



**"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 POSTDOCTORAL ADVANCED RESEARCH
PROGRAM**

1. Legal basis

Art. 1.

(1) The organization and conduct of the admission competition for the postdoctoral advanced research program in the field of Intelligence and National Security of the Doctoral School of Intelligence and National Security (SDISN) 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 No. 288/2004 on the organization of university studies, with subsequent amendments and additions;
3. Government Decision No. 681/2011, for the approval of the Code of Doctoral Studies, with subsequent amendments and additions;
4. Government Decision No. 206/1995 on the organization and functioning of ANIMV;
5. Government Emergency Ordinance No. 75/2005 on quality assurance in education, with subsequent amendments and additions;
6. Government Emergency Ordinance No. 41/2016 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 8th, 2022 for the approval of the Framework Methodology on the organization of admission to bachelor's, master's and doctoral degree courses;
8. Order No. 3473/2017 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 postdoctoral advanced research programs;
11. Methodology for the organization and conduct of the admission competition to postdoctoral advanced research programs 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

(1) The Doctoral School of Intelligence and National Security organize an admission competition for each vacant postdoctoral researcher 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 4 postdoctoral researchers per coordinator, out of which 2 to 3 in the period of the individual advanced scientific research program 1 to 2 in the extension period.

Art. 2.

(1) Candidates shall opt for one of the vacant positions allocated to the scientific coordinator.

(2) Candidates may choose for the competition one of the topics proposed by the Doctoral School of Intelligence and National Security or propose their own research topic.

3. Notice of admission competition

Art. 3.

(1) Annually, in February, the Council of the Doctoral School of Intelligence and National

Security shall draw up and the CSUD shall approve the calendar of activities for the organization and conduct of the admission competition for postdoctoral studies.

(2) In order to organize and conduct the admission competition for the postdoctoral studies, the Doctoral School of Intelligence and National Security will publish annually, by the end of February, on the animv.ro website, the public notice concerning number of places for the postdoctoral advanced research program.

(3) The notice shall contain the following:

1. Information on the conditions for applying to the competition resulting from the Methodology for the organization and conduct of the admission process to the postdoctoral advanced research program of the Doctoral School of Intelligence and National Security;
2. Information on the number and type of postdoctoral researcher vacancies advertised;
3. Information on 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 the Doctoral School of Intelligence and National Security.

4. Registration for the admission competition

Art. 4.

(1) The registration of candidates to the admission competition for postdoctoral advanced research 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 advanced research studies admission competition is carried out by submitting the application form to the Doctoral School of Intelligence and National Security Secretariat.

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

Art. 5.

(1) The competition file shall consist of:

1. application form (Annex ADM01; provided by the SD Secretariat);
2. the registration form (Annex ADM02; provided by the SD Secretariat);
3. Curriculum Vitae;
4. list of published works;
5. advanced research project for admission to postdoctoral studies (Annex ADM03);
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. copy of doctoral degree;
13. copies of transcripts / supplements to diploma relating to completed studies;
14. certificate of proficiency in an international language (English, French, German, Spanish, Russian, Arabic, Chinese);
15. certificate of employment with the SRI / certificate of successful recruitment to the SRI / certificate of employment (if applicable);
16. payment receipt for the registration fee.

(2) At the time of registration, candidates must submit copies of the originals of the

required documents in order to certify their conformity with the original, in accordance with the provisions of GEO No. 41/2016 on the establishment of simplification measures at the level of central public administration and for the amendment and addition of certain normative acts.

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

(4) Candidates registered for the competition will be posted on the animv.ro website, by indicating the number of the competition file, by the Doctoral School Secretariat.

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 consist of the Chairman, the scientific coordinator, 2 members who are PhD supervisors or are qualified to supervise PhDs, a secretary and 2 alternate members, including the Chairman of the Admission Committee, who are PhD supervisors or are qualified to supervise PhDs.

(3) The Appeals Committee shall consist of the Chairman, who shall be the director of the CSUD, and 2 members who have an academic rank of at least Associate Professor or Scientific Researcher II, a secretary and 1 alternate member, including the Chairman.

(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 kinship, spouses, relatives or family members up to and including the third degree with the candidates, with the scientific 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 members, including scientific coordinators, shall complete an affidavit as set out in Annex ADM04.

Art. 7.

(1) The first admission test consists of the preliminary evaluation, which is carried out by the Scientific Coordinator for the candidates registered for his/her places. While studying the candidate file, the Scientific Coordinator will monitor and evaluate the following:

a) assessment of the implementation of the advanced research project for admission to postdoctoral 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 after obtaining the doctoral degree: 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 = 3 points;

c) assessment of the candidate's specialized knowledge in the postdoctoral 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 = 2 points.

(2) The scientific coordinator will submit the evaluation sheet of the first test for each candidate (Annex ADM05) to the secretariat of the Admission Committee.

Art. 8.

(1) The second admission test consists of the evaluation of the advanced research project for admission to postdoctoral studies by the Admission Committee. While presenting

the project, the board will monitor and evaluate the following:

- a) level of scientific knowledge of the proposed research topic – maximum score = 1 point;
- b) level of appropriateness of the research project to the proposed topic – maximum score = 1 point;
- 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 specialized knowledge required to carry out advanced postdoctoral research – maximum score = 2 points;
- f) the ability to take theoretical, experimental and methodological initiatives for advanced research and the elaboration of the graduation thesis – maximum score = 2 points.

(2) Each member of the Admission Committee, including the scientific coordinator, shall submit the evaluation sheet of the second test for each candidate (Annex ADM06) 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 Scientific Coordinator. 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 board, will account for 50% of the final grade. The minimum final admission grade is 7.00 (seven, 00%). The final grade is calculated by to two decimal places without rounding off.

(2) Candidates registered with each scientific coordinator 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 scientific coordinator. In case of equal final averages, the candidate who has obtained a higher grade from the scientific coordinator has priority.

(3) The final decision of the Admission Committee shall be recorded by the secretary of the board in a session minutes (Annex ADM07) which, after being signed by all members of the board, shall be submitted to the secretariat of the doctoral school.

(4) The results of the postdoctoral admission process shall be validated within the Doctoral School of Intelligence and National Security 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's Secretariat, indicating the number of the competition file.

Art. 10.

(1) After 24 hours subsequent to 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 30 September will be destroyed.

6. Final provisions

Art. 11.

(1) This **Procedure** is effective from the second semester of the academic year 2021-2022.

(2) On the date of entry into force of this Procedure, any previous provisions are repealed.

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

Annex ADM01

No. _____ of _____

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

ENDORSED BY
THE SCIENTIFIC COORDINATOR
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 postdoctoral advanced research program in the field of Intelligence and National Security, in the position [position], under the supervision of Scientific coordinator Professor [First name, LAST NAME].

I hereby attach the Competition File containing the following documents:

1. curriculum vitae;
2. list of published works (where applicable);
3. advanced research project for the preparation of the scientific graduation thesis;
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. copy of doctoral degree;
11. copies of transcripts / supplements to diploma relating to completed studies;
12. certificate of proficiency in an international language (English, French, German, Spanish, Russian, Arabic, Chinese);
13. certificate of employment with the SRI / certificate of successful recruitment in the SRI / certificate of employment (if applicable);
14. payment receipt for the registration fee.

Date _____

Candidate's signature _____

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ADVANCED RESEARCH PROJECT
FOR ADMISSION TO POSTDOCTORAL STUDIES

SCIENTIFIC COORDINATOR
 Professor.
 [First Name LAST NAME]

CANDIDATE
 PhD.
 [First Name LAST NAME]

BUCHAREST, 20xx

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RESEARCH TOPIC

- elaborated presentation of the research topic;

1. THE STATE OF KNOWLEDGE IN THE FIELD OF RESEARCH

1.1 THE STATE OF FUNDAMENTAL KNOWLEDGE

- fundamental theories in the field of the research topic;

- specific theories in the field of the research topic;

- particular theories in the field of the research topic;

1.2 THE STATE OF APPLICATIVE KNOWLEDGE

- fundamental applicability in the field of the research topic;

- specific applicability in the field of the research topic;

- particular applicability in the field of the research topic;

1.3 THE STATE OF ACADEMIC KNOWLEDGE

- fundamental approaches/work in the field of the research topic;
- specific approaches/work in the field of the research topic;
- particular approaches/work in the field of the research topic;

2. THE PREMISES OF THE RESEARCH TOPIC

2.1 MOTIVATING THE APPROACH OF THE RESEARCH TOPIC

- the scientific motivation to approach the research topic;
- professional/social motivation to approach the research topic;
- personal motivation to approach the research topic;

2.2 RELEVANCE OF THE RESEARCH TOPIC

- the scientific relevance of the research topic;
- professional/social relevance of the research topic;
- personal/social relevance of the research topic;

2.3 THE INTERACTIONS OF THE RESEARCH TOPIC

- scientific interactions of the research topic;
- professional interactions of the research topic;
- personal/social interactions of the research topic;

3. QUESTIONING THE RESEARCH TOPIC

3.1 INITIAL RESEARCH ANALYSIS

- interpretative variants of the research topic;
- investigative hypotheses of the research topic;
- research questions of the research topic;
- initial diagram [c[±]r[±]] – [known - unknown / attainable - unattainable];

3.2 FINAL RESEARCH PROGNOSIS

- general objectives of the research topic;
- specific objectives of the research topic;
- particular objectives of the research topic;
- final diagram [c[±]r[±]] – [known - unknown / attainable - unattainable];

4. GENERAL RESEARCH METHODOLOGY

4.1 METHODOLOGY OF DOCUMENTATION-REPORTING

- general methods of documenting-informing the research topic;
- general resources of documenting-informing the research topic;
- general tools of documentation-information the research topic;

4.2 METHODOLOGY OF SCIENTIFIC RESEARCH AND ANALYSIS

- specific methods of research and analysis of the research topic;
- specific research resources and analysis of the research topic;
- specific tools of research and analysis of the research topic;

4.3 METHODOLOGY OF CASE / APPLICATIVE STUDY

- particular case / applicative study methods;
- particular case / applicative study resources;
- particular case / applicative study tools;

5. RESEARCH DIRECTIONS

5.1 MAIN RESEARCH DIRECTIONS

- objectives of the research direction;
- the aims of the research process;

5.2 COMPLEMENTARY RESEARCH DIRECTIONS

- objectives of the research direction;
- the aims of the research process;

BIBLIOGRAPHY

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AFFIDAVIT

I, the undersigned [teaching rank First name Last Name], domiciled in [address], with PIN [pin], tenured teaching staff/ scientific researcher in [name of the institution], as chairman of the board/scientific coordinator/member of the Committee for the postdoctoral advanced research 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 to in the National Education Law No.1 /2011, Ministry of Education and Research Order No. 5229/2020 (Annex 2, art. 2), the Military Staff Statute Law No. 80/1995, the ANIMV University Charter and/or any other legal norm in force, in relation to any of the candidates to the postdoctoral studies 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 board / scientific coordinator / member of the Admission Committee for the postdoctoral advanced research program.

First name LAST NAME _____

Date _____

Signature _____

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Annex ADM05

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EVALUATION SHEET TEST 1
ADMISSION CONTEST
TO THE POSTDOCTORAL ADVANCED RESEARCH PROGRAM
Intelligence and National Security
September [year]

Scientific Coordinator
Candidate

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

Crt. no.	Criterion	Maximum score	Points awarded
1.	evaluation of the implementation of the advanced research project for admission to postdoctoral 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 after obtaining the doctoral degree: author of scientific research papers/studies; co-author of scientific studies, instructions, manuals, courses, memoranda, methodologies, etc.; author of scientific communications; articles published in recognized specialist journals in the field	3	
3.	evaluation of the candidate's general knowledge in the postdoctoral 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	2	
Score achieved			

Date _____

Signature of the scientific coordinator _____

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Annex ADM06

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EVALUATION SHEET TEST 2
ADMISSION CONTEST
TO THE POSTDOCTORAL ADVANCED RESEARCH PROGRAM
Intelligence and National Security
September [year]

Admission Committee
 Member
 Candidate

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

Crt. no.	Criterion	Maximum score	Points awarded
1.	the level of scientific knowledge of the proposed research topic	1	
2.	the level of appropriateness of the research project to the proposed topic	1	
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 carry out postdoctoral advanced research	2	
6.	the ability to take theoretical, experimental and methodological initiatives for the research activity and the elaboration of the graduation thesis	2	
Score achieved			

Date _____ Signature of Admission Committee member _____

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MINUTES
ADMISSION CONTEST
TO THE POSTDOCTORAL ADVANCED RESEARCH PROGRAM
Intelligence and National Security
September [year]

The Admission Committee for the postdoctoral advanced research program in the field of Intelligence and National Security, appointed by Decision No. xxxxxx/dd.mm.yyyy of the ANIMV Commandant (Rector), 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 postdoctoral advanced research program. Following the evaluations made by the Admission Committee and the scientific coordinators, the following results were established:

Crt. no.	Rank, last name, first name of scientific coordinator	Number of vacant seats	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).