



UNIVERSITY  
OF  
CRAIOVA



# Foreign Students' Survival Guide #InfoPackUCv





UNIVERSITY  
OF  
CRAIOVA



# University of Craiova

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# University of Craiova

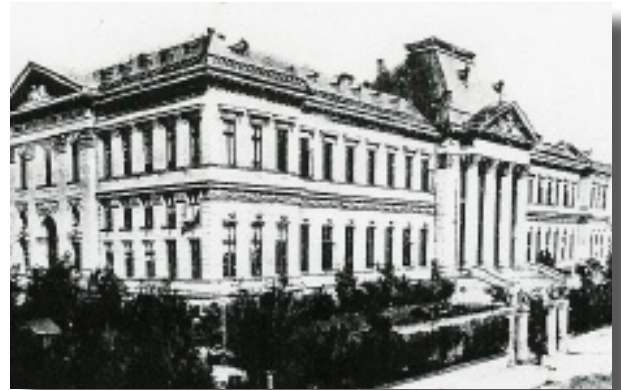
## Brief Description

The University of Craiova (UCv) ranks among the first ten universities in Romania and it is the main high profile institution of higher education in the South-West of Romania, in the historical region of Oltenia.

The University of Craiova was founded in 1947 and it has been carrying on a tradition of excellence and innovation in the fields of education and research ever since.

The University of Craiova ranks topmost among the Romanian higher education system (56 accredited public higher education institutions and 35 accredited private higher education institutions in 2012), and, in 2009, the institutional evaluation by the Romanian Agency for Quality Assurance in Higher Education (ARACIS) was completed with a “High Confidence Rating”, which is the highest rating a Romanian university can obtain.

The University of Craiova belongs to the academic European community, sharing its cultural, moral, scientific and educational values. Strongly believing that the European Higher Education Area and the European Research Area represent the main pillars of the knowledge-based society,



UCv actively takes part in the Bologna Process, showing its European vocation through curriculum convergence, common scientific research topics and openness to academic collaboration.

The University of Craiova abides by the principles stated by The Universal Declaration of Human Rights, shares the values of The Magna Charta of European Universities (1988) and of “The Lima Declaration on Academic Freedom and Autonomy of Institution of Higher Education” (1988).



# University of Craiova

## Brief Description



The University of Craiova undertakes public accountability with respect to the quality of the study programmes, scientific research and services to community.

The University of Craiova lends special attention to meeting the market demands, contributing to the enhancement of social cohesion and employability of graduates on an extremely dynamic labour market and in the context of the economic and financial crisis.

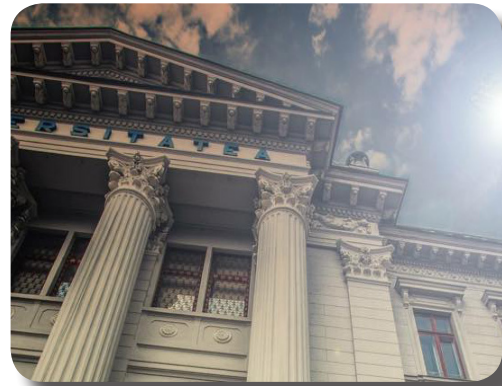
The University of Craiova has a comprehensive structure, including 12 faculties, one autonomous academic department, 45 research centres and a Doctoral School. Its qualified human resource, consisting of around 900 teaching staff members and 1,000 non-teaching staff members, assures the quality of the services provided to almost 20,000 students each year.

The University of Craiova takes pride in its infrastructure which comprises one main building, five university campuses, eleven student halls of residence, approximately 300 lecture theatres and seminar rooms, 255 laboratories, one central library and fourteen branch libraries, four research and development units, one university club, etc.



# Mission

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The University of Craiova undertakes the general mission of the Romanian higher education, as stipulated by Law of Education 1/2011, Art 117. By virtue of academic autonomy, the University of Craiova established its specific mission, stipulated in the University of Craiova Charter, Art. 14:

- the advancement and transfer of knowledge to the society through advanced learning and scientific research;
- high standing initial and continuing education for specialists to be able to meet the demands of the socio-economic environment, through professional insertion;
- initial and continuing education for the teaching staff;
- contribution to the advancement of fundamental and applied sciences through research, innovation and technological transfer;
- the personal growth of its students towards individual and collective creativity;
- the promotion of the free exchange of ideas and critical thinking;
- the promotion of European values in the scientific, cultural and educational domains, through international academic cooperation.



# Internationalisation

The University of Craiova is an institution with an international focus, one of its main strategic objectives being the development of its external liaisons.

The managing structure of the University of Craiova includes a Vice-Rector for International Relations and Academic Image, who oversees the activity of the Department of International Relations. Moreover, internationalisation is actively sought and fostered throughout all the bodies and structures of the University of Craiova: through research projects, publications, educational offer, etc.

UCv is affiliated with prestigious international organisations: EUA (European University Association), IAU (International University Association), AUF (Agence Universitaire de la Francophonie), IN.WBI (Wallonie-Bruxelles International), AEUA (Arab and European Universities Association), BSUN (Black Sea University Network).

The University of Craiova plays an important role in South Eastern Europe, being coordinator of the SEENET MTP network, gathering together universities and research institutes from 11 countries in the area. The University of Craiova staff has contributed to the elaboration of a study on the consolidation of institutional capacity in South Eastern Europe, ordered by UNESCO.

UCv designs and implements a coherent strategy of interinstitutional cooperation, aiming at the integration to the European Area of Higher Education and the European Area of Scientific Research, and at improved academic performance through the adoption of international educational, scientific, cultural and moral values.

# Internationalisation



The main directions of the internationalisation policy of UCv are:

- increasing the number and the quality of bilateral cooperation agreements meant to enhance European visibility through a coherent strategy;
- furthering academic cooperation with similar institutions from North America, Asia, Africa and South America;
- creating a Multicultural Centre as an independent structure of the university where the Balkan language, culture and civilisation will be promoted through the organisation of specific educational and cultural activities;
- participating in European and Euro-Atlantic cooperation programmes;
- extending affiliation with international academic organisations;
- establishing new lectorates;
- developing European programmes;
- exchanging international relations good practice with national and international universities.

The university's participation in international programmes focused on mobility and research programmes such as Horizon 2020, Erasmus+ and EEA grants is a priority. Furthermore, there is openness to grants awarded by the Romanian or foreign governments, by international organisations such as AUF, DAAD and Fulbright. UCv has been using ECTS credits since 2004 in order to evaluate both its own students and its international students, so that programmes and students' performance may be more transparent and comparable European-wide.





# Erasmus+ Office

## Department of International Relations (DRI)

### This is us!



**Marius GIUROIU**

E-mail: [giuroiu@central.ucv.ro](mailto:giuroiu@central.ucv.ro)

In charge of outgoing Erasmus+ mobilities for students, academic and administrative staff



**Anca Gabriela MIC**

E-mail: [mic.gabriela.anca@gmail.com](mailto:mic.gabriela.anca@gmail.com)

In charge of incoming Erasmus+ mobilities for students, academic and administrative staff



**Loredana Elena HAREGA**

E-mail: [loremateescu@gmail.com](mailto:loremateescu@gmail.com)

In charge of Erasmus+ bilateral agreements, EEA grants and Erasmus+ projects (KA 2, 3 and Sports)



**Monica Elena CRANTA**

E-mail: [monicamacarau@yahoo.com](mailto:monicamacarau@yahoo.com)

In charge of inter-institutional agreements, incoming and outgoing student, academic and administrative staff mobilities undertaken within these agreements



**Ionela MIC**

E-mail: [imic\\_ucv@yahoo.com](mailto:imic_ucv@yahoo.com)

Financial management of outgoing Erasmus+ mobilities

**Professor Nicu PANEA, PhD**

E-mail: [npanea@yahoo.com](mailto:npanea@yahoo.com)

Vice-Rector for International Relations and Academic Image  
Oversees the activity of the Department of International Relations and implements the internationalization policy of UCV



**CONTACT US**

For More Information



**Department of International Relations**

**Erasmus+ Office**

13, A.I. Cuza Street, University Main Building

2<sup>nd</sup> floor, Rooms 440 and 445, 200585, Craiova

Phone: +40 251 419 030

E-mail: [relint@ucv.ro](mailto:relint@ucv.ro)

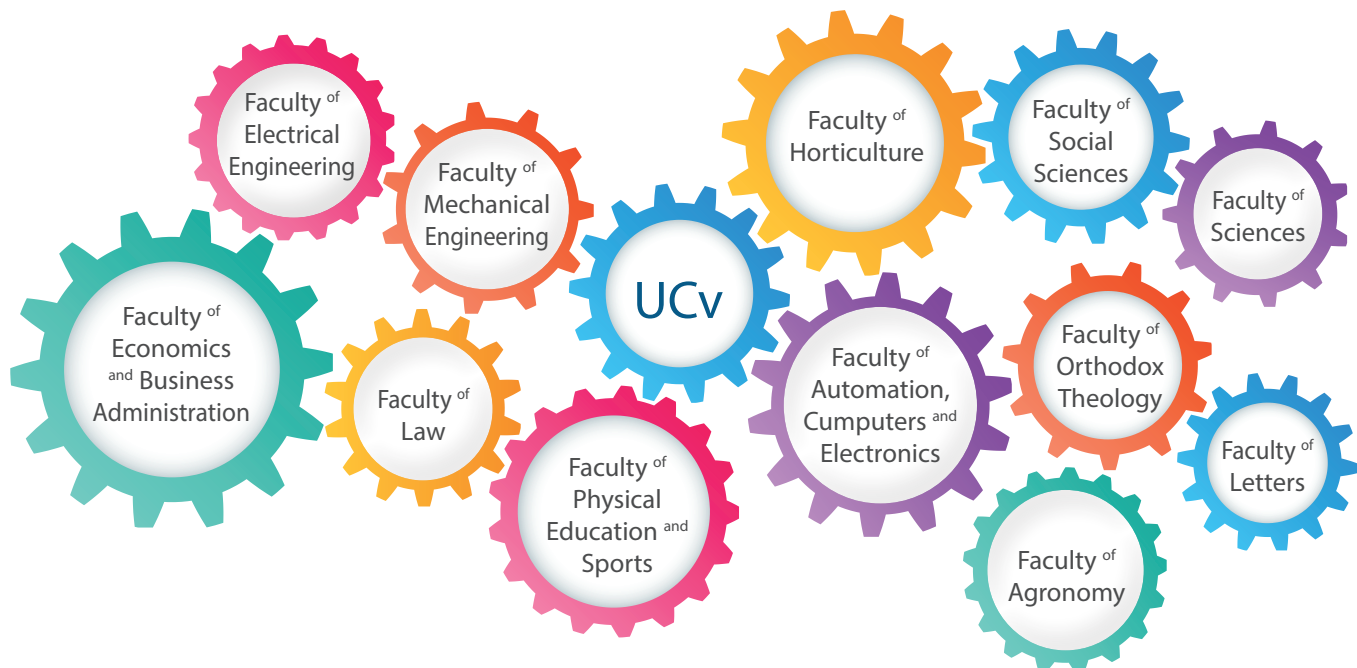
Website: [www.ucv.ro/international](http://www.ucv.ro/international)





# Faculties

The educational offer of the University of Craiova covers a wide range of fields in study programmes at Bachelor's, Master's or Doctoral degree levels organised in twelve faculties:





# Study Programmes in Foreign Languages

The internationalisation of study programmes is a strategic academic priority of the University of Craiova. This objective is underpinned by the constant development of English- and French-taught programmes, by the collaboration with foreign partners and the development of interdisciplinary programmes. The following faculties of the University of Craiova offer study programmes in foreign languages:

- ▶ Electrical Engineering | (English)
- ▶ Law | (English, French)
- ▶ Automation, Computers and Electronics | (English)
- ▶ Economics and Business Administration | (English)
- ▶ Letters | (English, French, German, Italian, Spanish)
- ▶ Mechanical Engineering | (English)
- ▶ Sciences - Physics | (English)

# International Summer Courses



Considering that many scholars and students are interested in the Romanian language, culture, and civilization, the University of Craiova organises the International Summer Courses of Romanian language every year.

These courses are open to all specialists in Romanian or Romance languages, and to all those who are interested in our language, culture and civilization.

In the language teaching section, the courses are divided into three different levels of linguistic proficiency: beginner, intermediate and advanced. Participants pass through an intensive teaching programme of 20 hours of instruction per week.

Workshops for translators and interpreters can be organised upon request.





## Support for incoming students

The integration of incoming students is supported, inter alia, through the organisation of an annual *Welcome Day* and through the *Buddy System* programme (implemented in partnership with Erasmus Student Network Craiova).

Incoming students benefit from adequate information regarding mobilities and are offered counselling and support for filling in the application form and the selection of courses. The contact with students and partner institutions is permanently maintained throughout the mobility.

In order to encourage international students to study at the University of Craiova, the Department of International Relations has developed a programme of mentoring and support through which each incoming student is assigned to a mentor who coordinates and assists the student during the mobility.



E-mail: [craiova@esn.ro](mailto:craiova@esn.ro)  
Website: <http://craiova.esn.ro>  
Facebook: ESN Craiova

# Language Support



## Romanian language support for international students

Free-of-charge intensive Romanian language courses are provided to foreign students who undertake a mobility period within an inter-institutional agreement.

The intensive course of Romanian as a foreign language aims at a rapid and efficient acquisition of the basic structures of the Romanian language which should allow students to communicate between them as well as with the native speakers they interact with.

Incoming Erasmus+ students at UCv may enrol and attend Romanian language courses during the entire academic year. At the end of their study programme, students shall sit in for an examination in Romanian, being awarded 5 ECTS credits.

## Foreign lectorates

UCv has two lectorates of foreign languages: French, and Bulgarian and one Centre for Polish Language and Culture, coordinated by native speaker lecturers from France, Bulgaria and Poland. The technical equipment and the library provided by each lectorate allow the organisation of high quality teaching activities:

- Courses of foreign languages;
- Courses of foreign culture and civilization;
- Annual events on the occasion of international celebrations, etc.



# Language Support

## Romanian Language Preparatory Year

The University of Craiova ranks among the few higher education institutions in Romania that organise a Romanian language preparatory year.

The courses are specially designed for foreign students wishing to pursue secondary or higher education study programmes in Romania (Bachelor's, Master's, Doctoral degrees).

The Romanian language course for foreign students enrolled in the preparatory year aims at acquiring Romanian language skills corresponding to the B1 level for linguistic proficiency established by the Common European Framework of Reference for Languages (CEFR).

## Study at UCv: 1. Erasmus+ Students



### A.1. Before the mobility

#### 1. Nomination

You must be nominated by your home university in order to undertake an Erasmus+ mobility at UCv.  
Nomination deadlines: 30<sup>th</sup> May for students nominated for the first semester or for the full academic year  
30<sup>th</sup> November for students nominated for the second semester

#### 2. Application

You must send the following documents to UCv (by e-mail, to mic.gabriela.anca@gmail.com):  
Learning Agreement for Studies/Traineeships\* (duly filled in and signed by you and by your home university)  
Transcript of Records of the courses completed at the home university  
Copy of your ID Card/ Passport  
Copy of your birth certificate  
Certificate of English Proficiency (if applicable)  
Hostel Reservation Form\*, duly filled in and signed by you (if you want to be accommodated on campus)  
A medical certificate stating that the student is clinically healthy (translated into English) (for non-EU citizens)  
\*The documents are available on our website. For further information, please visit: <http://www.ucv.ro/international/>

Application deadlines: 31<sup>st</sup> July for students applying for the first semester or for the full academic year  
31<sup>st</sup> December for students applying for the second semester

#### 3. Acceptance

UCv will inform you of its decision as soon as possible after receiving your application.  
The Letter of acceptance/ invitation will be sent by the Erasmus+ Office of UCv both to your university and to you, by mail, in case your application has been accepted.





## Study at UCv: 2. Foreign student undertaking mobility under an inter-institutional agreement

### A.2. Before the mobility

#### 1. Nomination

You must be nominated by your home university in order to undertake a mobility under the framework of an inter-institutional agreement at UCv.

#### 2. Application

You must send the following documents to UCv (by e-mail, to [monicamacarau@yahoo.com](mailto:monicamacarau@yahoo.com)):

Application Form\* (using the template available on our website)

Learning Agreement\* (duly filled in and signed by you and by your home university)

Transcript of Records of the courses completed at the home university

Copy of your Passport

Copy of your birth certificate

Certificate of Language Proficiency (English/ French)

Hostel Reservation Form\*, duly filled in and signed by you (if you want to be accommodated on campus)

A medical certificate stating that the student is clinically healthy (translated into English)

\*The documents are available on our website. For further information, please visit: <http://www.ucv.ro/international/>

Application deadlines: 30<sup>th</sup> May for students applying for the first semester or for the full academic year

30<sup>th</sup> November for students applying for the second semester

#### 3. Acceptance

UCv will inform you of its decision as soon as possible after receiving your application. The Letter of invitation will be sent by DRI both to your university and to you, by mail, in case your application has been accepted. Then, DRI will send your application file to the Ministry of National Education in Romania in order to receive the Letter of Acceptance. Using that document, you can then apply for your visa.

# Study at UCv: Erasmus+ students and foreign students undertaking mobility under an inter-institutional agreement



## B. 1. During the mobility

### First arrangements

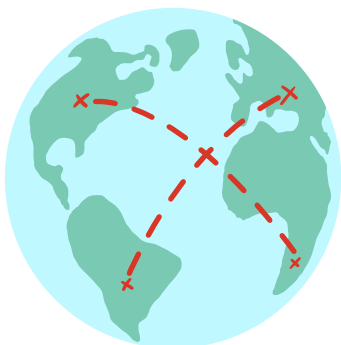
Students must contact the Erasmus+ coordinator of their host faculty and establish a meeting so that they can get their schedule and make the necessary Changes to their Learning Agreement in case of timetable conflict or if some courses are no longer available. Changes to the Learning Agreement can only be performed during the first month of the mobility. A new document must be drafted and approved both by the host and by the home university of the student. A copy of this document must be sent to DRI as well. Upon their arrival in Craiova, students must also report to the Secretariat of their host faculty to complete the enrollment procedures and submit the following documents in order to receive their Student ID Card: two 3/4 photos, copy of their birth certificate, copy of their ID Card/ Passport and copy of their Learning Agreement.

Students must inform DRI about their date of arrival in Craiova so that they can arrange the pick-up details with the ESN volunteers.

Students who have applied for accommodation on campus will check in at the student hostel where they have been assigned no sooner than the date mentioned in the Hostel Reservation Form that they have submitted.

Upon arrival, all students must contact their incoming mobility responsible within DRI and establish a meeting in order to receive their *Certificate of Arrival*.

### Enrollment



## Important facts for your departure:

### C. 1. After the mobility

At the end of the mobility, students must complete the following steps:

1.

Inform the incoming mobility responsible at DRI about their arrival in order to receive their *Certificate of Departure*. This document can only be delivered three days prior to the student's departure from Craiova.

2.

Inform the hostel manager about their checkout from the hostel five days before their departure, make sure that there are no items missing from their room and replace the ones that are missing in order to facilitate check-out and obtain the clearance document from the hostel manager. Using this document, they will obtain their *Certificate of Attendance/ Departure* from the incoming mobility responsible at DRI.

3.

Provide the incoming mobility responsible at DRI with the address of the International Relations Office of their home university in order to receive the Transcript of records with the grades obtained during their mobility at UCv. A copy of this document will also be provided to the students, before or upon their departure from Craiova. The original document will be sent by regular e-mail to the student's home university, at the address provided by the student. A scanned copy of the document will be sent to the student's home university as well.

4.

Students undertaking a traineeship mobility must have their Supervisor's Report duly filled in and signed by the traineeship responsible. They must then report to DRI in order to have the document signed and sealed by a university representative.

5.

The *After Mobility* section of the Learning Agreement for Studies (for Erasmus+ mobilities) is filled in and signed by DRI on request. If you need this document, please inform the incoming mobility responsible at DRI in advance.

## Study at UCv: Foreign student CPV (tax in foreign currency)

### For EU students:

All students from the EU can enrol at the University of Craiova under the same conditions as all Romanian students.

Students must have their study documents recognized by CNRED (<http://www.cn-red.edu.ro/>) before submitting their application documents to the admission committee of the faculty where they wish to enrol and during the periods of admission established by each faculty of UCv.

The application file must also include the other documents requested by the admission committee of UCv.

### For non-EU students:

Students from non-EU countries can enrol for studies at UCv without passing through an admission contest, by sending their application file to UCv.

The application file should include the following documents:

- Application form for the issuance of a Letter of acceptance to studies – available on the university website, duly filled in, two original copies;
- Copy of Baccalaureate Diploma\* or its equivalent;
- Copy of BA diploma\* or its equivalent;
- Copy of MA diploma\* or its equivalent;
- Copy of transcripts of records\* pertaining to the studies;
- Copy of birth certificate\*;
- Passport copy\*;
- Medical certificate\* attesting that the applicant is clinically healthy;
- Certificate of linguistic competence for the language of study;

If any of the above-mentioned documents have not been issued in English or French, the student must send a certified copy of the document in the original language and a certified translation, at notary public (in Romanian, English or French) or at the Embassy of Romania in the student's home country.

Upon receiving the application file, UCv will send it to the Ministry of National Education in Romania. In case of approval, the Ministry will issue the student's Letter of Acceptance and will send it to the student by post, at the address mentioned in the application form.

The student must submit the letter of acceptance and any other necessary documents to the Embassy or Consulate of Romania in his home country in order to obtain the long-stay study visa.

To complete enrolment procedures, all students must submit the originals of the documents mentioned above to the Secretariat of the faculty.





## Accommodation

Erasmus incoming students have two options of accommodation: staying at the university residence or seeking alternative accommodation upon arrival.

### Student Hostel Accommodation

Erasmus incomers may book a place at a university residence by filling in the *Hostel Reservation Form*, which must be sent to DRI prior to their arrival in Craiova and no later than June 15<sup>th</sup> (if the mobility is undertaken during the fall semester or full academic year) or December 20<sup>th</sup> (if the mobility is undertaken during the spring semester). Every room will accommodate at least two students. The rooms available are comfortable, pleasantly decorated, with free internet access and cable TV, refrigerator and TV set and private bathroom. There is also a kitchen and a reading room on every floor, a social hall and a laundry in each hostel.

Attention: Bedclothes and towels are not supplied.

Rooms can be rented at a reasonable price, amounting to 70-80 EUR/ month/ student. For further information, please contact the Department of International Relations of UCv.

### Rented Accommodation

Rented flats are an alternative for incoming students seeking high quality accommodation, comfort and privacy. Students must make their own reservation, but the students from ESN can help, if necessary.

The price is between 300 and 400 EUR/ month for a furnished two-bedroom flat with gas heating, located near the city centre and/ or the faculty buildings of the University.

## Practical information

### Obtaining a VISA (before arrival to Craiova)

If you need a visa in order to enter Romania, please contact the Romanian Embassy in your country to obtain information about the documents required for a multiple entry study visa (D/SD). The Letter of invitation for the visa will be delivered by the officer with responsibility for incoming students at UCv, provided that you have sent your application documents in due time and that your mobility has been approved by the corresponding faculty at UCv.



### Obtaining a Romanian Residence Permit (upon arrival to Craiova)

#### Important!

Before applying for a residence permit, students from non-EU countries have to register at the Police station in Craiova\* within 3 days from their arrival in Romania. Then, if their mobility is longer than 90 days, they will have to apply for a residence permit within 60 days from their arrival in Romania. The residence is issued in 30 days from the moment when all documents have been submitted and the application has been validated by the Police officers in charge.

In order to apply for a Residence Permit, you need to submit the following documents\*:

- Written request** (the template is provided by DRI);
- Copy of your Passport** (including the visa and the entry or exist stamps for Romania);
- Copy of Lease contract** (provided by the university hostel or owner of a private building/ apartment);
- Medical certificate** (provided by UCv medical clinic);
- Student certificate** (delivered by DRI or host faculty);
- Copy of Learning Agreement;**

**Important!** Other documents or fees might be requested, depending on the type of mobility

\*General Inspectorate for Immigration in Craiova  
Address: 32-34 Amaradia Street, 200157, Craiova  
Phone: +40 251 407 500

For further information, please visit: <http://igi.mai.gov.ro/en/content/residence-permit>



## Travel by plane

The easiest way to reach Romania from most European countries is by plane. There are flights from all over the world to Bucharest. To reach Craiova you can take an intercity train. The nearest international airports in Romania are:

“Henri Coanda” International Airport, Bucharest, Otopeni, the biggest and most important airport in Romania, so if your flight lands in Otopeni, it is advisable to take an airport bus (780) or train to Bucharest (the trip can last from 30 minutes up to 1 hour, depending on the means of transportation chosen), then take an intercity train from Bucharest “Gara de Nord” station to Craiova. For further details and reservations, please visit [www.cfrcalatori.ro/en/](http://www.cfrcalatori.ro/en/).

Craiova International Airport, which provides direct flights to many cities across Europe. For further information, please visit <https://www.aeroportcraiova.ro/>.



## Travel by train

Craiova is a major railway centre, connected to all the other major cities in Romania. The city is located on the main railway crossing Romania from East to West and linking Timisoara to Bucharest. You can easily reach Craiova by train from Paris, Munich, Budapest, Thessaloniki, etc. The railway station is located in the northern area of the city, from where you can take a bus or a taxi to the university. Students travel for free if they are in possession of a valid student ID card (issued by the faculty that accepts the Erasmus+ mobility, after concluding all of the enrolment formalities).



## Travel by car

Craiova is situated at the junction of the E70, E79 and E574 European routes. The customs offices are located in Bechet, Calafat, Giurgiu and Turnu Măgurele at the Bulgarian border, in Drobeta-Turnu Severin and Jimbolia at the Serbian border, and in Nădlac, Borş and Cenad at the Hungarian border. Foreigners driving a car to Romania are required to hold a valid international driving licence.

Car registration and insurance papers are also compulsory. Driving is on the right-hand side and seat belts are compulsory. The speed limit within residential areas is 50 km/h, 90 km/h on national routes, 130 km/h on motorways.

# How to get to Craiova?

## Other useful information



### Local public transportation and taxi

Public transport in Craiova consists of 3 tram lines (100,101 and 102) and 17 bus lines (E1R, E1T, 1, 2B, 3B, 4, 5B, 9, 10, 11, 13, 17b, 20, 23b, 24, 25 and 29b). One ticket costs around € 0.5. Students benefit from reduced fares for monthly passes on trams or buses. Most buses run until 22.00 and trams until 23.30. For further details on the routes and timetables, please visit [www.rat-craiova.ro](http://www.rat-craiova.ro).

Taxi services are relatively cheap and comfortable, amounting around € 0.4/km)

### Currency

The official Romanian currency is LEU (singular form), LEI (plural form) (LEU/LEI, RON).

Coins: BANI 5, 10, 50; 1 LEU = 100 BANI; Bank notes: LEI 1, 5, 10, 50, 100, 200, 500.

Exchange rate: 1 EUR = approx. 4.7 LEI.

You can exchange money at the bank or at exchange offices.

Credit/ debit cards are also accepted.

**Local time:** GMT + 2h

**Emergency services:** Emergency call centre: 112

**International calls:** International dial code of Romania: +40

Area code of Craiova: (0)251/ (0)351



# Facilities of the University of Craiova

## University Campus

UCv offers accommodation in ten student hostels situated on four university campuses. Our campuses provide a supportive and friendly place to live and to study for all students. Five out of the ten hostels are now completely renovated, offering, at affordable prices, double rooms equipped with refrigerator, TV set and individual bathroom. Students have access to equipped kitchens and laundries, a reading room and a social hall for social activities. All student hostels allow free internet access and cable TV.

## Canteens

Students also have access to the university canteens situated in the Campus of the Faculty of Mechanical Engineering – Hall of Residence no. 14 – and in the University Main Building, which are state-of-the-art canteens that provide students with excellent meals at discounted prices.

## University Library

The University of Craiova Library is well equipped with modern facilities and resources. It houses about 1,000,000 volumes, out of which 27,999 volumes are in special collections, and more than 3,000 periodicals are available. The library cooperates with more than 85 foreign partners and 45 national partners in interlibrary loan schemes.



# Student Social Life



The University of Craiova encourages volunteering work among youngsters and supports them through all sorts of activities conducted by students' organisations.

According to their interests and hobbies, students can get involved in different educational or cultural activities and develop their competitive spirit by participating in sporting events.

Journalism and audio-visual enthusiasts can be part of all sorts of projects carried out by their fellow students and coordinated by professors of the University of Craiova. They can also write articles for the university student magazines, they can participate in or broadcast radio or TV shows at the University Radio Station (Radio Campus Craiova) or TV Station (TeleU).



## Editorial Board

Professor Nicu Panea, PhD

Loredana-Elena Harega

Gabriela-Anca Mic

Monica Elena Cranta

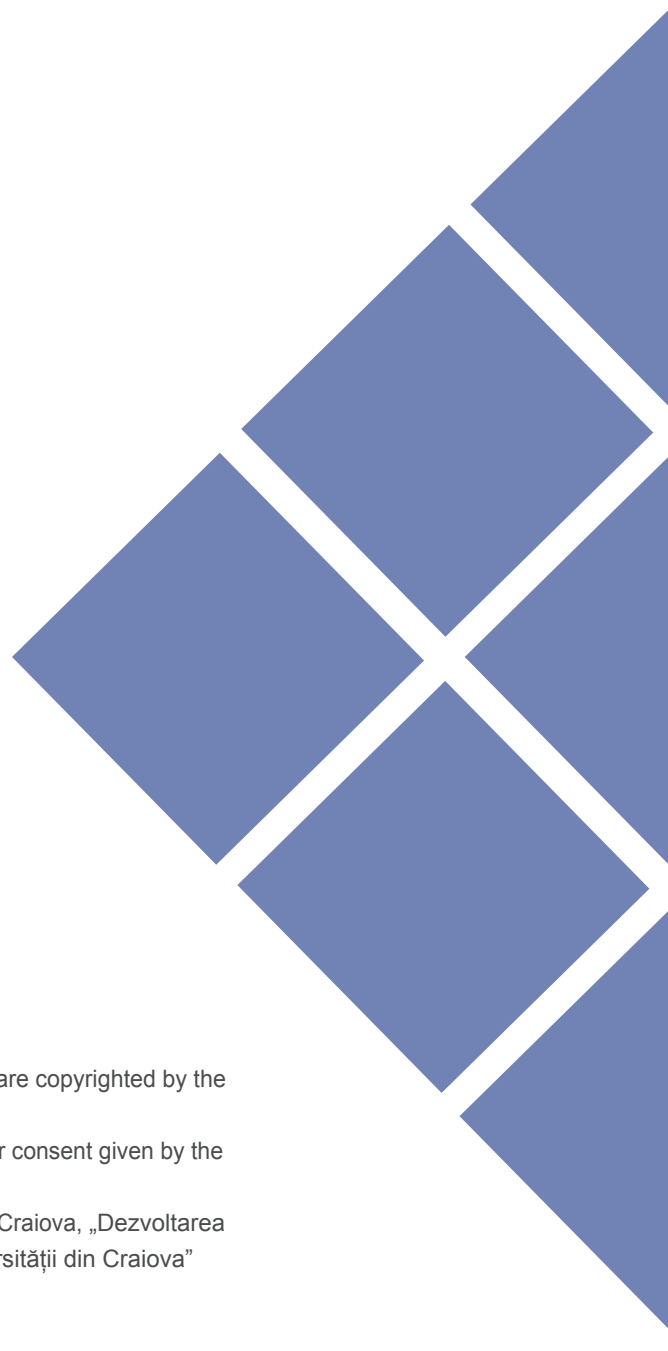
Marius Octavia GIUROIU

Faculty Vice-Deans for International  
Relations and Erasmus+ Coordinators

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UNIVERSITY OF CRAIOVA

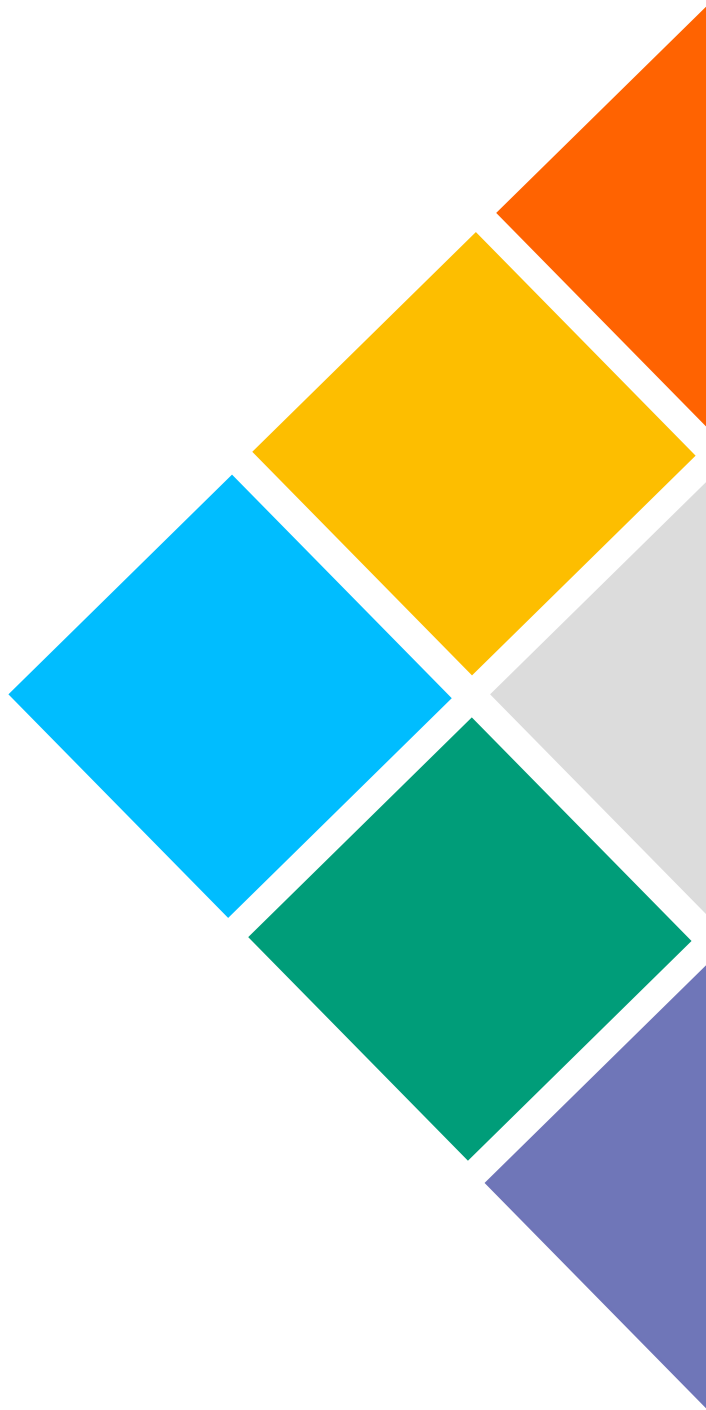
13, A. I. Cuza Street, 200585, Craiova

Phone: +40 351 403 145

Fax: +40 251 411 688

Email: [rectorat@ucv.ro](mailto:rectorat@ucv.ro), [rectorat@central.ucv.ro](mailto:rectorat@central.ucv.ro)

Web: [www.ucv.ro](http://www.ucv.ro)



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Finanțarea Învățământului  
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**INTNL@UCv**  
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