



# Welcome to Bucharest University of Economic Studies!

Dear students,

I congratulate you on your choice to become a student of Bucharest University of Economic Studies (ASE). ASE is the most prestigious Romanian higher education institution in economics, business and public administration. We are proud of our track record in delivering high quality training to many generations of students. Such students come to us with a passion to be competitive, innovative, and creative. We train them, and now you, to become leaders and entrepreneurs. We challenge them to reach beyond current practices, and embrace innovation, entrepreneurship and collaboration. We encourage them to connect classroom theory to practice through lab work, workshops, conferences and internships at the most prestigious companies, banks and public institutions in Romania or abroad. We are very proud of our achievements so far, we are equally aware of the challenges ahead if we are to strengthen our international profile and to remain competitive in a highly globalized HE market. Our permanent efforts to upgrade the quality of teaching, learning and research processes are underpinned by the belief that provision of high quality educational services can make us more competitive!

Professor Nicolae Istudor

**Rector of Bucharest University of Economic Studies**

Our university's global partnerships are a key strategic element of our commitment to internationalization. We are an active member in various networks and consortia and we offer dual degree programmes with a range of partner universities. In Europe, we are part of the Erasmus+ programme. Every year we welcome exchange students to our campus, providing them with an opportunity to study and share intercultural experiences alongside Romanian peers and students from all over the world.

Our approach to internationalisation is comprehensive and underpinned by concepts of partnership and collaboration, regarded as tools for professional development and socialization into the wider academic community. To this end, we are highly preoccupied by enhancing our capacity to become trustworthy partners.

We constantly look for new academic, research and industry partners who share our ambition to develop global graduates, global leaders, global citizens and global researchers.



Professor Marius Profiroiu

**Vice Rector for International Relations**

# A FOREIGN STUDENT TO ASE

*A Guide to help you enjoy and make the most of your ASE experience*



## ABOUT US - p.4

Learn more about the university, its faculties, the educational offer.

## HOW TO APPLY - p.8

Find here details about the admission process for undergraduate, graduate and doctoral studies.



## PLAN YOUR ARRIVAL - p.11

Whether you are an Erasmus Student or a full-time student in the ASE, there are a few key details about being in Romania for more than 3 months.



A photograph showing a group of students sitting at long wooden tables in a lecture hall, focused on their work or listening.

## ACADEMIC LIFE - p.12

Regardless of your interaction with us, as an Erasmus student, a full time student in undergraduate, master's or doctoral studies, you need basic info about the technicalities: the library, how to pay various fees, the deadlines for various requests, the students organisations, e-access. the evaluation process, the timetable....

A photograph showing a group of students sitting at long wooden tables in a lecture hall, focused on their work or listening.

## STUDENT LIFE - p.16

The life of a student is more than just study. Find here info about the basics: where to eat, where to be accommodated, how to get around, what to do in Bucharest, medical support, career guidance.

A photograph of a long, modern walkway with a curved glass and metal roof structure. The walkway has large windows on one side, offering a view of the city outside. A few people are walking in the distance.

## INTERNATIONAL@ASE - p.21

The contact point for foreign students is the International Relations Office.  
Discover us here:  
[www.international.ase.ro](http://www.international.ase.ro)



# APRIL 6TH, 1913

The Academy of High Commercial and Industrial Studies is established by Royal Decree

## LEADER IN ECONOMICS, BUSINESS AND PUBLIC ADMINISTRATION STUDIES IN ROMANIA

Shanghai Ranking's Global Ranking of Academic Subjects 2018/2019  
Economics (#201-300), Business Administration (#201-300), Public Administration (#151-200), Management (#401-500)

- The best in Romania

Times Higher Education University Impact Rankings 2019

#101-200 overall, #38 in gender equality, #9 in working conditions, #79 in innovation, infrastructure and industry impact

- The best in Romania.

Times Higher Education World University Rankings 2020

#801-1001 overall, The best in Romania

#601+ in Social Sciences, #501+ in Business and Economics

#251-300 in Emerging Economies 2020

Times Higher Education World University Rankings 2021

#601-800 overall, 2nd time best in Romania

QS Emerging Europe & Central Asia 2020 - #155 Regional

QS Eastern Europe and Central Asia University Rankings 2018 - #76

QS WUR Economics & Econometrics 2017 - #301-350

## 13 FACULTIES

From accounting to cybernetics, public administration, law, marketing, management, finance, international business and economics, agrifood and environmental economics, theoretical economics, public administration, business and tourism

## 23000+ STUDENTS

3,5 % international

## 25 UNDERGRADUATE + 78 MASTER PROGRAMMES International programmes:

**Undergraduate:** 9 in English, 1 in French, 1 in German

**Master:** 16 in English, 1 in French, 1 in German







*About the  
EDUCATIONAL  
OFFER  
of the  
Bucharest  
University of  
Economic Studies*

## *UNDERGRADUATE PROGRAMMES*

### FACULTY AND PROGRAMME

#### ACCOUNTING AND MANAGEMENT INFORMATION SYSTEMS

RO **EN** Accounting and Management Information Systems

<http://cig.ase.ro/cig-en/>

#### ADMINISTRATION AND PUBLIC MANAGEMENT

RO Public Administration

RO Human Resources

<http://en.famp.ase.ro/>

#### AGRIFOOD AND ENVIRONMENTAL ECONOMICS

RO Agrifood and Environmental Economics

<http://en.eam.ase.ro/>

#### BUSINESS ADMINISTRATION IN FOREIGN LANGUAGES

**EN FR DE** Business Administration

<http://fabiz.ase.ro/>

#### BUSINESS AND TOURISM

RO **EN** Business Administration in Commerce, Tourism,  
Services, Commodity Science and Quality Management

<http://en.comert.ase.ro/>

#### CYBERNETICS, STATISTICS AND ECONOMIC INFORMATICS

RO Economic Cybernetics

RO **EN** Economic Informatics

RO Statistics and Economic Forecasting

<http://csie.ase.ro/home>

#### FINANCE AND BANKING

RO **EN** Finance and Banking

<http://en.fabbv.ase.ro/>



#### INTERNATIONAL BUSINESS AND ECONOMICS

RO **EN** International Business and Economics

RO & EN & FR Applied Modern Languages

<http://en.rei.ase.ro/>

#### LAW

RO Law

<http://drept.ase.ro/>

#### MANAGEMENT

RO **EN** Management

<http://enmanagement.ase.ro/>

#### MARKETING

RO **EN** Marketing

<http://mk.ase.ro/en/>

#### THEORETICAL AND APPLIED ECONOMICS

RO Economics and Economic Communication in  
Business

<http://economie.ase.ro/>



*About the  
EDUCATIONAL  
OFFER  
of Bucharest  
University of  
Economic Studies*



## *MASTER PROGRAMMES IN FOREIGN LANGUAGES*

### FACULTY AND PROGRAMME

ACCOUNTING AND MANAGEMENT INFORMATION SYSTEMS  
EN Accounting, Auditing and Management Information Systems  
EN Business Accounting - ACCA

BUCHAREST BUSINESS SCHOOL  
EN Romanian-Canadian MBA  
EN Romanian-French MBA - INDE

BUSINESS ADMINISTRATION IN FOREIGN LANGUAGES  
EN FR DE Entrepreneurship and Business Administration  
EN Business administration  
EN Entrepreneurship and business administration in energy  
EN Digital Business and Innovation

BUSINESS AND TOURISM  
EN Excellence in Business Services

CYBERNETICS, STATISTICS AND ECONOMIC INFORMATICS  
EN Cybersecurity

FINANCE AND BANKING  
EN Master of Applied Finance

INTERNATIONAL BUSINESS AND ECONOMICS  
EN International Business Management  
EN Business Communication in English  
EN English Language Education and Research  
Communication for Business and Economics

MANAGEMENT  
EN Business Management  
EN Customer Relationship Management

MARKETING  
EN Customer Relationship Management



# *INTERESTED IN A PhD?*



*BOOKMARK THIS  
WEBSITE OF THE  
DOCTORAL SCHOOL*

**[www.doctoralschool.ase.ro](http://www.doctoralschool.ase.ro)**

## *3-YEAR PH.D*

The Bucharest University of Economic Studies is accredited as PhD Administering Institution (IOD), through Order of the National Education Ministry, for PhD programmes in the following:

1. Business Administration
2. Economic Cybernetics and Statistics
3. Accounting
4. Economics
5. Economics and International Affairs
6. Finance
7. Economic Informatics
8. Management
9. Marketing
10. Law

All information, template documents, timetable for the admission in 2020 in July, September and November, may be found on the website of the Doctoral School.

The tuition fee for students from EU&EEA Member States is approximately 2.100 Euro/year (payable in Romanian lei - 10.000 lei).

The tuition fee for students from non-EU Member States is 5.000 Euro/year





## HOW TO APPLY

### IF YOU COME FOR A FULL TERM PROGRAMME

The Application File should be sent to our University at the earliest convenience (applications received between mid-April and mid-September every year). The applications will be registered with the ASE Office for International Relations.

Send in the documents by post, courier or email  
([oana.carnicianu@ase.ro](mailto:oana.carnicianu@ase.ro) or [internationaladmission@ase.ro](mailto:internationaladmission@ase.ro))

Tuition fees for the academic year 2020-2021:

- undergraduate programmes: 2700 Euro per year
- master programmes: 3600 Euro per year



#### Application documents

- Application Form;
  - Graduation Diploma or equivalent and Transcript of Records – endorsed by the Romanian Embassy in the country of origin or with the Hague Apostille and a certified translation to Romanian;
  - Birth certificate – authenticated translation to Romanian;
  - Passport copy;
  - Medical certificate stating that the applicant is fit for university studies;
- All documents must be translated into Romanian.

An acceptance letter will be issued by the Ministry of Education and Research. This letter allows the applicant to apply for the study visa from the Romanian Embassy in his/her country.

A registration fee of 300 Euro for undergraduate or 400 Euro for master shall be paid to the university after the receipt of the acceptance letter.

For students  
from  
a non-EU  
member  
state





## HOW TO APPLY

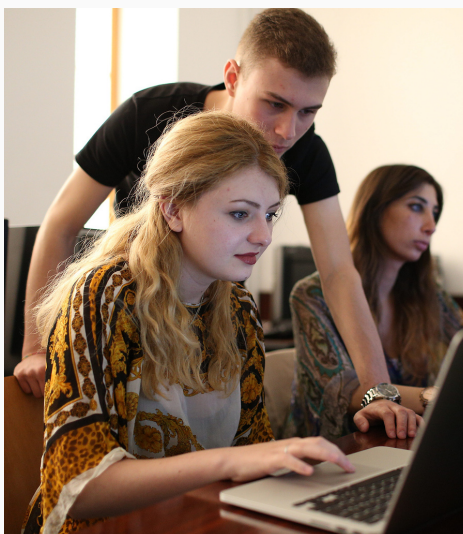
### IF YOU COME FOR A FULL TERM PROGRAMME

Citizens from the European Union member states, EEA countries and the Swiss Confederation have the right to enroll to study in Romania under the same conditions as Romanian citizens.

The application and admission process take place in July every year. The applications will be registered with the ASE Office for International Relations. The study documents must be recognised by the National Centre for Degree Assessment and Academic Recognition (CNRED). For further information on the procedure and documents required please consult the CNRED website: [cnred.edu.ro](http://cnred.edu.ro)

Tuition fees for the academic year 2019-2020:

- undergraduate programmes: 4000 lei per year (approx 850 Euro)
- master programmes: 5000 lei per year (approx 1100 Euro)



#### Application documents

- Graduation Diploma or equivalent and Transcript of Records – original documents and authenticated translations to Romanian, endorsed by the Romanian Embassy in the country of origin or with the Hague Apostille. The graduation diploma will be accompanied by the equivalence certificate delivered by the CNRED;
- Birth certificate – authenticated translation to Romanian;
- Marriage certificate (if applicable) – authenticated translation to Romanian;
- Identity card/passport copy;
- Medical certificate stating that the applicant is fit for university studies;
- 2 photos (3/4);
- Voucher(s) representing the registration fee.

For students  
from  
an EU & EEA  
member state  
or  
Switzerland





## HOW TO APPLY

### IF YOU COME IN AN ERASMUS+ MOBILITY

Students moving in the framework of a mobility programme or a bilateral agreement will remain registered at their own institutions while they are in Bucharest.

Based on the bilateral agreements signed between ASE and the home university, they are exempt of tuition fees in ASE.

As exchange students they will be subjected to the same rules and enjoy the same benefits as the local students. They may attend one or several courses from one or more faculties according to the individual programs and sit the respective exams.



In order to join the ASE in a mobility / exchange programme, check the regulation, requirements and schedule for application in your own university.

You may join us for a semester or a full year, for undergraduate and master programmes.

Do check the courses available (including syllabi and ECTS) on the website of our university: <http://planinvatamant.ase.ro/>

For clarifications contact us @ [erasmus@ase.ro](mailto:erasmus@ase.ro)

"How did you  
get to  
Romania?  
By plane,  
train, car?  
  
By Erasmus."





# PLAN YOUR ARRIVAL

## The Key Steps before coming to Bucharest

### FOR A LONG TERM STAY

#### Obtaining the Romanian Visa

The non-EU citizens travelling to Romania usually need a studies Romanian visa for entering Romanian territory. Please find the complete information and documents on the website of the Romanian Ministry of Foreign Affairs: <http://mae.ro/en/node/2035>

#### Find your embassy

After you arrive here, an embassy will make your stay easier and will make you feel more comfortable knowing that a small part of your country can be found here. Search yours here:

<https://www.mae.ro/en/foreignmissions>

#### The Residence permit

Find all the relevant info here:

<http://igi.mai.gov.ro/en/content/studies>

As good practice, bookmark this website: <https://www.mae.ro/en/> (It belongs to the Romanian Ministry of Foreign Affairs and has all the relevant information for foreigners in Romania).

#### Now all you need to do is to register to our university!

Upon arrival in Romania, we kindly ask you to register with our university. The academic year starts at the beginning of October. Foreign students have to complete their registration by October 1st the latest.

## Must do:

For a long term stay, you  
need a visa

OBTAIN A STUDENT VISA

Get and keep in touch with  
your home country

FIND YOUR EMBASSY

For a long term stay, you  
need a residence permit

GET A RESIDENCE  
PERMIT

As good practice  
BOOKMARK THE  
ROMANIAN MFE WEBSITE

Mandatory step for long  
term students.

By October 1st

REGISTER WITH OUR  
UNIVERSITY



BRIEF INTRO INTO THE

# ACADEMIC LIFE

Find out more about the technicalities of the ASE

## A few general aspects

Our university has fully implemented the Bologna system based on three main programmes: Bachelor, Masters, PhD.

**Bachelor's Programmes:** 3 years long (6 semesters), are assigned 180 ECTS. For admission, applicants must hold a Baccalaureate Diploma or an equivalent, such as a high school degree that allows for the continuation of studies within a higher education institution.

**Masters' Programmes:** 2 years long (4 semesters, are assigned 120 ECTS. For admission, applicants must hold a Bachelor's Diploma or an equivalent. The programmes can be focused on research or on developing specialized professional competences. The academic offer includes 3 international MBA programs, organized in cooperation with foreign partners.

**Doctoral School:** The university supports PhD. research corresponding to key areas covered by research centres within each faculty. Generally, PhD studies are 3 years long and are open to Masters' degree holders.

*In case you fail one course, you need to pay the re-sit fee at least 3 days before the re-examination is programmed.*

*The Sports class is worth 1 credit and is not graded. Your status will be either Passed or Failed.*

## The academic structure:

The academic year has two semesters.

The first semester starts at the beginning of October and is completed by mid-February.

The second semester runs from late February to late June.

The two regular examination periods are at end of January – beginning of February and end of May – mid-June.

The re-sit session takes place in the second half of June – beginning of July.

### 1ST SEMESTER

- 14 TEACHING WEEKS + 3 WEEKS OF EXAMINATION

### 2ND SEMESTER

- 14 TEACHING WEEKS + 3 WEEKS OF EXAMINATION





BRIEF INTRO INTO THE

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## Important places - The Buildings

### 0 Ion N. Angelescu Building or "Bastiliei"

2-10 *Cădere*a Bastiliei - Headquarters of ASE's management (rector's and vice-rectors' offices), central services (including the Office for International Relations), the Faculty of Accounting and Management Information Systems, the Faculty of Management and the Faculty of Public Administration and Management.

### 1 Mihai Eminescu Building or "Commerce"

41 *Dacia Bd.* - Headquarters of the Faculty of International Business and Economics, Faculty of Business and Tourism and of the Faculty of Marketing.

### 2 Virgil Madgearu Building or "Cybernetics"

15-17 *Calea Dorobanți* - Headquarters of the Faculty of Cybernetics, Statistics and Economic Informatics and of the Faculty of Theoretical and Applied Economics. Here you can also find the CSIE library, room 2717.

### 3 Paul Bran Building or "Moxa"

5-7 *Mihail Moxa St.* - Headquarters of the Faculty of Finance and Banking and of the Faculty of Agrifood and Environmental Economics. Close to it you can find the Moxa Canteen and university doctor's offices (Mihail Moxa 11).

### 4 Victor Slăvescu Building

2-2A *Calea Griviței* - Headquarters of the faculty of Business Administration in foreign languages and of the Bucharest Business School. Here you can also find the FABIZ library.

### 5 Stanislav Cihoschi Building

5 *Stanislav Cihoschi St.* - Here you can find the Administrative Offices and also the Cihoschi canteen

### 6 Sports Hall

5 *Stanislav Cihoschi St.*

### 8 Tache Ionescu Building

11 *Tache Ionescu St.* - Headquarters of the Lifelong Learning Department and of the Doctoral School

## With us, you'll take the right way

If you have a problem in finding the exact place where you need to be for a course or seminar, you just need to remember a few things:

The Bucharest University of Economic Studies has 8 buildings, most of them being placed in Romana Square (Piata Romana).

Their rooms are codified with four numbers.

For instance:

Room 0620 is located in Building 0 at the 6th floor, room no. 20



BRIEF INTRO INTO THE

# ACADEMIC LIFE

Find out more about the technicalities of the ASE

## Evaluation and Grading

### Course vs Seminar

One discipline is divided into courses and seminars. The grading for each discipline is detailed in the Syllabus, may differ among courses and will be presented by each course's professor at the beginning of the semester.

### ECTS

The Bucharest University of Economic Studies works based on the European Credit Transfer and Accumulation System, as part of the Bologna Educational System. Each semester's courses comprise a maximum of 30 ECTS.

In order to pass from the first to the second year of Bachelor studies you need a minimum of 30 ECTS at the end of the first academic year (out of the total of 60 ECTS you can get throughout the year). In order to pass from the 2nd to the 3rd year of Bachelor studies, you need 75 ECTS (out of the total 120 ECTS corresponding to the first 2 years) and in order to enroll for the Bachelor thesis defense you need all the 180 ECTS.

In order to pass from the first to the second year of Master studies, you need 45 ECTS (out of the total of 60 ECTS you can get throughout the year).

### How will you be assessed?

At the end of each semester, 3 weeks are assigned to students examination, consisting usually in written papers.

At the end of the academic year there will be another 2 weeks period of reevaluation (the re-sit), intended for the ones who want to improve their marks or for the ones who did not pass an exam and need to re-sit it. In case you fail one course, you need to pay the re-sit fee at least 3 days before the re-examination is programmed.

In order to pass a course and get the corresponding number of ECTS, you need to get at least 50% (translated into grade 5 out of 10). The final mark is calculated taking into consideration the seminar points and the final exam grade.

## The Webstudent Personal Page

As a student of the Bucharest University of Economic Studies, you benefit from a personal page which includes all of your identification data.

The aim of The Management System of Electronic Identity (IDM) in ASE is using a single username and a single password to get access to all the resources provided by our university.

The activation of the IDM account that will help you access your personal page shall take place in the first days of our academic collaboration. Do check with the Office for International Relations or your faculty's secretary the details regarding activation.

The facilities of your personal page include your timetable, the planning of your exams and your grades.

Moreover, on your personal page you will find information about the fees with which you are due (tuition fees or dormitories fees, in case you obtain a place in the university's dormitories).



A photograph of four students walking in a modern university hallway. In the foreground, a young man in a plaid shirt is partially visible. Behind him, a man with a beard in a dark patterned shirt, a woman in a white lace top and dark skirt, and another man in a white t-shirt and a dark vest are walking and talking. The hallway has a polished floor and white walls.

BRIEF INTRO INTO THE

# ACADEMIC LIFE

Find out more about the technicalities of the ASE

## Library

The university library focuses on developing student's global knowledge of the socio-economic field by continually and extensively enriching their collections. The virtual library was established in 2002 and since then it has been one of the focus points of the development process of the ASE. The virtual library allows access to more than 155 000 books, 263 ancient books, more than 1000 full-text articles issued in ASE publications, more than 7000 PhD theses, as well as national and international data bases and publications.

The available website: [www.biblioteca.ase.ro](http://www.biblioteca.ase.ro)

ASE library locations are in Piata Romana and in the Moxa Campus. The library is open from Monday to Friday, between 8:30 and 20:30, offering access to paper and digital resources.

The most requested publications are on free access in the library rooms (they are classified according to the Dewey system). Due to the large number of publications, for some of them the access is indirect, through the librarian.

### Library locations:

Ion Angelescu Building (0) - 0118, 1st floor (Victor Slavescu) and 0219, 2nd floor (Paul Bran)  
Virgil Madgearu Building (2) 2717, 7th floor (CSIE)  
Victor Slavescu Building (4) (FABIZ)  
Belvedere Campus A1-A2 (Belvedere I) A3-A4 (Belvedere II)

## The Timetable

Since each academic year is divided into 2 semesters and each semester has a different set of courses and associated seminars, it only makes sense that each semester has a different timetable.

The timetable is published a few days prior to the beginning of the semester, either or both on the news faculty board or on the Webstudent personal page.

You should keep in mind that during the first week of the semester some changes may occur, so check the board of your faculty.

All the students from the same year of study are divided into series and each series is divided into groups.

The courses are a whole series activity.

Seminars are a group activity and have a practical focus.

They may take place either every week or once in every weeks.

The attendance is usually essential in order to pass the course.





# STUDENT LIFE

## USASE - Your Student NGO

The Bucharest University of Economic Studies Students Union (USASE) is first of all a student organization, which means that its main goal is to represent the interests of its students and plays an important role in their development and growth, both personally and professionally.

USASE is fully focused on the Bucharest University of Economic Studies' students, since it has a double role. First of all, by its statutory definition, it is managed by the Students Senate, which implies its representative attributes in every ASE student's life. The second focus is on volunteering and designing projects that respond to the specific needs of ASE students.

The fundamental values on which the organization has been built upon, since its establishment in 2012, are integrity, professionalism, passion, transparency and teamwork.

Besides its managerial team, USASE has two categories of members. The first group consists of the passive members; group leaders and series representatives of all 11 ASE faculties belong to this group. Their volunteering type is mainly focused on representing their colleagues, without necessarily getting involved in USASE's projects. The second category is the active members group who, by all means, deserve to be called USASE volunteers. They work together with their coordinator towards achieving USASE's goals.

Do check the Bucharest Summer University @ [www.bsu.ase.ro](http://www.bsu.ase.ro), the flagship project of USASE.

## Student Comm Groups

Reasons to join your faculties' groups Because...

- you'll always keep in touch with the academic environment;
- you'll have the latest news about accomodation, scholarships and camps;
- you'll know your rights and obligations;
- you'll make new friends;
- you can ask questions about everything you need to know about your studies and university.

Find the Groups on Facebook, usually under a name that starts with STUD ASE and has the years of your generation  
(eg. STUD ASE REI 2020-2023)

Your colleagues may also have specific Whatsapp groups, so check with them once the semester starts and you are enrolled.









# STUDENT LIFE

## Accommodation

The university offers housing all around Bucharest – near the city's northern lakes and parks, as well as in central locations, right in the heart of Bucharest.

All student facilities come with specially designed sports facilities and study rooms, meeting all student life needs. The 12 student residence halls comprise of more than 4300 living arrangements, fully equipped and offering good standards of living at student prices. Room occupancy is 2 to 4 people, depending on the residence type. Depending on the type of room, facilities and the financing of your studies, accommodation in campus could cost between 100 and 200 lei.

### STUDENTS ACCOMMODATION SERVICE

Since the number of rooms is limited in the campus, it is recommended to announce your interest as soon as possible. Housing is guaranteed for students coming on scholarship and exchange programs and the application process is done through the Department for International Relations in cooperation with ASE's Social Service, which manages the residencies.

Depending on the type of room, facilities and the financing of your studies, accommodation in campus could cost between 30 and 150 Euros/month.

### PRIVATE CAMPUSES IN BUCHAREST

[arcca.ro](http://arcca.ro)

[campusest.ro](http://campusest.ro)

[www.westgatestudios.ro/locuinte](http://www.westgatestudios.ro/locuinte)

## Request a spot in our campus!

To benefit from accommodation in our campus, you need to submit the following documents to the Office for International Relations:

- Accommodation Form;
- Identity card/passport copy;
- Student's Academic Record ( from the Secretary's Office ) - for already enrolled students.

After this phase, the department will confirm your status and it will send a list with all the students requesting for accommodation at the Students Accommodation Service.

If you are late, but still before the academic year starts, you can ask for a place in Vitan campus.

*In case you choose private accommodation, the university does not take any responsibility for finding private accommodation for the students. The apartments in Bucharest can be quite expensive, especially if they are situated downtown. Rents can reach 200-400 Euro/month for a one-room apartment and 300-500 Euro/month for a two-room apartment. These amounts do not include utilities or other facilities like cable TV or internet access.*





# STUDENT LIFE

## Career Guidance

The Office for the relationship with the social and business environment ensures the liaison with the companies and the social actors.

It organizes events helping you to prepare for the job hunting and thus increase your chances of getting a relevant job when you finish your studies at our university.

The Centre for Career Counseling and Guidance supports and guides potential applicants, students and alumni in choosing a career or optimizing their educational / professional path. The Centre offers counseling sessions, training sessions, workshops and conferences for personal / professional development.

### SERVICES:

- Help with CV, applications and interviews;
- Help with career planning;
- Career counseling focusing on your career interests, what motivates you, and what is important for your success;
- Finding relevant jobs (part-time jobs, summer jobs, internships, trainee or full-time positions);
- Career planning and career seminars/workshops;
- Career events and seminars;
- Company presentations at the university and company visits.

## Medical Services

All international students are required to have a medical insurance valid for the entire period of studies with our university – either the European health card or a private insurance.

Medical examinations are free at our university's doctor's office. The office is located in the Moxa campus. You may find there general physicians (3 doctors and 5 nurses) and dentists (4 doctors and 3 nurses). The doctors are available from Monday to Friday, between 08:00 and 19:00.

Specialist examinations must be requested by your general physician and will be carried out in a specialised unit (outside the university).

EU students with EU health card or Health Certificate can go directly to the general doctors they have chosen. Some consultation or investigations might be subject to special fees (partial or no payment from your insurance).

In case of emergency situations, the number 112 is available nationwide, free of charge in any telecom network. All hospitals have an emergency room, available 24 hours a day. The service is generally free and open to everybody.





# STUDENT LIFE

## Cultural Centres & The International Week

Our University offers its students the opportunity to enhance their intercultural knowledge by means of a series of cultural studies centers equipped with numerous paperback and electronic documentation resources, which provide access to national and international databases:

The Centre for American Studies  
The Centre for Japanese Studies  
The Centre for Russian Language and Culture  
The French Studies Centre (Centre de Réussite Universitaire)

The Centers have specific activities, advertised at the Boards in the university buildings or on their Facebook pages

Each year, our university organizes the **International Week**, a series of events during a single week in May, targeted at increasing knowledge regarding other cultures and economies.

Check [www.international.ase.ro](http://www.international.ase.ro) for details.

## Learn Romanian

If you plan to live in Romania for 2 or 3 years, you may as well study the language.

Our university offers such a service as a non-mandatory course, elective, at no extra cost. This course takes place during the usual study programme.

If you are interested, check at the beginning of the academic year with either the Office for International Relations or the secretary of your faculty.

Our university also offers a full year of studying Romanian.

This year takes place before the start of the usual study programme, and carries a cost of 2700 Euro.

It allows you to follow afterwards a study programme in Romanian.



# *INTERNATIONAL@ASE*



*BOOKMARK THIS  
WEBSITE OF THE  
OFFICE FOR  
INTERNATIONAL  
RELATIONS*

[www.international.ase.ro](http://www.international.ase.ro)

## *WHAT WE DO*

The Office of International Relations is responsible for policy preparation and implementation in the field of internationalisation, under the coordination of the vice-rector for International Relations.

The main objectives are to inform and raise awareness, manage, coordinate and facilitate initiatives on internationalisation and international cooperation.

You can always rely on the Office's activity for:

- Admission of international students;
- Exchange programs at Bachelor, Master and Doctoral levels;
- Recognition and equivalence of international studies.

The Office for International Cooperation and International Students is responsible for the management of the bilateral or multi-lateral cooperation agreements, the admission and registration of the degree-seeking international students, the staff mobility and the certification of study documents.

The Erasmus+ Office manages the Erasmus+ inter-institutional agreements and projects and the Erasmus and assimilated mobility of students and staff.

# INTERNATIONAL@ASE



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VICE-RECTOR AND  
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*Choose Bucharest  
for your Studies*

## *A SOUTH EASTERN EUROPE COOL SPOT*

### WHAT TO DO IN BUCHAREST

**Must-see:** *The Old Town*: a famous party quarter. A hub of restaurants, club and bars, it is The Place for nightlife. ASE is located in the centre of the city, about 30 minutes walking distance to the Old Town.

One place to visit in the Old Town is *Carturesti Carusel* – a very Instagram-worthy bookstore. Near the Old Town is *Palatul Universul*: a former printing building and headquarters to a newspaper, it has been converted into a hub for creative industries.

Next to the Old Town is the *Cismigiu Gardens* – the oldest Park in Bucharest and *the Palace of Parliament* – the largest non-military administrative building in the world. You can't miss it, it is that big. Apart from the Romanian Parliament, it also houses the National Museum of Modern Art.

If you are interested in Orthodox architecture, in the Old Town, you should also visit the *Stavropoleos Church*, one of the oldest in Bucharest and definitely a spot for taking cool pictures, even if you are of a different religion or an atheist. At the entry from the University Square in the Old Town, you may find the *Museum of Bucharest*, housing a very cool exhibition on The Times and Histories of the City, carrying you from the early days of the Romanian capital through the communist era and to nowadays. On the other side of the Old Town is *the National Museum of History* and *the CEC Palace* – home to an old bank. Outside the beaten path is *the Village Museum* and the more hipsterish *Peasant Museum*, closed now for renovation, but with a lovely courtyard that houses concerts and movie shows during summer and early autumn.



**Must-eat:** the customary Bucharest Street food: the pretzel (*covrig*). A quick fix for hunger, these pretzels (straight, with seeds, sesame seeds, filled with cold cuts, olives, cheese or various jams may cost from 1 to 3 lei. It is quite easy to be a vegetarian in Bucharest: look or ask for products that are for the fasting period (*de post*), as they qualify as vegan. We recommend the traditional *Zacusca*, which is an eggplant (aubergine) vegetable spread.

Bucharest is turning into the place to go to if you are a coffee aficionado. Lots of interesting cafes, some quite near to ASE.

#### How to get around:

*public transportation*: a bus trip is 1.3 lei (about 25 eurocents). For tickets (issued in an "electronic wallet"), check for kiosks labeled STB.

*taxis, Uber, Taxify.*

*your own car*: The city centre is overcrowded and it may take more to get to a spot by car. Plus, not a lot of parking spots available near ASE.

*bikes.*