

ROMANIA
THE ROMANIAN INTELLIGENCE SERVICE
“MIHAI VITEAZUL”
THE NATIONAL INTELLIGENCE ACADEMY
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APPROVED BY
The President of ANIMV Academy Senate
Associate professor Ecaterina DRĂGHICI



METHODOLOGY

FOR THE ORGANIZATION AND CONDUCT OF BACHELOR'S DEGREE EXAMINATION FOR THE GRADUATES OF THE FACULTY OF INTELLIGENCE STUDIES WITHIN “MIHAI VITEAZUL” NATIONAL INTELLIGENCE ACADEMY

Approved by the Senate of “Mihai Viteazul”
National Intelligence Academy during the session on 05.03.2026

– Bucharest, 2026 –
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LEGAL FRAMEWORK

- Law no. 199/2023 on higher education, with subsequent amendments and additions;
- Law no. 80/1995 on the status of military personnel, with subsequent amendments and additions;
- Government Decision no. 206/1995 on the reorganization of the National Intelligence Institute as “Mihai Viteazul” National Intelligence Academy, with subsequent additions and amendments;
- Government Decision no. 412/2024 on the approval of the Standard Classification of fields and specializations/ university study programs and of the structure of higher education institutions for the academic year 2024-2025, with subsequent amendments and additions;
- Government Decision no. 962/2024 on the approval of the Methodology for the external evaluation of educational quality in higher education;
- ARACIS Board Decision no. 62/H/06.03.2025, Specific Quality Standards regarding the conduct of activities related to full-time undergraduate degree programs, first cycle of study, differentiated by field of study;
- Order of the Minister of Education no. 3.691/2024 on the approval of the Framework Methodology for the organization and conduct of graduation, bachelor/diploma and dissertation exams, with subsequent additions and amendments;
- Order of the Minister of Education no. 3.692/2024 on the list of nationally recognized programs in order to establish the degree of similarity for final theses;
- Order of the Minister of Education no. 4.394/2024 on the approval of the Students’ Code of Rights and Obligations;
- Order of the Minister of Education and Research no. 4.156/2020 on the approval of the Framework Regulation on the study documents system and university documents within the higher education system, with subsequent additions and amendments;
- The Students’ Code of Rights and Obligations within the „Mihai Viteazul” National Intelligence Academy;
- The Strategy for Preventing and Combating the Plagiarism Phenomenon within “Mihai Viteazul” National Intelligence Academy;
- University Charter of “Mihai Viteazul” National Intelligence Academy;
- Regulation (EU) 2024/1689 of the European Parliament and of the Council of 13 June 2024 laying down harmonized rules on artificial intelligence and amending Regulations (EC) no. 300/2008, (EU) no. 167/2013; (EU) no. 168/2013, (EU) 2018/858, (EU) 2018/1139 and (EU) 2019/2144 and Directives 2014/90/EU, (EU) 2016/797 and (EU) 2020/1828 (Artificial Intelligence Act)

SECTION I GENERAL PROVISIONS

Art. 1. (1) As an Institution Organizing Bachelor Study Programs, „Mihai Viteazul” National Intelligence Academy (ANIMV) conducts the Bachelor’s degree exam at the Faculty of Intelligence Studies, Intelligence Operations specialization, in accordance with the existing methodology.

(2) The Bachelor’s degree exam is structured according to the general criteria on the organization of graduation exams in higher education, Bachelor’s Degree – cycle 1, issued by the Ministry of Education and Research and *supplemented with other specific criteria*, established by the “Mihai Viteazul” National Intelligence Academy Senate through the current methodology.

(3) The Bachelor's degree examination consists of two parts that are organized through face-to-face interaction, on campus, as follows:

- a) General and specialized knowledge assessment - written test (hereinafter P1);
- b) Defense of the Bachelor's Thesis – oral examination (hereinafter P2);

(4) The examination is conducted in Romanian.

(5) The results of the oral examination cannot be appealed.

Art. 2. The exam subjects, topics of the theses and bibliography for P1 are proposed by the departments of the Faculty of Intelligence Studies, in accordance with the existing curriculum and the course descriptions for the disciplines the students took, and approved every year, in November, by the Council of the Faculty of Intelligence Studies.

Art. 3. The exam disciplines, topics and bibliography for P1 will be brought to the attention of the students through their tutors, and will be posted on the students' inner network. If clarification is required, consultation sessions will be organized by the course leader, alongside with the teaching staff responsible for establishing the topics and bibliography for P1 exam.

Art. 4. (1) P2 implies the defense of the Bachelor's thesis written by the students. The students are required to choose the subject for the Bachelor's thesis at least two semesters before graduation. Subsequently, the Council of Faculty of Intelligence Studies approves a table containing the name of the student, the title of the thesis and the scientific coordinator of the thesis. The coordinators shall ensure that all students have chosen the topics of their theses within the deadline set in accordance with the existing Methodology and the Guide to writing a Bachelor's thesis, a document approved by the Council of the Faculty of Intelligence Studies, made available to the students through the Academy's Secretariat.

(2) The research topics and bibliography have a multiannual perspective, are implemented under the guidance of a teacher and communicated through the ANIMV's internal channels.

(3) Upon students' proposal, the lists of topics may be supplemented, with the approval of the Council of the Faculty of Intelligence Studies.

Art. 5. (1) The Bachelor's Degree Exam Committee shall be established at least one month before the exam, by the decision of the ANIMV's Commandant (Rector), with the upon the recommendation of the Council of the Faculty of Intelligence Studies.

(2) The Bachelor's Degree Exam Committee within the Faculty of Intelligence Studies consists of at least 3 members, and has one alternate member.

(3) The Chairman of the Exam Committee must have the minimum academic ranking of associate professor. The members of the Commission for the Final Examination, except for the Intelligence Instructors, must have the scientific title of PhD and the teaching degree of lecturer, associate professor or professor. The Secretary of the Evaluation Committee must have at least the teaching degree of assistant professor and is responsible solely for document management.

(4) The members of the Committee are nominated by the Dean from the teaching staff and intelligence instructors, so as to be representative of the exam's subjects. The members of the Examination Committee, as well as its Secretary, shall not be with those examined or with each other in relation to spouses, kinship and up to 3rd degree relatives, according to the law.

(5) The structure of the Bachelor's Degree Examination Committee, the Committees for the Review and the Resolution of the Appeals, as well as the number of their members, shall not change during the examination.

(6) Under exceptional and reasonably justified circumstances, upon a recommendation made by The Council of the Faculty of Intelligence Studies, the Commandant (Rector) may approve that one of the members of the Graduation Evaluation Committee may be changed during the examination.

Art. 6. The students shall submit the following documents to the Secretariat of the Faculty of Intelligence Studies, at least three weeks before the scheduled date of the examination:

- a) The exam registration form (Annex 1);
- b) The Bachelor's thesis, in electronic format, .doc and .pdf extension, on the specified email address;
- c) The affidavit (Annex 2) on the originality of the Bachelor's thesis

Art. 7. The Faculty of Intelligence Secretariat shall centralize the theses sent in paper format by the indicated deadline in accordance with the approved Guide to writing a Bachelor's thesis and shall send them individually, within 5 working days, to the scientific coordinator.

SECTION II

THE EVALUATION OF THE BACHELOR'S THESES AND PREPARING OF THE EVALUATION SHEET BY THE SCIENTIFIC COORDINATOR

Art. 8. (1) The scientific coordinator analyzes the bachelor's thesis and proposes the admission of the paper to be defended in front of the Examination Committee, or its rejection (Annex 3), by marking the option in the dedicated tick box, alongside the reasons for its rejection, if applicable. If a thesis is admitted, the scientific coordinator shall draft an Evaluation Report that includes the analysis and the grade. The Evaluation Report and the grade awarded by the scientific coordinator cannot be appealed by the student.

(2) The above-mentioned documents, as well as the similarity report, shall be submitted to the Secretariat of the Faculty of Intelligence Studies by the scientific coordinator, at least 5 working days before the examination date.

(3) The scientific coordinator must have a PhD title.

Art. 9. (1) The Bachelor's thesis shall have between 60 and 80 A4 pages according to the academic writing guide issued by the ANIMV. The theses must include: the knowledge base (the scholarly literature), research methodology, personal contributions and bibliography. The tables, graphs, program listings and so on, shall be lodged in the thesis' annexes.

(2) The content of the thesis should be original. If any academic misconducts regarding the Ethics and Academic Deontology standards are ascertained, and the scientific coordinator decides upon the rejection of the thesis, the student loses the right to attend the Bachelor's degree exam in the scheduled session and is considered rejected.

(3) The scientific coordinator has the right to rate the thesis as REJECTED, prior to the plagiarism check, if the student has not fulfilled the obligations regarding the defense of the thesis, during different stages of its preparation and writing, if the student did not take into consideration the scientific coordinator's recommendations or if the scientific quality of the thesis is inadequate.

(4) The Council of the Faculty of Intelligence Studies approves every year the maximum similarity percentage accepted and the artificial intelligence content indicator (AI) for the theses, as well as the manner of conducting the verification, making them available to the students.

(5) The similarity report, as well as the AI content detection report, represent consultative tools in the evaluation process. The reports are intended to help the scientific coordinator, who has the final decision regarding the rating.

(6) Students may request from their scientific coordinator reports generated by the specialized software provided by the ANIMV to establish the degree of similarity, in view of writing their thesis, the recurrence being determined by the scientific coordinator.

(7) The scientific coordinator has a duty of diligence with regard to verifying the compliance of the thesis with the requirements of an original creation. The author is liable for ensuring the originality of the contents. The submittal of a replicated or falsified thesis by assuming authorship (purchasing the paper) for the completion of studies exam is sanctioned by the loss of the right to take the exam within the ANIMV during the session which the student has signed up for.

(8) During the documentation process for the Bachelor's thesis, students may use specific artificial intelligence tools. However, students are prohibited from generating parts of their theses using artificial intelligence and assuming authorship for them. Any use of artificial intelligence shall be mentioned in the paper, and only with the approval of the scientific coordinator.

SECTION III

THE RIGHTS AND OBLIGATIONS OF THE SCIENTIFIC COORDINATOR AND THE GRADUATE STUDENTS

Art. 10. The scientific coordinator has the following obligations:

- a) to establish, along with the student, the topic of the bachelor's thesis, the research program and the schedule for preparing the thesis;
- b) to advise the students, according to a scheduled chart;
- c) to analyze, on a regular basis, the status of the thesis and to make comments and suggestions to supplement or reconsider it, if needed;
- d) to ensure the originality of the thesis, by running it with through the specialized similarity software provided by the ANIMV, in accordance with the set deadlines;
- e) to check the compliance with the academic integrity and the avoidance of plagiarism rules;
- f) to assess by grading or rating the theses according to their academic value;
- g) to comply with the Ethics and Academic Deontology Code;

Art. 11. The author of a Bachelor's thesis has the following rights:

- a) to change the theme of the thesis or the scientific coordinator only once, for well-founded reasons, after submitting a report which must be approved by the Dean of the Faculty of Intelligence Studies;
- b) to receive guidance from the scientific coordinator
- c) to be consulted by the teachers, through the representatives of the Faculty Council, regarding the exam schedule;
- d) to be notified on the grade awarded for the thesis exam within 48 hours after taking the last test;
- e) to have access, through the scientific coordinator, to reports generated by the specialized similarity software provided by the ANIMV, during the writing of the thesis.

Art. 12. The students preparing the Bachelor's thesis have the following obligations:

- a) to propose the theme of the thesis in accordance with the research areas recommended by the Faculty of Intelligence Studies;
- b) to submit the application form with the theme of the thesis to the Secretariat of the Faculty of Intelligence Studies, within the set deadline;
- c) to comply with the scientific coordinator's requirements with regard to the content of the thesis;
- d) to comply with the Academic Writing Guide;
- e) to comply with the Guide to writing a Bachelor's thesis;
- f) to comply with the Ethics and Academic Deontology Code;
- g) to obtain the approval of the Research Ethics Subcommittee within the ANIMV, if the research involves human subjects.
- h) to comply with the rules on the prevention of plagiarism.

SECTION IV

THE ORGANIZATION OF THE BACHELOR'S EXAM SESSION

Art. 13. The Bachelor's degree exam session shall be carried out at the headquarters of "Mihai Viteazul" National Intelligence Academy, in accordance with the existing methodology.

Art. 14. (1) The graduation exam is conducted through direct, face-to-face interaction of the Examination Committee and of the student, who shall be present at the same time and in the same place.

(2) The presentation and the defense of the thesis are public.

(3) Each member of the Committee will individually grade each test of the Bachelor's exam. The grades proposed by the Committee members shall be whole numbers from 1 to 10.

(4) The average grade for a test, as an arithmetic average of the scores given by the members of the Examination Committee, shall be calculated to two decimal places, without rounding.

(5) The results for the general and the specialized knowledge assessment will be communicated on the same day. The grading scales shall be posted during the 180-minute written test, one hour after all candidates entered the examination room.

(6) The appeals shall be submitted within 24 hours of the results being posted, and the Committee for the Review and Resolution of the Appeals shall communicate the decision of their review within 24 hours after the appeals were submitted.

(7) The decisions of the Committee for the Review and Resolution of the Appeals are irrevocable.

(8) The graduates who fail to pass the general and the specialized knowledge assessment cannot participate in the Bachelor's thesis defense.

(9) In order to pass each test, a grade of at least 5,00 (five) is required. The grades shall be registered in the intermediate register that is signed by the members of the Committee.

(10) The results for the oral assessment cannot be appealed.

(11) The results for the defense of the thesis shall be posted within 48 hours from the date of its defense on the information board of the Faculty of Intelligence and on ANIMV's internal network.

(12) The final grade for the Bachelor's exam is the average of the two tests, calculated to two decimal places, without rounding.

(13) The final average for passing the Bachelor's degree exam must be at least 6,00 (six).

(14) The final average for the Bachelor's degree exam shall be included in the final register and signed by all the members of the Examination Committee.

Art. 15. Taking the graduation exam without a fee is possible only once.

Art. 16. The candidates who will fails to pass the graduation exam may retake it, according to the law, in a different examination session organized by the “Mihai Viteazul” National Intelligence Academy, and will bear the related expenses. The exam fee shall be approved by the ANIMV's Board of Trustees, upon the proposal of the Council of the Faculty of Intelligence Studies.

Art. 17. (1) Fraud and attempted fraud during the Bachelor's exam, proven by evidence and confirmed by the Examination Committee, shall result in the cancellation of the entire exam.

(2) The similarity thresholds to be taken into consideration for the students of the Faculty of Intelligence Studies defending the Bachelor's thesis shall be approved by the Council of the Faculty of Intelligence Studies.

Art. 18. The Examination Committee is responsible for the enforcement of and compliance with the provisions of this Methodology.

Art. 19. Students who cannot participate in the Bachelor's exam session organized for their study program will take the exam in a subsequent session, according to the Academy Senate's schedules and approvals, based on a written request that shall be approved by the Dean of the Faculty of Intelligence Studies.

Art. 20. The decisions of the Committee on the results of the graduation exam are not public.

SECTION V

FINAL PROVISIONS

Art. 21. The graduates of the Faculty of Intelligence Studies within "Mihai Viteazul" National Intelligence Academy who passed the graduation exam will receive a Bachelor's degree diploma in Military Sciences, Intelligence and Public Order, as well as a Diploma Supplement for that specialization, in accordance with to the regulations in force.

Art. 22. (1) Until the diploma is issued, the graduates who passed the Bachelor's exam will receive, upon request, a graduation certificate valid for 12 months.

(2) The graduation certificate will confer the same legal rights as the diploma on the holder, and will include the position, first name and surname, and the signature of the persons in office at the time of the graduation (rector, university chief secretary, dean, faculty's chief secretary), the institution's seal, as well as the following information:

- a) the field of university studies;
- b) the study program/specialization;
- c) the study period;
- d) the average of the study years;
- e) the average of the Bachelor's exam;
- f) the provisional accreditation/authorization status, program of study, language of teaching, geographic location, number of credits and the normative act establishing them (Government Decision, Order of the Minister, as the case may be);

(3) The graduates are usually issued a single certificate of graduation. In case of loss or destruction, upon request, a new certificate with a new registration number shall be issued. The validity shall not exceed 12 months calculated from the passing of the Bachelor's exam.

Art. 23. (1) The graduates who fail to pass the Bachelor's degree examination will receive, upon request, a study certificate without a final examination, attesting the graduation of the study program. The certificate includes the following minimum mandatory information:

- a) the field of university studies;

- b) the study program/specialization;
 - c) the period of study;
 - d) the average of the study years;
 - e) the provisional accreditation/authorization status, study program, language of teaching, geographic location, number of credits and the normative act establishing them (Government Decision, Order of the Minister, as the case may be);
 - f) The position, first name and surname, as well as the signature of the persons in office at the time of graduation (rector, university chief secretary, dean, faculty's chief secretary), the institution's seal.
- (2)** The graduates of previous generations can enroll for the exam during scheduled sessions so as to complete their studies.

Art. 24. The Commandant (Rector) of ANIMV, with the approval of the Academy Senate, may cancel a graduation exam, certificate or diploma, if it is proven that it was obtained by fraudulent means or by violation of the provisions of the Ethics and Academic Deontology Code.

Art. 25. The overall average used to determine the ranking of the graduates is calculated as the arithmetic mean of the averages for the years of study and the average of the Bachelor's exam.

Art. 26. (1) This Methodology may be amended by the ANIMV's Academy Senate upon the emergence of new regulations on the general framework for organizing final exams in higher education, issued by the Ministry of Education and Research or within the Romanian Intelligence Service.

(2) This Methodology is applicable starting with the 2023-2024 academic year, as well as to the graduates who have not passed the graduation exam until its entry into force.

(3) With the entry into force of this Methodology, Methodology no. 365319/03.06.2025 on the organization and conduct of Bachelor's degree examination for the graduates of the Faculty of Intelligence Studies within the ANIMV is hereby repealed.

„MIHAI VITEAZUL”
NATIONAL INTELLIGENCE ACADEMY
FACULTY OF INTELLIGENCE STUDIES
No. _____ of _____

APPROVED BY

Mrs. Dean,

I, the undersigned, _____
(*surname, father's first name, first name*)

a 3rd year student of the undergraduate full-time study program *Intelligence Operations*, in
view of my bachelor's exam, please approve my registration for the session
_____.

Please find attached my bachelor's thesis in electronic format (*.doc* and *.pdf*), as well as
the affidavit on the originality of my thesis content.

Date

Signature

„MIHAI VITEAZUL”
NATIONAL INTELLIGENCE ACADEMY
FACULTY OF INTELLIGENCE STUDIES
No. _____ of _____

AFFIDAVIT

I, the undersigned, _____, ID Card number _____,
issued by _____ hereby declare under my own
responsibility that the Bachelor's thesis entitled _____

belongs entirely to me, is the result of my work, based on my research and information
obtained from sources that have been cited and indicated, according to the Academic
regulations, in footnotes and bibliography.

I declare that I have not tacitly or unlawfully used the work of others and that no
part of the thesis infringes the intellectual property rights of other natural or legal
person.

I declare that the thesis has not been presented in this form to any other higher
education institution.

Date

Signature

„MIHAI VITEAZUL”
 NATIONAL INTELLIGENCE ACADEMY
 FACULTY OF INTELLIGENCE STUDIES
 SESSION _____

RECOMMENDATIONS FOR THESIS DEFENSE:

May be defended	May not be defended

SIGNATURE OF SCIENTIFIC COORDINATOR: _____

DATE: _____

BACHELOR'S THESIS EVALUATION SHEET

FIRST NAME AND SURNAME	
STUDY PROGRAM	
TITLE OF THE THESIS	
SCIENTIFIC COORDINATOR	

THESIS EVALUATION

CRITERIA		SCORE									
1	Representativeness of the theme in the field	1	2	3	4	5	6	7	8	9	10
2	Size of the thesis (under/oversized/appropriate to the subject)	1	2	3	4	5	6	7	8	9	10
3	Structure of the thesis (division into chapters, balance of writing)	1	2	3	4	5	6	7	8	9	10
4	Documentation and use of bibliographic sources (brief/rich, updated)	1	2	3	4	5	6	7	8	9	10
5	Critical analysis, examination and critical interpretation of bibliography and facts studied	1	2	3	4	5	6	7	8	9	10
6	Application of concepts and methodology to a new issue	1	2	3	4	5	6	7	8	9	10
7	Originality, personal contribution, new viewpoints	1	2	3	4	5	6	7	8	9	10
8	Quality of exposure and argumentation (mastering of concepts, methodological justification, rigorous argumentation)	1	2	3	4	5	6	7	8	9	10
9	Style, expression (coherence, fluency, correctness)	1	2	3	4	5	6	7	8	9	10
10	Editing (grammar errors/correct, neat spelling)	1	2	3	4	5	6	7	8	9	10

GRADE PROPOSED: _____

SIGNATURE OF SCIENTIFIC COORDINATOR: _____

DATE: _____