetary revenues and from other legal sources, including internal or external loans and donations in compliance with the law.

**Art. 7.** The revenues of the George Emil Palade University of Medicine, Pharmacy, Science, and Technology of Târgu Mureș consist of:

- a. amounts allocated from the budget of the Ministry of Education, on a contract basis, for basic funding, complementary funding and additional funding, funding of objectives and other investment expenses, funds allocated on a competitive basis for institutional development, funds allocated for inclusion, scholarships and social protection of students, funds for doctoral grants, funds for special situations, subsidies for students' local public transport;
  - b. from own revenues, interests, donations, sponsorships and taxes collected, in compliance with the law, from natural persons and legal entities, Romanian or foreign, and from other sources;
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c. non-reimbursable external funds.

According to the university autonomy, these revenues are used in order to achieve the objectives of the university within the framework of the national policy in the field of higher education and scientific research. All funding resources of the university are considered its own revenues.

**Art. 8.**

(1) The revenues of the university, according to their nature and source, consist of:

a. amounts allocated from the budget of the Ministry of Education on a contractual basis for basic funding, for scholarship funds, for students' social protection, for institutional development, as well as for financing investment objectives;

b. amounts allocated from the budget of the Ministry of Education on the basis of a complementary contract for:

- subsidies for accommodation and meals;
- funds allocated basically for priorities and specific rules for endowments and other investment expenses and capital repairs;
- funds allocated for scientific research, including specific investments, research and development institutes and for research and development stations that operate within the structure or under the coordination/subordination of the University;
- allocated funds for university sports clubs;
- funds allocated for botanical gardens;
- funds allocated for the pre-university education units within the structure and under the University's subordination;
- funds allocated for pre-university education units of the hospital school type, according to the law;
- funds allocated for medical units, including dental and university pharmacies within the structure and/or under the University.

c. own revenues from taxes collected in compliance with the law from natural and legal persons, Romanian or foreign:

- admission, registration and re-registration fees;
  - tuition fees and penalties, in case of non-payment of fees on time, for undergraduates, master students and PhD students;
  - transfer fees;
  - taxes for retakes, recovery of practical activities, transfer examination, transferable credits in the following year;
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- fees for issuing certificates, academic records, curriculum, discipline syllabus, issuing study documents in emergency;
  - fees for habilitation, teaching positions, academic ranks;
  - ISBN fee; publication of an article in a medical journal;
  - other income and taxes from the delivery of services and other activities
- d. domestic or international sponsorships and donations, in accordance with the legal provisions in force;
- e. incomes from the scientific research activity;
- f. incomes (taxes) from the students' contribution for dormitories and canteens;
- g. incomes from the capitalization of the products obtained from its own activity;
- h. amounts received from the EU / other donors on account of payments made and pre-financing (non-reimbursable external funds).

(2) The basic financing of the University is carried out through study grants, calculated on the basis of the average cost per student, per field, per study cycle and per teaching language. Study grants will be allocated as a priority to those fields that ensure the sustainable and competitive development of society. The University can use the amounts from the basic funding, in a maximum percentage of 10% of its value, for investment expenses, for the benefit of the educational process, research, innovation and entrepreneurship, in accordance with the Methodology adopted by order of the Minister of Education.

(3) The scholarship and social protection fund of the University students is allocated by the Ministry of Education according to the number of students from the full-time education, without tuition fees. Students benefit from the following forms of scholarships:

- a. Olympic/international excellence scholarships;
- b. performance grants;
- c. scholarships;
- d. scholarships for dual education;
- e. scholarships for teaching master's degree;
- f. social scholarships;
- g. special scholarships, granted by the university, based on a methodology approved by the University Senate;
- h. sports performance scholarships.

The university can complete the scholarship fund from its own extrabudgetary income. The university senate annually approves the criteria for granting scholarships, in accordance with the Regulation on the granting scholarships and other forms of social support for students.

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(4) To stimulate institutional excellence and study programs the University can benefit additional funding, granted from public funds by the Ministry of Education based on the criteria and quality standards established by the National Council for the Financing of Higher Education,.

#### **Art. 9**

(1) Extra-budgetary revenues is constituted from:

- a. incomes obtained from research activity;
- b. tuition fees;
- c. incomes from the provision of services;
- d. income from interests, from rentals and from operations with non-reimbursable external funds;
- e. income from the microproduction activity;
- f. other legal incomes

(2) Revenues from contract-based research activity are realized through:

- a. national and international research grants, won through competition;
- b. participation in research programs financed by European funds;
- c. partnership in scientific projects or in design and expertise activities with institutions from the country and abroad;
- d. fundamental and applied research programs concluded with public institutions and other economic operators, from the country and abroad.

## **Chapter IV. University expenditures**

**Art. 10.** The amounts received from the Ministry of Education and Research for basic funding are used by the university for:

- a. staff costs: salaries for teaching staff, auxiliary teaching and non-teaching staff, research staff involved in the development of study programs, bonuses, health insurance fund, other legal contributions, domestic and international travel;
- b. material expenses: maintenance and household expenses, expenses for materials and functional services, research expenses related to study programs, inventory items, current repairs, books and publications, staff development, protocol, work safety, etc.;
- c. expenses for supporting educational and human resource development projects;
- d. expenses directed by the higher education institutions for the development of a study program.



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**Art. 11.** The amounts, with special destination, allocated from the Ministry of Education and Research on the basis of the institutional and complementary contract are used by the university, according to the provisions of the contract, for:

- a. scholarships and students' social protection;
- b. financing new and further investment objectives;
- c. financing capital repairs, equipment and other investment expenses;
- d. subsidies for accommodation and meals.

**Art. 12.** The own revenues from taxes collected under the conditions of the law from natural and legal persons, Romanian or foreign, are used for:

1. staff costs: salaries for teaching staff, auxiliary teaching and non-teaching staff, research staff involved in the development of study programs, bonuses, health insurance fund, other legal contributions, domestic and international travel;
2. material expenses: maintenance and household expenses, expenses for materials and functional services, research expenses related to study programs, inventory items, current repairs, books and publications, staff development, protocol, work safety, etc.;
3. capital expenditures (new and further investment objectives; capital repairs, equipment and other investment expenditures);
4. scholarships and students' social protection.
5. allocating amounts from the university's own revenues for financial support of the activities provided in the projects managed by UMFST:
  - UMFST's own contribution (co-financing) assumed within the projects;
  - expenses where is no immediate availability of funding in the ongoing project budgets in order to ensure the continuity of the planned activities;
  - expenses declared ineligible by guidelines/regulations or financing instructions, but assumed by UMFST;
  - other categories of unforeseen expenses, necessary for the development of the projects, but for which the approved budgets do not foresee expenses.

The project director assumes responsibility for the way of allocating, managing and recovering the advanced amounts from own revenues for carrying out the activities provided in the project.

**Art. 13.** The revenues from the scientific research activity are used according to the provisions of the research contracts.

**Art. 14.** The revenues from sponsorships and donations are used according to the provisions of the sponsorship contracts.

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**Art. 15.** The incomes of student dormitories and canteens (taxes and subsidies) are used for:

1. staff costs: salaries for teaching staff, auxiliary teaching and non-teaching staff, research staff involved in the development of study programs, bonuses, health insurance fund, other legal contributions, domestic and international travel;
2. material expenses: maintenance and household expenses, expenses for materials and functional services, research expenses related to study programs, inventory items, current repairs, books and publications, staff development, protocol, work safety, etc.;
3. capital expenditures (new and further investment objectives; capital repairs, equipment and other investment expenditures);

**Art. 16.** The amounts received from the EU / other donors on account of payments made and pre-financing (non-reimbursable external funds) are used according to the provisions of the financing contracts.

## **Chapter V. The way of presenting university's expenses within the revenue and expenditure budget**

**Art. 17.** The expenses are presented in the budget according to their nature and destination, by financing sources, by articles and paragraphs, according to the statutory budgetary classification in force.

**Art. 18.** The personnel expenses, by each financing source, include:

1. expenses with salaries (basic salaries, bonuses, delegation and relocation allowances, other salary entitlements);
2. salary expenses in kind (meal vouchers);
3. social contributions related to salaries.

**Art. 19.** The expenses for goods and services, by each financing source, include:

- a. maintenance and household expenses (water-sewerage-sanitation, electricity, methane gas, postal services and telecommunications, etc.);
  - b. expenses related to materials and services for functional requirements (office supplies, cleaning materials, spare parts, fuels, laboratory materials);
  - c. research expenses related to study programs;
  - d. inventory items;
  - e. current repairs;
  - f. books, publications and documentary materials;
  - g. professional development and training of the staff;
  - h. protocol, advertising and publicity;
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i. insurance premiums and work safety, etc;

**Art. 20.** Capital expenditures include;

1. new constructions, rehabilitations and capital repairs to existing constructions;

2. independent facilities:

- machinery, equipment and means of transport
- furniture, office equipment and other tangible assets
- other fixed assets.

**Art. 21.** Other expenses: scholarships and expenses for students' social protection.

## **Chapter VI. Final provisions**

**Art. 22.** The present Regulation is approved and modified by the decision of the University Senate.

*The Senate of the George Emil Palade University of Medicine, Pharmacy, Science and Technology of Târgu-Mureș approved this Regulation on 30 May, 2024 date on which it enters into force 31 May, 2024.*