



**THE BUCHAREST UNIVERSITY OF ECONOMIC STUDIES  
(ACADEMIA DE STUDII ECONOMICE DIN BUCURESTI)**

**ERASMUS code:RO BUCURES04**

**PIC code: 998405966**

**International Fact Sheet**



<b>Address</b>	Piata Romana 6, 010374 – Bucharest, Romania <a href="http://www.international.ase.ro">www.international.ase.ro</a> <a href="https://www.facebook.com/ASEBucharest.DRI">https://www.facebook.com/ASEBucharest.DRI</a>
<b>Vice-Rector for International Relations</b>	Prof. Constantin Marius Profiroiu, PhD. <a href="mailto:mprofiroiu@ase.ro">mprofiroiu@ase.ro</a> (+4) 021 319 20 23
<b>Contacts at the Department for International Relations</b>  <a href="mailto:international@ase.ro">international@ase.ro</a> <a href="mailto:erasmus@ase.ro">erasmus@ase.ro</a> <b>T: (+4) 021 319 19 10</b> <b>T/F: (+4) 021 319 20 23</b>	Assoc. Prof. Anca Bogdan, PhD. – Director <i>cooperation agreements, network activities, staff exchange</i> <a href="mailto:anca.bogdan@fabiz.ase.ro">anca.bogdan@fabiz.ase.ro</a> (+4) 021 319 19 10
	<i>Erasmus+ Office</i> Assoc. Prof. Liliana Crăciun, PhD. – Head of the office <a href="mailto:liliana.craciun@economie.ase.ro">liliana.craciun@economie.ase.ro</a> (+4) 021 319 19 00, ext. 444  <i>Incoming &amp; outgoing student mobility:</i> <a href="mailto:erasmus@ase.ro">erasmus@ase.ro</a> Teodora Fulga – Officer (+4) 021 319 19 00, ext. 417 Maria Todircan – Officer (+4) 021 319 19 00, ext. 621
	<i>International cooperation and foreign students</i> (+4) 021 319 19 84
	Lelia Iordan – Head of the Office - Admissions non-EU students <a href="mailto:lelia.iordan@ase.ro">lelia.iordan@ase.ro</a>  Oana Cârnicianu – Admissions non-EU degree-seeking students officer <a href="mailto:oana.carnicianu@ase.ro">oana.carnicianu@ase.ro</a>  Lect. Laura Mina-Raiu, PhD. – International rankings and accreditations officer <a href="mailto:laura.minaraiu@amp.ase.ro">laura.minaraiu@amp.ase.ro</a>  Lect. Cătălin Ploae, PhD. – International cooperation officer <a href="mailto:catalin.ploae@rei.ase.ro">catalin.ploae@rei.ase.ro</a>  Assist. Prof. Oana Popovici, PhD. - International rankings and accreditations officer <a href="mailto:oana.popovici@rei.ase.ro">oana.popovici@rei.ase.ro</a>

<p><b>Academic calendar</b></p>	<p><b><u>Winter semester (14 weeks classes + 2 weeks exams):</u></b>  <b>Semester dates:</b> October 1st – mid-February     <i>Christmas break:</i> 2 weeks</p> <p><b><u>Summer semester (14 weeks classes + 3 weeks exams):</u></b>  <b>Semester dates:</b> mid-February – mid-June     <i>Easter break:</i> 1 week</p> <p><b><u>Welcome Session for incoming students:</u></b> 1<sup>st</sup> day of each semester</p> <p><b><u>Exam dates:</u></b>  Regular exams take place from mid-January to the beginning of February (1<sup>st</sup> semester), respectively the first 3 weeks of June (2<sup>nd</sup> semester), immediately after the end of the semester. There is a regular exams session: the 1st semester session (end of January – beginning of February) and the 2nd semester session (end of May – mid-June). For the subjects for which the final evaluation is a colloquium, the examination takes place within the respective class (lecture or seminar), usually during the pre-session (the last two weeks of the semester).  In case of failed exams, there is a re-examination session by the end of June for all the exams (winter and summer sessions). The students can re-sit an exam or colloquium where they were absent, failed or want a re-evaluation of the original grade.</p> <p><b>The academic calendar</b> becomes available by the end of June each year. The schedule of subjects is available at the beginning of each semester.</p>
<p><b>Registration process &amp; deadlines</b></p>	<p>The Bucharest University of Economic Studies accepts exchange students nominated by its partner universities. The nomination is done by e-mail at <a href="mailto:erasmus@ase.ro">erasmus@ase.ro</a> (full name, duration of the stay, e-mail). The nominated students will be contacted afterwards for the application process.</p> <p><b>Nomination deadlines for partner universities:</b>  For the winter semester and full academic year: July 15<sup>th</sup>  For the summer semester: December 1<sup>st</sup></p> <p><b>Application deadlines for nominated students:</b>  For the winter semester and full academic year: July 30<sup>th</sup>  For the summer semester: December 15<sup>th</sup></p> <p><b>Application documents (via e-mail):</b></p> <ul style="list-style-type: none"> <li>- application form</li> <li>- accommodation form</li> <li>- learning agreement</li> <li>- copy of the ID card / passport</li> <li>- copy of the health insurance</li> <li>- 1 ID-type photo</li> </ul>
<p><b>Language requirements</b></p>	<p>Depending on the language of instruction (English, French, German or Romanian), exchange students are required to have an advanced level for the respective language (minimum level B1 of the Common European Framework of Reference, recommended level B2), in order to be able to successfully complete courses at The Bucharest University of Economic Studies.</p> <p>Our university does not require official language certificates as we trust our partners to send students who fulfill the aforementioned criteria.</p> <p>However, if students do not meet the language requirements, we reserve us the right to withdraw them from courses.</p>
<p><b>Foreign language courses</b></p>	<p>Foreign languages: English, French and German for intermediate and advanced learners, both as a first or second foreign language – economic language, business communication and correspondence.</p> <p>Foreign languages for beginners and intermediate levels (as electives): Arabic, Chinese, French, German, Italian, Japanese, Russian, Spanish, Turkish.</p> <p>Courses are offered during both semesters, free of charge (2 h/week). Availability depends on the number of registered students in the elective courses.</p>

## Course information

### **Courses in English:**

English courses options for exchange students include more than 350 courses offered every term in a broad variety of business and economic fields, offered both at Bachelor's and Master's levels.

**Courses in French/German:** Apart from courses offered in English language, incoming exchange students can also attend a variety of courses taught in French/German in the field of business administration.

**Course catalogue:** <http://fisadisciplina.ase.ro/Selectieprogram.aspx>

### **Class Format:**

Each class has two types of activities: lectures (attended by a large number of students, provide the theoretical background) and application seminars (attended by smaller groups of students – around 20 – suppose practical activities: case studies, problem-solving, group discussions, simulations, paper preparation & presentation etc.).

### **Attendance and Participation:**

Attendance at the lectures is not compulsory, but is strongly encouraged. Participation to seminars is usually part of the final examination (between 30 and 100% of the final grade, depending on the subject), so it is strongly recommended to attend all the seminars. The contents of the lectures and the evaluation methods are presented by each professor at the beginning of the semester (also presented in the course description).

### **Course Registration:**

Exchange students are registered with the Department for International Relations and are allowed to choose from all the programs and years of study, provided they have the necessary background and language proficiency.

This system means courses might overlap. It is the students' responsibility to only register for courses they can attend in full.

### **Course Load:**

There is no minimum or maximum requirement for incoming exchange students. Course load depends on the requirements of the home institution. We recommend 30 ECTS/semester.

### **Transcript of Records:**

We will issue a grade report for each student at the end of the semester, which will be sent to the coordinator at the home university.

### **Grading system:**

The Romanian grading scale is from 1 (minimum) to 10 (maximum), the minimum grade for passing an exam and obtaining the ECTS points corresponding to a subject is 5. The equivalent grades in the ECTS system are:

Local grade	ECTS Grade	Explanations	Percentage of successful students normally achieving the grade
10	A	Excellent	10%
9	B	Very good	25%
8, 7	C	Good	30%
6	D	Satisfactory	25%
5	E	Pass	10%
≤ 4	F	Fail	-

Final tests are generally in the form of written examination: the assimilation and critical understanding of lectures, assigned references and other related activities (field work, case studies etc.) are assessed. Seminar activities contribute to the final grade: active attendance, paper presentation, case studies etc.

<p><b>Further services for exchange students</b></p>	<p><b>Buddy Network:</b> In order to prepare your arrival, we recommend you to contact the ASE Erasmus Students Network. The volunteers are students of our university that will act as personal mentors ("Erasmus Buddy"). They also organize orientation and integration events, trips, social and cultural events.</p> <p>Facebook page: <a href="https://www.facebook.com/pages/ESN-ASE-Bucharest/410154642439075">https://www.facebook.com/pages/ESN-ASE-Bucharest/410154642439075</a> E-mail: <a href="mailto:buddy-system@ase-bucharest.esn.ro">buddy-system@ase-bucharest.esn.ro</a></p> <p><b>Advisory services:</b> The academic staff of the Department for International relations can provide academic support to exchange students in selecting the appropriate courses or in other academic matters. Our office also offers assistance for obtaining / prolongation of the visa for foreign students.</p>												
<p><b>Accommodation</b></p>	<p>Student housing is generally one of the most affordable accommodation you will find in Bucharest and also one of the best ways to meet new people. You can quickly build your social network and make new friends by living exactly where so many other students choose to live.</p> <p>All the exchange students are accommodated in Belvedere A7 and A8 Students' Hall, situated at about 30 minutes from the university. Reservations are made through the Department of International Relations (accommodation form). Accommodation cost per semester: 675 Eur / per place in a double room, 450 Eur / place in a triple room. Accommodation guarantee: 300 Eur.</p> <p>The university does not take any responsibility for finding private accommodation for the students. Private student halls:</p> <ul style="list-style-type: none"> <li>- <a href="http://www.arcca.ro">www.arcca.ro</a></li> <li>- <a href="http://www.campusest.ro">www.campusest.ro</a></li> <li>- <a href="http://www.westgatestudios.ro/locuinte">www.westgatestudios.ro/locuinte</a></li> </ul>												
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<p><b>Entry and residence regulations</b></p>	<p>Nationals of non-EU/EEA countries need a study visa for entry and residence in Romania.</p> <p>The complete information and documents: <a href="http://mae.ro/en/node/2035">http://mae.ro/en/node/2035</a></p> <p>Before traveling to Romania, students should make sure they are familiar with the regulations concerning visas and residence permits.</p>												
<p><b>Health insurance</b></p>	<p>All exchange students should have health insurance: the European health insurance card / EHIC or an equivalent. Without an insurance, all medical services will have to be paid.</p>												
<p><b>Information about Bucharest &amp; Romania</b></p>	<p>For more information on our university, please visit our website: <a href="http://www.ase.ro">www.ase.ro</a></p> <p>In order to prepare your arrival and for information regarding Romania and Bucharest, please check the following links:</p> <ul style="list-style-type: none"> <li>• <a href="http://www.romaniatourism.com">http://www.romaniatourism.com</a></li> <li>• <a href="http://www.romania.travel/en">http://www.romania.travel/en</a></li> <li>• <a href="http://virtualromania.org/">http://virtualromania.org/</a></li> <li>• <a href="http://www.visitbucharest.ro/">http://www.visitbucharest.ro/</a></li> </ul>												