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R O M A N I A
ROMANIAN INTELLIGENCE SERVICE
"MIHAI VITEAZUL"
NATIONAL INTELLIGENCE ACADEMY

REGULATIONS

**FOR AWARDING SCHOLARSHIPS
AND OTHER FORMS OF MATERIAL SUPPORT
FOR STUDENTS**

- Bucharest, 2019 -

LEGAL BASIS

- Law of National Education no. 1/2011, as amended and supplemented;
- Order of Ministry of National Education no. 3392/2017 on the establishment of general criteria for awarding scholarships and other forms of material support for pupils, students and trainees in state higher education, full-time education, as amended and supplemented;
- ^(A) Law no. 137/2017 for the approval of Government Emergency Ordinance no. 2/2017 on some fiscal-budgetary measures, as well as the amendment and completion of some regulatory documents;
- ^(A) Addition introduced by ANIMV Senate Decision of 28.06.2017.

CHAPTER I

GENERAL PROVISIONS

Art. 1.

In accordance with the provisions of the Law of National Education no. 1/2011, the other regulatory documents in force, as well as the specific criteria established by "Mihai Viteazul" National Intelligence Academy Senate, the following types of scholarships may be awarded:

- a) **merit scholarships and performance scholarships are awarded to encourage academic performance;**
- b) **social and/or occasional social scholarships are awarded for the financial support of students;**
- c) **special scholarships.**

Article 1(d) was repealed by the ANIMV Senate Decision of 06.12.2018.

Art. 2.

(1) Scholarships are a form of material assistance aimed at both social protection and encouragement for students who achieve very good academic and behavioral results.

Art. 3.

The scholarship fund consists of budgetary allocations received for this purpose, proportionally to the total number of students enrolled in full-time, tuition-free undergraduate and master's degree programs, assigned according to specializations and years of study by the Academy Senate, on the proposal of the *Board of Trustees*.

Paragraph (2) and (3) of Article 3 were repealed by the ANIMV Senate Decision of 28.06.2017.

Art. 4.

(1) The condition for obtaining a scholarship granted by ANIMV is that the student has obtained all credits successfully, except for social scholarships.

(2) A student who obtained all credits successfully is the one that has passed all the exams of the previous academic year, having completed the academic record for all the subjects and having obtained at least a mark of 5.00 (five) for all the exams, colloquiums and tests.

(3) Age, gender, religion, race, number of years spent in other educational institutions, studies abroad and access to scholarships from other sources cannot be criteria for awarding scholarships.

Art. 5.

(1) In order to award the scholarships, the *Scholarship Award Commission* shall be established within "Mihai Viteazul" National Intelligence Academy, by the decision of the Senate. The members of this Commission are: The Vice-Chancellor for Education - as President, the Deans of the Faculties, a designated person from the Secretariat of the Academy, the Head of the Financial-Accounting Section, the Legal Adviser, three student representatives - as members, as well as other persons designated by the Academy Senate.

(2) *The Scholarship Award Commission* shall be responsible for the allotment of scholarship funds in accordance with this Regulation.

(3) The amount of the scholarships, except for social scholarships, shall be approved by the decision of the Academy Senate, on the proposal of the Scholarship Award Commission, after consultation with student representatives.

Paragraph (3) of Article 5 was amended by the ANIMV Senate Decision of 28.06.2017.

(4^A) The amount is established based on the minimum amount annually proposed by the National Council for the Financing of Higher Education (CNFIS).

Paragraph (4^A) of Article 5 was introduced by ANIMV Senate Decision of 28.06.2017.

Paragraph (4^A) of Article 5 was amended by ANIMV Senate Decision 28.06.2017.

CHAPTER II

PERFORMANCE INCENTIVE SCHOLARSHIPS

Art. 6.

(1) Performance incentive scholarships are *merit and performance scholarships*, which are awarded in relation to the allocated scholarship fund and according to the established amount of the scholarship, for each major of the full-time, tuition-free, undergraduate and master's degree programs.

Paragraph (1) of Article 6 was amended by the ANIMV Senate Decision of 06.12.2018.

(2) The scholarships referred to in paragraph 1 are intended to reward students for outstanding academic results, **according to specific criteria foreseen in their methodology.**

Art. 7.

Merit scholarships may be awarded to students who obtain an annual grade point average ranging between 9.50 and 9.69 for each specialization of the full-time, tuition-free, undergraduate and master's degree programs.

Article 7 was amended by the ANIMV Senate Decision of 06.1

Art. 8.

Performance scholarships may be awarded to students who:

a) obtain an annual grade point average ranging between 9.70 and 10.00 for each specialization of the full-time, tuition-free, undergraduate and master's degree programs

or

b) provide evidence of acquiring scientific achievements, innovation or patents, or involvement in extracurricular and volunteering activities during undergraduate and master's studies.

Awarding criteria will be established at the level of the faculty council.

Article 8 was amended by the ANIMV Senate Decision of 06.12.2018.

Art. 9.

(1) Performance incentive scholarships shall be awarded only from the second year of study, following the recognition of achievements according to the criteria set out in Articles 7 and 8 of this Regulation, for a period of one calendar year, but no later than the completion of studies, depending on the annual grade point average of the previous academic year and the allocated budget.

Paragraph (4) of Article 9 was repealed by the ANIMV Senate Decision of 21.02.2018.

Paragraph (3) of Article 9 was repealed by the ANIMV Senate Decision of 21.02.2018.

Paragraph (2) of Article 9 was repealed by the ANIMV Senate Decision of 06.12.2018.

Paragraph (1) of Article 9 was amended by the ANIMV Senate Decision of 06.12.2018.

Art. 10.

(1) If, based on the established minimum average, the scholarship fund cannot be fully used for one of the specializations and/or for the years of study, the unused part shall be distributed to the other specialization and/or years of study according to the number of students.

(2) According to specializations and years of study, the number of students in the Academy who receive performance incentive scholarships will be calculated as the ratio between the scholarship fund allocated for this purpose and the amount of the scholarship.

Art. 11.

The list of students who apply for merit and performance scholarships is drawn up by the deans of the faculties, **based on the applications submitted by students**, for each specialization and year of study, in accordance with the amount established by the Academy

Senate on the *proposal of the Scholarship Award Commission*, and it is submitted for approval to the Faculty Councils. The decision of the Faculty Councils shall be approved by the Senate of the Academy, with the prior endorsement of the Vice-Chancellor for Education.

Art. 12.

If more than one student meets the criteria set out in Articles 7 and 8, the list of students who are granted merit and performance scholarships shall be drawn up in descending order according to the previous annual academic grade point average, for the second and the third years of study, until the number of approved scholarships is reached.

Art. 13.

The annual grade point average is obtained as the arithmetic mean of the marks obtained at the subjects set out in the syllabus for the academic year at issue, including the mark from the internship.

Art. 14.

For students who, on grounds which cannot be attributed to them, **did not pass the** academic year within the established deadline, the awarding of merit and performance scholarships shall be determined after passing all examinations foreseen in the curriculum, in accordance with the provisions of this Regulation.

Art. 15.

The responsibility for the fulfilment of the conditions for awarding the performance incentive scholarships lies with *the Scholarship Award Commission*.

Art. 16.

In order to be awarded performance incentive scholarships, students must submit an **application form** to the Academy Secretariat, approved by the Dean of the Faculty, certifying that they meet the criteria set out in this regulation.

CHAPTER III SOCIAL SCHOLARSHIPS

Art. 17.

(1) Scholarships for financial support of low-income students are: social scholarships and occasional social scholarships.

(2) Social scholarships are awarded to students coming from disadvantaged socio-economic backgrounds, from disadvantaged families and to those who have been placed in foster care, in order to attend undergraduate programs or to those who suffer from certain medical conditions.

Art.18.

(1) Social scholarships are granted for one semester, including for the holiday period between semesters and between academic years.

Paragraph 1 of article 18 was amended by the ANIMV Senate decision of 28.06.2017.

Paragraph 2 of article 18 was repealed by the ANIMV Senate decision of 28.06.2017.

Art.19.

Social scholarships are granted on request, with the approval of the President of the *Scholarship Award Commission*.

Art. 19 was amended by the ANIMV Senate decision of 28.06.2017.

Art.20.

(1) Social scholarships are granted to:

a) students who are orphans of one or both parents, i.e. who have been placed in foster care, and who do not have an income above the social scholarship threshold;

b) students with TB, who are registered with medical units, those suffering from diabetes, malignant diseases, severe malabsorption syndromes, chronic kidney disease, bronchial asthma, epilepsy, congenital heart diseases, chronic hepatitis, glaucoma, severe myopia, immunological diseases, rare diseases, autistic spectrum disorders, hematological diseases (hemophilia, thalassemia, etc.), deafness, cystic fibrosis, those infected with the HIV virus or AIDS patients, to those with locomotor disabilities, ankylosing spondylitis or articular rheumatism, as well as any other chronic diseases of which the unit doctor is aware;

c) students whose family has not earned an average net monthly income per family member, higher than the minimum wage (with personal deduction), in the last 3 months.

Letter c) of paragraph (1) of article 20 was amended by the ANIMV Senate decision of 06.12.2018.

(2) the application for a social scholarship, for the case referred to in paragraph (1) a), must be accompanied by a certificate from the city hall of the place of residence, the orphanage or the foster care from which they come.

(3) social scholarships are granted for the duration of studies, until the age of 35.

Art. 21.

The social scholarship may also be granted on an occasional basis, in amounts established by the Academy Senate, regardless of whether the student benefits from another category of scholarship, as follows:

a) occasional welfare grant for clothing and footwear, which may be awarded to students with one or both parents deceased, or for whom foster was ordered as a measure of protection, to socio-economically disadvantaged students whose family does not have an average net monthly income per family member in the three months preceding the application. *This category of scholarship may be granted to the same student twice in one academic year;*

b) the occasional maternity social assistance grant, which is given to the student whose spouse has no income or whose income is lower than the national minimum net basic wage and consists of a grant for childbirth and care and a grant for the purchase of clothing for the newborn, *which is given once during the academic year for each born child;*

c) the occasional social scholarship in case of death may be granted to:

- the student for the death of a family member;
- the family in the event of the death of an unmarried student, as well as to the spouse, if they do not earn income, in the case of the married student.

The amount to be awarded in the event of death is determined by the Academy Senate and *is given only once*.

Letter c) of para. (1) of article 21 was amended by the ANIMV Senate decision of 06.12.2018.

Art. 22.

(1) In order to receive the social scholarships mentioned in art. 20 paragraph (1), students must submit, as the case may be, the following supporting documents on the basis of which they are classified in one of the types of scholarships offered.

a) application endorsed by the dean of the faculty attesting the fulfillment of the criteria set forth in this regulation;

b) original certificate of the net income achieved by the parents/legal caretakers in the 3 months prior to the beginning of the semester for which the scholarship is to be awarded, or a notarial statement/certificate from ANAF stating that the family has not achieved an average net monthly income per family member higher than the minimum net basic salary in the 3 months before the beginning of the semester / academic year.

c) copy of the pension coupon for the 3 months before the start of the semester for which the scholarship is to be granted;

d) copy of the unemployment coupon for the 3 months before the beginning of the semester for which the scholarship is to be granted;

e) copy of the birth certificate of dependent sibling(s);

f) the original school transcript of the sibling(s), showing whether or not they receive scholarship and if so, the amount;

g) parents' statement that they have no additional income;

h) agricultural income certificate (for parents who own land);

i) students' own statement that he/she has no income;

j) copies of the death certificate(s) of the parent(s);

k) a copy of the divorce decision with the amount of the pension established for the other parent;

l) other documents proving the level of family income in other particular/exceptional situations.

Paragraph 1, letter b) of article 22 was amended by the ANIMV Senate decision of 28.06.2017.

(2) In cases where there is reasonable doubt, the *Scholarship Award Commission* may ask the student to present the **social investigation report**, made in accordance with the legal provisions, showing the exact situation of his/her family.

(3) The social survey is carried out by the town hall where the student lives and is mandatory if the student's parents work or live abroad.

Art. 23.

(1) The determination of the monthly average net income of the student's family is carried out, up to the age of 26, taking into consideration the income of the parents and of the children under their care, respectively of the family members under the student's care: wife, children if any, taking into account:

- salary and assimilated incomes, according to the provisions of the Law no. 227/2015 on the Tax Code, as amended and supplemented;

- retirement benefits, including those for war invalids, orphans, war widows/widowers, fixed amounts for the care of pensioners who have been classified in the first degree of invalidity, as well as pension benefits, regardless of whether they are from the state budget or voluntary pension funds and regardless of their type, in accordance with Law no. 263/2010 on the unitary public pensions system, as amended and supplemented;

- income obtained from agricultural activities according to the provisions of Law no. 227/2015 on the Tax Code, as amended and supplemented;

- state allowances for children, in accordance with Law no. 61/1993 on the state allowance for children, as amended and supplemented;

- foster care allowances in accordance with Law no. 272/2004 on the protection and the promotion of children's rights, republished, with subsequent amendments and additions;

- the income obtained from medical leave for pregnancy and maternity or compensation for temporary incapacity for work, respecting the legal provisions in force;

- the aids, allowances and other forms of support for social purposes granted from the state budget, the state social security budget, special funds budgets, local budgets and other public funds, including those from non-reimbursable external funds, as well as those of the same nature received from other people, with the exception of allowances for temporary incapacity for work, including allowances for: maternal risk, maternity, child raising and care of sick child;

- the income from the recovery of movable property by collection centers in the form of waste, in order to dismantle, which are subject to national programs financed from other public funds or the state budget;

- the wages and in-kind entitlements received by the militaries and Academy students;

- any income from economic activities made by authorized persons;

- any income from economic activities by authorized persons, individual businesses and family businesses, according to Government Emergency Ordinance no. 44/2008 on the conduct of economic activities by authorized persons, sole proprietorships and family businesses, approved with amendments and additions by Law no.182/2016;

- any income from liberal professions and from the exploitation of intellectual property rights;

- dividends paid in the last 12 calendar months. The monthly average is calculating by dividing by 12.

(2) For students aged between 26 and 35, their average net monthly income will be calculated by taking into account only their personal income and that of their dependents, such as spouse, children, etc., in accordance with the legal provisions in force.

Art. 24.

Presenting false documents in order to obtain social scholarships and occasional social scholarships entails criminal liability and, therefore expulsion of the student.

Art. 25.

The Scholarships Award Commission is responsible for assessing the fulfilling of conditions to grant social scholarships and occasional social scholarships.

CHAPTER IV

SPECIAL SCHOLARSHIPS AND FELLOWSHIPS FOR UNDERGRADUATE AND POSTGRADUATE STUDIES

Art. 26.

(1) **The special scholarships** granted by ANIMV fall under three categories:

- a) special scholarships for scientific activity (excellence);
- b) special scholarships for sports activity;
- c) special scholarships for cultural-artistic activity.

(2) The amount of the special scholarships is established by Senate Decision, depending on the assigned budget.

(3) The special situations and the criteria for granting scholarships are established by the faculty council, with the endorsement of the Board of Trustees and the approval of the University Senate.

Paragraph (2) of article 26 was amended by the ANIMV Senate decision of 06.12.2018.

Paragraph (3) of article 26 was completed by the ANIMV Senate decision of 04.12.2019.

Art. 27.

Special scholarships for scientific activity are granted to students who meet the following criteria:

- a) complete fulfillment of the obligations stipulated in the education plan for the previous semester
- b) obtaining meritorious performances in scientific research activity, such as obtaining at least one prize at a student scientific session in the year of study for which the scholarship is granted or obtaining at least one patent during the three years of university studies.

Letter b) of art. 27 was amended by the ANIMV Senate Decision of 06.12.2018

Letter c) of art. 27 was repealed by the ANIMV Senate Decision of 06.12.2018

Art. 28.

Special scholarships for sports activity can be awarded to students who meet the following criteria:

a) complete fulfillment of the obligations stipulated in the education plan for the previous semester

b) obtaining prizes at national or international competitions, which bring ANIMV image prestige, during the period in which they have ANIMV student status.

Letter b) of art. 28 was amended by the ANIMV Senate Decision of 06.12.2018

Art. 29.

Special scholarships for cultural and artistic activity can be awarded to students who meet the following criteria:

a) complete fulfillment of the obligations stipulated in the education plan for the previous semester

and

b) obtaining prizes at national or international festivals, during the period in which they have ANIMV student status.

Letter b) of art. 29 was amended by the ANIMV Senate Decision of 06.12.2018

Art. 30.

(1) Special scholarships are granted only beginning with the second year of study, following the recognition of excellence according to the criteria established in paragraph (1), for a period of one calendar year, but not longer than the completion of studies.

(2) Obtaining the special scholarships is not conditional by the award of another category of scholarships.

Art. 31.

The application file drawn up by students applying for special scholarships for sports activity, respectively for cultural and artistic activity shall include:

a) application endorsed by the dean of the university attesting to the fulfillment of the criteria set forth in this regulation;

b) copies of documents attesting to the results obtained at national or international sports competitions or national or international cultural and artistic festivals in which he participated;

Letter b) of art. 31 was amended by the ANIMV Senate Decision of 06.12.2018

c) the recommendation of the teacher under whose guidance the sports, cultural and artistic activity was carried out.

Letter c) of art. 31 was amended by the ANIMV Senate Decision of 06.12.2018

Art. 32.

The application file drawn up by students applying for special scholarships for scientific activity shall include:

a) application endorsed by the dean of the university attesting to the fulfillment of the criteria set forth in this regulation;

Letter b) of art. 32 is repealed by the ANIMV Senate Decision of 06.12.2018

c) recommendation of the teacher under whose guidance the sports, or cultural and artistic activity was carried out;

Letter c) of art. 32 was amended by the ANIMV Senate Decision of 06.12.2018

d) published works and scientific communications presented by the applicant, endorsed by the Scientific Council of the Academy;

e) as the case may be, copies of the documents attesting to the results obtained at the competitions or scientific events in which they participated.

Art. 33 was repealed by the ANIMV Senate Decision of 06.12.2018.

Art. 34.

(1) The amount of each individual scholarship is established by the University Senate, upon proposal of the Scholarship Award Commission.

(2) The responsibility for fulfilling the conditions for awarding **special scholarships and scholarships for university and postgraduate internships** rests with the *Scholarship Award Commission*.

Art. 35.

Scholarships are granted upon request, with the approval of the president of the Scholarship Award Commission, their amount being established within the limits of available funds.

CHAPTER V FINAL PROVISIONS

Art. 36.

(1) Students can benefit from any type of scholarship for a single bachelor's program, for a single master's program, with the exception of scholarships for university and postgraduate study internships.

(2) A student cannot receive two types of scholarships simultaneously from the same category, but has the right to choose for the one with a higher value or which is granted for a longer period of time.

(3) By way of exception from paragraph (2), students who benefit from a social scholarship can also receive any other type of scholarship regulated in this order.

(4) Students who fall under the provisions of paragraph (3) and who have the right to receive both a performance scholarship and a merit scholarship must opt for one of them, being able to choose the one with a higher value or which is granted for a longer period of time.

Art. 37.

Students who simultaneously follow two specializations in state institutions of higher education can benefit from a scholarship from the state budget only from one of the institutions, provided that the total number of years in which they benefit from the scholarship does not exceed the number of years of study assigned for the specialization in which they are to benefit from scholarships.

Art. 38.

Graduates with a bachelor's degree pursuing a second specialization or re-enrolled students may receive scholarships from the state budget, provided that the number of years in which they have received the scholarship does not exceed the number of years of study provided for the length of tuition for the specialization from which they will receive the scholarship.

Art. 39.

(1) The information on the method of accessing and awarding the scholarships shall be made public by posting it on the Academy's website, by displaying it on the university notice board and posting it on the "*Public students*" partition.

(2) Announcements for the submission of applications and supporting documents in order to obtain certain categories of scholarships shall be communicated at least 15 working days before the deadline for their submission.

Art. 40.

(1) Merit and performance scholarships awarded may be withdrawn temporarily or permanently for serious deviations from the norms of the university subject, based on the criteria established by the competent university council.

(2) If the student withdraws during a semester of the academic year, the payment of the scholarship shall cease immediately, the student being obliged to fully return the amounts already received as a scholarship in that semester.

(3) Social grants shall be withdrawn in case of student expulsion.

Art. 41.

(1) The lists of students who have obtained scholarships shall be made public by posting them on the university notice board.

(2) Students can appeal in writing the decision not to be awarded the scholarship or to have it withdrawn, within 5 working days from the publication of the lists.

(3) Appeals are resolved by the Appeals Commission, appointed by Daily Unit Agenda, within no more than 15 days from their submission. This Commission includes: the vice-chancellor for scientific research and educational technology - as president, the deputy for logistics, a person appointed from the Academy's Secretariat, the head of the human resources management, organization and applied psychology sector, as well as other persons appointed by the Senate of the Academy.

Art. 42.

Scholarships are paid no later than the last day of the current month.

Art. 43.

The documents on the basis of which the scholarships were granted are submitted and kept at the secretariat of the competent university, for a minimum period of five years.

Art. 44.

This Regulation can be modified by the decision of "Mihai Viteazul" National Intelligence Academy Senate.