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UTCB Code of Students' Rights and Obligations

Approved

Annex 1 to the Senate Decision no. 9494 /31.07.2026

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Chapter I General provisions

Article 1

(1) Student status or, as applicable, doctoral student status shall be acquired upon admission to a short-cycle, Bachelor's, Master's or doctoral degree programme, following the signing of the Study Contract and upon issuance of the enrolment decision, but no later than the date on which the academic year commences.

(2) Students are partners of the Technical University of Civil Engineering Bucharest in the educational process and members of the academic community, enjoying the rights and being subject to the obligations laid down by the legislation in force, the University Charter, this Code and the other internal regulations of the University.

(3) For admission to public and private higher education, for each cycle and higher education study programme, nationals of Member States of the European Union, of States belonging to the European Economic Area and of the Swiss Confederation, as well as British citizens and their family members who are beneficiaries of the Agreement on the withdrawal of the United Kingdom of Great Britain and Northern Ireland from the European Union and the European Atomic Energy Community (2019/C 384 I/01), may apply under the same conditions as those provided by law for Romanian citizens, including with regard to tuition fees.

(4) The Technical University of Civil Engineering Bucharest shall conclude, with each student, doctoral student, course participant or postdoctoral researcher enrolled in a study programme, a Study Contract, in accordance with the provisions of the regulations governing the organisation and delivery of study programmes and in compliance with the legislation in force.

(5) UTCB shall ensure equitable access, equal treatment and an inclusive university environment for all students, without any form of direct or indirect discrimination, whether against individuals or groups, in all academic, administrative, decision-making and executive processes.

(6) Activities that breach the generally accepted standards of morality of the academic community, political and/or religious proselytising activities, activities that may endanger the health or physical or psychological integrity of students or University staff, as well as any form of psychological violence/bullying, harassment or discriminatory conduct, are prohibited within UTCB.

(7) UTCB shall adopt and regularly update institutional measures aimed at preventing and combating discrimination, promoting inclusion and ensuring the accessibility of the university environment, in consultation with student representatives and legally established student organisations.

(8) On the basis of university autonomy and in accordance with the applicable legal provisions, UTCB may award prizes, scholarships, places in student camps and other similar incentives to students demonstrating academic excellence, as well as to students with outstanding achievements in education and professional training, cultural and civic activities, volunteering and sports activities, including university sports competitions. The criteria for

passing examinations and courses, as well as the conditions under which a grade awarded for a course may be improved, shall be established, in accordance with the principle of university autonomy, by UTCB's own regulations.

(9) All study documents issued by the higher education institution, as well as documents certifying student status, such as certificates, student record books or student identity cards, shall be issued free of charge. Where duplicates of study documents are issued, UTCB shall charge fees established pursuant to university autonomy, as approved by the University Senate and published on the official website.

Article 2

(1) Students enrolled in full-time study programmes at UTCB shall be entitled to transport facilities in accordance with the applicable legal provisions, until they reach the age of 30.

(2) Children of staff currently employed in the education system or of persons who have retired from the education system, students who have lost one or both parents, students from single-parent families, as well as students belonging to disadvantaged groups as defined by Social Assistance Law No. 292/2011, as subsequently amended and supplemented, shall, following enrolment, be entitled to free accommodation in student halls of residence and boarding facilities, supported through an increased subsidy for student accommodation and catering facilities granted by the Ministry of Education.

(3) Students shall be entitled to places in student camps (thematic, creative, sports or recreational camps) organised by the Ministry of Education, higher education institutions and/or the national authority responsible for youth policies, through its relevant structures, during the summer and winter holidays, and funded from the State budget or from UTCB's budget. All arrangements concerning the organisation of student camps shall be carried out in consultation with legally established national student federations.

(4) Students may establish or join student structures or organisations, workshops, clubs, societies, literary and artistic circles, artistic and sports groups, as well as publications, in accordance with the applicable legal provisions.

(5) Legally established student organisations shall be entitled to use, free of charge, premises within the University to serve as their registered offices and for the conduct of their specific activities, in accordance with the applicable legal provisions.

(6) Student organisations representing students' interests within each academic community may, subject to the conditions laid down in the Charter of the higher education institution, have ex officio representatives within the decision-making and executive bodies of the higher education institution, except for those bodies in which mandates are allocated exclusively through elections.

(7) During each academic year, UTCB shall hold at least one public presentation for students concerning the national and international mobility programmes available to them and shall provide students interested in such programmes with information and counselling services

free of charge. The internationalisation process may also be supported by incorporating into learning, teaching and research activities components involving online collaboration.

(8) Compliance with this Code shall be monitored at UTCB level as part of the internal quality assurance system and the institutional mechanisms for student representation and consultation. Student representatives serving on the University's governing bodies and legally established student organisations shall be involved in the monitoring process.

(9) Legally established student associations may prepare an annual report on compliance with the provisions of this Code within each higher education institution/faculty of the national education system and shall submit such report to the management of the respective higher education institution/faculty.

(10) Following the commencement of the academic year, the report shall be discussed at the first meeting of the University Senate or the Faculty Council, as applicable. The higher education institution or faculty shall be required to publish on its website the report prepared by the student associations.

(11) Where deficiencies are identified, the higher education institution/faculty shall draw up an action plan to remedy them, in consultation with the student representatives serving on the University Senate/Faculty Council and with legally established student associations.

(12) The action plan shall be published on the website of the higher education institution/faculty, and its implementation shall be monitored periodically through meetings between the management of the higher education institution/faculty and representatives of legally established student associations or student representatives, as applicable.

Chapter II Students' rights

Article 3

(1) Students shall have the following rights, in accordance with the principles established by the legislation in force:

(a) the right to quality education;

(b) the right of students with disabilities to benefit from appropriate conditions enabling their participation in the University's academic, social, cultural and administrative activities, including through accessibility measures, reasonable accommodation, information and support, in accordance with the law and UTCB's internal regulations;

(c) the right of students with disabilities to receive institutional support in completing their study programme, including with regard to access to University premises, teaching and learning materials, assessment activities and, where applicable, practical training activities;

(d) for this purpose, UTCB shall apply the provisions of the UTCB Strategy on Social Inclusion and Accessibility for Persons with Disabilities, as well as any other applicable institutional regulations;

(e) the right to equitable access to learning opportunities provided through national and international mobility programmes, as well as the right to benefit from active measures aimed at removing barriers to the physical or virtual mobility of students at risk, students with disabilities and non-traditional students;

(f) the right to permanent transfer from one higher education institution to another, in accordance with the provisions of the legislation in force;

(g) the right to the protection of personal data, in accordance with Regulation (EU) 2016/679 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC;

(h) the right to receive, free of charge, course materials consisting of notes, presentations or other materials summarising the content taught, in hard-copy or electronic format, and to have access to all teaching and learning materials available free of charge in University libraries or on the Faculty website. Such course materials shall be made available to students, in the language in which the respective course is taught, within the first two weeks of each semester;

(i) the right of access to key specialist books and scientific publications available through University libraries and central university libraries;

(j) the right to be informed, within the first two weeks of the semester, of the content of the course specification for each course, which shall include: the objectives/expected learning outcomes to be achieved through the respective course; the educational content of the course and the topics covered in each teaching activity; teaching and learning methods; required and recommended reading; assessment and examination methods; minimum requirements for passing the course; and the weighting of the different types of assessment

and examination in the final grade. Any subsequent changes to the assessment and examination methods may be made only with the students' consent. The updated course specification shall be made available to students through the e-learning platform in use and/or on the Faculty or University website.

(k) the right to consultation sessions with the teaching staff conducting lectures, seminars, laboratory classes, project-based activities or other teaching activities attended by the students, in accordance with the consultation schedule communicated to students and UTCB's internal regulations;

(l) the right to request the recognition of competences acquired in non-formal and informal contexts, in accordance with the methodologies approved pursuant to the law and UTCB's internal regulations;

(m) the right to receive, at the beginning of the first year of study, a "Student Guide" containing information on: students' rights and obligations; the courses included in the curriculum; the services provided by the higher education institution; assessment procedures; the applicable fees; the facilities and resources of the higher education institution and the Faculty; information on legally established student associations; access to scholarships and other sources of funding; mobility opportunities; as well as other facilities and subsidies available to students, etc. Higher education institutions may support student associations in preparing the Student Guide;

(n) the right to be assigned a mentor/adviser/tutor for their year of study/cohort/group, depending on the size of the respective study group, selected from among the teaching staff of the Faculty in which they are enrolled. Higher education institutions shall determine the means by which students may access information concerning the list of mentors/advisers/tutors and their contact details and shall draw up rules governing the tutoring system and the activities and responsibilities of tutors who are members of the teaching staff, to be approved by the University Senate;

(o) the right to participate in the semester-based evaluation of lectures, seminars and practical classes, the performance of teaching staff, and other educational and/or organisational aspects relating to the study programme in which they are enrolled, in accordance with the applicable legal provisions. Students shall participate in such evaluation processes anonymously. The statistical results of the evaluations shall constitute public information and shall be published on the website of each higher education institution, together with the improvement measures adopted following the analysis of the evaluation results. The results shall be used to improve the content of teaching activities and the methods of teaching, learning and assessment;

(p) the right of access to the regulations, resolutions, decisions, minutes and other documents of the institution at which they study, in accordance with the legislation in force. Upon request, higher education institutions may also make certain documents available in open-data format;

(q) copyright and intellectual property rights in respect of the results obtained through research and development, artistic creation and innovation activities, in accordance with the

legislation in force, the University's institutional regulations and any agreements concluded between the parties;

(r) the right to benefit, free of charge, from academic, career, psychological and social information and counselling services related to educational activities and provided by the higher education institution, in accordance with the legislation in force and the University's institutional regulations.

(s) the right to suspend and resume their studies in accordance with the legislation in force and the University's institutional regulations;

(t) the right to study in their mother tongue or in a language of international circulation, where such an option is available at the higher education institution, within the number of places allocated to the respective type of study programme;

(u) the right to receive, upon request, personalised feedback from the teaching staff following each assessment in which they participate;

(v) the right to an objective and non-discriminatory assessment of the learning outcomes achieved upon completion of a course, in accordance with the course specification, and the right to be informed of the marking scheme used for their assessment. The assessment of students' knowledge shall be conducted in the presence of at least two members of the teaching staff. Teaching staff shall communicate to students the grades awarded for each course in which an assessment has taken place, within a maximum of 24 hours following completion of the assessment;

(w) the right to appeal against grades obtained in written examinations, in accordance with the internal regulations of the higher education institution. The appeal shall be considered by a committee whose members shall not include the teaching staff who conducted the initial assessment and, where the student so requests, in the presence of the student lodging the appeal; the right to access their individual academic record;

(x) the right to be informed of the results obtained in the examinations for the completion of their studies;

(y) the right to be consulted by the teaching staff regarding the scheduling of examination dates;

(z) the right to benefit from a student-centred educational process aimed at personal development, integration into society, and the development of their capacity to obtain and retain employment and to enhance their mobility within the labour market;

(aa) the right to benefit from flexible learning pathways, in accordance with the applicable legal provisions. To this end, the study programme shall provide at least two options for each elective course or set of elective courses included in the curriculum;

(bb) the right to undertake specialised practical training in accordance with the curriculum, the course specification and the Methodology for the Organisation and Conduct of Practical Training within UTCB Bachelor's and Master's Degree Programmes. The University shall provide the institutional framework required for practical training for students whose

curriculum includes such activities, including through practical training agreements and partnerships with businesses, professional organisations and institutions;

(cc) the right to have access to specialised similarity-detection software made available by the higher education institution for the preparation of academic papers, in accordance with the institutional regulations;

(dd) the right to participate in extracurricular, scientific, technical, cultural, artistic and sports activities, as well as activities intended for high-achieving students, funded from the State budget or from the budgets of higher education institutions;

(ee) the right of all members of the academic community to free wireless internet access throughout the University premises. The technical specifications of the internet network shall allow access to online teaching and learning activities, audio-video conferences, as well as any other activities specific to the educational process;

(ff) the right to be informed of the number, type and amount of fees charged by UTCB, as well as the mechanisms used to determine such fees, in accordance with the University Charter and the internal regulations;

(gg) the right to have the fees approved by the University Senate published on the UTCB website, subject to the conditions and within the time limits laid down by the legislation in force;

(hh) the right not to be charged additional fees for the process of reclassification from a tuition-fee-paying place to a State-funded place, or vice versa, in accordance with the law and the internal regulations.

(2) Students shall not be required to participate in more than 8 hours per day of teaching and learning activities included in the curriculum of the study programme in which they are enrolled, with the exception of optional courses or courses covered by a separate Study Contract.

(3) Students shall be represented in all consultative and decision-making bodies within UTCB, in accordance with Law No. 199/2023, as subsequently amended and supplemented, and with the University Charter, including bodies established as functional structures of the University's governing bodies pursuant to the principle of university autonomy.

(4) Students shall participate in the decision-making process within higher education institutions on the basis of the following rights:

(a) the right to free medical, dental and psychological care provided by medical and dental offices within higher education institutions, outpatient clinics and hospitals, in accordance with the legislation in force;

(b) the right to accommodation, within the limits of the financial resources allocated and the accommodation places available, for the period provided for in the curricula;

(c) the right to accommodation subsidies for students who choose forms of accommodation other than halls of residence operated by higher education institutions, in accordance with the rules adopted by order of the Minister of Education;

(d) the right of free access to University premises for the purpose of organising projects for students or carrying out internal extracurricular activities, outside the scheduled hours for teaching and learning activities and other pre-arranged activities, in accordance with the University's own regulations;

(e) the right to report abuses and irregularities and to request that such reports be reviewed and assessed by the specialised bodies provided for by the legislation in force, as well as the right to protection afforded to persons reporting breaches under Law No. 361/2022 on the Protection of Whistleblowers in the Public Interest, as subsequently amended;

(f) the right to have all written and signed requests, or requests sent to the official email addresses of the higher education institution, duly registered and to receive a written response or, as applicable, a response by electronic means, subject to the conditions laid down by law and the University regulations;

(g) the right to an application period of at least 5 working days from the date on which the relevant announcement is published for selection procedures organised by the higher education institution, including those relating to scholarships, student camps, accommodation and mobility programmes;

(h) students belonging to disadvantaged groups, as defined by Social Assistance Law No. 292/2011, as subsequently amended and supplemented, shall be exempt from the payment of tuition fees and study completion fees, provided that such fees are funded by the State through the budget of the Ministry of Education, in accordance with the applicable legal provisions;

(i) the right to benefit from a safe and healthy learning environment, including through facilitated access to information concerning physical health, mental health and well-being, as well as to counselling services;

(j) the right of free access to the sports facilities and swimming pools of the higher education institution, where such facilities are available, outside the hours scheduled for teaching and learning activities conducted on those premises, in accordance with the University's institutional regulations.

Chapter III Students' obligations

Article 4

(1) Students shall have the following obligations:

- (a) to fulfil all requirements incumbent upon them under the curriculum and the relevant course specifications;
- (b) to comply with the University Charter, regulations, methodologies and decisions of the higher education institution;
- (c) to comply with the quality standards established by the higher education institution;
- (d) to respect the copyright of others and to acknowledge the original source of the information used in the works they prepare;
- (e) to report to the competent authorities any irregularities identified in the educational process and in activities related thereto;
- (f) to comply with the provisions of the UTCB Code of University Ethics and Professional Conduct;
- (g) to prepare and present original coursework for assessment purposes and original final degree papers;
- (h) to participate in academic activities without being under the influence of alcoholic beverages or other prohibited substances;
- (i) to refrain from using language or engaging in conduct inappropriate to the university environment;
- (j) to make proper use, in accordance with their intended purpose, of all facilities and subsidies received;
- (k) to maintain cleanliness, quiet and order on University premises;
- (l) to preserve the integrity and proper functioning of the facilities, equipment and other material resources made available to them by UTCB;
- (m) to use the University's facilities, equipment and other material resources strictly in accordance with their intended purpose and the applicable rules, so as not to endanger their own safety or that of other members of the academic community;
- (n) to bear the costs of any damage caused to the facilities, equipment and other material resources made available to them by UTCB;
- (o) to fulfil their financial obligations towards the institution at which they study, subject to the conditions laid down in the Study Contract;

(p) to comply with the obligations laid down in the individual study and practical training agreement concluded with the higher education institution and the economic operator, in the case of dual higher education;

(q) to sign the Study Contract at the beginning of each cycle of studies and, where applicable, any addenda thereto;

(r) to report to the competent authorities any irregularities identified in the educational process and in activities related thereto.

(2) Student representatives elected to the governing bodies of higher education institutions shall have the following specific obligations:

(a) to consult students periodically regarding their needs and interests, as well as regarding the decisions and proposals that the student representatives intend to support at meetings of UTCB's governing bodies;

(b) to prepare, at least twice a year, activity reports setting out all initiatives undertaken and actions carried out. The activity reports of student representatives shall be published on the UTCB website;

(c) to attend meetings of the governing bodies of the higher education institution in their capacity as elected student representatives.

Chapter IV Sanctions

Article 5

(1) Any breach by students of the obligations laid down in this Code, the University Charter, the Code of University Ethics and Professional Conduct, UTCB regulations, methodologies and decisions, the Study Contract or other internal regulations shall give rise, as applicable, to disciplinary, financial, civil, administrative or criminal liability, in accordance with the law.

(2) Depending on the nature and seriousness of the misconduct, the consequences thereof, whether the misconduct is repeated, and the student's conduct, the following disciplinary sanctions may be imposed:

(a) written warning;

(b) written reprimand;

(c) expulsion.

(3) A written warning may be imposed for minor breaches of the obligations laid down in this Code or in UTCB's internal regulations.

(4) A written reprimand may be imposed for repeated misconduct or for misconduct that adversely affects the proper conduct of academic activities, public order and quiet, the integrity of University facilities and property, the safety of persons or the rights of other members of the academic community.

(5) For the period specified in the decision imposing the sanction, a student who has received a written reprimand may lose access to certain facilities granted on a priority basis, subject to the relevant UTCB regulations.

(6) Expulsion may be imposed for serious or repeated misconduct, including acts that seriously affect the safety of persons, the integrity of UTCB property, the proper conduct of the educational process, university ethics, order on University premises or the obligations undertaken under the Study Contract.

(7) Sanctions shall be imposed with due regard for the student's right to be informed of the acts alleged against them, to submit their observations and to provide documents or evidence in their defence, in accordance with UTCB's internal procedures.

(8) The sanctions provided for in paragraph (2)(a) and (b) shall be imposed in accordance with the powers and responsibilities established by UTCB's internal regulations.

(9) The sanction provided for in paragraph (2)(c) shall be proposed in cases of serious and/or repeated misconduct and shall be approved/validated in accordance with UTCB's internal procedures and the legislation in force.

(10) Where the sanction of expulsion is imposed, fees paid by the student, including application/enrolment fees, tuition fees, accommodation fees or any other fees relating to the current period, shall not be refunded, except where expressly provided otherwise by law or by UTCB's internal regulations.

(11) Where the misconduct has resulted in material damage or damage to UTCB premises, facilities, equipment or property, the disciplinary sanction may be accompanied by measures for the recovery of the resulting loss or damage, in accordance with the law.

(12) Liability for material damage shall be individual and shall rest with the person or persons who caused the damage. Liability may be attributed to a group only where the specific involvement of the members of that group in causing the damage has been established.

(13) Misconduct may be identified by students, teaching staff, auxiliary teaching staff, administrative staff, technical staff or security personnel, who shall report it to the competent bodies of the Faculty or the University, as applicable.

(14) Material damage shall be assessed by the competent administrative bodies of UTCB in an objective and duly substantiated manner, on the basis of the costs required to repair or replace the property concerned or to restore the relevant property/premises to proper working condition.

(15) UTCB shall recover material losses through its competent bodies, in accordance with the law.

(16) Records of sanctions shall be maintained by the Faculty Secretariats or by the competent UTCB bodies, in accordance with the internal regulations and the rules governing the protection of personal data.