



*Daniel Dascalu*  
P. 1

# CODUL STUDENȚILOR



Universitatea Tehnică  
de Construcții București

clădim  
educație

utcb.ro





<https://utcb.ro/descopera/pagina-studentilor/regulamente/>

# **CODE OF RIGHTS AND OBLIGATIONS OF THE UTCB STUDENT**

# TABLE OF CONTENTS

CHAPTER 1 – UTCB STUDENTS' STATUS .....	1
CHAPTER 2 – STUDENTS' RIGHTS.....	2
STUDENTS' REPRESENTATIVES.....	3
CHAPTER 3 – STUDENTS' OBLIGATIONS AND APPLICABLE SANCTIONS.....	4
STUDENTS' SANCTIONS.....	5

## CHAPTER 1 – UTCB STUDENTS' STATUS

**Art.1** The current code presents the rights and obligations of the students matriculated in UTCB.

**Art.2** The University Senate adopts the Code of rights and obligations of the UTCB student, at the proposal of the students, in compliance with the provisions of the National Education Law no. 1/2011, with the subsequent amendments, as well as the Order no. 3666/2012 on the approval of the Code of Students' Rights and Obligations.

### Art.3

(1) The capacity of student, respectively doctoral student, is acquired by admission to a program of Bachelor's, Master's and, respectively, doctoral studies, according to art. 142 para. (7) and art. 199 para. (2) of Law no. 1/2011, with subsequent amendments and completions.

(2) The rights and obligations of the doctoral student are provided in the Government Decision no. 681/2011 on the approval of the Code of doctoral studies.

(3) The study contract concluded between the student and the university following the admission to a university study program cannot be modified during the academic year.

### Art.4

(1) Students may associate in student structures or organizations according to the provisions of art. 203 para. (1) of Law no. 1/2011, with subsequent amendments and completions.

(2) Legally established student organizations have the right of access to university premises in order to organize projects for students or to carry out internal activities, outside of classes and other pre-arranged activities. The University has the obligation to regulate the above aspects through the code provided in art. 2.

(3) UTCB shall cooperate and consult with legally constituted student organizations on issues related to the development of higher education.

**Art.5** Students' associations legally constituted elaborate each year a report on obeying the regulations in the current UTCB code. The report is published on the University's website before the beginning of each academic year. In the event of any deficiencies, the University is obliged to make public the means for solving them.

### Art.6

(1) Students are partners of the higher education institutions, they are members of the university community and they have rights and obligations based on the principles stated in art. 118 of Law no.1/2011, with subsequent amendments and completions.

(2) The students' activity within the university community is regulated by the principles stated in art. 202 para. (1) of Law no. 1/2011, with subsequent amendments and completions.

**Art.7** The state grants an equitable education process regarding the entrance examination, progress and completion of studies for all the students in our national educational system.

**Art.8** Candidates who come from socio-economically disadvantaged or socially marginalized backgrounds, including high school graduates from rural environments or cities with a population of under 10.000 inhabitants, can benefit from a number of guaranteed budget subsidized places, according to the law. Ensuring free educational and professional guidance and counselling services, mentoring services, as well as following educational routes for this category of students, in order to ensure their academic, social and cultural integration in the community, constitute together with their quality, a criterion for assessing the quality of the university.

**Art.9** Political propaganda, as well as any other form of individual or group discrimination are forbidden in higher education institutions,

## **CHAPTER 2 – STUDENTS’ RIGHTS**

**Art. 10** Physically disabled students’ rights in the carrying out of academic and social and cultural activities are referred to in article 118 para. (3) from Law no. 1/2011, with its further amendments and completions.

**Art. 11** The student benefits from the following rights based on the principles stated by the Decree 3666/2012 regarding the approval of the Student’s Rights and Obligations Code, art. 11:

- (1) the right to a quality education;
- (2) the right to access internal and external mobility programmes, with the recognition of the credits obtained in this manner, according to the law;
- (3) the right to transfer from one university to another, according to the current legislation stipulations and the university charters;
- (4) the right to personal data protection;
- (5) the right to free course support (5 pages minimum), in hardcopy or online format, and free access to all the available teaching materials in the university’s libraries or on the faculty website;
- (6) the right to be informed, within the first two weeks from the beginning of the semester, of the syllabus, the structure and goals of each course, the competences acquired by the completion of the subject, as well as regarding the evaluation and examination methods. Any further amendment of the evaluation and examination methods is made with the approval of the Faculty Council and is communicated in due time to the students.
- (7) the right to benefit, at the beginning of the first year of studies, of a ‘Student’s Guide’, containing information on: the student’s rights and obligations, the subjects in the curriculum, the services made available by the university, the evaluation methods, the amount of taxes, the university’s and faculty’s material base, information on the legally constituted student associations, ways of accessing scholarships and other means of financing, mobility programs, as well as other facilities and granted subsidies;
- (8) the right to benefit from a year/specialization/group mentor, depending on the size of these structures, from among the teaching staff of the faculty where they teach their courses;
- (9) the right to participate in the evaluation of the courses, seminars, practical works, the teachers’ performance and other educational and/or organizational aspects related to the attended study program, according to the stipulations in the article 303 para. (2) from Law no. 1/2011, with its further amendments and completions. Evaluations are public information and can be used in evaluating the performance of the respective courses, seminars, internships, study programs and teachers;
- (10) the right to access regulations, decrees, decisions, minutes and other documents of the institution they study in, under the provisions of the legislation in force;
- (11) copyright and intellectual property rights for the results achieved by research and development activities, artistic creation and innovation, according to the legislation in force and to the University Charter and any potential contracts between the parties;
- (12) the right to freely benefit from information services and academic, professional, psychological and social counseling services, related to the teaching activity, made available by the tertiary education institution, according to the University Charter;
- (13) the right to internship according to the goals of the university study program, as well as the right to the material basis, transportation and meals provided by the law;
- (14) the right to have the individually performed internship recognized, after assessing the achievement degree of the internship goals according to the study program;

- (15) the right to interrupt and resume studies according to the University Charter and the current legislation in force;
- (16) the right to study in the native language or in a language of international use, if this possibility exists in the tertiary education institution, within the limit of allocated places for this type of study program;
- (17) the right to refuse to participate in the educational process more than 8 hours per day, encompassing courses, laboratories and seminars, excepting the case of internship training and participation in the optional subjects in the curriculum;
- (18) the right to an objective and non-discriminatory evaluation of the competences acquired after the completion of a course, in compliance with the syllabus, and the right to be informed on the grading scale by which they are evaluated;
- (19) the right to be examined in an alternative method when they suffer from a short-term or long-term medically approved disability, which prevents them from presenting their acquired knowledge in the manner previously determined by the course holder, so that the respective alternative method would not restrict reaching the examination standards;
- (20) the right to contest the grades from the written exams, according to the internal university regulations. The contestation will be solved by a committee that excludes the teachers who evaluated the student in the first place, in the presence of the contestant student, if the student so requires;
- (21) the right to have a copy registered by the university of their Bachelor's/dissertation thesis returned to them, upon request, and to be informed of the score they obtained;
- (22) the right to benefit from a student-focused educational process aiming at their personal development, social integration and employment capacity development, maintaining their job and their mobility on the labor market;
- (23) the right to benefit from flexible educational routes, according to art. 123 para. (7) from Law no. 1/2011, with its further amendments and completions. In this regard, within the study programme, a minimum number of elective and/or optional courses will be ensured from the whole package of the courses provided by the university.

**Art. 12** The evaluation grid of the teachers' performance will be revised annually by the Committee for Quality Assessment and Assurance and the Quality Management Office of the Technical University of Civil Engineering of Bucharest in consultation with the students' representatives. The university will grant access to students to the consultation of the teachers' evaluation results made by the students' representatives, upon request.

## REPRESENTATIVE STUDENTS

**Art. 13** The students are represented in the consultative, decisional and executive structures within UTCB, according to the provisions of Law no. 1/2011, with subsequent amendments and completions, and the UTCB Charter.

**Art. 14** Students participate in decision-making within universities on the basis of the following rights:

- (1) the right to elect and to be elected in the management structures of the university, according to the Law no.1 / 2011, with the subsequent modifications and completions;
- (2) the right to be represented in the university senate and in the Faculty Council in a quota of minimum 25%, under the provisions of Law no. 1/2011, with subsequent amendments and completions, and of the University Charter;
- (3) the right to be represented in the structures of the university that manages the social services, including the accommodation commissions, the allocation of scholarships, the

allocation of thematic camps;

(4) the right to attend at the procedures regarding the establishment of the method of appointment of the rector through representatives, as well as in the process of his appointment, regardless of the method of appointment, according to art.209 par. (2) of Law no. 1/2011, with subsequent amendments and completions;

(5) the right to be informed and consulted by the student's representatives in connection with the decisions voted in the management structures of the institution to which they belong.

#### Art. 15

(1) Higher education institutions may not condition the status of student representative on academic performance, attendance at courses, seminars and workshops. Teachers may not be involved in the selection procedures of student representatives, regardless of the level of representation.

(2) The interventions are sanctioned according to the provisions of art. 312 of Law no. 1/2011, with subsequent amendments and completions.

(3) A student cannot be a representative student in decision-making structures (council, Senate and Administrative Board) of the university for more than 4 years, regardless of the period in which tenures took place and their interruptions.

(4) The student representatives in the Faculty Councils and in the University Senate are elected by direct, secret and universal suffrage of all the students of the faculty and at the university level, respectively.

(5) Legally constituted student organizations at the faculty/ university level may delegate representatives in these structures, with observer status. The number of representatives delegated by student organizations in these structures is established on the basis of university autonomy.

(6) The process of appointing member students in any other consultative, deliberative and executive structures than those provided by Law no.1/2011, with subsequent amendments and completions, is carried out on the basis of university autonomy and is established by students.

## CHAPTER 3 - STUDENT OBLIGATIONS AND APPLICABLE SANCTIONS

#### Art. 16

(1) To comply with the provisions of the UTCB Charter, university regulations, decisions of the UTCB Administrative Board and Senate and the Rector's decisions.

(2) To participate in the professional activities included in the curriculum.

(3) To use a civilized language (without trivialities, obscenities, etc.) in relations with colleagues, teaching staff, auxiliary teaching staff and UTCB's personnel, and to have a proper conduct and behavior, by which they do not violate the laws of the country and the norms of behavior in society.

(4) To maintain cleanliness and order in the educational and common areas.

(5) Not to bring, use or sell alcoholic beverages or other products prohibited by law (weapons of any kind, drugs, pornographic materials, etc.) on the university premises (teaching and auxiliary spaces, student residences, canteen, etc.).

(6) To use only specially designated boards in the university campus for announcements; posting in other places is strictly prohibited.

(7) Not to damage (by direct or indirect actions) the material basis of the university: buildings, rooms, (teaching premises, accommodation, canteen, libraries), sanitary facilities, furniture, laboratory equipment, plumbing, electrical, heating, etc.

(8) To be materially liable, individually or as a group, as appropriate, for damage to the teaching and auxiliary spaces, furniture, sanitary and electrical installations, equipment of any kind,

accommodation, canteen, etc.

(9) Not to live clandestinely in the University student residences.

(10) To report directly, verbally or in writing, to the faculty administration any breaches of university discipline, of the rules of civilized behavior and of the provisions of paragraphs (1)(2)(3)(4)(5)(6)(7) and (9), which occur in the university premises (teaching and accommodation spaces, canteen, libraries, laboratories, various facilities, heating and electrical installations, etc.).

(11) To report to the competent authorities any irregularities in the educational process and in activities related to it;

(12) To carry out all the tasks assigned to them according to the curriculum and the syllabi of the subjects;

(13) To comply with the quality standards imposed by the university;

(14) To respect the copyrights of others and to acknowledge the authorship of the information presented in the work produced;

(15) to produce and submit original discipline-level assessment and graduation papers;

(16) to participate in the academic activities without being under the influence of alcohol or other prohibited substances;

(17) to pay for any damage to the material basis provided to them by the higher education institution;

(18) to fulfil the financial commitments imposed on them by the institution at which they are studying, under the provisions of the study contract.

## STUDENTS' SANCTIONS

### Art. 17

(1) For the breach of the provisions under Art. 16, the next sanctions will be applied, depending on the seriousness of the deviations:

- a. written warning
- b. written reprimand
- c. expulsion

(2) The sanction mentioned in paragraph (1)a is applied for the deviations from provisions of Art. 16(1), Art. 16(2), Art. 16(3), Art. 16(4)

(3) The sanction mentioned in paragraph (1)b is applied for the repeated deviations from provisions of Art. 16(1), Art. 16(2), Art. 16(3) and for the deviations from provisions of paragraphs in Art. 16(6), Art. 16(7), Art. 16(8). The students sanctioned with written reprimand cannot benefit from free camps.

(4) The sanction mentioned in paragraph (1)c is applied for serious or repeated deviations from provisions of Art. 16(1), Art. 16(2), Art. 16(3), Art. 16(6), Art. 16(7), Art. 16(9) and for deviations from provisions of Art. 16(5).

(5) The sanctions from paragraphs (1)a and (1)b are applied by the decision of the faculty or university's management structures and the sanction from paragraph (1)c is proposed by the faculty's management structures for serious and/or repeated deviations and is validated by the university's management structures.

(6) At the implementation of the sanction in paragraph (1)c, the fees paid off by the student (registration and/or study fee, student residence room fee for current month, etc.) are not refunded, and if the expelled student has debts to the university (library books, teaching material, bedding, tableware, etc.), these will be recovered by legal means.

(7) The evidence of the deviations is kept by the secretary's offices of the faculties, all the sanctions being introduced in the records of the sanctioned students.

(8) If the deviations committed by the students imply material damages or prejudices brought to the university's premises and/or equipment, the sanctions will be accompanied by actions for the integral recovery of their value from those who are guilty, according to Art. 16(8) of the current regulation.

(9) The deviations from the provisions of Art. 16 can be notified by students, teachers, technical-administrative staff, security staff, who must make them known to the faculty's management



structures or, where appropriate, to the administration, to the Social Service, etc., depending on the location where the deviation was made.

(10) If the author or the authors of the deviation can be identified, the material liability is individual, affecting the person or the persons who made it.

(11) If the author or the authors of the deviation cannot be identified, the material liability can affect the students of the subgroup or the group, the lessees of a student residence room, etc. who had activity in the space where the deviation took place if that group's involvement is proven.

(12) The evaluation of the damages of any kind, produced by the students intentionally or not, negligently, inadvertently, etc., is made by the General Administrative Directorate, for the purpose of the integral recovery of the repair costs expense. The evaluation must be correct, objective and, where appropriate, must contain, besides the cost of the repairs or completions, etc., the expenses generated by the decommissioning during the repairs brought to the space, the furniture, the installations, etc. which were materially damaged.

(13) The recovery of the material damages is made by the University's General Administrative Directorate.