



**The Doctoral School of PHILOLOGY**

**DOCTORAL STUDIES AGREEMENT**

No. .... / .... / .....

**Art. 1. Contracting parties**

(1) National University of Science and Technology POLITEHNICA Bucharest (POLITEHNICA BUCHAREST), through the authorized representative Ms DIANA LEFTER, acting as Director of the Doctoral School of PHILOLOGY under Rector's Decision no. ....

(2) Mr./Ms. ...., member of the Doctoral School of PHILOLOGY, acting as the doctoral supervisor of the doctoral student  
*as education providers,*

and

(3) Mr./Ms ..... , identified by Identity Card (ID / BI / passport) series ..... number ....., Personal Identification Code ....., enrolled as a PhD student at POLITEHNICA BUCHAREST, with the Doctoral School of PHILOLOGY  
*as a direct beneficiary of education,*

have agreed to conclude this contract, which stipulates the obligations and rights assumed by both parties during doctoral studies.

The field of the doctoral studies: PHILOLOGY

Type of doctorate degree: scientific /research

Form of education: full-time

Financing regime: full-time budgeted with scholarship / full-time budgeted without scholarship / with a fee paid by the university / fee paying student

In the case of the students who are full-time budgeted with scholarship, the Methodology for reallocation of places with scholarship to full-time state funded doctoral studies will apply, in accordance with the students' performances, as per the Senate Decision No. 4/30.01.2025.

The monthly amount of the scholarship (if applicable) is decided by the Ministry of Education and Research.

**Art. 2. Object of the Agreement**

2.1. The object of the present Agreement is the regulation of the relations between the National University of Science and Technology POLITEHNICA Bucharest as the education provider and the doctoral student, as the beneficiary of the educational services financed, as the case may be, entirely from the state budget or through established fees, according to the law, with the specification of the

rights and obligations of the signatory parties, in accordance with the legal provisions in force, the University Charter, the POLITEHNICA BUCHAREST Regulations, Procedures, Methodologies, and the decisions made by the POLITEHNICA BUCHAREST Senate.

### **Art. 3. Duration of the agreement**

3.1. This contract is concluded for the standard duration of a 4-year doctoral study cycle, starting from the academic year 2025-2026.

3.2. In special cases, the duration of the doctoral study program can be extended by 1 year, with the approval of the POLITEHNICA BUCHAREST Senate, at the proposal of the doctoral supervisor and within the limits of the available funds, or reduced by one year, at the request of the doctoral student, with the approval of the doctoral supervisor and the approval of the POLITEHNICA BUCHAREST Senate.

3.3. In special situations, as provided in the Regulation for the organization and conduct of doctoral studies in POLITEHNICA BUCHAREST, doctoral studies can be interrupted for a period of 1-2 years.

### **Art. 4. Financing**

4.1. The amounts representing the equivalent value of educational services for the places financed from the state budget are to be found in the budget of the National University of Science and Technology POLITEHNICA Bucharest, as per the contracts concluded with the Ministry of Education and Research.

4.2. The amount of the annual fee for PhD student admitted on tuition fee places is established by the Senate of the National University of Science and Technology POLITEHNICA Bucharest, as per the laws and regulations in force. This fee applies to all doctoral students enrolled in the current academic year on tuition fee basis, including re-enrolled students.

4.3. The student's failure to pay the tuition fee and/or any other established fees, according to the regulations set by the National University of Science and Technology POLITEHNICA Bucharest for the respective academic year, is sanctioned with their expulsion, by a decision issued by the rector of the University.

### **Art. 5. Obligations of the doctoral student**

a) To comply with the Regulation for the organization and conduct of doctoral studies in POLITEHNICA and the Regulation of the Doctoral School in which they are enrolled and to complete all the academic or research activities set by the doctoral supervisor, according to the legal regulations in force, including those of the POLITEHNICA Senate of BUCHAREST and the doctoral study contract;

b) To comply with the provisions of the Methodology for reallocation of places with scholarship to full-time state funded doctoral studies, depending on the performances of doctoral students, approved by the Senate decision no. 4/30.01.2025;

c) The doctoral student enrolled under a tuition-based regime must comply with the tuition fee deadlines established by the POLITEHNICA Senate and to submit the receipts attesting the payment of tuition fees to the secretariat of the Doctoral school;

d) To participate in the courses and training activities established by the doctoral supervisor and stipulated in the Course of Study Plan, organised by their own Doctoral School or by other Doctoral Schools;

e) To keep cleanliness, silence and order in the academic areas;

f) To wear clothes appropriate to the academic environment when they are within the educational spaces of the university;

g) To attend the courses and training activities in the Course of Study Plan, including, in addition to the minimum 2 specialized subjects, 3 compulsory subjects, which are as follows: Ethics, Research Methodology and Scientific Authorship, Project Management;

h) For the validation of doctoral theses and the award of the doctoral degree, the minimum standards stipulated by OMEC 3018/2025 must be met;

- i) As part of the Course of Study Plan, to participate in the research activities and/or projects established by the doctoral supervisor;
- j) To write and submit the scientific research progress reports stipulated in the Course of Study Plan;
- k) To write and submit, during the period of their doctoral studies and under the coordination of the doctoral supervisor, the scientific papers mentioned in the Regulation of the Doctoral School;
- l) To write and publicly defend their PhD thesis, in accordance with the legal provisions and in conformity with the Regulations on the organization and conduct of doctoral studies in POLITEHNICA BUCHAREST, as well as the provisions stipulated in the Law of Higher Education no. 199/2023;
- m) To show respect and to have a civilized behaviour within the academic community;
- n) To comply with the standards of quality and university ethics;
- o) To notify any situation likely to cause changes in the financing regime status of a budgeted or fee-paying doctoral student;
- p) to be held accountable, in case of academic fraud, violations of university ethics, misconduct in scientific research or ethical breaches, including plagiarism.

#### **Art. 6. Rights of the doctoral student**

- a) To benefit from free education within the number of places financed from the state budget available and for the duration of doctoral studies provided by law;
- b). To benefit from the support and coordination of the doctoral supervisor, as well as from the committee for doctoral guidance and academic integrity;
- c) With the support and approval of the doctoral supervisor, to take part in activities held within advanced university studies, organized by their own Doctoral School or by other Doctoral schools;
- d) To use the university premises - libraries, laboratories, lecture halls /seminar rooms / reading rooms, sports facilities – or any other means provided by the university for the purpose and within the limits pertaining to the doctoral thesis;
- e) To benefit from institutional support to participate in national / international scientific events – conferences, congresses, seminars, workshops, summer / winter schools, etc. – in the specific doctoral field, for the purpose and within the limits of the doctoral thesis;
- f) To participate in scientific events - seminars, conferences, etc - organized by their own Doctoral School or by other Doctoral Schools;
- g) To participate in the working meetings of the research and development structures within POLITEHNICA BUCHAREST;
- h) To work together with teams of researchers within POLITEHNICA BUCHAREST or within research and development units that have concluded agreements or institutional partnerships with POLITEHNICA BUCHAREST;
- i) To be represented in the decision-making bodies of the Doctoral School, according to the legal provisions and the Regulation for the organization and conduct of doctoral studies in POLITEHNICA BUCHAREST;
- j) To be members of professional associations meant to represent and support their rights in the academic environment, and to request the recognition of these rights by the university, insofar as these associations do not violate the provisions of POLITEHNICA BUCHAREST regulations;
- k) To obtain scholarships in accordance with the legal provisions in force, including those of the POLITEHNICA BUCHAREST Senate and the Doctoral School, as well as the Methodology of reallocation of places with scholarship to full-time state funded doctoral, depending on the performance of doctoral students, approved by the Senate decision no. 4/30.01.2025;
- l) The doctoral student may carry out remunerated teaching activities, within the limit of the teaching workload of a university assistant. The didactic workload is stipulated in the Law of Higher Education No.199/2023 art. 211 paragraph 12, letter d).

## **Art. 7. Obligations of the doctoral supervisor**

- a) To coordinate the activity of the doctoral student throughout the period of the doctoral studies, aiming at the timely completion of the stages of the Course of Study Plan, at the standards of proficiency set by POLITEHNICA BUCHAREST and at the minimum standards imposed by the National Commission for Attestation of Titles, Diplomas and University Certificates, hereinafter referred to as CNATDCU;
- b) To propose research topics;
- c) To ensure the participation of the doctoral student in the training program based on advanced university studies and the choice of subjects within this program to be studied by the doctoral student;
- d) To ensure the participation of the doctoral student in scientific projects, within the framework of the research programme;
- e) To organize and monitor the training stages of the doctoral student abroad, with other Doctoral Schools or partner institutions, for the purpose and within the limits of the doctoral thesis, and to approve the internship reports thereof;
- f) Throughout the doctoral studies cycle, to monitor the participation of the doctoral student in national / international scientific events - conferences, congresses, seminars, workshops, summer / winter schools, etc. – in the doctoral field, within the scope and limits of the Doctoral thesis;
- g) To coordinate the drafting by the doctoral student of the scientific works mentioned in the Regulation for the organization and conduct of doctoral studies in POLITEHNICA BUCHAREST and in the Regulations of the Doctoral School in which they are enrolled;
- h) To carry out a rigorous analysis of the Doctoral thesis and submit an Analysis Report;
- i) To avoid the emergence of conflicts of interest in the supervision of the doctoral student.

## **Art. 8. Rights of the doctoral supervisor**

- a) To participate in competitions for doctoral grants;
- b) To ask the Doctoral School to organize an admission contest for each vacant student-doctoral position under its guidance;
- c) To select the doctoral candidate and propose the enrolment of the doctoral student;
- d) To guide and evaluate the activity of the doctoral student within the Course of Study Plan, according to the professional and academic autonomy, in observance with the requirements of the doctoral study programme;
- e) To decide the subjects to be studied within the training program based on advanced university studies in which the doctoral student must participate;
- f) To follow the dissemination of the results obtained by the doctoral student in the doctoral, didactic or research activity, while under their guidance;
- g) To request the Council of the Doctoral School the interruption of the mentoring relationship with a doctoral student if their activity is inappropriate and, if case be, their expulsion or transfer to another doctoral supervisor;
- h) To propose the committee for doctoral guidance and academic integrity, as well as the committee for the public defence of the Doctoral thesis.

## **Art. 9. Obligations of POLITEHNICA BUCHAREST**

- 9.1. To ensure the conditions for the doctoral student to participate in courses scheduled within the Course of Study Plan provided by their own Doctoral School or by other Doctoral Schools;
- 9.2. To ensure the access of the doctoral student to the material base - libraries, laboratories, etc. - of POLITEHNICA BUCHAREST in order to complete the doctoral programme;
- 9.3. To check the doctoral thesis through a computer program for the detection of similarities, before the public defence of the doctoral thesis;
- 9.4. To publish on the POLITEHNICA BUCHAREST website the information on the Doctoral thesis and its defence;

**Art. 10. Rights of POLITEHNICA BUCHAREST**

10.1. To terminate this Study Agreement at the request of the doctoral supervisor on grounds of improper activity of the doctoral student (cancellation of the Study Agreement triggers the expulsion from doctoral studies);

10.2. To terminate the Study Agreement in case of exceeding the terms stipulated in the Contract (if the doctoral student does not have the approval to interrupt or extend the period of the doctoral program).

**Art. 11. Data on the research topic and the Doctoral thesis**

11.1. Research topic: .....

11.2. Deadline for the Doctoral thesis completion: 30.09.2029

11.3. The Doctoral thesis will be written in .....

**Art. 12. Final provisions**

12.1. The present contract was concluded today 23.09.2025, in 3 copies, a copy for the candidate's file, a copy for the doctoral supervisor and a copy for the doctoral student.

12.2. According to the provisions of the Law of Higher Education no. 199/2023, art. 71 para. (12) the Doctoral thesis is a public document. The Doctoral thesis and its annexes are published on a site administered by the Ministry of Education, if the doctoral student does not choose to publish the thesis somewhere else. The publication of the doctoral thesis must include the full names of both the doctoral student and the doctoral advisor(s).

RECTOR,  
Mihnea Cosmin COSTOIU  
By authorised representative  
**Director of the Doctoral School,**  
**DIANA LEFTER**

**Doctoral supervisor,**  
.....

**Doctoral student,**  
.....

I have freely and unequivocally acknowledged and agreed that POLITEHNICA BUCHAREST may process my personal data for the purpose of concluding the doctoral study contract. The data can be communicated to the Ministry of Education, intermediary banks and to any other body empowered to carry out controls on the activity of POLITEHNICA BUCHAREST. I am also aware that I have the following rights conferred by Regulation (EU) 2016/679: the right of access to data, the right to rectification, erasure, portability, restriction of processing, respectively the right to object, as well as the right to complain to the National Supervisory Authority for Personal Data Processing and Justice. I know that the refusal to provide these data will result in the non-completion of the doctoral study contract.

**Doctoral student,**  
.....