

The Bucharest University of Economic Studies
Piata Romana no. 6, district 1, Bucharest , Romania Telephone no. +4.021.319.19.84
E-mail address: **international@ase.ro**

Registration of non-EU citizens

The application file for admission to study at the Bucharest University of Economic Studies has to be sent to our University. The application file will be checked and then forwarded to the Ministry of National Education, which will issue the the acceptance letter. The acceptance letter will be then transmitted to the applicant by the university.

This letter allows the applicant to apply for the study visa from the **Romanian Embassy** in his/her country .

The application file must contain the following documents (certified/authorised translations into English or Romanian):

1. Application form with photo (<http://international.ase.ro/uploads/Anexa-2A.pdf>);
2. Baccalaureate (high school) Diploma or equivalent and the transcript of records for the highschool years endorsed by the Romanian Embassy in his/her country or with the Hague Apostille - translated into Romanian and officially endorsed;
3. Birth certificate - translated into Romanian and officially endorsed;
4. Passport copy;
5. Medical certificate stating that the applicant is fit for university studies.

If the applicant doesn't speak Romanian and the chosen program is taught in Romanian, he/she should learn Romanian during a preparatory year.

Applicants shall mention in the application their complete contact details (physical address, e-mail address, telephone number).

Documents should be sent by registered mail to the following address:

The Bucharest University of Economic Studies
Department of International Cooperationa and Foreign Students
Attn. Ms Lelia Iordan
Piata Romana, no. 6, Room 0024
010374 - Bucharest, Romania

The study fee is decided each year by the Academic Senate of the university and might be subject to change at the beginning of each academic year.

Upon arrival in Romania, the accepted applicant will have to register personally at the Bucharest University of Economic Studies, having the following documents:

1. The letter of acceptance;
2. Baccalaureate (high school) Diploma or equivalent endorsed by the Romanian Embassy in the country of origin with the Hague Apostille – original and translated into Romanian and officially endorsed;
3. Transcript of records for the high school years original and translated into Romanian and

- officially endorsed;
4. A copy of the birth certificate, translated into Romanian and officially endorsed;
 5. Medical certificate (translated into Romanian or English) stating that the applicant is fit for university studies;
 6. 2 photos $\frac{3}{4}$;
 7. The passport containing the study visa.

Schedule for admission: receipt of application files: 03 April - 15 September 2018, student registration: 18 September —13 October 2018 (registration will be complete after the receipt of the original documents and the completion of a language test).

For the candidates who would like to study in foreign languages, the Bucharest University of Economic Studies offers the following bachelor's programmes:

Programmes taught in English:

- Accounting and Management Information Systems
- Business Administration
- Business Administration in Trading, Tourism, Services, Commodity Science and Quality Management
- Economic Informatics
- Finance and Banking
- International Business and Economics
- Management
- Marketing.

Programmes taught in French:

- Business Administration

Programmes taught in German:

- Business Administration

Further information:

The Bucharest University of Economic Studies, Department of International Relations,
tel. +4021 319 19 84; fax +4021 319 20 23, e-mail: international@ase.ro, lelia.iordan@ase.ro.