



INSTITUTIONAL REGULATIONS

ON THE ORGANISATION AND CONDUCT

OF DOCTORAL STUDY PROGRAMMES

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INSTITUTIONAL REGULATIONS ON THE ORGANISATION AND CONDUCT OF DOCTORAL STUDY PROGRAMMES

CHAPTER I. General Provisions

I.1. Institutional and legal framework

Art. 1. In accordance with the provisions of Law No. 199/2023 on higher education, as subsequently amended and supplemented, pursuant to Order of the Minister of Education No. 3020/08.01.2024, published in the Official Gazette of Romania No. 56/22.01.2024, regarding the Framework Regulations for doctoral studies, Order No. 3693/01.02.2024, published in the Official Gazette of Romania No. 111/07.02.2024, regarding thefor admission to higher education, Order No. 3998 of 12 March 2024, regarding the approval of the Methodology for the award of the habilitation certificate, published in the Official Gazette of Romania, No. 236/20 March 2024, and in accordance with the provisions of the SNSPA Charter, The National School of Political and Administrative Studies (SNSPA) organises doctoral programmes in the fundamental field of social and political sciences, with the following doctoral fields: political science, administrative science, sociology, communication sciences and management.

Art. 2. These regulations set out the manner in which the doctoral programme is organised, conducted and completed within SNSPA, as an Institution Organising Doctoral Studies (IOSUD).

Art. 3. The status of IOSUD in the doctoral fields referred to in Art. 1 is validated by the National Council for the Accreditation of University Titles, Diplomas and Certificates (CNATDCU) and certified by Order of the Minister of Education and Research No. 4212/2000, for the field of political science, by Order of the Minister of Education and Research No. 4816/2001, for the field of administrative sciences, by Order of the Minister of Education, Research and Innovation No. 3304/2008, for the fields of sociology and communication sciences, and by Order of the Minister of National Education No. 3100/2019, for the field of management.

Art. 4. (1) These regulations concerning doctoral studies, hereinafter referred to as *the Institutional Regulations on the Organisation and Conduct of Doctoral Study Programmes*, constitutes the legal framework governing the organisation and delivery of doctoral programmes within IOSUD-SNSPA and applies including to doctoral programmes carried out within the framework of international university cooperation, under a joint supervision arrangement, on the basis of a written agreement between institutions.

(2) These *Institutional Regulations on the organisation and delivery of doctoral programmes* are drawn up in accordance with the provisions of theon doctoral studies, published by Order of the Minister of Education No. 3020/2024 in the Official Gazette of Romania, Part I, No. 56/22.01.2024, and at the proposal of the Council for Doctoral Studies within IOSUD-SNSPA.

Art. 5. The terms and expressions below, for the purposes of these regulations, have the following



meanings:

- a) *doctoral studies* — the third cycle of university studies leading to a qualification at level 8 of the European Qualifications Framework (EQF) and of the National Qualifications Framework (CNC);
 - b) *doctoral programme* — all activities in which the doctoral student is involved, relevant to doctoral studies, a programme comprising all activities relating to the design, organisation, delivery, management and effective implementation of learning, practical application, research and assessment leading to a Level 8 qualification under the EQF/CEC and the CNC;
 - c) *the field of doctoral studies* — the field as listed in the National Nomenclature of Fields and University Study Programmes (), established annually by Government Decision, initiated and, where appropriate, amended and/or supplemented by the Ministry of Education and Research before 31 August of each year; for SNSPA, these fields are: political science, administrative science, sociology, communication science and management.
 - d) *the institution organising doctoral studies (IOSUD)* — the higher education institution that has legally acquired the right to organise doctoral programmes (IOSUD-SNSPA);
 - e) *Council for Doctoral Studies (CSUD)* — the organisational and administrative structure established within the IOSUD, responsible for the IOSUD's strategy, and for drafting and implementing its own regulations concerning doctoral studies;
 - f) *Doctoral School (SD)* — the organisational and administrative structure established within IOSUD which provides the necessary support for the conduct of doctoral studies in a specific discipline or disciplinary or interdisciplinary subject area; for SNSPA, the SNSPA Multidisciplinary Doctoral School, which encompasses the five fields of doctoral studies;
 - g) *doctoral student* — a student enrolled in a doctoral programme;
 - h) *doctoral supervisor* — a person who obtained the right to supervise doctoral studies at SNSPA prior to the date of entry into force of the Higher Education Act No. 199/2023, as subsequently amended and supplemented, as well as persons who obtain the qualification certificate and become members of a doctoral school within IOSUD-SNSPA, on the basis of an individual employment contract;
 - i) *the doctoral study contract* — the contract whose purpose is the conduct of activities specific to the study programme, regulating the relationship between IOSUD, the doctoral supervisor and the doctoral student, specifying the rights and obligations of the signatory parties, in accordance with the legislation in force, the provisions of the University Charter and the decisions of the SNSPA Senate;
 - j) *academic mobility* — the right of doctoral students to have their transferable credits recognised, in accordance with the law, at other higher education institutions in the country or abroad. Mobility may be domestic or international, physical, virtual or blended, and permanent or temporary, for all forms of education;
 - k) *doctoral thesis* — the original academic paper produced by the doctoral student as part of their doctoral studies, a legal requirement for obtaining the title of Doctor;
 - l) *doctoral degree* — the academic qualification awarded by IOSUD upon completion of all legal procedures relating to the doctoral programme;
 - m) *doctoral school council (DSC)* — the governing body of the doctoral school;
 - n) *co-author of a publication* — any person named in the list of authors of a scientific publication; o) *fabrication of results or data* — the reporting of fictitious results or data, which are not the result of the actual research and development activity;
 - p) *falsification of results or data* — the selective reporting or rejection of unwanted data or results, the manipulation of representations or illustrations, the alteration of experimental or numerical apparatus to obtain the desired data, without reporting the alterations made, with the aim of distorting the scientific truth
- ;



- q) *plagiarism* — presenting as one's own creation or purported personal scientific contribution in a written work, including in electronic format, texts, ideas, proofs, data, theories, results or scientific methods taken from the written works, including in electronic format, of other authors, without mentioning this and without referring to the original sources;
- r) *self-plagiarism* — the republication of substantial parts of one's own previous publications, including translations, without properly indicating or citing the original.

I.2. Fundamental principles

Art. 6. (1) SNSPA, in its capacity as IOSUD, ensures fair access for candidates to doctoral programmes. To this end, it establishes the procedures, criteria and conditions for the admission of candidates to doctoral programmes, taking into account:

- a) the candidates' previous qualifications, which must be at least at Master's degree level or equivalent;
- b) relevant professional experience gained through the candidates' previous activities;
- c) language skills in internationally used languages.

(2) The admission criteria, including those relating to assessment, shall be set out in detail by the doctoral school prior to the organisation of the entrance examination. They shall be made public through as wide a range of accessible channels as possible, including via the Internet at www.doctorat.snspe.ro.

(3) It is prohibited for the manner in which admission criteria, including those for the assessment of candidates, are established to promote any form of direct or indirect discrimination between candidates for doctoral studies.

Art. 7. (1) SNSPA, in its capacity as an IOSUD, through the Council for Doctoral Studies (CSUD), shall provide accurate and comprehensive information regarding doctoral programmes to candidates for these programmes, as well as to the academic community.

(2) The fulfilment of the obligation to provide accurate information aims to:

- a) creating the necessary conditions to ensure fair competition among candidates applying for admission to doctoral programmes;
- b) promoting fair competition between doctoral programmes and, where appropriate, between doctoral schools where several have been established;
- c) facilitating the implementation of institutional and peer review procedures for the quality of doctoral programmes;
- d) combating academic fraud, including plagiarism, by implementing techniques to identify, prevent and sanction such practices.

Art. 8. (1) SNSPA, in its capacity as an IOSUD, guarantees transparency in the organisation and delivery of doctoral programmes.

(2) SNSPA publishes on the Internet, as well as through other means of communication, such as brochures, posters, etc., all relevant information regarding doctoral programmes.

Art. 9. The organisation and delivery of doctoral programmes are based on the application of criteria, standards and procedures aimed at:

- a. the objective and fair assessment of doctoral students' performance;
- b. eliminating any form of discrimination and ensuring fair access to doctoral programmes;
- c. the continuous improvement and updating of procedures for the individual supervision of doctoral students and for the development and implementation of the curriculum for doctoral programmes;



- d. facilitating the evaluation of doctoral programmes through the use of a common, e basis of criteria and standards;
- e. ensuring the right of SNSPA and the doctoral school to supplement the set of criteria and standards with a view to enhancing and developing the quality of doctoral programmes and affirming their international competitiveness.

Art. 10. The procedure for conducting doctoral programmes is based on the following principles:

- a) providing high-quality professional training for doctoral students;
- b) equal opportunities and the principle of non-discrimination;
- c) university autonomy exercised responsibly;
- d) ensuring the quality and consistency of doctoral programmes at national and European levels ;
- e) transparency regarding administrative, financial and organisational information relating to doctoral programmes.

Art. 11. Doctoral programmes are organised with funding from the state budget, on a fee-paying basis or from other legally constituted sources. Private funds may be obtained from contributions by private entities, namely donations or contracts concluded with private economic operators or foundations.

CHAPTER II. ORGANISATION AND CONDUCT OF DOCTORAL STUDIES

II.1. General provisions regarding the organisation of doctoral studies

Art. 12. (1) Doctoral studies constitute the third cycle of university studies, the purpose of which is to develop human resources competent in conducting scientific research, capable of entering the highly skilled labour market. They consist of research-based training for research, development and innovation and constitute a professional research experience, culminating, following the defence of the doctoral thesis and the validation of the procedure, in the award of a doctoral degree.

(2) The competences acquired upon successful completion of doctoral studies correspond to level 8 of the EQF/CEC and the CNC.

Art. 13. (1) Doctoral studies are organised and conducted in accordance with the provisions of the Framework Regulation for doctoral studies, this Regulation, and in accordance with *the Regulation on the organisation and conduct of doctoral studies within the Multidisciplinary Doctoral School*. Doctoral studies are carried out within the IOSUD – SNSPA through the Multidisciplinary Doctoral School, organised across the five doctoral fields: political science, administrative science, sociology, communication science and management.

(2) IOSUD-SNSPA is coordinated by the Council for Doctoral Studies and, through doctoral study programmes , aims to train doctoral students to acquire scientific research skills and the ability to apply and exploit research findings for economic and social benefit.

(3) The SNSPA Senate may also consider other proposals for the establishment of one or more doctoral schools or new doctoral fields within SNSPA, in compliance with the legal provisions in force and the provisions of these institutional regulations.

Art. 14. (1) SNSPA, in its capacity as an IOSUD, cooperates, in the field of doctoral studies, with institutions offering doctoral programmes, universities, research institutes and centres both in Romania and abroad, with a view to promoting the professional mobility of doctoral students.

(2) IOSUD-SNSPA may organise, in conjunction with other accredited higher education institutions within the European Higher Education Area, integrated doctoral programmes leading to a joint, double or multiple degree, recognised by the home country, in accordance with a framework methodology adopted by order of the Minister of Education and Research (based on its own regulations governing the organisation and operation of joint doctoral programmes, approved by the University Senate).



(3) Doctoral programmes at SNSPA are of a scientific nature and are based on creative activities and advanced scientific research, contributing to the development of knowledge, competences and cognitive skills.

(4) The purpose of the doctoral programme is to produce original scientific knowledge of national and international relevance, based on scientific methods. The doctoral programme forms the basis for a professional academic career in higher education and research.

Art. 15. (1) Doctoral programmes at SNSPA are organised on a full-time or part-time basis.

(2) The requirements regarding full-time and part-time study for doctoral programmes are established by the SNSPA Senate, upon the proposal of the Council for Doctoral Studies (CSUD).

(3) Activities within doctoral degree programmes are conducted both in person and online. In the event that a state of emergency, a state of alert or a state of siege is declared, and until such time as the relevant authorities lift the restrictions, activities organised within higher education may be conducted exclusively online, to ensure the exercise of the fundamental right to education provided for in Article 32 of the Constitution of Romania, as republished, and are recognised for the forms of education provided for in Article 32(1) of Law 199/2023 on higher education.

II.2. Skills focused on learning through research

Art. 16. (1) In accordance with the principles underpinning the European Qualifications Framework and the National Qualifications Framework for Higher Education in Romania, the study programmes of the multidisciplinary doctoral school within the SNSPA aim to foster the development of two types of competences, centred on learning through research:

- a. professional competences (content-related, cognitive and research-related) achievable within the programmes offered by the doctoral school;
- b. transversal or transferable skills, achievable within the doctoral school's programmes.

(2) For the purposes of these regulations, the following field-specific competences are classified as professional (content-related) competences:

- a) advanced knowledge in the field;
- b) the ability to identify, formulate and solve research problems in a creative manner;
- c) the acquisition of advanced research methods and techniques;
- d) the acquisition of knowledge regarding the management of research projects;
- e) the assimilation of new research procedures and solutions;
- f) the development of skills in documenting and utilising scientific works;
- g) the ability to write scientific papers and other academic materials at an advanced level, in a style appropriate to the field of study and in accordance with its specific national and international standards;
- h) the ability to handle and process data at an advanced level, including through the use of specialised software, depending on the field;
- i) the acquisition of academic-level language skills in internationally used languages necessary for research and the preparation of scientific papers;
- j) the assimilation and application of the principles and values of professional ethics.

(3) For the purposes of this Regulation, the following are considered to be transversal competences:

- a) advanced written and oral communication skills in the fields of science and culture;
- b) advanced language skills in internationally used languages, including the ability to express and formulate ideas in multicultural and multilingual contexts;
- c) advanced digital skills and competences, as part of the digital transformation at a societal level, including through the use of artificial intelligence;
- d) interpersonal and teamwork skills;
- e) knowledge of human, material and financial resource management;



- f) knowledge of time and career management, as well as the acquisition of techniques for seeking employment and creating jobs for others;
 - g) knowledge of risk, crisis and failure management;
 - h) knowledge of critical thinking, including the ability to analyse, interpret or formulate arguments in various contexts;
 - i) the acquisition of knowledge regarding the application of legislation in the field of intellectual property rights;
 - j) the ability to innovate and the acquisition of concepts relating to economic, technological and social entrepreneurship.
- (4) The curricula through which the competences referred to in paragraphs (2) and (3) of the () of this article are achieved are expressed in ECTS credits, which serve to quantify the volume of work and individual learning and to ensure intra- and inter-institutional transferability.
- (5) The successful completion of doctoral studies at SNSPA in the fields of political science, administrative science, communication science, sociology and management confers upon graduates the ability to:
- a. to understand, in a systematic and comprehensive manner, the specific issues within the fields of political and administrative sciences, sociology, communication sciences and management, as well as to the associated research methods and methodologies;
 - b. to design and implement a research project and to manage research in accordance with professional ethics;
 - c. to critically analyse, evaluate and re-evaluate, synthesise and implement strategies concerning new and complex social ideas, phenomena and processes.

CHAPTER III. FUNDING OF DOCTORAL STUDIES

- Art. 17.** (1) Doctoral programmes at IOSUD-SNSPA are organised as full-time or part-time courses, with state-funded places, with a scholarship, without a scholarship, or as fee-paying places.
- (2) Doctoral programmes organised on a full-time basis are funded by scholarships. Doctoral programmes organised on a part-time basis are not funded by scholarships.
- (3) Funding for doctoral studies may also be provided by private legal entities or research and development institutes, on the basis of a contract with IOSUD-SNSPA.
- (4) Private legal entities may propose to doctoral supervisors at IOSUD-SNSPA research topics relevant to their area of interest and for which they are willing to provide additional funding. At the proposal of the doctoral supervisors, IOSUD-SNSPA may enter into contracts with the respective private legal entities setting out the rights and obligations of the parties.
- (5) IOSUD-SNSPA shall establish, in a transparent manner and through its own regulations, the criteria and procedures for allocating state-funded places and doctoral scholarships to the multidisciplinary doctoral school, as well as the minimum percentage of the doctoral grant allocated exclusively to funding the professional training of doctoral students. Grants for doctoral studies include the amount of individual scholarships for full-time doctoral programmes and do not include the amount of individual scholarships for part-time doctoral programmes.
- (6) IOSUD-SNSPA shall allocate a minimum of 20% of the funding from doctoral grants to research activities carried out by doctoral students, including their national and international mobility.
- (7) Candidates admitted to full-time doctoral studies may benefit from doctoral grants with scholarships awarded by IOSUD-SNSPA on a competitive basis, in accordance with the provisions of the doctoral study contract.
- (8) A person may receive state funding for only one doctoral programme.



(9) Individuals who have the necessary financial resources, whether from their own funds or from scholarships awarded by natural or legal persons, may be admitted as fee-paying doctoral students, under the conditions set out in the Regulations on the Organisation and Conduct of Doctoral Studies within the Multidisciplinary Doctoral School and in the Regulations on Admission to Doctoral Studies at SNSPA.

(10) For fee-paying doctoral students, the SNSPA Senate shall determine, upon the proposal of the CSUD, an annual tuition fee, which shall be published alongside the announcement of each doctoral admission competition. The annual tuition fee may not be altered during the period of doctoral studies and may be indexed by no more than the rate of inflation for the same cohort of students.

(11) Fees for enrolment, registration, tuition and the defence of the doctoral thesis are approved at the start of the doctoral programme by the SNSPA Senate and are published on the Doctoral School's website.

(12) The tuition fee for the doctoral programme shall take into account the costs of tuition, the conduct of research activities and the exploitation of research results included in the grant awarded to a doctoral student funded from the state budget.

Art. 18. (1) The work of doctoral supervisors, members of the supervisory committee, members of doctoral committees, doctoral students, researchers, teaching staff, auxiliary teaching staff and non-teaching staff shall be regulated in accordance with the provisions of the law, within the limits of available funds.

(2) Staffing tables shall be drawn up in accordance with the provisions of Article 34 of these Regulations, as well as the regulations in force. The doctoral school may employ auxiliary teaching staff, research staff and non-teaching staff.

CHAPTER IV. ORGANISATION AND CONDUCT OF DOCTORAL STUDIES AT IOSUD S.N.S.P.A

IV. 1. Organisation of IOSUD S.N.S.P.A – general aspects

Art. 19. (1) IOSUD-SNSPA is the higher education institution that has been recognised as such following the external quality assessment process, in accordance with the law.

(2) The legal representative of IOSUD-SNSPA is the Rector of the National School of Political and Administrative Studies.

(3) IOSUD-SNSPA is responsible for approving, communicating and complying with its own regulations governing the organisation and delivery of doctoral programmes, drawn up in accordance with the law and the Framework Regulations for doctoral studies, in accordance with the provisions of Article 12 of the Higher Education Act No. 199/2023, as subsequently amended and supplemented.

(4) IOSUD-SNSPA is constantly striving to improve the quality of the educational and research experience of its doctoral students by creating as many opportunities for personal and professional development as possible, by ensuring conditions for study and research in foreign languages, and by increasing the number of international mobility opportunities for doctoral students, so that at least 20% of doctoral students undertake a training placement abroad or another form of mobility.

(5) The involvement of IOSUD-SNSPA in developing partnerships with prestigious higher education institutions abroad, as well as the number of international mobility opportunities for doctoral students and doctoral supervisors, constitutes a criterion for the periodic evaluation of IOSUD-SNSPA.

(6) IOSUD-SNSPA is responsible for recognising placements approved by the subordinate doctoral school and undertaken by doctoral students as part of domestic and international mobility schemes.

(7) IOSUD-SNSPA may enter into partnerships for the delivery of doctoral programmes with other higher education institutions and/or research and development units or private legal entities.

(8) IOSUD-SNSPA provides institutional, administrative and logistical support to the multidisciplinary doctoral school.



(9) IOSUD-SNSPA has, within its own institutional framework, specific structures for the management and administration of doctoral programmes, including at the level of the multidisciplinary doctoral school. These structures operate in accordance with the law and these regulations.

(10) IOSUD-SNSPA develops and implements mechanisms to increase the retention of doctoral students within the university environment, including by supporting doctoral students from disadvantaged socio-economic backgrounds, without disregarding academic criteria and merit.

(11) IOSUD-SNSPA, in collaboration with the Centre for Career Counselling and Guidance or other existing structures within IOSUD, as appropriate, organises specific activities dedicated to doctoral students: counselling regarding participation in academic/research events; regular courses on academic writing, academic integrity and scientific communication; counselling and support in administrative matters, as well as other activities in support of doctoral students.

IV. 2. Council for Doctoral Studies

Art. 20. (1) At the level of IOSUD-SNSPA, doctoral training is coordinated by the Council for Doctoral Studies (CSUD).

(2) The CSUD operates as a separate entity within the SNSPA, in accordance with the Higher Education Act No. 199/2023, as subsequently amended and supplemented, the provisions of the Framework Regulations on Doctoral Studies, and these Regulations. It operates under the direct authority of the Rector of the SNSPA.

(3) The Council for Doctoral Studies is supported in its work by a separate and dedicated administrative unit. Administrative activities relating to the delivery of doctoral programmes at SNSPA and the work of the Council for Doctoral Studies are carried out by the SNSPA Doctoral Office. Members of the Doctoral Office are employees of SNSPA, on fixed-term or permanent contracts, and report to the Director of the CSUD.

(4) The main responsibilities of the CSUD are:

a) to establish the strategy of the IOSUD-SNSPA;

b) to draw up its own regulations for the organisation and delivery of doctoral programmes at the IOSUD-SNSPA level and to submit them to the SNSPA Senate for approval;

c) draws up the criteria for the establishment of new doctoral programmes within IOSUD-SNSPA, in accordance with the practices of the European Higher Education Area and submits them to the Senate for approval; formulates proposals regarding the establishment and dissolution of doctoral schools within IOSUD-SNSPA; submits decisions regarding the establishment of new doctoral fields of study to the Senate for approval;

d) endorses proposals for doctoral supervisors who are part of a newly established doctoral field and submits them to the SNSPA Senate for approval;

e) draws up other proposals for regulations or measures concerning doctoral studies at SNSPA, in accordance with SNSPA's objectives and the legislative framework, to strengthen and enhance the competitiveness of doctoral studies, and submits them to the Senate for approval;

f) draws up the minimum criteria regarding the organisation and operation of the doctoral study programmes of the multidisciplinary doctoral school, including those concerning admission to doctoral studies, the curriculum, the assessment of doctoral students, and the criteria for selecting the of the doctoral thesis assessment committees, and submits them to the SNSPA Senate for approval;

g) establishes the minimum criteria for the completion, assessment and recognition of the outcomes of doctoral programmes, including the doctoral thesis, and submits them to the SNSPA Senate for approval;

h) proposes the maximum number of doctoral students that a doctoral supervisor may supervise, in accordance with legal provisions, and submits it to the SNSPA Senate for approval;



- i) proposes the distribution by doctoral field of the places allocated by the relevant Ministry for doctoral studies and submits it to the SNSPA Senate for approval;
 - j) puts forward proposals, including in the form of supporting regulatory initiatives, to promote the employment of graduates of doctoral programmes in the labour market and submits them to the SNSPA Senate for approval;
 - k) develops methodologies for tracking, over time, the career progression of doctoral graduates and submits them to the SNSPA Senate for approval;
 - l) puts forward its own proposals and endorses those of the doctoral school's members, with a view to establishing agreements and partnerships/consortia for the delivery of doctoral study programmes and joint doctoral programmes, and submits them to the SNSPA Senate for approval;
 - m) may initiate, submit and monitor the documentation required to secure European funding for doctoral and research programmes;
 - n) examines and resolves complaints submitted to the Council for Doctoral Studies;
 - o) draws up proposals for the allocation of resources intended to fund doctoral programmes and submits them to the SNSPA Senate for approval;
 - p) carries out activities to promote the image of doctoral studies at SNSPA at national and international level;
 - q) draws up standards of ethics and professional conduct applicable throughout doctoral studies;
 - r) submits to the University Senate, for approval, the resolution on the acceptance or rejection of the habilitation thesis issued by the habilitation committee, together with the dossier submitted by the candidate;
 - s) other duties arising from these Regulations, including duties relating to the doctoral student's academic progress (approval of enrolments, interruptions, extensions, recognition of prior learning, expulsions, and withdrawals from doctoral studies).
- (5) The Council for Doctoral Studies has 11 members. The nominal composition of the CSUD is approved by the Senate. The members of the CSUD are elected by universal, direct, secret and equal vote of the doctoral supervisors and doctoral students within the multidisciplinary doctoral school of IOSUD-SNSPA. The Director of the CSUD is appointed following a public competition organised by the IOSUD representative and is an ex officio member of the CSUD.
- (6) The CSUD comprises the following members:
- a) PhD supervisors from within IOSUD-SNSPA;
 - b) doctoral supervisors from Romania or abroad;
 - c) representatives of PhD students from the doctoral school within IOSUD-SNSPA, accounting for 25% of the membership.
- (7) The CSUD may also include as members scientific figures or figures from relevant industrial and socio-economic sectors. CSUD members who are university teaching staff or researchers must be entitled to supervise doctoral students, either in Romania or abroad, and must meet the minimum and mandatory standards for the award of the habilitation certificate in force at the time of their appointment as CSUD members.
- (8) All five fields of the multidisciplinary doctoral school are represented on the CSUD.
- (9) The CSUD shall also include at least 3 doctoral students, elected by universal, direct, secret and equal vote of the doctoral students within the SNSPA Doctoral School.
- (10) The status of a doctoral student representative on the CSUD, on the council of the multidisciplinary doctoral school (hereinafter referred to as *the CȘD*), or in other representative bodies at the level of the higher education institution may not be subject to any conditions whatsoever, except for the fulfilment of the obligations set out in Article 18(1) (1) of the Framework Regulations on Doctoral Studies. Interference by teaching staff in the process of selecting doctoral students constitutes a disciplinary



offence and shall be sanctioned in accordance with the provisions of Article 175 of the Higher Education Act No. 199/2023, as subsequently amended and supplemented.

IV. 3. Director of the Council for Doctoral Studies

Art. 21. (1) The day-to-day management of the CSUD is exercised by the Director of the Council for Postgraduate and Doctoral Studies, whose position is equivalent to that of a vice-rector. The Director of the Council for Doctoral Studies is appointed by the Rector of SNSPA by decision, issued in accordance with the provisions of the SNSPA Charter, following the organisation of a public competition.

(2) The competition for the post of Director of the CSUD shall be conducted in accordance with a methodology that complies with the provisions of the Framework Regulations for Doctoral Studies, approved by the SNSPA Senate.

(3) The announcement regarding the organisation of the competition shall be published at least two months before the deadline set for the registration of candidates.

(4) The announcement shall be published at least in the following ways: a) in a prominent position on the homepage of the IOSUD-SNSPA website; b) on the website of the Ministry of Education and Research; c) in the Official Gazette of Romania, Part III.

(5) Only persons who are authorised to supervise doctoral students and who meet the minimum and mandatory standards for the award of the habilitation certificate in force on the date of publication in the Official Gazette of Romania, Part III, of the announcement regarding the competition for the post may apply for the post of Director of the CSUD.

(6) Candidates registered for the competition shall submit, as part of their application, a strategic and operational plan for the Council for Doctoral Studies covering the term of office for which they are standing, and shall present this to the selection panel.

(7) The selection committee appointed to assess the candidates registered for the post of Director of the Council for Doctoral Studies shall consist of 5 members, of whom at least 3 shall be from outside IOSUD-SNSPA, either from within the country or abroad, in accordance with the provisions of the Framework Regulations for Doctoral Studies. The committee is appointed by decision of the Rector of SNSPA.

(8) Members of the selection panel must be authorised to supervise doctoral students, either in Romania or abroad, and must meet the minimum and mandatory standards for the award of the habilitation certificate in force on the date of publication in the Official Gazette of Romania, Part III, of the announcement regarding the competition for the post.

(9) At least one member of the selection committee must have an employment contract with a higher education or research institution abroad, recognised as such by the Ministry of Education and Research.

(10) On the basis of the competition committee's decision, the Rector of SNSPA shall conclude a management contract with the person appointed to the post of Director of the Council for Doctoral Studies, for a term of 5 years.

(11) The Director of the Council for Doctoral Studies reports to the Rector of SNSPA and is remunerated for their work with a management allowance, the amount of which is determined by the SNSPA Board of Directors.

(12) The rights and obligations of the Director of the CSUD, the criteria for evaluating their performance, and the procedures for amending or terminating the contract prior to the expiry of the term for which it was concluded are set out in the management contract.

Art. 22. (1) The Council for Doctoral Studies shall meet monthly or whenever necessary, at the request of the Director of the CSUD or of one-third of the Council's members.

(2) Meetings of the Council for Doctoral Studies are chaired by the Director of the Council for Doctoral



Studies. The agenda for these meetings is set by the Director of the Council for Doctoral Studies, based on proposals put forward by members of the Council or by the Rector of the National School of Political and Administrative Studies ().

(3) The Rector of SNSPA is invited to all meetings of the Council for Doctoral Studies.

(4) The Council's decisions are adopted by a majority of the votes of those present.

(5) The term of office for a member of the CSUD is 5 years. Doctoral students who are members of the Council for Doctoral Studies and who complete their doctoral studies during the Council's term of office lose their membership of the Council on the date of the public defence of their doctoral thesis.

Art. 23. The general framework for the organisation and operation of the multidisciplinary doctoral school within IOSUD-SNSPA is established by the Framework Regulations for Doctoral Studies, by these regulations and by the specific regulations of the multidisciplinary doctoral school within IOSUD-SNSPA.

IV. 4. INSTITUTIONAL MOBILITY, PARTNERSHIPS AND CONSORTIUMS, CO-SUPERVISION AND ECTS

Art. 24. The Council for Doctoral Studies is tasked with increasing the mobility of doctoral students and academic staff within the SNSPA Doctoral School. Depending on their needs, doctoral students and academic staff within the SNSPA's multidisciplinary Doctoral School may submit proposals for the conclusion of international cooperation agreements with various prestigious institutions relevant to research in the doctoral fields within the SNSPA. Proposals to improve mobility within the Doctoral School will be submitted to the Council for Doctoral Studies, which will take the necessary steps to conclude new cooperation agreements .

Art. 25. IOSUD-SNSPA implements, through the Council for Undergraduate and Postgraduate Studies, cooperation instruments such as:

- a) International partnership agreements, through which experts in the field participate within the doctoral school in delivering courses, conducting research mentoring activities, conferences and debates, etc.;
- b) Joint supervision of doctoral research;
- c) Exchanges of doctoral students and lecturers with universities in the field;
- d) Participation in international consortia, in which doctoral research topics form part of broader international projects.

Art. 26. (1) SNSPA encourages the mobility of doctoral students and teaching staff within the Doctoral School with a view to updating their skills and maintaining a permanent connection to the European Research Area. Ensuring mobility within the framework of cooperation agreements concluded in doctoral study programmes, , structural human resources training programmes, as well as joint supervision of doctoral studies consists of:

- a) exchanges between lecturers and students;
- b) the organisation of consortia and networks;
- c) the awarding of joint qualifications and/or certificates to several UODs or IOSUDs, both domestic and international, attesting to the skills acquired;
- d) transnational exchanges;
- e) international recognition of the PhD;
- f) supporting the participation of doctoral students and academic staff in conferences, workshops and other prestigious international scientific events.

Art. 27. (1) Doctoral studies within the IOSUD-SNSPA may also be organised under joint supervision, in which case the doctoral student carries out their work under the simultaneous supervision of a doctoral



supervisor from Romania and a doctoral supervisor from another country, or under the simultaneous supervision of two doctoral supervisors, one from the IOSUD-SNSPA and the other from another IOSUD in Romania, based on a written agreement between the organising institutions involved, details of which shall be included in the study contract or in an addendum to this contract.

(2) Where the written joint supervision agreement is concluded between IOSUD-SNSPA and a doctoral-awarding institution abroad, the course of the study programme, the doctoral thesis produced and the conditions for the public defence must be established in such a way as to comply with the applicable legal provisions in both countries. Otherwise, the administrative procedure carried out by IOSUD-SNSPA shall be invalidated, and the doctoral degree shall not be awarded.

(3) A joint doctoral programme may also be organised where the doctoral supervisors are from IOSUD-SNSPA.

(4) In the case of doctoral studies organised under joint supervision, the principal supervisor is the one for whose vacant doctoral student position the admission competition was organised, with the second supervisor playing a secondary role.

(5) The doctoral student is fully attributed to the principal supervisor, including in the allocation of their teaching and research workload.

(6) The curriculum of the doctoral programme comprises a minimum of 240 credits. Credits earned within the doctoral programme are recorded in documents such as the academic transcript to allow, where applicable, their transfer to other educational institutions or their use for re-enrolment. The regulations concerning the European Credit Transfer System (ECTS/SECT) comprise the set of rules and procedures implemented within IOSUD-SNSPA.

(7) The recognition of transferable credits, in the case of national and international academic mobility, may be carried out by IOSUD-SNSPA only for persons who prove their status as doctoral students by means of academic transcripts or enrolment documents issued by the higher education institution they attended.

(8) The conditions and manner in which academic mobility is carried out shall be established by a methodology approved by order of the Minister of Education and Research.

CHAPTER V. UNIVERSITY ETHICS AND PROFESSIONAL CONDUCT

Art. 28. — (1) In teaching and university research activities, compliance with the rules of university ethics and professional conduct, as regulated by the SNSPA Code of University Ethics and Professional Conduct, is mandatory.

(2) Any complaints regarding non-compliance with the rules of university ethics and professional conduct shall be recorded and resolved in accordance with the SNSPA Code of University Ethics and Professional Conduct, drawn up on the basis of the Framework Code of University Ethics and Professional Conduct, approved by Government Decision.

(3) Failure to comply with the rules of academic ethics and professional conduct, including the confirmation of proven cases of plagiarism, may result in public liability for IOSUD-SNSPA.

CHAPTER VI. TRANSPARENCY

Art. 29. — IOSUD-SNSPA guarantees transparency in the organisation and delivery of doctoral programmes within its own multidisciplinary doctoral school.

Art. 30. — (1) The multidisciplinary doctoral school, with logistical support from IOSUD-SNSPA, shall ensure that all necessary information regarding doctoral programmes is published online, with a particular focus on the following categories:



- a) the doctoral school's regulations;
 - b) information on vacancies for doctoral students;
 - c) information on vacancies for doctoral supervisors;
 - d) information on the organisation and delivery of doctoral programmes;
 - e) information on the content of doctoral programmes;
 - f) information on how studies are funded;
 - g) the model framework contract for doctoral studies;
 - h) information on doctoral supervisors and the doctoral students they supervise, including at least a list of their publications and patents;
 - i) information on the results and professional performance of doctoral supervisors;
 - j) the guide on the drafting of doctoral theses, including standards for their preparation, procedures and assessment criteria;
 - k) the minimum standards drawn up by CNATDCU for the award of the doctoral degree;
 - l) abstracts of doctoral theses to be defended in public, as well as the date, time and venue of the public defences, at least 20 days prior to the defences;
 - m) the addresses where the completed doctoral theses can be accessed.
- (2) IOSUD-SNSPA shall publish on its website the annual self-evaluation report, which must include references to feedback from doctoral students regarding the quality of the educational process.

CHAPTER VII. EVALUATION WITHIN IOSUD- SNSPA

VII. 1. Evaluation of doctoral students' work

Art. 31. (1) The assessment of doctoral students' work focuses primarily on the outcomes of their research. Results such as publications, participation in conferences, as well as their quality—assessed through the integration of publications into the international research landscape, citations, awards, etc.—are taken into account. These research outcomes are quantified in ECTS credits, in accordance with the Regulations on the application of the European Credit Transfer System (ECTS/SECT) of the SNSPA.

(2) The assessment of doctoral students' work explicitly covers all the competences that the doctoral student is required to develop within the doctoral programme, in accordance with Level 8 of the European Qualifications Framework (EQF) and the National Qualifications Framework (CNC).

(3) The continuous assessment of the doctoral student's work is carried out by the doctoral supervisor and the doctoral student's academic supervision and integrity committee.

(4) The assessment procedures and criteria will enable:

- a) accurately measure doctoral students' performance and reflect differences in their performance;
- b) assessing doctoral students' progress in acquiring the knowledge and skills associated with the intended professional qualification;
- c) administrative and academic checks to ensure the fairness of procedures;
- d) transparency and communication regarding rigorous and clear criteria for assessing doctoral students;
- e) informing doctoral students about the assessment strategy, methods, assessment criteria and expected performance.

VII.2. Assessment of the doctoral supervisor's work

Art. 32. (1) The evaluation of doctoral supervisors shall be carried out periodically, at least once every two years, in accordance with the evaluation procedures established by order of the Minister of Education and Research, upon the recommendation of the CNATDCU.



- (2) The evaluation procedures shall focus primarily on aspects relating to the quality of the scientific output of the group led by the doctoral supervisor, with particular emphasis on the impact and relevance of this group's scientific activity at international level, or at national level in the case of fields specific to Romania.
- (3) The results of the evaluation are made public.

VII. 3. Internal and external evaluation and monitoring of the IOSUD () at SNSPA

Art. 33. The quality of doctoral programmes, the performance of doctoral students and that of doctoral supervisors shall be subject to a periodic internal and external evaluation process, which shall include:

- a) the terms of reference for the internal and external evaluation process;
- b) the appointment of an institutional body (committee/council) of experts to carry out the evaluation;
- c) criteria and standards for the internal/external evaluation of each programme;
- d) the periodic monitoring and review of doctoral programmes;
- e) the preparation of evaluation reports with recommendations;
- f) monitoring the implementation of the decisions and recommendations adopted.

Art. 34. (1) The internal quality assessment of a doctoral programme shall be carried out periodically by the CEAC on the basis of the self-assessment report drawn up by the Doctoral School Council for each doctoral field.

(2) The procedures for the internal quality assessment of doctoral programmes shall be drawn up on the basis of the minimum criteria established by the Framework Regulations on Doctoral Studies and these Regulations, shall be endorsed by the Council for Doctoral Studies and approved by the SNSPA Senate.

(3) The internal quality assessment procedures for doctoral programmes will aim to:

- a) the mission and objectives of doctoral programmes;
- b) the content and curriculum of the doctoral programme;
- c) the compatibility of doctoral programmes with the qualification description registered in the RNCIS;
- d) the results of research undertaken by doctoral students and doctoral supervisors, as evidenced by publications, patents and participation in scientific events;
- e) the online presentation of PhD students' research findings;
- f) cooperation with other institutions;
- g) specific requirements of the various teaching methods and delivery formats;
- h) the availability of resources for documentation, learning and research, as well as the support facilities available to doctoral students;
- i) staff involved in the delivery of study programmes;
- j) the methods used to assess doctoral students' knowledge and test their skills, as well as to monitor their progress throughout their studies;
- k) evaluation by doctoral students, obtained through questionnaires completed confidentially and processed statistically;
- l) the degree of doctoral students' involvement in ensuring the quality of study programmes.

Art. 35. (1) The external evaluation of IOSUD-SNSPA, and of the fields of doctoral study, for the purposes of provisional authorisation or accreditation, shall be carried out in accordance with the provisions of Title IV — Quality Assurance in Higher Education of the Higher Education Act No. 199/2023, as subsequently amended and supplemented.

(2) The external evaluation of doctoral programmes within IOSUD-SNSPA is carried out by ARACIS, based on CNCS reports on research quality and CNATDCU reports on the quality of human resources.



(3) Doctoral programmes which, within a maximum of five years of the entry into force of the Framework Regulation on doctoral studies, have not undergone an external evaluation process shall enter a winding-up phase, during which no new doctoral students may be enrolled. The winding-up phase may not last longer than one academic year.

(4) The authority to wind up a doctoral programme in the circumstances set out in paragraph 3 lies with the SNSPA, which is required to inform ARACIS and the CNCS of the process and outcome of the winding-up and to proceed with the removal of the relevant qualification from the RNCIS.

Chapter VIII. ENCOURAGING THE EMPLOYMENT OF GRADUATES OF DOCTORAL STUDY PROGRAMMES

Art. 36. (1) By their very nature, doctoral programmes within the SNSPA aim to:

- a) the acquisition of scientific research skills and other subject-specific and cross-disciplinary skills;
- b) to provide career opportunities for graduates of doctoral programmes.

(2) The Council for Doctoral Studies must pursue a marketing policy for doctoral studies that is capable of withstanding global competition, offering a wide range of educational and professional development options that are geographically and thematically diverse.

Art. 37. (1) SNSPA monitors the employment rates of doctoral programme graduates and develops strategies to improve their integration into the labour market.

(2) The Doctoral School, through the Doctoral Office, compiles and updates the alumni register with its own graduates, ensures the monitoring of their careers and professional activities, thereby contributing to their integration into society.

Art. 38. With a view to promoting the employment of graduates of doctoral programmes, the Doctoral School shall focus primarily on:

- a) adapting doctoral education to the demands of the knowledge society, under the imperative of lifelong learning;
- b) delivering doctoral education with a focus on the student and on learning through research;
- c) aligning doctoral programmes with trends in contemporary research;
- d) recognising the crucial role of supervision and assessment;
- e) promoting innovative structures to meet the need for interdisciplinarity and the provision of transferable skills;
- f) increasing international, interdisciplinary and cross-sectoral mobility;
- g) adequate and sustainable funding.

Chapter IX. FINAL PROVISIONS

At 39. (1) These Regulations are supplemented by the provisions of Law No. 199/2023 on higher education, as subsequently amended and supplemented, and by theon doctoral studies, adopted by Order of the Minister of Education No. 3020/08.01.2024, published in the Official Gazette of Romania, No. 56/22.01.2024, as subsequently amended and supplemented, and of Order No. 3693/01.02.2024, published in the Official Gazette of Romania, No. 111/07.02.2024, regarding the Framework



Methodology for Admission to Higher Education and other applicable legal provisions, in force throughout the doctoral programmes of doctoral students.