

"ION IONESCU DE LA BRAD"  
IAȘI UNIVERSITY OF LIFE SCIENCES  
FACULTY OF VETERINARY MEDICINE

**REGULATION**  
**on the organisation and conduct of the dissertation**  
**examination in the academic year 2023-2024**

In accordance with the provisions of Articles 36, 40, 44, 45, 46, 47, 48, 49, 54, 57 of the Law on Higher Education no. 199/ of 4 July 2023, taking into account the provisions of Law no. 60/2000 on the right of graduates of private higher education to take the final examination at accredited state higher education institutions, of MEC Order no. 3106/2022 of 9 February 2022 on the approval of the Framework Methodology for the organisation and conduct of the Bachelor's/Diploma and Dissertation examinations and of MEC Order no. 4156/2020 of 27 April 2020 on the approval of the Framework Regulation on the regime of study documents and university documents in the higher education system, as well as of the University Charter,

Taking into account the provisions of Article 265 of Law 199/2023 according to which until the date of entry into force of the subsequent normative acts issued in execution of this Law, the normative provisions in force shall apply,

The Council of the Faculty of Veterinary Medicine establishes the present regulations for the organization and conduct of the dissertation examination in the academic year 2023 - 2024, which may be amended if the subsequent normative acts to be issued on the basis of Law 199/2023 so require.

**I. GENERAL PROVISIONS**

**Art. 1.** The **Faculty of Veterinary Medicine** of the "Ion Ionescu de la Brad" Iași University of Life Sciences (IULS) organizes and conducts the following forms of final examinations: **dissertation examination** in the specialization *Veterinary Medicine (Veterinary Medicine field)*;

**Art. 2.** The organisation and conduct of the final examination are the responsibility of the Faculty Council, which is responsible for the correct application of the legislation and these regulations.

**Art. 3.** Graduates of higher education programmes accredited or authorised to operate provisionally may sit the dissertation examination;

**Art. 4.** Graduates of the *Veterinary Medicine* specialization from the class of 2024 or previous classes, who have fulfilled all the academic obligations of the university curriculum, as well as graduates from other authorized/accredited higher education institutions that cannot organize final examinations, according to the law, may register for the dissertation examination.

**II. ORGANISATION OF THE DISSERTATION EXAMINATION**

**Art. 5. (1) The dissertation examination consists of two parts, namely:**

**a) test 1** - Contains two separate sub-tests: **1A** - assessment of fundamental knowledge in the form of a written multiple choice questions (MCQ) test and **1B** - assessment of specialized knowledge in the form of an oral clinical case;

**b) test 2** - Presentation and defence of the dissertation.

(2) The evidence referred to in paragraph (1) for the dissertation examination shall be face-to-face. When the pandemic situation requires it and only with the prior approval of the Administration Council, respectively of the IULS Senate, these tests may also be conducted online.

(3) The presentation and defence of the dissertation are public.

(4) Assignments and bibliography are published on the faculty website.

**Art. 6.** The assessment of basic and specialized knowledge in test 1 shall be conducted face-to-face, in accordance with the regulations approved by the Board of the Faculty of Veterinary Medicine.

**Art. 7.** The dissertation examination is normally held in two ordinary sessions only: the summer session (June - July) and the winter session (January - February). At the request of graduates, the Administration Council may approve the organisation of an additional autumn session (September).

**Art. 8.** (1) Examination committees are established for each study programme by decision of the Rector, on the proposal of the Faculty Council, and are composed of at least 3 members, with the professional rank of at least lecturer, with the scientific title of doctor, except for the chairperson, who must be a professor/associate professor. The secretary of the committee may also be an assistant.

(2) The members of the final examination board and the secretary of the final examination board may not be in a relationship of spouses, relatives or next of kin up to and including the third degree with those being assessed or with each other.

(3) The examination committee has full responsibility for the organisation and normal running of the examination. In this respect, where appropriate, members of the academic staff who have taught the respective series may be co-opted for the preparation of subjects, practical examination, etc.

(4) The members of the dissertation examination committee and the appeals committee, as well as the number of these committees, shall not change during the final examinations.

(5) The members of the dissertation examination committee and the appeals committee is published on the university website.

**Art. 9.** (1) The **topics and bibliography** for the evaluation of fundamental and specialized knowledge in the dissertation examination shall be approved by the Faculty Council, on the proposal of the dissertation examination committee, in accordance with the curricula and syllabuses followed by the graduates of the current class, being specific to the following disciplines:

- *fundamental disciplines*: **Anatomy, Physiology, Pathophysiology, Pharmacology, Semiology, Microbiology, Pathological Anatomy.**

- *specialized disciplines*: **Infectious diseases, preventive medicine and species-specific clinical lectures; Surgical clinic and species-specific clinical lectures; Medical clinic and species-specific clinical lectures; Parasitology and species-specific clinical lectures; Reproduction, reproductive disorders and species-specific clinical lectures.**

(2) For each subject provided for in these regulations, **5 topics will** be proposed (chapters, sub-chapters, as far as possible of the same complexity and length) and the related bibliography.

(3) Holders of the subjects listed above are required to submit to the examination committee, at the board's request, the proposed examination topics (chapters/sub-chapters) and bibliography, as well as a total of 120 multiple choice questions (in the case of the core subjects for examination 1A). There will be four answers to each multiple choice question, marked *a b c* and *d*, of which at least one must be correct. The proportion of multiple-choice questions will be at least 50%. The correct answers to the questions constituting the grid tests will be made available to the examination board by the holders of the subjects concerned.

(4) The approved bibliography and topics for the preparation of the final exam will consist only of the study materials (lectures/practical work) after which the grid tests are made, the same as those studied by the graduates of the current class (maximum 3 bibliographic sources/discipline).

**Art. 10.** The procedure for taking the first exam, the related topics and bibliography, the timetable for the examinations shall be made known to the graduates by posting them on the notice board of the faculty and on its website at least one month before the exam.

**Art. 11.** The Faculty of Veterinary Medicine will display this methodology, the examination calendar, the examination committees, the procedure for taking the first examination, the topics and the bibliography related to the examination on the evaluation of fundamental and specialized knowledge, the timetable for the examinations, as well as the *Guide on the completion of the university studies of dissertation and master's degree developed by IULS*, on the notice board of the faculty and on its web page, at least **one month before** the examination.

**Art. 12.** (1) Registration for the dissertation examination shall be made at the Secretariat of the Faculty of Veterinary Medicine (secr\_vet@iuls.ro), by each candidate, at least **10 days before the date of scheduling the first examination**. In order to register, the candidate submits to the Secretariat two copies of the dissertation, in printed format, written in accordance with the *Guidelines for the completion of undergraduate and master's degree studies* developed by IULS, its similarity (originality) report, the written opinion of the scientific advisor and the related application.

(2) In order to check the originality of the dissertation, the students will send their dissertation papers, saved in **pdf format**, to their supervisor.

(3) The supervising teacher sends the work in pdf format to the person designated by the Faculty Council to check the work in the anti-plagiarism system.

(4) The person designated by the Veterinary Medicine Faculty Council to check the dissertation papers in the anti-plagiarism system notes on the first page of the similarity report, under signature, the similarity coefficients (SC). In order to be accepted, the checked papers must not exceed **35% (SC1) and 15% (SC2)** respectively. If these values are exceeded, a revision of the dissertation is required.

(5) The maximum number of checks allowed in the anti-plagiarism system is 3 and will be recorded on the first page of the similarity (originality) report, together with the opinion of the designated person and the final approval of the scientific supervisor.

(6) On the similarity report, the supervising academic will give (or not, as the case may be) his/her final approval for the thesis to be defended; he/she will then send the similarity report to the candidate for the dissertation examination with the mention ***I agree/disagree with the public defence***, with his/her own signature.

(7) The candidate will have the obligation to insert in the final form of the dissertation, before the sworn affidavit, the document received from the supervisor with the 2 favourable opinions.

(8) **Registration** for the dissertation exam **is considered validated only upon receipt of confirmation** (physically or online) from the secretariat of the Faculty of Veterinary Medicine.

(9) The faculty secretariat records individual graduation papers on CD/DVD for archiving purposes as required by law.

**Art. 13.** (1) Graduates of undergraduate education, who have attended the same foreign language for 4semesters, will receive a certificate of language proficiency based on the grades obtained during their studies;

(2) If the conditions in paragraph (1) are not met, graduates will take the online/physical assessment with the Foreign Language discipline professors.

(3) The certificate is only valid for the support of the licence.

(4) The student may also present a certificate issued by another specialised institution, provided the document is recognised by the Foreign Language discipline.

**Art. 14.** (1) Registration for graduates from other institutions will be done centrally by the university where they studied, at least 15 days before the exam, based on a protocol concluded in advance with IULS, approved by the senates of the two universities. For registration, the respective institutions will submit nominal lists by specialization with the graduates who meet the legal requirements, the curricula valid for the period of the candidates' enrolment, the photocopy of the page of the Official Gazette attesting the accreditation or authorization of the respective specialization and the candidates' files. The original of the graduates' files must contain the following documents: baccalaureate diploma, birth certificate, marriage certificate, if applicable, and the matriculation sheet,

the diploma supplement in 2 original copies according to the model provided by the Ministry of Education, 3 ID photographs, the certificate issued by the respective faculty showing the status of graduate, specifying the year of graduation, specialization and duration of studies, the certificate of language proficiency, the dissertation written in accordance with the Guidelines for the completion of university dissertation studies developed by IULS, the originality report (similarity report) of the dissertation and the opinion of the scientific supervisor.

(2) The expenses to cover the costs of organizing and conducting the final examination for graduates from other higher education institutions shall be borne, in the amount approved by the IULS Senate at the proposal of the Administration Council, by the university where the candidates come from. Payment will be made by payment order, ten days before the date of the first examination.

### III. CONDUCT OF THE EXAMINATION

**Art. 15. (1) Access of candidates to the examination room.** The Faculty will plan the date and time at which graduates must report to the examination venue. Candidates will enter the examination room on the basis of a valid identity card, 15 minutes before the start of the examination, in alphabetical order, with each graduate taking the seat corresponding to the name tag affixed in advance on the bench.

**Art. 16. (1)** The committee shall decide on the choice of subjects for the **test 1A** of the dissertation examination the day before the written examination.

(2) The committee will draw up sets of grid tests, each consisting of **45 questions**, which will be selected by lot from the total number of questions submitted by the subject holders; the proportion of first-choice questions will be 20%.

(3) **Test 1B** is taken by groups of candidates, under practical conditions at faculty clinics/farms (oral, on clinical cases). The formation of the groups and the determination of the specialized tests will be made by drawing lots by all candidates at least 24 hours before the scheduled date of the respective test.

**Art. 17.** The two tests of the dissertation examination will be held as follows:

(1) **Test 1A - assessment of fundamental knowledge:**

(a) **Drawing and handing out the examination form.**

Each graduate will receive an examination form to fill in the top right-hand side with their identity data, according to the form matrix.

(b) **The procedure for completing the written paper** will be communicated to the graduates by the chair of the committee and will be as follows:

- The written test of the final examination consists of an MCQ test and comprises **45 questions** from all the subjects set for the examination. The question answered correctly is marked with **0.2 points**, giving a **maximum total of 9 points**, plus **one point by default**.

- the time allocated to solving the MCQ test is a maximum of **40 minutes**.

(c) Upon completion of the written examination, each graduate hands in the paper to the committee (for checking and marking), signs for handing it in a nominal table and waits to sit for **examination 1B - assessment of specialized knowledge**, according to the timetable previously posted.

(d) **Checking and grading of papers** is done by the committee on the same day as follows:

Grading of papers is based on the previously established scales, the grades being recorded on a mark sheet.

(2) **Test 1B - assessment of specialized knowledge:**

(a) depending on the discipline drawn by lot (clinical discipline), the candidate will receive a clinical case; the candidate will review the clinical case for further discussion with the committee members;

(b) the answer will be presented orally, through discussion with members of the committee;

(c) Grading will be done with marks from 1 to 10.

(3). **Test 2** - the **defense of the dissertation** takes place after the completion of the first test, on the basis of prior appointment and consists of the presentation **of the dissertation** by the graduate in front of the examination committee, in a public meeting, to which the scientific advisor is also invited.

The paper will be presented in a Power-Point presentation (**10-15 slides, maximum 7 minutes**) in which the candidate presents: the state of the research, brief bibliographical references related to the chosen topic, the material and methods used to carry out the research, his/her own (original) results supported by iconography, graphs and tables (if applicable), and the presentation ends with the conclusions of the research and possible recommendations. Submission of presentations to the dissertation committee secretaries will be done 1-2 days before the dissertation is being defended, **by online transfer**.

On the basis of the evaluation, each member of the committee awards a mark from 1 to 10, taking into account the evaluation criteria set.

Each member of the committee evaluates:

a) scientific novelty/originality of the dissertation;

b) how the dissertation was written in accordance with the *Guidelines for Completion of Studies*;

c) the scientific content of the dissertation;

d) how the dissertation was presented;

e) the answers to questions received from members of the committee.

Each of the 5 criteria above (a-e) will have a weight of 20% in the awarded mark .

**Art. 18.** (1) In test 1A, the members of the committee will award marks from 1 to 10 according to the marking scale (0.2 points per question plus 1 point by default);

(2) In test 1B and test 2 respectively, the examination is concluded by the committee awarding a mark, from 1 to 10, as the arithmetical average of the marks awarded by the members of the committee. The marks awarded by the members of the committee may not differ by more than two points.

(3) The minimum pass mark for a test is 5.00 (also valid for subtests 1A and 1B).

(4) The mark for test 1 is calculated as the arithmetic average of the marks obtained by the candidate in sub-tests 1A and 1B. The pass mark for the dissertation examination is calculated as the arithmetic mean to two decimal places (without rounding) of the marks obtained in the two tests (1 and 2).

(5) The dissertation examination is passed if the average of both examinations is at least 6.00.

**Art. 19** (1) The results of each examination shall be communicated/posted on the day of the examination or at the latest on the following day on the notice board of the faculty and on the faculty's website.

(2) The passing average of the dissertation exam is communicated on the day of its completion or at the latest on the following day, on the notice board of the faculty or of the room where the exam is held and on the faculty's web page.

(3) The deliberations of the committees on the determination of the results of the dissertation examination are not public.

**Art. 20.** Any appeals must be submitted physically or online to the secretariat of the Faculty of Veterinary Medicine (secr\_vet@iuls.ro) **immediately** after the results have been communicated/posted and will be resolved within 24 hours of their registration by the Appeals Committee appointed by the Rector of the University. No appeals will be admitted to the oral tests.

**Art. 21.** The dissertation examination not passed in the first session scheduled for graduates of a class may be taken in a subsequent session, with the candidate bearing the related expenses, established by the Senate, on the proposal of the Administration Council.

**Art. 22.** (1) Diplomas for graduates who have passed the dissertation examination shall be issued by the University no later than 12 months after graduation from the examination, through the Office for the issue of academic documents, accompanied by the diploma supplement.

(2) Until the diploma is issued, graduates who have passed the school leaving examination receive, on request, a certificate of graduation in letter or pdf format. The graduation certificate gives the holder the same legal rights as the diploma and must contain the signatures and the information written on the diploma, as well as information on the form of education at which the schooling was organised, the period of study and the average grades. In the event of loss or destruction, the issue of a new certificate follows the procedures for issuing duplicate diplomas.

(3) Graduates who do not pass the school leaving examination receive, upon request, a university degree certificate containing information on the educational form in which the studies were organised, the period of study, the average grades of the years of study.

#### **IV. FINAL PROVISION**

**Art. 23.** (1) Scientific supervisors and graduates are responsible for the originality and quality of the paper prepared and presented at the dissertation examination. The degree of similarity of the dissertation papers will be checked with the help of specialized software purchased by IULS.

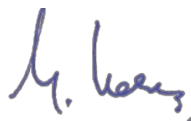
(2) The marketing of scientific papers with a view to facilitating the falsification by the purchaser of the authorship of a dissertation is prohibited.

(3) Infringement of Art. 23 paragraph (2) leads to the cancellation of the dissertation and the expulsion of the forger from studies, as well as sanctions, according to the law, for the seller of the dissertation.

**Art.24.** The Rector of IULS may cancel, with the approval of the University Senate, a graduation exam, a certificate or a degree when it is proved that it was obtained by fraudulent means or by violating the provisions of the Code of Ethics and University Deontology.

This Methodology was approved at the meeting of the Veterinary Medicine Faculty Council on 28th of February 2024.

**DEAN,**



**Prof. Mihai MAREȘ, PhD**