



Reference documents:

Higher Education Act 199/2023

Law no. 26/2004 on good conduct in scientific research, as subsequently amended and supplemented;

Charter of the G. E. Palade of University of Medicine and Pharmacy, Science, and Technology of Târgu Mureș

Ministry of Education and Research Order No. 3.019/2025 for the approval of the minimum national standards necessary and mandatory for the award of the title of associate professor and professor in higher education, as well as the habilitation certificate

Ministry of Education Order No. 3020/2024 Framework regulation regarding university doctoral studies

Order no. 3998/2024 for the approval of the Methodology for granting the habilitation certificate

MECTS Order No. 6129/2016 on the approval of the minimal standards for conferring teaching degrees in higher education

Law No. 53/2011 on the Labour Code (O. G. 345/18 May 2011)

Decisions of the University Senate regarding the definition of some terms used in the evaluation of teaching and scientific activity" code UMFST-TERMENI-120 dated 28 March 2024 Decision no. 8 minute no. 3313

**REGULATION OF IOSUD WITHIN
THE GEORGE EMIL PALADE UNIVERSITY OF MEDICINE,
PHARMACY, SCIENCE, AND TECHNOLOGY OF TÂRGU
MUREȘ FOR ORGANIZING AND CONDUCTING THE
PROCESS FOR OBTAINING THE HABILITATION
CERTIFICATE**

**Regulation Code: UMFST-REG-77
Edition 10**

Drafted by	Prof.dr. Rodica Bălașa - Director of C.S.U.D. Prof.dr. Lucian Pușcașiu - Director of C.S.D. - DSMPH Prof.dr. Iulian Boldea – Director of SDLS	Date: February 24, 2025
Verified by	The Administrative Board Manuela Sălăgean - Legal adviser	Date: February 26, 2025
Approved by	The University Senate	Date: March 05, 2025

Date of entry into force:

March 06, 2025

Date of withdrawal:



Chapter I. General provisions

Art. 1.

- (1) The habilitation is the certification of a person's ability to conduct doctoral theses.
- (2) The habilitation certificate is granted by order of the Minister of Education and Research, at the proposal of the National Council for Attestation of University Titles, Diplomas and Certificates.
- (3) Those who obtained the right to conduct a doctorate prior to the entry into force of the Higher Education Act no. 199/2023, with subsequent amendments and additions, as well as persons who obtain the qualification certificate and become members of a doctoral school within an institution organizing university doctoral studies, hereinafter referred to as IOSUD, on the basis of an individual employment contract.
- (4) Only those who have a PhD. degree and who meet the IOSUD standards, approved by the university Senate can apply to obtain the habilitation certificate. The IOSUD standards cannot deviate from the minimum national standards defined in art. 156 para. (1) from the Higher Education Act no. 199/2023, with subsequent amendments and additions, and approved by order of the Minister of Education and Research. IOSUD standards are superior or equal to national minimum standards.
- (5) The habilitation exam consists in the public defense of the habilitation thesis in front of a specialized commission, hereinafter referred to as the habilitation commission, within the respective IOSUD, appointed by Council for University Doctoral Studies (CSUD)
- (6) The habilitation thesis reveals the candidate's teaching and research capabilities and achievements. The thesis presents in a documented manner the professional achievements obtained after the conferment the title of Doctor of Science, which proves the originality and relevance of the academic, scientific and professional contributions and which anticipates an independent development of the future research and/or university career.
- (7) The qualification process has two stages: the first, at the level of an institution organizing doctoral university studies (IOSUD), and the second, at the level of the Ministry of Education and Research.

The process of obtaining the qualification certificate is supported and administered by the Ministry of Education and Research through a platform, through the Executive Unit for the Financing of Higher Education, Research, Development and Innovation (UEFISCDI) with the role to ensure the exchange of information in electronic format.

The purpose for the collection and processing of data related to obtaining the authorization certificate through the platform are:

- a. organizing and carrying out the process of obtaining the habilitation certificate;
 - b. processing for statistical, scientific research or other purposes, at the request of the MER, in accordance with the legal provisions;
- (8) The public defence of the habilitation thesis in order to obtain the habilitation certificate is made within the Institution Organising Doctoral University Studies IOSUD within the George Emil Palade University of Medicine, Pharmacy, Science, and Technology of Târgu Mureș, in the field targeted by the candidate, out of the three specialised fields of the Doctoral School of Medicine and Pharmacy: Medicine, Dental Medicine and Pharmacy, respectively five fields of the School Doctoral Letters, Humanities and Applied Sciences: Philology, History, Engineering and Management and Computer Science and Business Administration.
 - (9) The doctoral supervisors are evaluated periodically, once every 5 years. The evaluation procedures are established by the ME, at the proposal of the CNATDCU. as well as an internal evaluation of the I.O.S.U.D.
 - (10) The recovery of the quality of doctoral supervisor can be obtained after at least 5 years from its loss, at the proposal of IOSUD, based on an internal evaluation report, whose assessments are validated by an external evaluation performed by CNATDCU.



Art. 2.

- (1) The regulation for the organization and conduct of the process of obtaining the habilitation certificate constitutes the legal framework for acquiring the quality of doctoral scientific supervisor.
- (2) The regulation for organizing and conducting the process of obtaining the qualification certificate is developed by the CSUD and approved by Senate of G.E. Palade UMPHST Tg. Mures.

Chapter II. The habilitation thesis, criteria, the file and structure of habilitation board

Art. 3.

- (1) The habilitation thesis presents brief and documented:
 - a) the main published/patented original scientific results or the professional achievements made public by the candidate in scientific, didactic, sports research, artistic creation, after conferring the doctorate, in the targeted doctoral field. The thesis indicates the evolution of the academic, scientific and professional career, as well as its main development directions, in the global context of significant and current scientific achievements in the specialist field of the author of the habilitation thesis;
 - b) the candidate's individual ability to coordinate research teams, to organize and manage teaching activities, to explain and facilitate learning and research.
- (2) The candidate can choose to make the habilitation thesis in Romanian language, in this case it will be accompanied by a summary in English language, or in an official language of the European Union, in which case it will be accompanied by a summary in Romanian.
- (3) The habilitation thesis is defended in a public session in Romanian language or in an official language of the European Union.
- (4) After the public defence, the specialized committee for the evaluation of the habilitation thesis adopts a resolution to admit or reject the habilitation thesis, accompanied by a reasoned justification of the decision taken. The resolution shall be signed by each member of the habilitation committee, including by electronic means, shall be included in the candidate's file and uploaded on the official IOSUD website.

Art. 4.

- (1) In order to enrol in the process of granting the certificate of habilitation to become a scientific supervisor, the candidate must meet minimal standards identical to the standards for the title of university professor, respectively CS I, established by CNATDCU, and approved by order of the Minister of Education and Research, as well as the specific criteria and standards of G. E. Palade UMPHST of Târgu Mureș. A candidate's scientific performance is assessed only for the scientific activity after obtaining the title of Doctor of Science.
- (2) The Doctoral Schools within the IOSUD and G. E. Palade UMPHST of Târgu Mureș impose specific requirements and demands regarding the obtaining of the habilitation certificate and the acceptance / co-optation of new doctoral supervisors. Candidates outside of the G. E. Palade UMPHST of Târgu Mureș, employees of other universities or research institutes and who obtain the certificate of habilitation and apply for affiliation to one of the Doctoral Schools within the IOSUD of the G. E. Palade UMPHST of Târgu Mureș, will sign a commitment (Annex 12) that they will remain affiliated to the Doctoral School within IOSUD of the G. E. Palade UMPHST of Târgu Mureș for a minimum period of 4 years, with the completion of at least one doctoral thesis within the Doctoral School.



- (3) The criteria for obtaining the habilitation certificate for the Doctoral Schools within the IOSUD and the G. E. Palade UMPHST of Târgu Mureș are the CNATDCU criteria in force, as well as the *specific criteria and standards imposed by IOSUD of G.E. Palade UMPHST of Tg. Mures.*

Specific criteria and standards imposed by IOSUD of G.E. Palade UMPHST of Tg. Mures:

In Medicine and Pharmacy fields:

-The applicant must have the status of first author of at least 5 ISI articles with IF among the mandatory ones as main author, the type of articles is unrestricted and it is possible to equate an ISI article with IF with a patent in the field in which the habilitation was applied for (as lead author in the case of publications with more authors with equal contribution shall be considered only as defined in UMFST-REG-05; UMFST-TERMENI-120 Ed. 03);

- the candidate must have at least 5 of all ISI articles that are of original research type, and in the case of at least 3 of them (the Original Research) he/she must be the first author;

In Dental Medicine field, of the 8 mandatory ISI articles as lead author (the lead author status in the case of publications with equal contributors is only considered in accordance with the definition in UMFST-REG-05), at least 5 of all ISI articles need to be of original research type, and in at least 3 articles, the candidate must be first author;

- 1 grant / project won through competition, in the field for which the candidate is applying (M, DM, Ph.), as project director;

Starting with the 2026-2027 academic year, OMEC no. 3.019/2025 will be apply for obtaining the habilitation certificate, approving the national minimal standards necessary and mandatory for conferring the title of associate professor and full professor in higher education, as well as for the habilitation certificate.

Art. 5.

- (1) **The file of the candidate** for granting the habilitation certificate and accepting to supervise the doctoral activity within the Doctoral Schools within the G. E. Palade UMPHST of Tg. Mureș, include, at least, the following documents (the included materials will be presented both in written and electronic format in synthetic form, printed on both sides, without free spaces):
- a) the standard application for the habilitation, addressed IOSUD of G. E. Palade UMPHST of Tg. Mureș, handwritten with capital letters and legible (Annex 01);
 - b) a statement regarding the fulfilment of the minimal standards established by the CNTADCU and approved by Order of the Minister of Education and Research, as well as the specific ones, and originality of the scientific papers from the list of papers (Annex 02);
 - c) the form of verification of the fulfilment of the national minimal criteria and the specific ones, depending on the targeted field (Annexes 03, 04., 05, 06, 07, 08);
 - d) list of the portfolio of scientific works considered relevant by the candidate, developed in the targeted doctoral field; minimum 5 and maximum 10; relevant scientific papers are uploaded in extenso to the platform;
 - e) proof of the grant / research project as director (if stipulated in the standards of the targeted field);
 - f) proof of the HIRSCH index;
 - g) curriculum vitae and list of papers, signed by the candidate;
 - h) the summary of the habilitation thesis;
 - i) a copy of the doctoral degree diploma and, if applicable, a copy of the certificate of recognition or equivalence thereof;
 - j) personal identification documents, in simple copy: the identity document, the proof of the name change in case the name written on the diploma no longer coincides with the one in the identity document;
 - k) the habilitation thesis, in printed and electronic format (prepared according Annex 10).



- (2) When creating the candidate's habilitation file, IOSUD creates the candidate's profile, including the field of doctoral university studies aimed for obtaining the qualification certificate. IOSUD, through the doctoral school with the field requested by the candidate, verifies the candidate's file, as well as the fulfillment of the standards established by IOSUD, which cannot be below the level of the minimum necessary and mandatory national standards developed by CNATDCU and approved by order of the Minister of Education, in accordance with the provisions own methodology regarding the organization and development of the process of obtaining the qualification certificate.
- (3) The electronic file of the candidate, uploaded on the platform dedicated to the habilitation process by IOSUD, after defending the thesis, includes the following documents:
 - a) the sheet of fulfillment the IOSUD standards provided for in art. 1 paragraph (4), assumed by the candidate and approved by the doctoral school and IOSUD, in the field requested by the candidate;
 - b) the CV of the candidate;
 - c) list of works;
 - d) the list of the portfolio of scientific works considered relevant by the candidate, developed in the targeted doctoral field; minimum 5 and maximum 10; relevant scientific works are uploaded in extenso to the platform;
 - e) the doctor's degree or the certificate of recognition or equivalence of the doctor's degree obtained abroad, in a copy conformed to the original;
 - f) personal identification documents, in simple copy: identity document, proof of name change, in case the name on the doctor's diploma no longer coincides with the one in the identity document;
 - g) habilitation thesis;
 - h) summary of the qualification thesis;
 - i) the composition of the qualification commission, approved by IOSUD at the proposal of the doctoral school;
 - j) CVs of the members appointed by IOSUD for the qualification commission;
 - k) the authorized translation into Romanian language, if the documents in the candidate's file are not in Romanian or English language;
 - l) the report of the habilitation commission with the proposal to accept the habilitation thesis;
 - m) IOSUD address regarding the transmission of the electronic file for evaluation at the CNATDCU.
- (4) The introduction of false information in the application files for habilitation constitutes a deviation from the norms of ethics and deontology in the activity of communication, publication, dissemination and scientific popularization, in accordance with the provisions of art. 168 para. (2) lit. c) from the Higher Education Act no. 199/2023, with subsequent amendments and additions.
- (5) The documents in electronic format pdf from the candidate's file are conformed to the original by qualified / advanced electronic signature by the persons designated by IOSUD, are uploaded to the platform by IOSUD and form the electronic file of the candidate. Through the electronic signature, IOSUD assumes responsibility for the conformity with the original of the documents included in the candidate's electronic file, including the conformity of the documents in electronic format with those in printed format.
- (6) IOSUD is responsible for the correctness of the uploaded data.
- (7) The phases of the process of obtaining the habilitation certificate are presented in Annex 11 - Synopsis.



Art. 6.

- (1) The commission appointed by CSUD is composed of 3 full members and 2 alternate members, recognized specialists in the field targeted by the candidate, holding the position of PhD supervisor and who isn't in the situation of conflict of interest.
- (2) At least 2 of the members of the habilitation commission and, at least one substitute member works outside the IOSUD who organizes the process of obtaining the habilitation certificate and including outside the institution from which the candidate comes, if those are different.
- (3) If any of the full members of the habilitation commission is unable to exercise his duties, he shall be replaced by one of the 2 alternate members.
- (4) All the full members of the habilitation commission participate at the public meeting of the defence the habilitation thesis.
- (5) By exception to the provisions of para. (4), in well-justified situations, specified in IOSUD's own methodology, at most one member of the qualification commission can participate online.
- (6) The proposal of the qualification committee becomes a document in the candidate's electronic file and is signed electronically.

Art. 7.

- (1) The procedure for carrying out the process of obtaining the certificate of habilitation has the following steps:
 - ✓ the submission by the candidate of the application file in order to obtain the habilitation certificate;
 - ✓ verification of the habilitation thesis in the anti-plagiarism system of the G. E. Palade UMPHST of Tg. Mureș;
 - ✓ verification of the fulfillment of the national minimum criteria and standards and of the specific criteria and standards by the 2 members of the C.S.D. and the favourable or unfavourable approval of the submitted file (Annexes 03, 04, 05, 06, 07, 08);
 - ✓ the approval of the qualification commission by IOSUD at the proposal of the Doctoral School
 - ✓ defence of the habilitation thesis within a maximum of 90 days from the appointment of the habilitation committee by IOSUD
 - ✓ publication on the Doctoral School website <https://umfst.ro/info-studenti/doctorat/scoala-doctorala-de-medicina-si-farmacie/abilitare/criterii-si-documente-abilitare/> (depending on the Doctoral School concerned) of the following documents: **curriculum vitae** and **the list of works**, **the verification sheet** regarding the fulfillment of the minimum criteria and standards, **the summary of the habilitation thesis** and **the composition of the habilitation committee**, the **date and place of the defense**;
 - ✓ the specialised board for the defence of the habilitation thesis examines the habilitation file submitted by the candidate, before the public defence, and may request the candidate to provide copies of the scientific papers or other documents relevant to his / her scientific activity;
 - ✓ the specialised board for the defence of the habilitation thesis examines the habilitation file submitted by the candidate, before the public defence, and may request the candidate to provide copies of the scientific papers or other documents relevant to his / her scientific activity;
 - ✓ After the public defence, the habilitation committee adopts a resolution to admit or reject the habilitation thesis, accompanied by a reasoned justification of its decision. The resolution is signed by each member of the habilitation committee, including electronic signature, and its included in the candidate's file and uploaded on the official IOSUD website.
 - ✓ The resolution of admission or rejection of the habilitation thesis pronounced by the habilitation committee, is sent by the CSUD to the University Senate for validation together with the file submitted by the candidate.



- ✓ If the reasoned resolution of the habilitation committee is to reject the habilitation thesis, within 5 days after the validation of the resolution by the university Senate, the IOSUD communicates the report of the habilitation committee to the candidate.
 - ✓ If the resolution of the habilitation committee is to admit the habilitation thesis and it is validated by the university Senate, the higher education institution transmits the habilitation thesis file to the CNATDCU in order to proceed with the habilitation process at the Ministry of Education and Research.
 - ✓ The electronic documents in.pdf format from the candidate's file are conformed to the original by qualified / advanced electronic signature by the persons designated by IOSUD, and they are uploaded on the platform by IOSUD and form the electronic file of the candidate
 - ✓ The platform notifies the Technical Secretariat, which is set up at the level of the Ministry of Education and Research through the specialized directorate that manages the relationship with the CNATDCU, about the uploading by the IOSUD the candidate's file, which is electronically signed by the person designated by the IOSUD and contains the resolution of the habilitation committee with the proposal to validate/admit the habilitation thesis.
- (2) The technical secretariat verifies the administrative composition of candidate's electronic file uploaded on the by IOSUD platform within maximum 15 days, and it's required to notify the institutions which sent the files with about any registration errors or missing documents. Within a maximum 5 days IOSUD completes the candidate's file.
 - (3) Based on the CNATDCU's decision granting the habilitation certificate, which represents the opinion for the issuance of the order, the Technical Secretariat initiates to issue of the order of the Minister of Education and Research granting the habilitation certificate.
 - (4) The Technical Secretariat shall forward the order of the Minister of Education and Research regarding the grant of the habilitation certificate to the IOSUD where the habilitation was defenced, with the obligation for this institution to communicate it to the candidate within 15 days.
 - (5) Owners of the habilitation certificate will be able to carry out their doctoral supervision activity after their co-optation within one of the Doctoral Schools of IOSUD of G.E. Palade UMPHST of Tg. Mureș.
 - (6) If the CNATDCU proposal is not to grant the habilitation certificate, within a maximum of 15 days the platform notifies IOSUD about the CNATDCU decision and the synthetic evaluation of the report. Within 5 days IOSUD notifies the candidate about CNATDCU decision and the summary evaluation report.
 - (7) The candidate has 30 days from the date receiving of the notification to formulate an appeal against the decision of the CNATDCU.
 - (8) In case of failure and rejection of the candidate's file for not meeting the minimum necessary and mandatory standards for the habilitation, is recommended for the candidate to submit a new habilitation file at least one year after the communication of the decision.
 - (9) After the order is issued, the habilitation file, in printed format, shall be archived by IOSUD and the electronic format of the file shall permanently remain on the platform.

Chapter III. Final and transitional provisions

Art. 8.

- (1) IOSUD and the Technical Secretariat on their website monthly updates two documents:
 - a) a document that includes the persons authorized by the institutional approach of IOSUD;
 - b) a document that includes the persons with the right to conduct doctorates within IOSUD, mentioning of the legal basis of which this right was acquired.



- (2) IOSUD of G. E. Palade UMPHST of Tg. Mureș will charge an habilitation fee, in order to cover the expenses for organising and defending the habilitation theses. The amount of the fee is determined by the decision of the Senate of the G. E. Palade UMPHST of Tg. Mureș, at the proposal of the Administrative Board.

The Senate of the G. E. Palade UMPHST of Tg. Mureș approved this regulation on March 05, 2025 and it enters into force on March 06, 2026.

Annexes:

- Annex 01: Standard application for defend the habilitation thesis: UMFST-REG-77-F01-Ed.10 (*filled with handwritten capital and legible letters*)
- Annex 02: Candidate's self-responsibility declaration: UMFST-REG-77-F02-Ed.10 (*filled handwritten with capital and legible letters*)
- Annex 03: Form of fulfilment of the minimum and specific standards in the field of Medicine, Dental Medicine and Pharmacy: UMFST-REG-77-F03-Ed. 10
- Annex 04: Form of fulfilment of the minimum and specific standards in the field of Philology: UMFST-REG-77-F04-Ed. 10
- Annex 05: Form of fulfilment of the minimum and specific standards in the field of History and Cultural Studies: UMFST-REG-77-F05-Ed. 10
- Annex 06: Form of fulfilment of the minimum and specific standards in the field of Engineering and Management: UMFST-REG-77-F06-Ed. 10
- Annex 07: Form of fulfilment of the minimum and specific standards in the field of Computer science: UMFST-REG-77-F07-Ed. 10
- Annex 08: Form of fulfilment of the minimum and specific standards in the field of Business Administration: UMFST-REG-77-F08-Ed.10
- Annex 09: Report of the specialised board on the evaluation of the habilitation thesis: UMFST-REG-77-F09-Ed.10
- Annex 10: Guide for the elaboration of the habilitation thesis UMFST-REG-77-F10-Ed.10
- Annex 11: Synopsis on the phases of the process of obtaining the habilitation certificate UMFST-REG-77-F11-Ed.10
- Annex 12: Statement of external specialists, affiliated to the Doctoral School of the IOSUD of the G. E. Palade UMPHST of Tg. Mureș - UMFST-REG-77-F12-Ed.10
- Annex 13: Application form for co-optation within the IOSUD of the G. E. Palade UMPHST of Târgu Mureș - UMFST-REG-77-F13-Ed.10



**GEORGE EMIL PALADE UNIVERSITY OF MEDICINE, PHARMACY,
SCIENCE AND TECHNOLOGY
OF TÂRGU MUREȘ**

**Approved,
RECTOR,
Prof.dr. Leonard AZAMFIREI**

FULFILMENT OF MINIMAL CRITERIA AND STANDARDS*

YES

NO

**APPLICATION FORM
to defend the habilitation thesis**

The undersigned
course holder in, within the department..... ,
of the Faculty of.....on the position of....., I
hereby request the defence of the habilitation thesis in the field of doctoral studies.

I request that the process of obtaining the habilitation in the field....., will take
place within the Doctoral Schoolwithin the IOSUD of the
G. E. Palade UMPHST of Tg. Mureș.

Affidavit, I declare that the information presented in this application form and in the habilitation file
corresponds to reality.

Date,

Candidate,

*To be completed by the Director of the CSUD only after verification and approval of the candidate's file by the CSD



AFFIDAVIT

on fulfilment of the national and specific minimal criteria and standards

The undersigned _____, resident of _____, street _____, no.____, county _____, employed by _____, as _____, Discipline _____
Departament _____ Faculty _____,

Affidavit, knowing the consequences of the false declaration under private signature, stipulated by the Criminal Code, I hereby declare the following:

The entire scientific activity declared in the file for obtaining the habilitation certificate respects the norms of good conduct in the research activity, as they are defined by Law no. 206/2004 on good conduct in scientific research, technological development and innovation, the Charter of the George Emil Palade University of Medicine, Pharmacy, Science, and Technology of Târgu Mureș and the Code of Ethics and Professional Conduct of the George Emil Palade University of Medicine, Pharmacy, Science and Technology of Târgu Mureș.

In this respect, none of the scientific achievements mentioned in this dossier presents: **represent:**

- Making false results or data, falsification of experimental or clinical data;
- Elements of plagiarism or self-plagiarism, including multiple publication of the same results;
- Publications in which, using my capacity as main author, I have included in the list of authors persons who have not contributed to the completion of those works or who have not been requested to be included in the list of authors nor have removed authors who have contributed to the work;
- Publications in which I have been mentioned as a co-author without having made a significant contribution to that publication;
- Co-authored publications containing falsified or fabricated data.

I have taken note of the fact that the identification of situations of the above-mentioned category during the process of obtaining the habilitation certificate or after its completion, regardless of the time elapsed since the habilitation, involves notifying the University Board of Ethics and Conduct, applying the decided sanctions, therefore, the annulment of the obtained certificate and the notification of the competent bodies insofar as the respective deviations represent crimes according to the criminal law.

Date,

Candidate,



VERIFICATION FORM ON FULFILMENT OF MINIMAL STANDARDS for the process of obtaining the habilitation certificate

(page 2 is completed by the CSD only after checking and approving the candidate's file)

I. INFORMATION ON THE CANDIDATE

LAST NAME _____ FIRST NAME _____

Current teaching degree _____

Discipline _____ Departament _____

Faculty _____ University _____

II. INFORMATION ON THE FULFILMENT OF THE HABILITATION CONDITIONS

PhD in _____ Confirmed by Order no. _____

Resident doctor / pharmacist / specialist / mayor _____ Confirmed by Order no. _____

III. DIGITAL DATA ON THE FULFILMENT OF THE NATIONAL MINIMUM CRITERIA AND STANDARDS (art. 4 paragraph 3)

Habilitation Certificate Last name, first name	ISI articles with IF as main author		ISI articles with IF co-author		BDI articles as main author (since the latest promotion - only DM)		HIRSCH Index (only M; Ph)		FCiAP (only M; Ph)	
	Minimum	Achieved	Minimum	Achieved	Minimum	Achieved	Minimum	Achieved	Minimum	Achieved
	10 (M; Ph) 8 (DM)		5 -	- -	- 20	- -	6 -	- -	10 -	- -

IV. DIGITAL DATA REGARDING THE FULFILMENT OF THE SPECIFIC CRITERIA AND STANDARDS (art.6 paragraph 3 letter b)

Habilitation Certificate Last name, first name	ISI articles with IF Fields of M, Ph		ISI articles with IF Field of DM		ISI articles Original Research		Grant / Research project	
	lead author (type of articles unrestricted)		lead author (type of articles unrestricted)		original research / lead author		Director	
	Minimum	Achieved	Minimum	Achieved	Minimum	Achieved	Minimum	Achieved
	5		3		5/3	/	1	

Patent equivalence (if appropriate): YES NO

I hereby confirm that the information mentioned above is real and refers to my own professional and scientific activity.

Date

Candidate



VERIFICATION FORM
ON FULFILMENT OF MINIMAL STANDARDS
for the process of obtaining the habilitation certificate
(page 2 is completed by the CSD only after checking and approving the candidate's file)

I. INFORMATION ON THE CANDIDATE

LAST NAME _____ FIRST NAME _____
Current teaching degree/ scientific _____
Faculty: _____ Department: _____
University / Work place: _____

II. INFORMATION ON THE FULFILMENT OF THE HABILITATION CONDITIONS

PhD in _____ Confirmed by Order no. _____

III. DIGITAL DATA ON THE FULFILMENT OF THE NATIONAL MINIMAL SPECIFIC CRITERIA AND STANDARDS

Field: PHILOLOGY

Crt.	Activity field:	Score:	
		Minimal Standard	Achieved
1.	Professional and teaching activity A.1.	Min. 200 points of which minimum 90 in the category A 1.1.1. – 1.1.2	
2.	Research activity A.2.	450	
3.	Recognition and impact of the activity A.3.	200	
4.	Total score	850	

Note: It is mandatory to score for each set of criteria (activity field A.1., A.2., A.3.)

Patent equivalence (if appropriate) : YES NO

I hereby confirm that the information mentioned above is real and refers to my own professional and scientific activity.

Date

Candidate



VERIFICATION FORM
ON FULFILMENT OF MINIMAL STANDARDS
for the process of obtaining the habilitation certificate
(page 2 is completed by the CSD only after checking and approving the candidate's file)

I. INFORMATION ON THE CANDIDATE

LAST NAME

FIRST NAME

Current teaching degree/ scientific

Faculty:

Department:

University / Work place:

II. INFORMATION ON THE FULFILMENT OF THE HABILITATION CONDITIONS

PhD in _____ Confirmed by Order no. _____

III. DIGITAL DATA ON THE FULFILMENT OF THE NATIONAL MINIMUM SPECIFIC CRITERIA AND STANDARDS

Field: HISTORY AND CULTURAL STUDIES

Crt.	CRITERION	NAME OF THE CRITERION	Score:	
			Minimal Standard	Achieved
1.	C1 - CDI	Sum of scores for indicators I1-I3	120	
2.	C2 - CDI	Sum of scores for indicators I4 and I10 – I11	800	
3.	C3 - RIA	Sum of scores for indicators I16 – I23	170	
4.	C4 – CDI, DID, RIA	Total score for indicators I1 - I23	1600	

Note: For History and Cultural Studies, the recognised international databases are as follows:

IPS Thomson Reuters; ERIHPLUS; Scopus; EBSCO; JSTOR; ProQuest; ProjectMuse; CEEOL; Persee; DOAJ

Patent equivalence (if appropriate) : YES NO

I hereby confirm that the information mentioned above is real and refers to my own professional and scientific activity.

Date

Candidate



VERIFICATION FORM
ON FULFILMENT OF MINIMAL STANDARDS
for the process of obtaining the habilitation certificate
(page 2 is completed by the CSD only after checking and approving the candidate's file)

I. INFORMATION ON THE CANDIDATE

LAST NAME

FIRST NAME

Current teaching degree/ scientific

Faculty:

Department:

University / Work place:

II. INFORMATION ON THE FULFILMENT OF THE HABILITATION CONDITIONS

PhD in _____ Confirmed by Order no. _____

III. DIGITAL DATA ON THE FULFILMENT OF THE NATIONAL MINIMUM SPECIFIC CRITERIA AND STANDARDS

Field: ENGINEERING AND MANAGEMENT

Crt.	Activity field:	Score:	
		Minimal Standard	Achieved
1.	Teaching and professional activity A.1.	130	
2.	Research activity A.2.	300	
3.	Recognition and impact of the activity A.3.	100	
4.	Total score	530	

Patent equivalence (if appropriate) : YES

NO

I hereby confirm that the information mentioned above is real and refers to my own professional and scientific activity.

Date

Candidate



Annex 07: UMFST-REG-77-F07-Ed.10

**VERIFICATION FORM
ON FULFILMENT OF MINIMAL STANDARDS
for the process of obtaining the habilitation certificate**

(page 2 is completed by the CSD only after checking and approving the candidate's file)

I. INFORMATION ON THE CANDIDATE

LAST NAME

FIRST NAME

Current teaching degree/ scientific

Faculty:

Department:

University / Work place:

II. INFORMATION ON THE FULFILMENT OF THE HABILITATION CONDITIONS

Phd in sciences

Confirmed by Order no.

III. DIGITAL DATA ON THE FULFILMENT OF THE NATIONAL MINIMUM SPECIFIC CRITERIA AND STANDARDS

Field: COMPUTER SCIENCE

Crt.	PERSPECTIVE	PERSPECTIVE EVALUATION		ACHIEVED	
		Minimal values	Thresholds	Values	Thresholds
1.	a) Research ethics	Fulfilled	Fulfilled		
2.	b) Scientific production	56	A*+ A ≥ 24		
			A*+ A+ B ≥ 40		
3.	c) Impact of results	120	A*+ A+B ≥ 40		
4.	d) Academic performance	60	Minimum one project, with a team of at least 2 members, obtained by the candidate through national or international competition		

Note: A maximum of 20% of the threshold values from perspective b) (4,8,8 points) can only be changed by transfer from perspective c) to perspective b), keeping the forum category.

Patent equivalence (if appropriate) : YES NO

I hereby confirm that the information mentioned above is real and refers to my own professional and scientific activity.

Date

Candidate



VERIFICATION FORM ON FULFILMENT OF MINIMAL STANDARDS

for the process of obtaining the habilitation certificate
(page 2 is completed by the CSD only after checking and approving the candidate's file)

I. INFORMATION ON THE CANDIDATE

LAST NAME _____

FIRST NAME _____

Current teaching degree/ scientific degree _____

Faculty: _____ Department: _____

University / Work place: _____

II. INFORMATION ON THE FULFILMENT OF THE HABILITATION CONDITIONS

Phd. in sciences _____ Confirmed by Order no. _____

III. DIGITAL DATA ON THE FULFILMENT OF THE NATIONAL MINIMUM SPECIFIC CRITERIA AND STANDARDS

Field: BUSINESS ADMINISTRATION

Nr.crt.	PERSPECTIVE	PERSPECTIVE EVALUATION		ACHIEVED
		Minimum Values	Maximum values	
1.	A.1. Articles published in ISI-indexed journals with absolute influence score (AIS) - not null	Publication of a minimum 4 articles published in ISI rated journals with AIS – not null - of which at least 2 from the CoreEconomics and/or Infoeconomics categories Fulfillment of one of the following conditions: 1. Author or co-author of at least 2 articles published in ISI rated journals with AIS>0.15 2. At least 2 research projects/grants won in national or international competitions, with the exception of projects financed through POS-DRU, POS-CEE or similar operational programs, one of which as project director or responsible partner 3. One article from point a) and one article from point b).	Maximum 10 articles	
2	A.2. Publications in prestigious international publishing houses and other national publishing houses		Maximum 0,5 points	
3	B. (Ci) Score given to a citation in an ISI indexed journal with (AIS) - not null		Maximum 10 citations	

Note: A maximum of 20% of the threshold values from perspective b) (4,8,8 points) can only be changed by transfer from perspective c) to perspective b), keeping the forum category.

Patent equivalence (if appropriate) : YES NO

I hereby confirm that the information mentioned above is real and refers to my own professional and scientific activity.

Date _____

Candidate _____



for the evaluation of the habilitation thesis

held on ____ / ____ / ____

LAST NAME and **FIRST NAME** of the candidate: _____

Title of the habilitation thesis / main research directions: _____

The field of doctoral university studies: _____
(in which the quality of doctoral supervisor is to be conferred)

Name of the **Organising Institution for University Doctoral Studies (IOSUD)** where the public defence of the habilitation thesis takes place

Strong points of the habilitation thesis:

Weak points of the habilitation thesis:

1. _____
2. _____
3. _____

1. _____
2. _____
3. _____

Number of votes for acceptance _____ **Number of votes for rejection** _____

The result of the vote / observations / conclusions of the habilitaiton board shall be further motivated

(continued on the back - if necessary)

HABILITATION BOARD

Last name, First name

Affiliation

Signature

1. _____

2. _____

3. _____



PREPARATION GUIDE FOR THE HABILITATION THESIS

The structure of the habilitation thesis

1. The habilitation thesis usually has the following structure:

(a) Summary presenting the synthesis of the habilitation thesis (between 4,000-6,000 characters without spaces).

(b) Scientific and professional achievements and career development plans. This part consists of three sections.

- In the first section, the scientific, professional and academic achievements are presented, on disciplinary or interdisciplinary thematic directions. The achievements are documented by references to publications, patents or other achievements made public, each reference offering the possibility of verification. Out of these, the most important works (a portfolio of maximum 10) will be included in the habilitation file. At the same time, personal achievements are presented in the context of the current state of scientific research in the thematic field of the specialty, internationally or nationally for research areas with national specifics, highlighting, in an argumentative and documented manner, the relevance and originality of personal contributions (between 150,000-300,000 characters without spaces).

- The second section presents plans for the evolution and development of the candidate's professional, scientific and academic career, respectively directions of research / teaching / practical applications and probable modes of action for their implementation (maximum 25,000 characters without spaces).

- The third section presents bibliographical references associated with the content of the first two sections.

The standard format of the habilitation thesis must respect, in terms of size, text formatting, inclusion of graphs, tables, formulas and images, inclusion of the bibliographic list, all details and specific aspects of the standard format of doctoral theses (according to the Annexes of procedure UMFST-PO-SDR-03).

2. The habilitation file also includes a maximum of 10 publications, patents or other works of the candidate, in printed and electronic format, selected by him/her and considered to be the most relevant for the professional achievements obtained after having obtained the PhD title. These works also have the role of illustrating, partially or totally, the presentation of the scientific achievements of the candidate, from the first section (b - scientific and professional achievements) of the habilitation thesis. Depending on the subject of the habilitation thesis, the works can also be presented through photographs or audio or video recordings.

3. The candidate may opt for writing the habilitation thesis in Romanian, in which case a summary in English will also be provided, or in a language of wide international circulation, in which case a summary in Romanian will be provided.

4. The defence of the habilitation thesis is performed, as a rule, in Romanian, during a public session, scheduled and announced on the website of the Doctoral School concerned, inclusively.

5. The habilitation thesis is a public document and is a component part of the file that the candidate prepares, on his own responsibility, for obtaining the habilitation certificate. The anti-plagiarism verification is done in the verification system of the University, and the results must fall within the limits established by the UMFST-REG-81 Regulation.



SYNOPSIS

on the phases of the process of obtaining the habilitation certificate

1. preparation of the file for the process of obtaining the habilitation certificate:
 - completion of the standard application (Annex 01) - handwritten and legible, signature;
 - completion of the declaration (Annex 02) - handwritten and capitalization, signature;
 - payment of the license fee - receipt included in the file;
 - preparation of updated curriculum vitae - signature;
 - preparation of an updated list of works - signature;
 - preparation of the verification sheet of the fulfillment of the national minimum and specific criteria (Annex 03);
 - inclusion of copies of the scientific papers in the portfolio relevant to the targeted field of expertise;
 - inclusion of copies of the evidence regarding the research grant / project as project director;
 - inclusion of a copy (s) of the doctoral degree diploma(s);
 - inclusion of simple copies of personal identification documents (identity document, proof of change of the name if the one written on the diploma does not coincide with the one on the identity document);
 - the habilitation thesis (printed and electronic format) prepared according to the guide of the habilitation thesis (Annex 05);
 - the electronic format of the file and of the habilitation thesis on CD, as the lead document in the file;
2. verification of the habilitation thesis in the anti-plagiarism system of the G. E. Palade UMPHST of Tg. Mures;
3. the verification by the CȘD of the fulfillment of the minimum national criteria and standards and of the specific criteria and standards and the favorable or unfavorable approval of the file submitted by the IOSUD (Appendices 03, 04, 05, 06, 07, 08);
4. IOSUD approval of the habilitation commission, at the proposal of the Doctoral School;
5. The defence of the habilitation thesis within maximum 90 days from the appointment of the habilitation commission by IOSUD.
6. publication on the Doctoral School website <https://umfst.ro/info-studenti/doctorat/scoala-doctorala-de-medicina-si-farmacie/abilitare/criterii-si-documente-abilitare> (depending on the targeted Doctoral School) of the following documents: curriculum vitae and list of works, the portfolio of representative works, the verification sheet regarding the fulfillment of the minimum criteria and standards, the summary of the habilitation thesis and the composition of the habilitation committee, the date and place of the defense;
7. the specialised board for the defence of the habilitation thesis analyses the habilitation file submitted by the candidate, before the public defence, and may request the candidate to provide scientific papers or other documents relevant to his scientific, professional and academic activity;
8. the defense of the habilitation thesis, usually in Romanian language in a public session, scheduled and announced including on the website of the concerned Doctoral School;
9. After the public defence, the habilitation commission adopts a resolution to admit or reject the habilitation thesis, accompanied by a justification of the decision taken. The resolution is assumed by the signature of each member of the qualification committee, including electronic signature, and it is included in the candidate's file and uploaded on the official website of IOSUD.
10. The resolution of admission or rejection of the habilitation thesis issued by the habilitation committee, together with the file submitted by the candidate, is sent by the CSUD to the university Senate, for validation.
11. If the reasoned resolution of the qualification committee rejects the qualification thesis, within 5 days of the validation of the resolution by the university Senate, IOSUD communicates the report of the habilitation committee to the candidate.
12. In the situation where the resolution of the habilitation commission is for the admission of the habilitation thesis and it is validated by the university senate, the higher education institution submits the habilitation thesis file to CNATDCU, in order to carry out the habilitation process at the level of the Ministry of Education.
13. Pdf. documents in electronic format of the candidate file are conformed to the original by qualified/advanced electronic signature by the persons appointed by IOSUD, are uploaded on the platform by IOSUD and represents the electronic file of the candidate.
14. The platform notifies the Technical Secretariat, established at the level of the Ministry of Education through the specialized directorate which manages the relationship with CNATDCU, regarding the uploading by IOSUD of the candidate's file, which is signed electronically by the person appointed by IOSUD and contains the resolution of the qualification commission with the validation proposal /admission of the habilitation thesis.



Annex 12: UMFST-REG-77-F12-Ed.10

COMMITMENT

The undersigned _____
identity card ____ series ____ no. _____ issued by _____ on _____,
PIN _____, resident of _____, street _____,
no. _____ county, _____ having the function of
_____ within the University _____

by this act I make a firm commitment to remain affiliated to the _____ Doctoral School
and I.O.S.U.D. of the George Emil Palade University of Medicine, Pharmacy, Sciences and Technology of Târgu Mureș
and to coordinate doctoral students (minimum one) as doctoral supervisor of this Doctoral School for a period of at least 4
(four) years after the date of obtaining of the habilitation certificate and my affiliation as a doctoral supervisor at this Doctoral
School.

I made this affiliation commitment in order to defend the habilitation thesis at the Doctoral School
within I.O.S.U.D. of the G. E. Palade UMPHST of Tg. Mureș.

Date: _____ Signature: _____



Annex 13: UMFST-REG-77-F13-Ed.10

Approved,
The Senate of the G. E. Palade UMPHST of Tg.Mureș
from _____

Checked,
CSUD of _____

Application
on co-optation within IOSUD of the George Emil Palade University of Medicine, Pharmacy,
Science, and Technology of Tg. Mureș

The undersigned _____, resident of _____,
street _____ no. _____, ap. _____, telephone: _____
_____ e-mail address _____ holding the function of _____ within _____
request approval for co-optation within the *Doctoral School* _____,
as a doctoral supervisor, in the field: _____

Attached to this application form are the following documents (marked with an X):

- order attesting the quality of doctoral or habilitation supervisor or habilitation attestation;
- proof of fulfilment of the minimal conditions established by the CNATCU and IOSUD specialised boards for filling the position of university professor *minimal standard fulfilment form*);
- identity card and proof of name change (if applicable) - copy;
- curriculum vitae and list of works, signed;
- the written agreement of the applicant's institution of origin (when he has the basic position at another institution in the country) to conduct doctorates within the IOSUD of G.E. Palade UMPHST of. Tg. Mures

I declare on my own responsibility, knowing the provisions of art. 326 of the Criminal Code, that the information presented in this application, as well as the documents included in the file, are real and authentic.

Date:

Signature,