



THE SCHEDULE OF THE BACHELOR EXAM ORGANIZATION
Undergraduate program: Finance and Banking (in English)
- SESSION JULY 2025 -

NO.	TIME PERIOD, ACCORDING TO STUDENTS' CALENDAR	ACTIVITY	RESPONSABLE PERSONS
1. ANTI-PLAGIARISM CHECK			
1.	JUNE 23 - 27, 2025	1. STUDENTS FROM THE CURRENT PROMOTION (current year and 3 rd extra year) and GRADUATES FROM PAST PROMOTIONS (starting with the 2012 promotion) will upload on the webstudent.ase.ro the bachelor thesis, in order to receive the qualification related to the anti-plagiarism check. 2. GRADUATES FROM PAST PROMOTIONS (other than those referred to at point 1) will submit the bachelor thesis to the email cercetare@ase.ro	Student/ graduate
2.	JUNE 30 - JULY 3, 2025	Anti-plagiarism check of the bachelor thesis and granting of the qualification <i>Admitted / Rejected</i> , by the scientific coordinators, for the bachelor thesis uploaded.	The professor who has coordinated the student
3.	JULY 4, 2025	Display of the list of students/graduates who have received the qualification <i>Admitted / Rejected</i> , for the bachelor thesis	Faculty's secretary

2. THE REGISTRATION FOR THE BACHELOR EXAM:

4.	JULY 7 – 9, 2025 (between 10.00 – 14.00)	1. ONLINE SUBMISSION OF THE BACHELOR THESIS (<i>the one uploaded for the anti-plagiarism check purpose</i>) saved as PDF file with the name: GRADUATE NAME_FIRST NAME_UNDERGRADUATE PROGRAM ACRONYM.PDF <i>(via email address) to the secretary of the department to which the scientific coordinator belongs</i> <i>(for example: POPESCU_ELENA_FB_EN.PDF)</i> Undergraduate program acronym is: FB_EN <i>The email addresses are:</i> - for the Finance Dep. – elena.tene@fin.ase.ro - for the Money and Banking Dep.: - alice.trifu@fin.ase.ro <i>and receiving the confirmation for the submitted thesis.</i>	Student/ graduate
2. IN PERSON SUBMISSION OF THE ENROLLMENT FILE to the			

		<p>faculty's secretary (room 3103).</p> <p>THE CONTENT OF THE FILE IS:</p> <p>➤ FOR THE STUDENTS OF THE CURRENT PROMOTION (2025, including the 3rd extra year):</p> <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 originality of the bachelor thesis</i> (Annex 3) - <i>copy of the identity card</i>; - <i>two photos having the format 3/4</i> - <i>copy of the receipt</i> certifying payment of the bachelor exam fee (only for the graduates of the 3rd extra year) - <i>the liquidation sheet</i> (Annex 4) - <i>proof of completion of the employment form</i> (<i>the link to the form is available in the liquidation sheet</i>) <p>➤ FOR THE GRADUATES FROM PAST PROMOTIONS (other than 2025):</p> <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 of records</i>; - <i>certified copy of the birth certificate</i>; - <i>two photos having the format 3/4</i> - <i>copy of the receipt</i> certifying payment of the bachelor exam fee - <i>GDPR declaration</i> (Annex 2) - <i>declaration regarding the originality of the bachelor thesis</i> (Annex 3) - <i>the liquidation sheet</i> (Annex 4) - <i>proof of completion of the employment form</i> (<i>the link to the form is available in the liquidation sheet</i>) 	
5.	July 10-11, 2025	Organization of the bachelor exam: faculty's secretary records in SIMUR the graduates having the right to defend the bachelor exam and establishes the defense schedule.	Faculty's secretary Secretaries of the bachelor commissions
7.	JULY 14 – 16, 2025	THE BACHELOR EXAM	Bachelor commissions & graduates
8.	Starting with July 21, 2025	ISSUING, AT THE REQUEST OF THE GRADUATE, OF THE UNDERGRADUATE CERTIFICATE	Faculty's secretary