



**"MIHAI VITEAZUL"  
NATIONAL INTELLIGENCE ACADEMY**

**THE DOCTORAL SCHOOL OF  
INTELLIGENCE AND NATIONAL SECURITY**

**PROCEDURE  
FOR THE ORGANIZATION AND CONDUCT OF THE  
ADMISSION COMPETITION  
IN THE DOCTORAL PROGRAM**

## **1. Legal basis**

### **Art. 1.**

(1) The organization and conduct of the admission competition in the doctoral program in the field of Intelligence and National Security of the Doctoral School of Intelligence and National Security (ISN) shall be carried out in accordance with the following legal framework:

1. Law of National Education no. 1 of 2011, with subsequent amendments and additions;
2. Law on the organization of university studies no. 288 of 2004, with subsequent amendments and additions;
3. Government Decision no. 681 of 2011, for the approval of the Code of Doctoral Studies, with subsequent amendments and additions;
4. Government Decision no. 206 of 1995 on the organization and functioning of ANIMV;
5. Government Emergency Ordinance no. 75 of 2005 on quality assurance in education, with subsequent amendments and additions;
6. Government Emergency Ordinance no. 41 of 2016 on the establishment of simplification measures at the level of public Institutions and for amending and supplementing certain regulatory acts, with subsequent amendments and additions;
7. Order no. 3102 of February 8<sup>th</sup>, 2022 for the approval of the Framework Methodology on the organization of admission to bachelor's, master's and doctoral degree programs;
8. Order no. 3473 of 2017 on the approval of the Methodology for the admission to studies and schooling of foreign citizens starting with the 2017-2018 school/academic year;
9. Regulations on the organization and functioning of the Doctoral School of Intelligence and National Security;
10. Regulations on the organization and conduct of doctoral degree programs;
11. Methodology for the organization and conduct of the admission competition to doctoral studies in the Doctoral School of Intelligence and National Security;
12. Methodology for the organization and conduct of online activity in the Doctoral School of Intelligence and National Security.

## **2. Establishment of topics and vacancies**

### **Art. 2.**

(1) The Doctoral School of ISN (SDISN) shall organize an admission competition for each vacant PhD student position endorsed by the SDISN Council and approved by the Council for Doctoral University Studies (CSUD) to be filled in an admission session to be held annually in September.

(2) The allocation of vacancies shall be made in December-January for the following academic year, not exceeding the maximum number of 12 doctoral students under supervision, with 8 to 10 in the individual scientific research program, and with 4 to 2 in the grace period.

### **Art. 3.**

(1) Candidates shall opt for one of the vacant positions allocated to the doctoral supervisor.

(2) Candidates may choose one of the topics proposed by the Doctoral School of ISN or propose their own research topic.

## **3. Admission competition announcement**

(1) Each year, in February, the Council of the Doctoral School of ISN shall draw up and

the CSUD shall approve the calendar of activities for the organization and conduct of the admission competition for doctoral studies.

(2) Each year, by the end of February, the Doctoral School of ISN will post the public announcement of the tuition offer for the doctoral studies program on the animv.ro website, in order to organize and conduct the admission competition for the doctoral studies.

(3) The notice shall contain the following:

1. Information on the conditions for application to the competition resulting from the Methodology for the organization and conduct of the admission process to the doctoral program in the Doctoral School of ISN;
2. Information on the number and type of doctoral student vacancies advertised;
3. Information on competition application and tuition fees;
4. Information on the contents of the application file for the admission competition;
5. Information on the application and admission competition timetable;

(4) The admission competition may also be held online, in accordance with the Methodology for the organization and conduct of online activities within Doctoral School of Intelligence and National Security.

#### **4. Registration for the admission competition**

##### **Art. 4.**

(1) The registration of candidates for the admission competition for postdoctoral studies takes place annually, between August and September, according to the timetable published on animv.ro website.

(2) The registration of candidates for the postdoctoral studies admission competition is carried out by submitting the application form to the Doctoral School of ISN Secretariat.

(3) Registration for the admission competition may also be made by another person, on behalf of the candidate, on the basis of a notarised power of attorney.

##### **Art. 5.**

(1) The competition file shall consist of:

1. application form (Annex ADM01; to be supplied by the DS Secretariat);
2. the registration form (Annex ADM02; to be supplied by the DS Secretariat);
3. Curriculum Vitae;
4. list of published works (where applicable);
5. preliminary research project for admission to doctoral studies;
6. copy of birth certificate;
7. copy of marriage certificate or other document certifying change of name (if applicable);
8. copy of identity card;
9. copy of the high school diploma;
10. copy of the bachelor's degree or its equivalent;
11. copy of master's degree;
12. copies of transcripts/supplements to diploma relating to completed studies;
13. attestation of proficiency in an international language (English, French, German, Spanish, Russian, Arabic, Chinese);
14. certificate of employment with SRI / certificate of successful recruitment in SRI / certificate of employment (if applicable);
15. payment receipt for the participation fee.

(2) At the time of application, candidates must submit copies of the originals of the required documents in order to certify that they are in conformity with the original, in accordance with the provisions of GED no. 41 of 2016 on the establishment of simplification measures at the level of central public administration and for the amendment and completion of certain

regulatory acts.

(3) Candidates who do not submit the originals of the application documents will not be admitted to the competition.

## **5. Conduct of the admission competition**

### **Art. 6.**

(1) The SDISN Council shall determine the membership of the Admission Committee and of the Appeals Committee at least 30 days before the start of the admission competition.

(2) The Admission Committee shall be composed of the Chairman, the doctoral supervisor, 3 members who have an academic rank of at least university lecturer or SR III (Scientific Researcher III), a secretary and 3 alternate members, including one for the Chairman of the Admission Committee.

(3) The Appeals Committee shall be composed of the Chairman, who shall be the Director of the CDS, and 2 members who have an academic rank of at least university lecturer or SR III, a secretary and 2 alternate members, including one for the Chairman of the Committee.

(4) The Secretary of the Committee shall not take part in the decisions of the Committee and shall have specific secretarial duties.

(5) Persons who are in a relationship of affinity (spouses, relatives or family members up to and including the third degree) with the candidates, with the doctoral supervisors or who benefited in the last 3 years prior to the evaluation or are currently benefiting from any kind of advantage from the evaluated person, cannot be appointed to the Admission Committee or to the Appeals Committee. Committee's members, including scientific coordinators, shall complete an affidavit as set out in Annex ADM03.

### **Art. 7.**

(1) The first admission test consists of the preliminary evaluation, which is carried out by the doctoral supervisor for the candidates registered for their vacancies. During the study of the candidate file, the doctoral supervisor will monitor and evaluate the following:

a) assessment of the implementation of the preliminary research project for admission to doctoral studies (topicality of the research topic, state of research in the field, fundamental theories, research methodology) - maximum score = 5 points;

b) assessment of the scientific research activity carried out by the candidate in the doctoral field for which they are applying: author of scientific research papers/studies; co-author of scientific studies, guidelines, manuals, courses, memoranda, methodologies etc.; author of scientific communications; articles published in acknowledged specialist journals in the field - maximum score = 2 points;

c) assessment of the candidate's general knowledge in the doctoral field for which they are applying (foundations, concepts, processes, main elements, categories, correlations etc.); analysis, synthesis and critical approach abilities; creative, interpretative, wording and personal opinion argumentation abilities - maximum score = 3 points.

(2) The doctoral supervisor will submit the evaluation sheet of the first test for each candidate (Annex ADM04) to the secretariat of the Admission Committee.

### **Art. 8.**

(1) The second admission test consists of the evaluation of the preliminary research project for admission to doctoral studies by the Admission Committee. During the presentation of the project, the Committee will monitor and evaluate the following:

a) level of scientific knowledge of the proposed research topic - maximum score = 2 points;

b) level of appropriateness of the research project to the proposed topic - maximum score = 2 points;

- c) level of knowledge and presentation of the status of research in the field - maximum score = 2 points;
  - d) level of knowledge and appropriateness of the research methodology to the proposed topic - maximum score = 2 points;
  - e) level of specialist knowledge required to conduct doctoral research - maximum score = 1 point;
  - f) the ability to take theoretical, experimental and methodological initiatives for the research activity and the elaboration of the graduation thesis - maximum score = 1 point.
- (2) Each member of the Admission Committee, including the doctoral supervisor, shall submit the evaluation sheet of the second test for each candidate (Annex ADM05) to the Committee Secretariat.

**Art. 9.**

- (1) After the completion of the second test, the admission Committee carries out the final evaluation and ranking of the candidates registered with each doctoral supervisor. The grade of the first test is 50% of the final grade. The grade for the second test, calculated as the arithmetical average of the grades awarded by each member of the Committee, will account for 50% of the final grade. The minimum final admission grade is 7.00 (seven, 00%). The final grade is calculated to two decimal places without rounding off.
- (2) Candidates registered with each doctoral supervisor are ranked in descending order of final grade. Candidates are declared admitted if they occupy, in descending order, the number of vacancies allocated to each doctoral supervisor. In the case of equal final averages, the candidate who has obtained a higher grade from the supervisor has priority.
- (3) The final decision of the Admission Committee shall be recorded by the secretary of the Committee in a session minutes (Annex ADM06) which, after being signed by all members of the Committee, shall be submitted to the secretariat of the doctoral school.
- (4) The results of the admission process to doctoral studies shall be validated in the Doctoral School of ISN Council and approved by the CSUD.
- (5) The final results of the admission competition shall be posted on the animv.ro website within 24 hours of its completion, by the doctoral school secretariat, indicating the number of the competition file.

**Art. 10.**

- (1) Within 24 hours after the posting of the final results, candidates declared as FAILED may withdraw their application file from the Doctoral School's Secretariat.
- (2) Files not withdrawn by September 30<sup>th</sup> will be destroyed.

**6. Final provisions**

**Art. 11.**

- (1) This Procedure is effective from the second semester of the academic year of 2021-2022.
- (2) On the date of entry into force of this Procedure, any previous provisions are repealed.

**"MIHAI VITEAZUL"**  
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**DOCTORAL SCHOOL OF INTELLIGENCE**  
**AND NATIONAL SECURITY**

Annex ADM01

No. \_\_\_\_\_ of \_\_\_\_\_

APPROVED BY  
THE DIRECTOR OF  
DOCTORAL SCHOOL  
OF ISN  
Professor  
[First name LAST NAME]

ENDORSED BY  
THE DOCTORAL SUPERVISOR  
Professor  
[First name LAST NAME]

**TO THE DIRECTOR OF  
THE DOCTORAL SCHOOL  
OF INTELLIGENCE AND NATIONAL SECURITY**

I, the undersigned [First name, LAST NAME], kindly request you to approve my application for admission to the PhD program in the field of Intelligence and National Security, in the position [position], under the supervision of the Supervisor Professor [First name, LAST NAME].

I hereby attach the Competition file with the following documents:

1. curriculum vitae;
2. list of published works (where applicable);
3. preliminary investigation report of the research topic;
4. copy of birth certificate;
5. copy of marriage certificate or other document certifying the change of name (if applicable);
6. copy of identity card;
7. copy of high school diploma;
8. copy of the bachelor's degree or its equivalent;
9. copy of master's degree;
10. copies of transcripts/supplements to diploma relating to completed studies;
11. certificate of proficiency in an international language (English, French, German, Spanish, Russian, Arabic, Chinese);
12. certificate of employment with the SRI/ certificate of successful recruitment in the SRI/ certificate of employment (if applicable);
13. payment receipt for the participation fee.

Date \_\_\_\_\_

Candidate's signature \_\_\_\_\_

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Annex ADM02

No. \_\_\_\_\_ of \_\_\_\_\_

**APPLICATION FORM**

for the admission competition for doctoral studies  
in the field of "INTELLIGENCE AND NATIONAL SECURITY"

**Session** ..... **Form of education:** .....  
**Last name and first name of candidate (with father's initial)** .....

**Personal Identification Number**

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**Date and place of birth:** day ..... month ..... year..... town..... county.....

**Domicile:** street ..... no. .... town .....

county (district) ..... telephone no: .....

Citizenship..... Nationality.....

**Marital status** (married/not married) .....

**Basic profession**.....

**Place of employment** .....

**Position** .....

**Studies:** Form of education ..... Graduation year .....

Academy (University) .....

Faculty, specialization .....

Date and number of graduation diploma (bachelor's degree) .....

Date and number of master's degree.....

Known foreign languages.....

Postgraduate programs attended in the country / abroad

Date \_\_\_\_\_

Candidate's signature \_\_\_\_\_

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Annex ADM03

No. \_\_\_\_\_ of \_\_\_\_\_

### AFFIDAVIT

I, the undersigned [teaching rank First name Last Name], domiciled in [address], with Personal Identification Number [pin], tenured teaching staff/ scientific researcher in [name of the Institution], as chairman of the Committee/doctoral supervisor/member of the Admission Committee for the doctoral program in the Doctoral School of Intelligence and National Security of IOSUD ANIMV, declare on my own responsibility that I am not in any situation of incompatibility or conflict of interest referred in the Law of National Education no.1 of 2011, Ministry of Education and Research Order no. 5229 of 2020 (Annex no. 2, art. 2), the law of the Military Staff Statute no. 80 of 1995, the ANIMV University Charter and/or any other legal norm in force, in relation to any of the candidates to the doctoral program. This declaration covers any future situation that may arise between the date hereof and the date of the admission competition. If a situation of incompatibility or conflict of interest arises in relation to one of the candidates, I undertake to inform the Director of the Doctoral School of Intelligence and National Security and I will immediately and irrevocably withdraw from the position of chairman of the Committee/ doctoral supervisor/ member of the Admission Committee for the doctoral program.

First name LAST NAME \_\_\_\_\_  
 Date \_\_\_\_\_  
 Signature \_\_\_\_\_



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**AND NATIONAL SECURITY**

Annex ADM04

No. \_\_\_\_\_ of \_\_\_\_\_

**EVALUATION SHEET TEST 1**  
**ADMISSION CONTEST TO THE PhD PROGRAM**  
**Intelligence and National Security**  
**September [year]**

Doctoral supervisor  
Candidate

Professor [First name LAST NAME]  
[First name LAST NAME]

Crt. no.	Criterion	Maximum score	Points awarded
1.	evaluation of the preliminary research project for admission to doctoral studies (topicality of the research topic, state of research in the field, fundamental theories, research methodology)	5	
2.	evaluation of the scientific research activity carried out by the candidate in the doctoral field for which they are applying: author of scientific research papers/studies; co-author of scientific studies, guidelines, manuals, courses, memoranda, methodologies etc.; author of scientific communications; articles published in recognized specialist journals in the field	2	
3.	evaluation of the candidate's general knowledge in the doctoral field for which they are applying (fundamentals, concepts, processes, main elements, categories, correlations etc.); analysis, synthesis and critical approach abilities; creative, interpretative, wording and personal opinion argumentation abilities	3	
<b>Score achieved</b>			

Date \_\_\_\_\_

Signature of the doctoral supervisor \_\_\_\_\_

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Annex ADM05

No. \_\_\_\_\_ of \_\_\_\_\_

**EVALUATION SHEET TEST 2**  
**ADMISSION CONTEST TO THE PhD PROGRAM**  
**Intelligence and National Security**  
**September [year]**

Admission Committee  
 Member  
 Candidate

Professor [First name LAST NAME]  
 [First name LAST NAME]

<b>Crt. no.</b>	<b>Criterion</b>	<b>Maximum score</b>	<b>Points awarded</b>
1.	the level of scientific knowledge of the proposed research topic	2	
2.	the level of appropriateness of the research project to the proposed topic	2	
3.	the level of knowledge and presentation of the status of research in the field	2	
4.	level of knowledge and appropriateness of the research methodology to the proposed topic	2	
5.	the level of specialist knowledge required to conduct doctoral research	1	
6.	the ability to take theoretical, experimental and methodological initiatives for the research activity and the elaboration of the graduation thesis	1	
<b>Score achieved</b>			

Date \_\_\_\_\_ Signature of Admission Committee member \_\_\_\_\_

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Annex ADM06

No. \_\_\_\_\_ of \_\_\_\_\_

**MINUTES**

ADMISSION CONTEST TO THE PhD PROGRAM  
Intelligence and National Security  
September [year]

The Admission Committee for the PhD program in the field of Intelligence and National Security, appointed by Decision No. xxxxxx/dd.mm.yyyy of the Commandant (Rector) of ANIMV, consisting of:

Chairman: academic rank First name LAST NAME;

Members: academic rank First name LAST NAME;  
academic rank First name LAST NAME;  
academic rank First name LAST NAME;

evaluated the candidates who applied for admission to the PhD program. Following the evaluations made by the Admission Committee and the PhD supervisors, the following results were established:

Crt. no.	Rank, last name, first name of doctoral supervisor	Number of vacancies	Rank, last name, first name of candidate	PASSED / FAILED

Date: dd.mm.yyyy

Chairman: academic rank First name NAME (signature);

Members: academic rank First name NAME (signature);  
academic rank First name NAME (signature);  
academic rank First name NAME (signature).