

ROMANIA
ROMANIAN INTELLIGENCE SERVICE
"MIHAI VITEAZUL"
NATIONAL INTELLIGENCE ACADEMY

No. **216637** of **30.03.2026**

APPROVED
ANIMV Senate University President
Assoc.Prof.Ph.D.Ecaterina DRĂGHICI



METHODOLOGY
REGARDING THE ORGANIZATION AND CONDUCT OF THE BACHELOR'S
DEGREE EXAMINATION FOR THE GRADUATES OF THE FACULTY OF
INTELLIGENCE STUDIES OF THE "MIHAI VITEAZUL" NATIONAL INTELLIGENCE
ACADEMY

Approved by the University Senate of the "Mihai Viteazul" National Intelligence Academy
Decision no. 9 of 25.03.2026

Bucharest, 2026

UNCLASSIFIED

LEGAL BASIS

- Higher Education Law no. 199/2023, as subsequently amended and supplemented;
- Law no. 80/1995 on the status of military personnel, with subsequent amendments and additions;
- Government Decision no. 206/1995 regarding the reorganization of the National Intelligence Institute in the "Mihai Viteazul" National Intelligence Academy, with subsequent modifications and completions;
- Government Decision no. 428/2025 regarding the approval of the fields and programs of accredited master's studies and the maximum number of students that can be enrolled in the 2025-2026 academic year, with subsequent amendments and completions;
- Government Decision no. 962/2024 for the approval of the Methodology for external evaluation of the quality of higher education;
- ARACIS (Romanian Agency for Quality Assurance in Higher Education) Council Decision, No. 62/H/06.03.2025, Specific quality standards regarding the way of carrying out activities related to the university study programs at the form of frequent organization, of the first cycle of studies, differentiated in relation to the fields of university studies;
- Order of the Minister of National Education no. 3691/2024 regarding the approval of the Framework Methodology for organizing and conducting graduation, bachelor/diploma and dissertation exams, with subsequent amendments and completions;
- 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 study completion works;
- Order of the Minister of Education no. 4.394/2024 regarding the approval of the Student Rights and Obligations Code;
- Order no. 4.156/2020 for the approval of the Framework Regulation on the regime of study documents and university documents in the higher education system with subsequent modifications and completions;
- Order of the Minister of Education no. 4.481/2024 approving the Rules on accessibility of higher education for persons with disabilities;
- 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 Regulation);

- Strategy for preventing and combating the plagiarism within the "Mihai Viteazul" National Intelligence Academy;
- The University Charta of the "Mihai Viteazul" National Intelligence Academy.

CHAPTER I

GENERAL PROVISIONS

Art. 1. (1) As an *Organizing Institution of Bachelor University Studies*, the "Mihai Viteazul" National Intelligence Academy (ANIMV) organizes a bachelor's degree examination at the *Faculty of Intelligence Studies*, specialization *Security and Intelligence Studies*, in accordance with this methodology.

(2) The bachelor's degree examination is structured according to the general criteria regarding the organization of the examinations for the completion of studies in higher education, first cycle – bachelor's degree, elaborated by the Ministry of Education and Research and supplemented with the specific ones, established by the Senate of the "Mihai Viteazul" National Intelligence Academy, through this methodology.

(3) The bachelor's degree examination consists of two tests that require the student's physical presence on campus, as follows:

- a)** Assessment of fundamental and specialized knowledge - written examination;
- b)** Public presentation and defense of the bachelor's thesis - oral examination.

(4) The examination is conducted in Romanian.

(5) The results obtained in the public presentation and defense of the bachelor's thesis cannot be contested, in accordance with Article 36 para. (3) from the Methodology of organizing and conducting graduation, bachelor/diploma and dissertation exams.

Art. 2. The examination disciplines, syllabi and reading lists for the assessment of fundamental and specialized knowledge are proposed by the departments of the Faculty of Intelligence Studies, in accordance with the curricula and the course specification followed by the students. They are approved annually by the Board of the Faculty of Intelligence Studies.

Art. 3. The examination subjects, syllabi and reading lists for the assessment of fundamental and specialized knowledge will be made known to students by being posted in electronic format in the section dedicated to students.

Art. 4. (1) Public presentation and defense of the bachelor's thesis involves presenting a thesis elaborated by the students. They are required to choose a bachelor's degree subject at least two semesters before completing their studies. Subsequent to the expression of choice, the council of the Faculty of Intelligence Studies approves a table containing the student's name, the title of the theme and the supervisor of the work. Tutors shall ensure that all

students have chosen the topic of their undergraduate work within the time limit set by this methodology.

(2) At the proposal of the students, the lists of bachelor's thesis topics may be supplemented with the approval of the council of the Faculty of Intelligence Studies.

Art. 5. (1) The examination commission for the completion of the studies is established at least one month prior to the beginning of the bachelor's degree examination, by decision of the ANIMV Rector, upon the proposal of the council of the Faculty of Intelligence Studies.

(2) The commission shall consist of a minimum of three members and shall have 1 or 2 alternates.

(3) The chair of the commission must hold the academic rank of university professor or associate professor. The members of the commission, excepting intelligence instructors, must hold the scientific title of doctor and the academic of rank lecturer/head of university works, associate professor or professor. The secretary of the commission for the completion of studies must hold at least the academic rank of university assistant and shall fulfill only duties regarding document administration.

(4) The members of the commission are nominated by the dean from among the teaching staff and intelligence instructors, ensuring that they are representative of the exam's subject matter. The members of the commission, as well as the secretary of the commission, may not, with those examined or with each other, be in a relationship of spouses, affins or relatives up to and including grade III, according to the law.

(5) The composition of the committee and the number of members shall not be altered during the examination leading to the completion of the studies.

Article 6. At least three weeks prior to the date set for the completion of the bachelor's studies examination, the students shall submit following documents to the secretariat of the Faculty of Intelligence Studies:

- a. application for inclusion in the examination (Annex 1)
- b. the bachelor's thesis, in electronic format, extension .doc and .pdf, on the, for this purpose, indicate email address;
- c. Affidavit (Annex 2) regarding the originality of the content of the bachelor's degree thesis.

Art. 7. The Faculty of Intelligence Studies secretariat collates the bachelor's theses received by the established deadline and forwards them individually to the respective supervisors within five working days.

CHAPTER II

EVALUATION OF THE BACHELOR'S DEGREE THESES AND PREPARATION OF EVALUATION FORM BY THE SUPERVISOR

Art. 8. (1) The thesis supervisor reviews the bachelor's degree thesis and prepares the evaluation form (Annex 3), which includes an analysis of the work and the grade, along with a

recommendation to accept the thesis for defense before the examination board. ***The evaluation form and the grade*** of the thesis supervisor ***cannot be contested by the graduate***.

(2) The above-mentioned documents, accompanied by the similarity verification report, shall be submitted to the Faculty of Intelligence Studies secretariat by the thesis supervisor, at least five working days prior to the date set for the defense of the thesis.

(3) The thesis supervisor must hold the title of doctor.

Art.9. (1) The bachelor's theses will be between 60-80 A4 pages long, according to the academic writing guide developed at ANIMV level. The thesis must include: the stage of knowledge in the field (a synthesis of the specialized literature), the research methodology, personal contributions and the bibliography used. Tables, graphs, program listings, etc. may be attached to the thesis.

(2) Bachelor's degree theses must have original content. If deviations from the norms of ethics and academic integrity are found and the decision of the thesis supervisor is to reject the thesis, the graduate loses the right to attend the final exam in that session, being considered rejected.

(3) The thesis supervisor is entitled to grant the REJECTED rating, prior to the anti-plagiarism check of the work, if the student has not fulfilled his obligations regarding the presentation of the work, at different stages, during the preparation and elaboration period, if the student has not considered the recommendations of the supervisor or if the scientific level of the thesis is not appropriate.

(4) The faculty board approves the maximum allowable thresholds of the similarity coefficients and the AI content indicator.

(5) The similarity report and the report for detecting AI content are advisory tools in the process of evaluating the paper. These reports are intended to assist the supervisor of the thesis, who is responsible for the final decision on the qualification awarded.

(6) Students are responsible for ensuring the originality of the content of the theses. The supervisors of the bachelor's degree theses are required to exercise due diligence in verifying the compliance of the scientific works with the specific requirements of an original creation.

(7) If a student presents a copied or falsified thesis (including one obtained by purchase) claiming authorship for the purpose of taking the final examination, the sanction shall be the loss of the right to take the final examination during that session.

(8) In the process of documenting the bachelor's degree thesis, students can use tools specific to Artificial Intelligence. Students are forbidden, however, to generate parts of the thesis with Artificial Intelligence and to attribute their authorship to them. Any use of Artificial Intelligence will have to be mentioned in the paper and will be done only with the approval of the coordinating professor.

CHAPTER III

RIGHTS AND OBLIGATIONS OF THE THESIS SUPERVISOR AND GRADUATE STUDENTS

Art. 10. The supervisors of the bachelor's degree thesis have following **obligations**:

- a) to establish, together with the student, the subject of the bachelor's thesis, the research program and the timetable for the preparation of the bachelor's thesis;
- b) to advise students according to an established timetable;
- c) to periodically review the progress of the bachelor's degree thesis and make comments and suggestions for completion, deletion or reconsideration as to the quality and progress of the work, where appropriate;
- d) to ensure the originality of the thesis, by verifying it using the specialized software for determining the degree of similarity made available by ANIMV, in accordance with the established deadlines;
- e) to verify compliance with the rules of academic integrity and avoidance of plagiarism;
- f) to assign ratings or grades in accordance with the quality of the work;
- g) to comply with the rules of the Code of Ethics and Academic Deontology.

Art. 11. Students preparing their bachelor's degree thesis have following **rights**:

- a) to change the bachelor's degree thesis topic or supervisor once, for well-founded reasons, based on a report approved by the dean of the relevant faculty;
- b) to receive guidance from the supervisor of the thesis;
- c) to be consulted by teachers on the timing of the bachelor's degree exam;
- d) to be informed of the results obtained in the bachelor's degree examination.

Art. 12. Students preparing their bachelor's degree thesis have following **obligations**:

- a) to propose the bachelor's degree thesis topic in accordance with the research areas proposed by the Faculty of Intelligence Studies;
- b) to submit, by the established deadline, the request for the selection of the topic to the Faculty of Intelligence Studies secretariat;
- c) to establish together with the supervisor the methodological, bibliographical and organizational requirements for the execution of the bachelor's degree thesis, subsuming the proposed research topic;
- d) to comply with the Academic Writing Guide / elaboration and drafting of the bachelor's degree thesis;
- e) to comply with the synoptic regarding the conducting of bachelor's degree thesis;
- f) to comply with the rules of the code of ethics and academic deontology;
- g) to obtain the approval of the research ethics subcommittee of the ethics committee when the research involves human subjects;

h) to respect the rules for avoiding plagiarism.

CHAPTER IV

CONDUCT OF THE BACHELOR'S DEGREE EXAMINATION SESSION

Art. 13. The bachelor's degree examination session is organized at the headquarters of the "Mihai Viteazul" National Intelligence Academy, according to this methodology.

Art. 14. (1) The bachelor's degree examination takes place through direct, immediate contact, involving the presence of both the examination committee and the examinee at the same location and time. The secretariat of the Faculty will schedule the defense of the bachelor's theses and inform the students in a timely manner regarding the date, location, and time slot allocated for the presentation.

(2) The presentation and defense of the bachelor's degree theses are public.

(3) Each member of the commission will assign a grade for a part of the bachelor's degree examination. The grades awarded by the examination committee are integers ranging from 1 to 10.

(4) The score for an examination component – calculated as the arithmetic mean of the marks awarded by the members of the examination committee – is determined to two decimal places without rounding.

(5) The results of the assessment of fundamental and specialized knowledge will be communicated on the same day. The grading schemes will be displayed after all candidates have entered the exam room, while the written test is in progress.

(6) Appeals must be submitted within 24 hours of the posting of the results, and the committee responsible for reviewing and resolving appeals shall communicate the outcome of the review within a maximum of 24 hours of submission.

(7) The decisions of the committee responsible for reviewing and resolving appeals are final.

(8) A graduate who does not pass the assessment of fundamental and specialized knowledge cannot take the bachelor's thesis presentation and defense.

(9) To pass each test, a score of 5,00 (five) is required. The marks shall be recorded in interim grade sheets signed by the members of the commission.

(10) The results obtained in the oral examinations cannot be contested.

(11) The final grade for the bachelor's degree examination is the arithmetic mean of grades obtained in the two components, calculated to two decimal places, without rounding.

(12) The passing grade for the bachelor's degree exam must be at least 6,00 (six).

(13) The final grade for the bachelor's degree examination is recorded in the final grade register signed by all members of the examination board.

Art. 15. The bachelor's degree examination will be taken only once free of charge.

Art. 16. Candidates who have not passed the bachelor's degree examination may retake it, in accordance with the law, during another session organized by ANIMV, with the associated costs borne by the candidate, the examination fee is approved by the Academy's Administrative Board and University Senate, upon the proposal of the Council of the Faculty of Intelligence Studies.

Art. 17. Fraud and attempted fraud during the bachelor's degree examination, substantiated by evidence and confirmed by the examination committees, are punishable by the annulment of the entire examination.

Art. 18. The bachelor's degree examination committee is responsible for the application and compliance with the provisions of this methodology.

Art. 19. A student unable to take the bachelor's degree examination during the scheduled session for their cohort may, upon a request approved by the dean of the Faculty of Intelligence, take the examination in subsequent session, in accordance with the schedules and approvals of the University Senate of ANIMV.

Art. 20. The committees' deliberations on the outcome of the bachelor's degree examination are not public.

CHAPTER V

FINAL PROVISIONS

Art. 21. Graduates of the Faculty of Intelligence Studies of the "Mihai Viteazul" National Intelligence Academy, who passed the bachelor's degree examination, receive the bachelor's degree with the title of a bachelor in *Military Sciences, Intelligence and Public Order*, as well as the diploma supplement in the specialization of *Security and Intelligence Studies*, in accordance with applicable regulations.

Art. 22. (1) Pending the issuance of the diploma, graduates who have passed the bachelor's degree examination receive, upon request, certificates of completion of studies, valid for 12 months, these certificates grant the holder the same legal rights as the diploma. They will include information regarding the field of university studies, the study program/specialization, the period of study, the average grade of the years of study, the accreditation or provisional authorization status, the form of education, the language of instruction, the geographical location, the number of credits and the governing legal (Government decision, order of the minister, as applicable).

(2) Graduates are usually issued a single certificate of completion of studies. In case of loss or destruction, a new certificate with a new registration number shall be issued upon request, with a validity period falling within the maximum 12-month timeframe calculated from the date of passing the bachelor's degree examination.

Art.23. (1) Graduates who did not take or did not pass the bachelor's degree examination receive, upon request, a certificate of graduation without the final examination, examination of completion of studies, issued by the higher education institution from which they graduated, which will include information regarding the field of university studies, the study program/specialization, the period of study, the average grade of the years of study, the accreditation or provisional authorization status, the form of education, the language of instruction, the geographical location, the number of credits and the governing legal (Government decision, order of the minister, as applicable).

(2) Graduates of previous cohorts may register for the final examination during the scheduled sessions.

Art. 24. The commander (Rector) of ANIMV may, with the approval of the University Senate, annul a final examination, a certificate or a study diploma when it is proven that it was obtained through fraudulent means or in violation of the provisions of the Code of Ethics and University Deontology.

Art. 25. The overall average used to determine the ranking of graduates is calculated as the arithmetic mean of the average grade for the years of study and the grade obtained in the bachelor's degree examination.

Art.26. (1) This Methodology may be amended by the University Senate pending the issuance of new regulations regarding the general framework for organizing final examinations in higher education, drafted by the Ministry of Education and Research or within the Romanian Intelligence Service.

(2) This Methodology applies starting with 2023-2024 academic year cohort, as well as to graduates who did not take or did not pass the final examination for the completion of studies prior to its entry into force.

(3) Upon the entry into force of this methodology, Methodology No 365317/03.06.2025 regarding the organization and conduct of the bachelor's degree examination of the Faculty of Intelligence Studies of ANIMV is repealed.

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

APPROVED

Dear Dean,

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

third-year full-time undergraduate student, specializing in *Security and Intelligence Studies*.

In order to take part at the bachelor's degree exam, please approve my registration for the session _____.

I am attaching the bachelor's degree thesis in electronic format (.doc and .pdf format), along with the affidavit regarding the originality of the thesis content.

Date

Signature

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

DECLARATION

I, the undersigned _____, identified with
CI, series _____, no. _____, issued
by _____ declare on my own responsibility that the
bachelor's thesis with the title _____

_____ belongs to me entirely, is entirely my work, resulting from my own research and information obtained from sources cited and indicated – in accordance with academic standards – in the footnotes and bibliography.

I declare that I have not tacitly or illegally used the work of others and that no part of the thesis infringes upon the intellectual property rights of any individual or legal entity.

I declare that the thesis has not been previously submitted in this form to any higher education institution

Date

Signature

„MIHAI VITEAZUL”
NATIONAL INTELLIGENCE ACADEMY
FACULTY OF INTELLIGENCE STUDIES

SESSION _____

RECOMMENDATIONS REGARDING THE DEFENSE OF THE BACHELOR'S THESIS:

It can be defended	It cannot be defended

SIGNATURE OF THE SUPERVISOR: _____

DATE: _____

BACHELOR'S THESIS EVALUATION FORM

SURNAME AND FIRST NAME	
STUDY PROGRAM	
TITLE OF THE THESIS	
SUPERVISOR OF THE THESIS	

EVALUATION OF THE BACHELOR'S THESIS

CRITERIA		SCORE									
1	The relevance of the topic of the thesis for the field	1	2	3	4	5	6	7	8	9	10
2	Thesis size (appropriate sub/oversized regarding the subject)	1	2	3	4	5	6	7	8	9	10
3	Structure of the thesis (division into chapters, balance of parts)	1	2	3	4	5	6	7	8	9	10
4	Documentation and use of bibliographic sources (few/many, updated; correct citation)	1	2	3	4	5	6	7	8	9	10
5	Critical analysis, examination and critical interpretation of the bibliography and of studied facts	1	2	3	4	5	6	7	8	9	10
6	Application of concepts and methodology in regard to a new issue	1	2	3	4	5	6	7	8	9	10
7	Originality, personal contribution, new points of view	1	2	3	4	5	6	7	8	9	10
8	Quality of presentation and argumentation (mastery of concepts, methodological substantiation, 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	Formatting (with mistakes/ correct, drafted with care)	1	2	3	4	5	6	7	8	9	10

PROPOSED GRADE: _____

SIGNATURE OF THE THESIS SUPERVISOR: _____

DATE: _____