



ROMANIA
ROMANIAN INTELLIGENCE SERVICE
“MIHAI VITEAZUL”
NATIONAL INTELLIGENCE ACADEMY

METHODOLOGY

**FOR THE EVALUATION OF
STUDENTS / TRAINEES IN
“MIHAI VITEAZUL”
NATIONAL INTELLIGENCE ACADEMY**

- Bucharest, 2015 -

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LEGAL BASIS

- Law of National Education no. 1/2011, with subsequent amendments and additions;
- Law no. 69/2011 for the amendment of GEO no. 75/2005 on ensuring the quality of education;
- Government Decision no. 22/2007 for the approval of the Methodology for Institutional Evaluation in order to authorize, accredit and periodically evaluate the educational institutions;
- Law no. 240/2007 on the approval of GEO no. 102/2006 for the amendment of GEO no. 75/2005 on ensuring the quality of education;
- Law no. 87/2006 for the approval of GEO no. 75/2005 on ensuring the quality of education;
- Government Emergency Ordinance no. 75/2005 on ensuring the quality of education;
- The decision for the approval of the Nomenclature of fields and specializations/programs of university studies, the structure of higher education institutions, fields and university study programs, the number of transferable study credits for each university study program, form of education and language of instruction, as well as the maximum number of students that can be educated in the 2013-2014 academic year;
- The decision for the approval of the Nomenclature of fields and specializations/programs of university studies and the structure of higher education institutions for the 2014-2015 academic year, as well as the approval of the titles conferred to the graduates of university education enrolled in the first year in the academic years 2011-2012, 2012-2013 and 2013-2014;
- The decision for the fields of accredited master's university study programs, study programs and the maximum number of students that can be educated in the academic year 2014-2015;
- The Order on the specific procedure for periodic external evaluation of accredited master's university fields;
- Decision no. 303 of April 16th, 2014 for the amendment of Government Decision no. 581/2013 on the accreditation of master's degree fields, study programs and the maximum number of students that can be enrolled in the 2013-2014 academic year;
- Procedures on the periodic external accreditation/evaluation of the fields of university master's study programs;
- The Order on the correspondence between the fields of doctoral/master's study programs, the fields of doctoral study programs and the doctoral fields;
- The decision for the approval of the Methodology for the accreditation of the fields of university master's studies based on the accredited master's study programs;
- The decision for the approval of the Methodology for the accreditation of the fields of university master's study programs based on the accredited master's study programs;
- The methodology-framework for the organization and operation of postgraduate study programs of training and continuing professional development.

CHAPTER I GENERAL PRINCIPLES

Art. 1. (1) “Mihai Viteazul” National Intelligence Academy offers bachelor’s, master’s and postgraduate study programs.

(2) University study programs are organized in cycles: cycle I – bachelor’s study programs; cycle II – master’s study programs; cycle III – doctoral study programs.

(3) University study programs are conducted in the fields of military science and intelligence.

(4) The University offers bachelor’s degree study programs of accredited and authorized specializations, with a duration of 3 years. The institution organizes only full-time courses rewarded with 180 credits upon graduation. The aim is to train intelligence officers for all agencies acting in the field of national security.

(5) Master’s study programs last 4 semesters and are organized only in full-time education form.

The accredited and authorized master’s degree programs are of the following types:

- Professional Master’s, that ensures the training of future intelligence operatives and analytical operatives by expanding their knowledge in the field of intelligence and national security. During the first semester (module I), the students declared "Admitted" have the status of civil employee, in the sense that they sign a fixed-term study contract through the Department of Human Resources Management, Organization and Applied Psychology. Depending on the results obtained in the first exam session of the first semester, students from professional master’s university study programs receive military ranks and are assigned to the Romanian Intelligence Service, in accordance with the orders and regulations in force of the Director of the Romanian Intelligence Service and other normative acts, according to those established by the schooling contract.

In order to obtain the master’s degree, it is necessary for the students to obtain a minimum of 120 transferable credits, to which 10 additional credits are added after passing the final exam (exam for supporting the dissertation);

- Research Master’s, that ensures the spread of security culture among civil society, as well as the accumulation of further knowledge of the bachelor’s field of study, the acquisition of complementary knowledge in other fields as well as the development of scientific research capabilities. Graduation of these research master’s degree programs does not imply the employment in the Romanian Intelligence Service.

In order to obtain the master’s degree, it is necessary for students to obtain a minimum of 120 transferable credits, to which a maximum of 10 credits can be added for complementary training subjects and activities (courses in related fields, alternative courses which are organized during vacations, etc.).

(6) The doctoral university study program organized in “Mihai Viteazul” National Intelligence Academy is a scientific doctorate type, with a fee, for the full-time education form.

(7) “Mihai Viteazul” National Intelligence Academy organizes postgraduate training and continuing professional development programs.

Art. 2. The evaluation of the performances of students / trainees is done during the time

of learning, through current and periodic tests, final verifications (tests), course works (projects), colloquia, exams, by the teaching staff and the committees appointed for this purpose. The subjects for which the evaluation is carried out and the method of realization are those provided in the educational plans and analytical programs of the educational structures.

Art. 3. "Mihai Viteazul" National Intelligence Academy can organize examinations for the completion of university studies, postgraduate specialization and improvement courses, as well as other courses, only for graduates of the Academy.

CHAPTER II EVALUATION OF STUDENTS FROM BACHELOR'S DEGREE STUDY PROGRAMS

Art. 4. (1) The results of the evaluation are recorded in the student card, the catalogue of the student group, the matriculation register, the supplement to the diploma / transcript, the psycho-pedagogical sheet, the service evaluation, as well as in the working documents of the teaching staff.

(2) The psycho-pedagogical sheets are used in the process of getting to know the students and are completed on the basis of specific tests and observation of their evolution. The psycho-pedagogical sheets are completed by the Academy psychologist, starting from the first months of the presentation in the Academy.

(3) Student performance evaluations are carried out by tutors, according to the provisions of the orders of the Director of the Romanian Intelligence Service.

Art. 5. The semester / annual evaluation of students is carried out on a grid of whole numbers from 1 to 10, in compliance with docimology and deontological principles.

Art. 6. The purpose of the examination forms is to evaluate and appreciate the students training level, according to the objectives established in the subject outline and methodological instructions formulated by the subject holder.

Art. 7. The volume and level of knowledge required in the exams and other forms of verification, as well as the way of taking the exams - written test, oral test, written and oral test - are provided in the courses' subject outlines.

Art. 8. (1) Students' participation in exams and in taking other forms of verification is mandatory.

(2) In order to appear for the exam, students must have fulfilled all the school obligations which are provided in the respective subject outline (preparation of reports, laboratory works, projects, practical applications, other works, etc.).

Art. 9. In the case of the student who does not appear for the exams planned in the session and has not submitted to the faculty secretariat where he is registered a report explaining the reason for the delay, next to his name is filled "Not present" and his situation will be analysed by the council of the competent faculty.

Art. 10. The student is obliged to take the exams in the two sessions, established by the structure of the academic year.

Art. 11. (1) For subjects with a large volume of hours or which are studied in two or more semesters, at the proposal of the teacher in charge of subject and with the approval of the dean of the competent faculty, partial examinations can be organized, within the limits of the

allocated hours in the education plan.

(2) The grades awarded in the partial examinations are entered in the teacher's agenda (workbook) and will be considered when determining the final grade for the respective subject. The knowledge verified by the partial test will no longer be required in the exam (colloquium, verification) except at the request of the students.

Art. 12. The exams, as well as the other forms of verification, are planned by the Faculties' Secretariats, in the sessions established according to the structure of the academic year and the subject outline.

Art. 13. (1) In the subjects provided in the education plans with hours of practical applications and laboratory, the admission of students to the exam (colloquium, verification) is conditioned by the performance of practical applications and laboratory hours. Failure to carry out all practical applications, laboratory hours determines failure to pass the exam (colloquium, verification).

(2) In order to appear for the exam, students must have fulfilled all the school obligations which are provided in the respective subject outline (preparation of reports, laboratory works, projects, practical applications, other works, etc.).

(3) In the subjects specific to the intelligence preparation, for which applications are provided, the condition for entering the exam is to complete all the practical-applicative activities, with the qualification "Admitted".

(4) In the subjects provided with a project, its support and promotion condition the student's admission to the exam. Failure to pass the project determines failure to pass the exam.

(5) The grades for practical works, reports, as well as for other forms of assessment which are provided in the subjects' outlines must be communicated before the start of the exam session.

(6) The non-promotion of these verification forms is considered arrears.

(7) In the exam where several tests are taken (written, oral, practical test) the examiner will set a single grade; this is calculated according to the existing methodology in the evaluation procedure from the subject outline.

Art. 14. (1) The exams (colloquia, verifications) are held in front of the teacher in charge of the subject, who is assisted by the one who led the seminars and/or practical work (laboratory) for the respective group, on the day and in the planned room, starting, as a rule, at 8 o'clock.

(2) If a subject was taught by several teachers, the exam (colloquium, verification) is held in front of them or a committee, at the proposal of the head of department, with the approval of the dean of the competent faculty. The president of the committee will be the person with the highest teaching position (with the highest military rank, for equal positions).

(3) The examination committees are established in departments, are agreed by the dean of the competent faculty and approved by the Commandant (Rector) of the Academy.

Art. 15. The verification tests of the oral and practical tests are drawn up on the basis of the subject outline by the teaching staff of the course and are approved by the dean of the competent faculty.

Art. 16. (1) In the written and oral exam, the written test is taken first.

(2) The examination through the oral test is based on the exam ticket, extracted by the student from the total of tickets presented.

(3) The student does not have the right to change the drawn ticket and must answer all the subjects, as well as the additional questions formulated by the examiners.

(4) Written tests are taken simultaneously by all students of the training series (group). The evaluation of the work is done with full grades.

Art. 17. Grades for exams, colloquia and verifications are entered in the student card and, within 24 hours after their completion, in the study group catalogue.

Art. 18. For the activity carried out during the internship, students are graded with full marks, according to the methodology for carrying out these activities.

Art. 19. The student who commits a form of intellectual fraud (copying, plagiarism) is removed from the exam (colloquium, verification) and considered absent. In this situation, the examiner will draw up a fraud detection record, to which he will attach the incriminating evidence. In case of recurrence, the student is expelled. Expulsion will be decided by the Commandant (Rector) of the Academy, at the proposal of the competent faculty Council.

Art. 20. (1) The examination for a not promoted subject or for which the student was absent with reason can be repeated at most twice during an academic year (in the arrears and re-examination session).

(2) The scheduling of arrears and re-examinations is established by the secretariats of the faculties, with the agreement of the professor in charge of the subject, of the dean of the competent faculty and is approved by the Commandant (Rector) of the Academy.

Art. 21. (1) Students who, in an academic year, did not pass all the exams, colloquia or verifications of the first exam session, take the arrear exams in a new session, organized at the beginning of the second exam session.

(2) Students who, in one academic year, after the second session of exams, did not obtain passing grades in more than 3 (three) exams, colloquia and / or verifications are expelled by order of the Commandant (Rector) of the Academy.

(3) Students can take a re-examination only with the approval of the Commandant (Rector) of the Academy, at their written request, only for a single exam (colloquium, verification), for which they took an arrear exam. Re-examinations are held, at the latest, in the first week of the new academic year.

(4) Students who, after the arrears session, did not obtain passing grades in more than one subject and those who did not pass the re-examination are expelled by order of the Commandant (Rector) of the Academy.

(5) In exceptional cases, the re-examination period can be extended until the start date of the exam session for the first semester of the following academic year, only with the approval of the Commandant (Rector) of the Academy and the opinion of the dean of the faculty, at the written request of the students in this situation, accompanied by supporting documents, only for one exam (colloquium, verification) that was not passed. The request to support the re-examination is submitted to the Faculty Secretariat at least 5 working days before the start of the new academic year.

Para. (5) of Art. 21 was introduced by the ANIMV Senate Decision of November 2nd, 2016.

Art. 22. Final year students support arrears and re-examinations until the start of the bachelor's exam.

Art. 23. Students who, for medical reasons, cannot participate in the current sessions

will be evaluated in sessions planned later, only with the approval of the Commandant (Rector) of the Academy, upon their written request.

Art. 24. (1) The choice of optional subjects and enrolment in facultative subjects is carried out on the basis of nominal tables, drawn up by study groups by the group tutors, signed by the students, approved by the subject holder and approved by the dean of the competent faculty, at the beginning of each academic year.

(2) After the approval of these lists, the didactic activity aimed at the respective subjects becomes mandatory.

(3) In the facultative subjects, the presentation to the exam (colloquium) is not mandatory. At the written request of the student, the grade obtained in these exams is included in the records of the school situation and is considered when determining the promotion average of the academic year.

Art. 25. (1) Students can request re-examination to increase the grade, in one academic year, for at most two passed exams, only if:

- a) they passed all the exams in the two sessions;
- b) the other exams were passed with at least grade 8.00 (eight);
- c) during the academic year they were not sanctioned for disciplinary violations.

(2) Requests for such re-examinations are submitted to the secretariat of the competent faculty within 3 (three) days from the completion of the second exam session, and are approved by the dean of the competent faculty.

(3) The re-examinations to increase the grade will take place in the third exam session (arrears and re-examinations session), according to the planning drawn up by the secretariat of the competent faculty, based on the students' personal reports.

(4) The exam for increasing the grade is held in front of the head of the subject and at least two teaching staff from the profile department.

(5) The grade obtained at the re-examination, even if it is lower than the initial grade, remains definitive, replacing the previous grade.

Art. 26. The closing of the academic situation of the students who are in arrears is carried out after the 3rd session of exams (re-examination), at least five days before the start of the new academic year.

Art. 27. The student who, for well-founded reasons, proven with documents (illness, death in the family, missions, etc.), cannot attend the 3rd session, he can obtain a rescheduling of the respective session, only once, in no more than five days after the start of the new academic year, only with the approval of the Commandant (Rector) of "Mihai Viteazul" National Intelligence Academy and upon the proposal of the competent Faculty Council.

Art. 28. Students pass the academic year if they have completed their academic situation in all the subjects taken and obtained at least grade 5.00 (five) in exams, colloquia and verifications.

Art. 28 was amended by the ANIMV Senate Decision of May 5th, 2016.

Art. 29. For the students declared passed the annual average is calculated as the arithmetic average of all grades obtained, with two decimal places, without rounding.

Art. 30. The general promotion average of the study years is determined as the arithmetic average of the pass averages of each academic year.

Art. 31. The general graduation average is determined as arithmetic average between the average of the bachelor's exam and the general promotion average of the study years. The classification of graduates in promotions is based on the general graduation averages, in their descending order.

Art. 32. (1) Studies in the "Mihai Viteazul" National Intelligence Academy are completed with a bachelor's exam.

(2) Students who do not pass the bachelor's exam receive, upon request, a certificate of bachelor's degree studies, accompanied by the school record.

Art. 33. The organization and conduct of the bachelor's degree examination in "Mihai Viteazul" National Intelligence Academy is carried out according to the Methodology for the organization and conduct of the bachelor's degree examination for graduates of "Mihai Viteazul" National Intelligence Academy, developed in accordance with the specifications of the Ministry of Education and approved by the Academy Senate.

CHAPTER III EVALUATION OF STUDENTS FROM PROFESSIONAL MASTER'S STUDY PROGRAMS

Art. 34. (1) The results of the evaluations are recorded in the exam catalogue (grading sheet), the matriculation register, the diploma supplement, the psycho-pedagogical sheet, the service evaluation, as well as in the working documents of the teaching staff.

(2) The psycho-pedagogical sheets are used in the process of getting to know the students and are completed on the basis of specific tests and observation of their evolution. The psycho-pedagogical forms are completed by the Academy psychologist, starting from the first months of the presentation in the Academy.

(3) The service evaluations of the students are carried out according to the provisions of the orders of the Head of the Romanian Intelligence Service in force.

Art. 35. The participation of students, from professional master's university studies programs, to the forms of semester and annual evaluation included and approved in the education plan, is mandatory. The semester / annual evaluation of students is carried out on a grid of whole numbers from 10 (ten) to 1 (one), in compliance with docimology and deontological principles.

Master's students who obtained at least grade 5 (five) in each subject are declared passed in the following semester. For the specialized subjects for which applications are provided, the condition for entering the exam is to complete all the practical-applicative activities and obtain the qualification "Admitted".

Art. 35 was amended by the ANIMV Senate Decision of May 27th, 2016.

Art. 36. (1) The evaluation forms aim to evaluate and appreciate the level of training of the students, according to the objectives established in the subjects' outlines and the methodological instructions formulated by the subject holder.

(2) The form of verification in a subject can be a colloquium or a written, oral and/or combined examination.

Art. 37. (1) The volume and level of knowledge required for the exams and the other forms of verification, as well as the way of taking the exams - written test, oral test, written and oral test - are provided in the subject outlines of the courses.

(2) In order to pass a form of evaluation, the student must prove that he has at least good knowledge of each subject examined and has formed real competences, skills and cognitive abilities to apply the concepts taught.

Art. 38. (1) In order to appear for the exam, students must have fulfilled all the school obligations stipulated in the respective subject outline (preparation of reports, laboratory works, projects, practical applications, other works, etc.).

(2) In the case of the student who does not appear for the exams planned in the session and has not submitted to the Compartment of Master's and Postgraduate University Studies a report explaining the reason for the delay, next to his name is completed "Not present" and his situation will be analysed by the deputy commandant/deputy for education (vice-chancellor).

Art. 39. The student is obliged to take all the exams, in the sessions established by the structure of the academic year. Exams cannot be held outside the sessions, except in exceptional situations and with the approval of the Commandant (Rector) of the Academy.

Art. 40. (1) Exams, colloquia and verifications are planned by the Compartment of Master's and Postgraduate University Studies, in the sessions established according to the structure of the academic year and the subject outline, these being approved by the deputy commandant/deputy for education (vice-chancellor) and approved by the Commandant (Rector) of the Academy.

(2) In the subjects provided in the education plan with hours of practical applications and laboratory, the presentation of students to the exam (colloquium, verification) is conditioned by the performance of all practical applications and laboratory hours. Failure to perform all the practical applications of the laboratory hours determines failure to pass the exam (colloquium, verification).

(3) In the subjects provided with a project, its support and promotion condition the student's admission to the exam. Failure to pass the project determines failure to pass the exam.

Art. 41. (1) In the case of the exam where several tests are taken (written, oral, practical test), the examiner will establish a single grade; this is calculated as arithmetic mean of the grades obtained by the student for each test, rounded to whole figure.

(2) The evaluations (exams / colloquia / verifications) are held in front of the professor in charge of the subject, assisted by the one who led the seminars and / or practical works (laboratory) for the respective group, on the planned day and room, starting, as a rule, at 8 o'clock.

(3) If a subject was taught by several teachers, the exam / colloquium / verification is held in front of them or a committee, at the proposal of the head of the competent department, with the approval of the deputy commandant / deputy for education (vice-chancellor).

The president of the committee will be the person with the highest teaching position (with the highest military rank, for equal positions).

Art. 42. The nominal composition of the examination committees is established by the departments, approved by the deputy commandant / deputy for education (vice-chancellor), upon the proposal of the head of the Compartment of Master's and Postgraduate University

Studies and approved by the Commandant (Rector) of the Academy.

Art. 43. The verification tests of oral and practical exams are prepared based on the subject outline by the course holders and are approved by the deputy commandant / deputy for education (vice-chancellor).

Art. 44. (1) In the written and oral exam, the written test is taken first.

(2) The examination through the oral test is based on the exam ticket, extracted by the student from the total of tickets presented.

Art. 45. Written tests are taken simultaneously by all students of the training series (group).

Art. 46. Evaluation of the paper is done with full grades.

Art. 47. The grades for exams, colloquia and verifications are entered in the study group catalogue by a member of the evaluation committee and, subsequently, communicated to the students.

Art. 48. For the activity carried out during the internship, students are assessed with full marks, according to the methodology for carrying out these activities.

Art. 49. The student who commits a form of intellectual fraud (copying, plagiarism) is removed from the exam (colloquium, verification) and considered absent. In this situation, the examiner will draw up a record of fraud detection, to which he will attach the incriminating evidence. In case of recurrence, the student is expelled. Expulsion will be decided by the Commandant (Rector) of the Academy, upon the proposal of the deputy commander / deputy for education (vice-chancellor).

Art. 50. A subject not promoted or for which the student was absent with reason in the first exam session (module I session) can be repeated only once, according to the planning carried out by the Compartment of Master's and Postgraduate University Studies, in no more than 3 days from the end of the session.

Art. 51. Students who, after the first exam session, obtained at least mark 5.00 (five) in each subject are declared promoted in the second semester.

Art. 51 was amended by the ANIMV Senate Decision of May 27th, 2016.

Art. 52. Scheduling of arrears is carried out by the Compartment of Master's and Postgraduate University Studies and is advised by the deputy commandant / deputy for education (vice-chancellor) and approved by the Commandant (Rector) of the Academy.

Art. 53. (1) In completely exceptional cases, upon the proposal of the deputy commandant / deputy for education (vice-chancellor), Commandant (Rector) of the Academy can approve the re-examination of the student who has only one failed exam with a grade of at least 7 (seven) after arrears session, if he had good behaviour and did not receive sanctions during the completed module. The re-examination takes place in front of a committee made up of at least three teachers from the specialized department.

(2) Students who, after the arrears session, did not obtain passing grades in more than one subject and those who did not pass the re-examination are expelled by order of the Commandant (Rector) of the Academy.

Art. 54. Students who, for well-founded reasons, proven with documents (illness, death in the family, missions, etc.) cannot attend the promotion sessions (except for the first session), with the approval of the Commandant (Rector) of "Mihai Viteazul" National

Intelligence Academy, at the proposal of the deputy commandant / deputy for education (vice-chancellor), can obtain a rescheduling of the respective session, only once, within no more than 1-3 days from the start of a new convocation.

Art. 55. Students promote the academic year if, after the exam sessions planned according to the education plan, they have completed their school situation, in all completed subjects.

Art. 56. For the students declared promoted the annual average is calculated as arithmetic average of all grades obtained, with two decimal places, without rounding.

Art. 57. The general promotion average of the study years is determined as arithmetic average of the promotion averages of each semester.

Art. 58. The general graduation average is determined as arithmetic average between the dissertation exam average and the overall promotion average of the years of study. The classification of graduates in promotions is based on the general graduation averages, in their descending order.

Art. 59. The professional master's university study programs, organized by "Mihai Viteazul" National Intelligence Academy, are completed with a dissertation examination. The examination for the completion of studies (examination for the presentation of the master's thesis) consists in a single test, namely the elaboration and presentation of the master's thesis, in which respect a committee is formed, made up of professors in the Academy.

Art. 60. The grades for the presentation of the master's thesis are awarded after the presentation in front of the committee, the evaluation (grade) from the report of the scientific coordinator having an *indicative character*. Each member of the committee proposes a grade from 10 (ten) to 1 (one), which will reflect both the content of the master's thesis and the way of presentation. The final grade is the arithmetic average of the grades proposed by the committee members. The minimum passing grade is 6.00 (six). The secretary of the committee has exclusive duties for the handling and management of master's theses.

Art. 61. The committees for supporting the dissertation exam are established by the decision of the Commandant (Rector) of the National Intelligence Academy "Mihai Viteazul", on the proposal of the head of the competent department, with the advice of the deputy commandant / deputy for education (vice-chancellor).

Art. 62. The students who obtain the highest graduation average are declared leaders of promotion. Their names are engraved on the honour plate of the "Mihai Viteazul" National Intelligence Academy.

Art. 63. Attestation of the completion of studies is done by the master's diploma, accompanied by the supplement to the diploma, in which the specialization / program is mentioned.

Art. 64. For students who do not pass the dissertation examination for objective reasons, the "Mihai Viteazul" National Intelligence Academy will reschedule a new session, which will take place in not more than 6 months, only if they prove that the failure to pass is due to some well-founded reasons.

Art. 65. Students who do not pass the dissertation examination receive, upon approved application, a certificate of university studies to which the transcript is attached, being declared expelled (placed in reserve).

CHAPTER IV EVALUATION OF STUDENTS FROM RESEARCH MASTER'S STUDY PROGRAMS

Art. 66. (1) The verification of the student's preparation is carried out during the master's program, in all subjects provided with verification forms in the education plan.

(2) In order to obtain a passing grade in the assessment forms, the student must prove that he has at least good knowledge of each subject examined and has formed real competences, skills and cognitive abilities to apply the concepts taught.

Art. 67. The evaluation results are recorded in the exam catalogue (the grading sheet), the matriculation register, the supplement to the diploma, as well as in the working documents of the teaching staff.

Art. 68. Students' evaluation is done with grades, whole numbers, from 10 (ten) to 1 (one).

Art. 69. (1) The verification forms aim to evaluate and appreciate the level of training of the students, according to the objectives established in the subjects' outline and the methodological instructions formulated by the subject holder.

(2) The form of verification in a subject can be a colloquium or a written, oral and/or combined examination.

(3) The volume and level of knowledge required for the exams and the other forms of verification, as well as the way of taking the exams - written test, oral test, written and oral test - are provided in the subjects' outlines.

Art. 70. (1) Students' participation in exams and in supporting other forms of assessment is mandatory.

(2) The student is obliged to take all the exams provided in each semester. Outside the sessions, exams cannot be held, except in exceptional situations, with the approval of the Commandant (Rector) of the Academy.

Art. 71. For the student who does not appear for the planned exams and has not submitted to the Compartment of Master's and Postgraduate University Studies an approved report specifying the reasons for not appearing, to which justifications are attached, in the exam catalogue next to his name will be written "Not presented".

Art. 72. (1) The planning of the examination session is established by the Compartment of Master's and Postgraduate University Studies, with the advice of the subject holder and with the approval of the deputy commandant / deputy for education (vice-chancellor) and is brought to the attention of the students, with at least two weeks before it starts.

(2) In exceptional, well-motivated cases, the deputy commandant / deputy for education (vice-chancellor) proposes to change the initial schedule for exams, which will be approved by Commandant (Rector) of "Mihai Viteazul" National Intelligence Academy.

Art. 73. The exam is held in front of the teaching staff who taught the respective subject, assisted by the teaching staff who led the seminars and practical works or the committees appointed for this purpose, on the day and in the room established by scheduling, between the hours of 07:30-21:30. The holder of the subject is the only one authorized to conduct the

examination and award grades. The replacement of the examiner can be done, at his justified request, with the approval of the Commandant (Rector) of the Academy, at the proposal of the deputy commandant / deputy for education (vice-chancellor).

Art. 74. The nominal composition of the examination committees is established within the competent departments, advised by the dean of the competent faculty, approved by the Commandant (Rector) of the Academy and recorded in the order of the day per unit, elaborated by the specialized structure of the Academy.

Art. 75. The verification tests in the oral and practical examinations are drawn up on the basis of the subject outline by the teaching staff in charge of the course and are approved by the deputy commandant/deputy for education (vice-chancellor).

Art. 76. Written tests are taken simultaneously by all students of the training series (group). The evaluation of the paper is done with full grades.

Art. 77. Grades for exams and colloquia are entered in the exam catalogue (the grading sheet).

Art. 78. (1) The scheduling of arrears and re-examinations is established by the Compartment of Master's and Postgraduate University Studies, with the advice of the subject holder and is approved by the deputy commandant / deputy for education (vice-chancellor) who appoints the re-examination committees.

(2) The student can request a re-examination to increase his/her grade.

(3) Approval for such re-examinations is granted by the Commandant (Rector) of the Academy, with the advice of the deputy commandant / deputy for education (vice-chancellor).

(4) The planning of the re-examinations and the appointment of the re-examination committees are recorded by the order of the day per unit, under the care of the head of the Compartment of Master's and Postgraduate University Studies.

(5) The re-examinations for the increasing of the grade will take place according to the planning drawn up by the Compartment of Master's and Postgraduate University Studies, based on the students' personal reports.

(6) The exam to increase the grade is held in front of the head of the subject and at least two professors from the profile department.

(7) The grade obtained at the re-examination, even if it is lower than the initial grade, remains definitive, replacing the previous grade.

(8) If, following the re-examination, exceptionally approved, the student does not pass the exam, it is declared "Not passed".

Art. 79. The student who commits a form of intellectual fraud (copying, plagiarism) is removed from the exam (colloquium, verification) and considered with arrears. The examiner must prove the act committed. In case of recurrence, the student is expelled.

Art. 80. Students, who for medical reasons cannot participate in the current sessions, will be checked in sessions planned later.

Art. 81. Students pass the academic year if they have their school situation completed in all the studied subjects.

Art. 82. The promotion average of the academic year is determined as the arithmetic average of the grades obtained in the verification forms, according to the educational plan.

Art. 83. The general promotion average of the years of study is determined as the arithmetic average of the passing averages of each semester. The general graduation average is determined as the arithmetic average between the average of the graduation examination

and the overall passing average of the semesters. The classification of graduates in promotions is based on the general graduation averages, in their descending order.

Art. 84. The second cycle of studies - master's university studies, in "Mihai Viteazul" National Intelligence Academy, ends with an examination that consists of a single test: the elaboration and defence of the master's thesis.

Art. 85. The organization and conduct of the dissertation examination are carried out in accordance with the internal regulations developed in this respect and approved by the Senate of the "Mihai Viteazul" National Intelligence Academy, according to the provisions of the orders of the Ministry of Education, and the orders of the Director of the Romanian Intelligence Service, issued for this purpose.

Art. 86. The committees for passing the dissertation examination are established for master's programs, by the decision of the Commandant (Rector) of "Mihai Viteazul" National Intelligence Academy, upon the proposal of the heads of the competent departments, with the approval of the deputy commandant / deputy for education (vice-chancellor).

Art. 87. (1) Participation in the defence of the master's thesis is conditioned by the elaboration and support, within the scientific communication session organized annually by "Mihai Viteazul" National Intelligence Academy, of a scientific research-development project, during the semester IV, as well as the up-to-date payment of school fees.

(2) The dissertation examination is planned and held in the IV semester.

(3) Registration for the examination is done on the basis of a written application, submitted to the Compartment of Master's and Postgraduate University Studies. The master's thesis elaborated by the graduate and the report of the scientific coordinator are attached to the application.

Art. 88. Attestation of the completion of studies is done by the master's diploma, accompanied by the supplement to the diploma, in which the completed program is mentioned.

Art. 89. Students from research master's university study programs, who do not pass the arrears session for the defence of the master's thesis (which is planned within no more than six months from the date originally set for the final exam), receive, upon request, a certificate of university studies to which the transcript is attached.

Art. 90. Students who, at the end of their education situation, have passed all the exams and colloquia provided in the education plan and have submitted to the Compartment of Master's and Postgraduate University Studies the project of the master's thesis and the report of the scientific coordinator with at least 10 days before the beginning of the examination.

Art. 91. The minimum pass average for the dissertation examination is 6.00 (six).

Art. 92. For students who do not pass the dissertation examination, the "Mihai Viteazul" National Intelligence Academy will reschedule a new session, which will take place no later than 6 months from the originally planned date.

CHAPTER V EVALUATION OF DOCTORAL STUDENTS

Art. 93. "Mihai Viteazul" National Intelligence Academy establishes and approves the rules for evaluating doctoral students and the criteria for passing tests within the advanced university training program.

Art. 94. (1) The verification of knowledge for the subjects of advanced training is realised through exams, within the semester session provided in the education plan.

(2) If a doctoral student does not pass an exam, he/she has the possibility to pass it a second time.

Art. 95. The completion of the advanced university training program is done by passing the exams in the advanced knowledge subjects and the complementary training modules, according to the education plan. The results obtained by doctoral students in the exams constitute the basis for the issuance of the certificate of graduation of the advanced university training program (in the conditions in which the studies are no longer continued).

Art. 96. The examination committees are proposed by the Head of the Doctoral School, approved by the Commandant (Rector) of the Academy and are formed by a university professor with the title of doctor in the field of military sciences and intelligence, as president, the doctoral coordinator and 2 specialists with the title of doctor in the field of military sciences and intelligence and with a didactic degree of at least university lecturer or scientific researcher degree II, as members.

Art. 97. (1) The evaluation results are expressed by one of the following qualifications 'VERY GOOD', 'GOOD', 'SATISFACTORY' or 'UNSATISFACTORY'.

(2) The qualifications 'VERY GOOD' and 'GOOD' allow the doctoral student to be promoted in the scientific research program.

(3) In case of obtaining the 'SATISFACTORY' or 'UNSATISFACTORY' qualification, the doctoral student presents a new project at the end of the first semester of the scientific research program.

(4) If the qualification 'SATISFACTORY' or 'UNSATISFACTORY' is obtained at the second supporting of the exam, the doctoral student is expelled from the cycle of university doctoral studies and receives a certificate of graduation from the advanced university training program.

Art. 98. To promote in the scientific research program the doctoral student supports a scientific research project.

Art. 99. The theme of the scientific research project is established by the doctoral coordinator together with the doctoral student, at the beginning of the last semester of the advanced university training program, correlating the field of experience of the doctoral coordinator with the programs and institutional policy of "Mihai Viteazul" National Intelligence Academy in the field.

Art. 100. (1) The examination committee of the scientific research project is proposed by the doctoral coordinator, endorsed by the Head of the Doctoral School and approved by the Commandant (Rector) of "Mihai Viteazul" National Intelligence Academy.

(2) The examination committee of the scientific research project is formed by the doctoral coordinator, as president, and 4 other specialists with the title of doctor in the field of military sciences and intelligence, having the didactic rank of at least university lecturer or scientific researcher degree II.

Art. 101. (1) The monitoring and evaluation of the doctoral student during the scientific research program will be done by preparing and supporting intermediate research reports (doctoral reports).

(2) The intermediate results of the scientific research program are presented by the doctoral student for debate within "Mihai Viteazul" National Intelligence Academy, in front of a

committee formed by the doctoral coordinator, as president of the committee, and 3 professors / university lecturers, appointed by the vice-chancellor for education and the vice-chancellor for scientific research, at the pace of one per semester, from the first 3 of the programs.

(3) The reports / scientific reports must contain conclusions with a novelty aspect on a national and international level.

Art. 102. The competence of the debate committee is maintained for all 3 reports/scientific research reports, the members being able to be changed under thoroughly justified conditions.

Art. 103. (1) The evaluation results are expressed by one of the following qualifications: 'VERY GOOD', 'GOOD', 'SATISFACTORY' or 'UNSATISFACTORY'.

(2) In the case of obtaining the 'SATISFACTORY' or 'UNSATISFACTORY' qualification, the doctoral student submits a new scientific research report at the end of the 3rd semester of the scientific research program.

(3) If at the second debate one of the two qualifications is obtained, the doctoral student is expelled from the cycle of university doctoral studies.

Art. 104. The reports / scientific reports are made available to the members of the debate committee for study, one copy for each member of the committee, at least 2 weeks before the date of the debate. After the debate, the doctoral student submits 2 copies of the reports to the Secretariat of the Doctoral School.

Art. 105. (1) Completion of doctoral university studies is achieved through the public presentation of the doctoral thesis.

(2) Based on the favourable report of the doctoral coordinator, the completed doctoral thesis is subjected to a preliminary analysis within the specialized department, before being proposed to the evaluation of the members of the doctoral committee.

(3) The doctoral thesis is presented to the Commandant (Rector) of the Academy together with the report of the doctoral coordinator and a summary of the preliminary analysis carried out by the specialized department, at least 45 days before the public presentation.

(4) The management of the Academy sends the doctoral thesis for evaluation to the members of the doctoral committee.

Art. 106. (1) The doctoral committee is proposed by the doctoral supervisor and approved by the Senate of "Mihai Viteazul" National Intelligence Academy and is made up of the president, the doctoral supervisor and 3 official referees, of which at least 2 carry out their activity outside the Academy.

(2) Official referees are specialists with a doctor's degree in the field of military sciences and intelligence or in the field in which the doctoral thesis was developed, having the didactic position of at least university lecturer or scientific researcher degree II.

(3) The official referees are obliged to submit the thesis analysis reports in 2 copies, to the "Mihai Viteazul" National Intelligence Academy, within a maximum of 30 days from receiving the doctoral thesis.

(4) If one or more official referees considers, in a justified way, that the doctoral thesis is unsatisfactory, it will have to be redone. The redone doctoral thesis is submitted to the Academy management, with the written consent of the doctoral coordinator and the referees involved. A new deadline is set for the public presentation of the redone doctoral thesis.

(5) If one of the official referees from the doctoral committee becomes unavailable, he can be changed at the proposal of the doctoral coordinator and with the approval of the

Commandant (Rector) of "Mihai Viteazul" National Intelligence Academy.

(6) The referee who, for objective reasons, is absent from the public presentation, will send the committee president the analysis report on the doctoral thesis, a written statement in which he will mention the qualification awarded, as well as the reason for not participating in the public presentation of the doctoral thesis.

Art. 107. The organization of the public presentation of the doctoral thesis can be started only if all the reports of the members of the doctoral committee are favourable.

Art. 108. In order to publicly present the thesis, the doctoral student will prepare the summary of the doctoral thesis, which he will send to specialists in the field, in order to obtain points of view necessary for the evaluation. The specialists' written opinions, based on the summary of the doctoral thesis, are sent to the president of the doctoral committee. These opinions have an advisory role.

Art. 109. (1) To be defended publicly, the doctoral thesis is submitted by the doctoral student to the Secretariat of the Doctoral School, by personal report. The doctoral student's report is addressed to the Commandant (Rector) of the Academy and must contain the written consent of the doctoral coordinator and the following annexes: the opinion of the specialized department (preliminary analysis) and the evaluation / self-assessment report on the fulfilment of the scientific research program.

(2) The specialized department's opinion is given on the basis of the studies and conclusions of 2-3 professors / university lecturers with the title of doctor in the field of military sciences and intelligence, appointed by the head of the competent department.

Art. 110. (1) The public presentation of the doctoral thesis is constituted in a scientific and professional debate in which the doctoral student, the committee members and the specialists in the room participate.

(2) The debate focuses on elements of originality and excellence of the doctoral thesis, as well as on the reception of the obtained results.

Art. 111. The doctoral coordinator submits to the "Mihai Viteazul" National Intelligence Academy, 60 days before the date of the public presentation of the doctoral thesis, a report addressed to the president of the Academy Senate, for the approval of the committee, by the Senate, after that the order for its appointment and material remuneration of the official referents being issued.

Art. 112. (1) The responsibility for organizing and conducting the public presentation of the doctoral thesis rests with the Secretariat of the Doctoral School. The necessary documents are approved by the Academy Senate at least 30 days before the presentation of the doctoral thesis.

(2) The date and place of the presentation are displayed at the Academy headquarters, at least 15 days before the date set by the president of the doctoral committee and approved by the Commandant (Rector) of the Academy. The presentation of the doctoral thesis takes place according to the approved program, in the presence of at least 4 of the 5 members of the committee, with the mandatory participation of the president of the committee and the doctoral coordinator.

Art. 113. (1) On the basis of the public presentation of the doctoral thesis, the committee evaluates and deliberates on the qualification to be awarded to the doctoral thesis. The qualifications that can be assigned are: 'VERY GOOD', 'GOOD' and 'SATISFACTORY'.

(2) If the doctoral student has fulfilled all the requirements provided for by the scientific

research program and the evaluations of the doctoral thesis allow the award of the qualification 'VERY GOOD' or 'GOOD', the committee communicates to the audience the decision to grant him the title of doctor.

(3) If the qualification 'SATISFACTORY' is awarded, the committee will specify the content elements to be redone or completed in the doctoral thesis and will request a new public presentation of the thesis.

(4) The decision of the doctoral committee to confer the title of doctor in the field of military sciences and intelligence is submitted to the Commandant (Rector) of the Academy, together with the final verification report. After approval, the doctoral file and copy no. 1 of the doctoral thesis are sent to the Ministry of Education, in order to confer the scientific title of doctor proposed by the committee, by the National Council for the Attestation of University Titles, Diplomas and Certificates.

Art. 114. Attestation of the completion of studies is done by the doctor's diploma, according to the regulations in force, the field of study being mentioned.

CHAPTER VI EVALUATION OF STUDENTS FROM POSTGRADUATE COURSES

Art. 115. The evaluation results are recorded in the series catalogue, the matriculation register, the transcript, as well as in the working documents of the teaching staff.

Art. 116. The evaluation of students is done with grades, whole numbers, from 1 (one) to 10 (ten).

Art. 117. The purpose of the verification forms is to evaluate and assess the level of training of the students, according to the objectives established in the subjects' outlines and the methodological instructions formulated by the subject holder.

Art. 118. (1) The examination consists in the presentation of scientific research-development reports, for each subject of the education plan.

(2) The completion of scientific research-development reports will be done during scientific communication sessions, round tables, symposia, according to planning.

Art. 119. Completion of the advanced university training program is done by supporting a graduation thesis.

Art. 120. Graduation theses are supported in the last week of the course, according to planning.

Art. 121. The organization of the presentation of graduation theses is carried out in accordance with the internal regulations developed for this purpose and approved by the Senate of "Mihai Viteazul" National Intelligence Academy, according to the provisions of the orders of the Ministry of Education and the Director of the Romanian Intelligence Service, issued for this purpose.

Art. 122. The committees for the presentation of graduation theses are established for each course by the decision of the Commandant (Rector) of "Mihai Viteazul" National Intelligence Academy, upon the proposal of the heads of the competent departments, with the approval of the vice-chancellor for education.

Art. 123. Attestation of the completion of studies is done by a graduation certificate, accompanied by the transcript.

Art. 124. Students who do not pass the final form of graduation of a postgraduate course receive a certificate of participation in the courses.

The methodology for the evaluation of students / trainees of "Mihai Viteazul" National Intelligence Academy was validated in the meeting of the Academy Senate on January 26th, 2015 and enters into force on the date of adoption.

**THE COMMANDANT(RECTOR) OF
"MIHAI VITEAZUL"
NATIONAL INTELLIGENCE ACADEMY**
Lecturer

Niculae IANCU