

Completion of studies

The dedicated platform

The entire registration process to complete the studies will be done through dedicated platform. More information can be found [here](#).

Regulations / Guidelines / Work template / Coordinator report

- UB regulation for the organization of final exams. –

Annex to the regulation.

- FMI regulation for conducting the supporting test for the works of

COMPLETION

- FMI anti-plagiarism check procedure (Mathematics and Informatics fields)

- The IMF guide for writing the thesis is available

[here](#).

- The specific guide for the field of Mathematics for the elaboration of the bachelor's thesis

is available [here](#).

- Word work template

- Latex work template (also available on Overleaf)

- Coordinating professor referral (for undergraduate theses/projects of diploma/dissertation)

- Commission member evaluation report

- Report suspected plagiarism

Calendar session June - July 2024

- Deadline for uploading license papers: 16.06.2024 (hour 23:59)

- 1.06.2024 – 16.06.2024: registrations for the final exam (registrations are do in the completion application)

- 2.07.2024 – 4.07.2024: taking the final exams

Registration file

The documents required to register for the undergraduate/dissertation exams will be uploaded to the completion of studies application, in pdf format. typifications required for registration can be found [HERE](#).

Remarks:

1. The liquidation forms for the 2024 promotion should be printed by graduates from application and signed and uploaded again and later they will be printed from the application

together with the other documents and completed by the secretaries, on the basis of the lists from Social and Library.

2. The liquidation forms for other promotions should be printed by graduates and signed and after that each graduate will take care of obtaining it signatures from Social and Library.

3. For language proficiency certificates, baccalaureate/licensure diplomas, graduates will contact the secretary of the year/archive (if they finished in previous years).

- Registration form;
- High school diploma;
- 2 recent photographs, in color, on photographic paper, bulletin type (3/4 cm) – will be brought by the graduate to pick up the license certificate;
- Birth certificate;
- Marriage certificate (where applicable);
- CI copy;
- Declaration of authenticity of the undergraduate work/dissertation/project of diploma. This document is linked together with the thesis /diploma/dissertation.
- Bachelor thesis/diploma project/dissertation, coordinator's report scientific and the signed similarity report. These documents will be left in

original, to the secretary of the undergraduate/dissertation committee, after endorsement.

- Liquidation sheet
- The form generated by the alumni.unibuc.ro platform

The registration file for taking the license exam also contains

- Language proficiency certificate (requested from the year secretary);

The registration file for taking the dissertation exam also contains

- Bachelor's degree.

Completion platform

The entire registration process for completing the studies will be done through dedicated platform, which can be accessed [here](#).

Through the platform, students will be associated with the coordinating teacher.

The association can be done manually by the coordinator, in which case the student must

to send the teacher the title and a brief description of the topic, or the association is possible

does through offers posted by the coordinators, students having the opportunity to apply

with paper ideas, on various topics posted by teachers. Lists will appear in the platform only teachers who bid. A complete list of teachers can be found [here](#).

Deadline for adding a student-coordinating professor association: April 30, 2024.

Students who are not added by the coordinator by this date will not could submit the bachelor's thesis/dissertation in the current session.

All final year students are automatically added to the platform with their account institutional. Each student must activate their account by accessing the link in the email

received from the platform and ensure that the data associated with the account is correct.

Students from previous promotions will request an account through the platform, in dedicated section (account request link). Requested accounts will be added after o

prior verification by the secretariat. Students who complete more majors need separate accounts (different email addresses).

A mini-presentation regarding the use of this platform, from the perspective of a student, can be found [here](#).

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