

**THE SCHEDULE OF THE MASTER EXAM ORGANIZATION*****Master of Applied Finance (MAF)*****- SESSION SEPTEMBER 2022 -**

NO.	TIME PERIOD, ACCORDING TO STUDENTS' CALENDAR	ACTIVITY	RESPONSABLE PERSONS
1. ANTI-PLAGIARISM CHECK			
1.	August 26 - 29, 2022	1. STUDENTS FROM THE CURRENT PROMOTION (current year and extra year) and GRADUATES FROM PAST PROMOTIONS (starting with the 2011 promotion) will upload on the webstudent.ase.ro the dissertation thesis, in order to receive the qualifier and to fill in the declaration of originality (anti-plagiarism check) 2. GRADUATES FROM PAST PROMOTIONS (other than those referred to at point 1) will submit the dissertation thesis to the email cercetare@ase.ro	Student/graduate
2.	September 1, 2022	Anti-plagiarism check of the dissertation thesis and granting of the qualification <i>Admitted</i> / <i>Rejected</i> , by the scientific coordinators, for the dissertation thesis uploaded.	The professor who has coordinated the student
3.	September 2, 2022	Display of the list of students/graduates who have received the qualification <i>Admitted</i> / <i>Rejected</i> , for the dissertation thesis	Faculty's secretary

2. THE ONLINE REGISTRATION FOR THE DISSERTATION:

4.	September 2, 2022 (until 13.00 o'clock)	1. ONLINE SUBMISSION OF THE DISSERTATION THESIS (the one uploaded for the anti-plagiarism check purpose) saved as PDF file with the name: GRADUATE NAME_FIRST NAME_MASTER'S ACRONYM.PDF (via email address) to the secretary of the department to which the scientific coordinator belongs (for example: <i>POPESCU_ELENA_MAF.PDF</i>) Master's acronym is: MAF The email addresses are: - for the Finance Dep. – elena.tene@fin.ase.ro - for the Money and Banking Dep.: - alice.trifu@fin.ase.ro and receipt of the confirmation for the submitted thesis. 2. ONLINE SUBMISSION OF THE ENROLLMENT FILE to the	Student/graduate
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		<p>faculty's secretary (via email address: secretariat@fin.ase.ro), file saved as</p> <p><i>GRADUATE NAME_FIRST NAME_MASTER'S ACRONYM.PDF</i></p> <p>THE CONTENT OF THE FILE IS:</p> <ul style="list-style-type: none"> ➤ FOR THE STUDENTS OF THE CURRENT PROMOTION (2022, including extra year): <ul style="list-style-type: none"> - <i>the application for enrollment</i> in the final examination (Annex 1) - <i>GDPR declaration</i> (Annex 2) - <i>declaration regarding the authenticity of the documents</i> (Annex 3) - <i>copy of the identity card</i>; - <i>copy of the receipt</i> certifying payment of the dissertation exam fee (for the graduates of the extra year 2022) - Annex 4 ➤ FOR THE GRADUATES FROM PAST PROMOTIONS (other than 2022): <ul style="list-style-type: none"> - <i>the application for enrollment</i> in the final examination (Annex 1) - <i>copy of the identity card</i>; - <i>certified copy of the baccalaureate diploma and of the transcript</i>; - <i>certified copy of the bachelor diploma and of the bachelor diploma's supplement</i>; - <i>certified copy of the birth certificate</i>; - <i>copy of the receipt</i> certifying payment of the dissertation exam fee - <i>GDPR declaration</i> (Annex 2) - <i>declaration regarding the authenticity of the documents</i> (Annex 3) - Annex 4 	
5.	September 5, 2022	THE DISSERTATION EXAM	Dissertation commissions & graduates