Design your future

Universitatea Politehnica Timișoara

Guide for International Students



dir Department for International Relations

upt International Students

upt Universitatea Politehnica Timișoara

Politehnica University of Timisoara

International Students' Guide

To help you prepare for your arrival and enrolment, please read the International Students' Guide carefully. Read it like a good novel, all chapters are logically connected to each other.

Meanwhile, follow the Instagram and Facebook pages to stay updated with the news, events and meetings, and access the virtual map of the campus:

Virtual maps

UPT Building
https://visit360.upt.ro

Rooms
https://maps.upt.ro

Social media

Instagram:
@upt.internationalstudents

Facebook:
@upt.internationalstudents



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1. Living in Timisoara

Timisoara is in the top 3 cities in Romania, as size and economics prosperity. It has around 320.000 inhabitants. It is called also the *City of Flowers and of Parks*, crossed by our beautiful river Bega. The city centre is the heart of the city with a plethora of restaurants clubs, bars and pubs, and UPT is right in the city centre. It is the only city in Romania with five public means of transportation: bikes to rent for free, trams, buses, trolley buses and boats. You can see the boats right from the Politehnica University windows as the Bega River flows in front of the university. Thus, if you want to enjoy a coffee by the water shores of Bega River – just walk out of the university and there it is!



The population speaks English, some German, Hungarian and French, other, Italian and Spanish, it is known for its openness to diversity and multiculturality. A coffee is around 10 lei (2 Euro), one bread 5.5 lei (1 euro) and a beer around 15 lei (3 Euro).

As you are about to hop on a journey provided by an engineering university, please see at the end of this brochure, interesting engineering premiers about Timisoara, the city home of Politehnica University of Timisoara.



Jihan

a student from Medellín, Colombia,
Architecture and City Planning
Faculty

"Timisoara is cosy, quiet, it is a sense of order, at the same time it is a vivid place for students, the campus is right in the city centre, and everything is at 20 minutes' walk."

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Living in Timisoara

Weather

If you arrive in October, it may be a chance you will experience 20°+ degree. But, as the winter comes, you can experience also minus temperature.
Bring with you a thick jacket and thick clothes, for December – February weather.

Telephone number

Popular national mobile and internet services – Digi, Orange, Vodafone

As soon as you arrive in Timisoara, make sure you have a Romanian number and make sure to announce which it is. The number is important in activating your student email and in other steps. In order to help you and guide you, we kindly request to have as soon as possible a new Romanian phone number, to have access on WhatsApp. On WhatsApp, please have a face profile picture and edit your name in full and in 'abc' letters, as when you contact us to know whom we speak to. Upon arrival you will be introduced to your relevant groups: International students' group, your faculty year group. We recommend Digi, is more accessible for the youth, but our students also gave a thumb up to Vodafone and Orange as mobile and internet providers.



Arrival to the Student's Campus

A. Transportation from the Airport
B. From the North Train Station
C. From FlixBus Station

to the dorm in the **Students' Campus**, known as Complexul Studentesc, in Timisoara



A. Traian Vuia Airport (TSR) → Students' Campus

1. If you reach by 16.00 you must go to dorm 22 C for the check in, because there it is the centre administrative part.

   Address 22 C: Dorm (Camin 22 C), street Ion Vidu, no. 19, postal code 300576, Timisoara

2. If you reach after 16.00 we take you directly to dorm 8C

   Address: 8C Dorm (Camin 8C): Aleea Studentilor nr. 4, postal code 405671, Timisoara, where you will actually stay.

IMPORTANT!

*Please have cash **700 Romanian Lei in cash** – 600 deposit for a whole year, 100 lei for the common budget of the dorm.*

The 600 lei you pay it once in a year. Upon departure from the dorm, if the room is intact and no damages have been made, you receive the 600 lei back. This is why is important, when you first move in, immediately tell the dorm manager if you spot any damage you are not responsible for.

Romanian currency – Lei (lions)
1 euro = 5.30 lei
1 dollar = 4.60 lei

Transportation from the airport to the dorms (Complexul Studentesc, Timisoara)

1. **Express 4 or E4** – ticket cost: 5 or 6 lei. You can pay by card in the bus.

   The yellow column is for working days. Green column is for holidays. Blue columns for Saturday (Sambata – there you go learning the first Romanian word 😊) and Sunday (Duminica).

   Note: the last bus is at 22:59 during the week and 22:07 during the weekend. Please see the next page.

   The last station is Bastion which is 20 min walk to the Students' Campus or take a taxi, 3–5 min drive.

2. **Uber and Bolt** – you can download the apps and connect with your card – it is cheaper than taxi – may be 20-30 lei (5-7 euro) to Complex Studentesc from Bastion Station or train station or max 200 lei (40 Euro) from the airport.

3. **Taxi**, most popular:

   Tudo - 0040256945,
   Radio - 0040256940,
   Fan Taxi - 0040 256 944

   Depending on the traffic you can expect to make 20 to 40 min from airport to destination – Complexul Studentesc.

   It might cost between 100 and 150 lei lei (30 euro).

4. **Taxi private.** Not necessarily to be trusted. Negotiate before hop on. There are many no-name taxis in the airport yard, but these are more expensive – it may take you up to 200 (40 Euro) lei or even more.

B. Gara de Nord Timisoara (North Train Station) → Students' Campus

1. Get out of the train station and **cross the road** where it is a **bus station**.
2. Take **Expres 3** from **Station Gara de Nord** (North Station) and get down at **Complexul Studentesc**.
3. You will pass by the following four stations: **Jiul** → **Carmen Silva** → **Universitatea de Vest** → **Complexul Studentesc**.
4. Ticket price: **5 lei** (period of validity: 60 min)

In general, these lines in Timisoara get you to Complexul Studentesc: 15, 16, 19, Expres 3, Expres 2, Tram 8, any vaporetto on water.

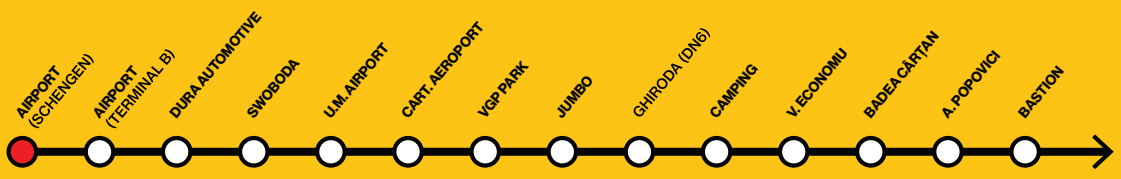
C. FlixBus Station

Some of you will reach by bus from Bucharest to Timisoara by FlixBus. The station is very close to Complexul Studentesc – 20 min walk. But if you carry a big luggage, order Uber or Bolt – 5 minutes and a cost of 10 lei (2-3 Euro).

Bus Transportation Airport

Schengen Terminal To Bastion

E4



WORKING DAYS While school is in term			WORKING DAYS While school is in vacation			SATURDAY & SUNDAY		
HOUR	MINUTE		HOUR	MINUTE		HOUR	MINUTE	
4	55		4	55		4	-	
5	55		5	55		5	-	
6	50		6	50		6	15	
7	32		7	32		7	10	
8	00	42	8	00	42	8	40	
9	35		9	35		9	40	
10	25		10	25		10	-	
11	10	35	11	10	35	11	20	
12	10	40	12	10	40	12	15	
13	10	45	13	10	45	13	10	
14	26		14	26		14	05	
15	00	45	15	00	45	15	00	55
16	40		16	40		16	-	
17	00	50	17	00	50	17	30	
18	50		18	50		18	25	
19	35		19	35		19	55	
20	13	38	20	13	38	20	-	
21	15	35	21	15	35	21	05	
22	10	59	22	10	59	22	07	
23	-		23	-		23	-	

TPT Transport Public Timișoara

Visit www.stpt.ro for more info.

Note: Compared to the displayed times, delays of up to 3 minutes *may occur due to traffic conditions.*

CRRAC 20

Clean Respect Rules Attend Classes

Essential conduit rules in the dorm based on Article 9 from your dorm contract!

Scan the QR Code and read the dorm lease contract.



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3. Accommodation Contract & CRRAC20 Rules in the Dorm

01 Please attend the workshops we will invite you to on rules in the dorm, hygiene and cleaning!



02 No smoking in the room; there is a special place outside the dorm for this.



03 Do not cover the smoke detector.



04 Please pay for your room on time, until the last day of every month!



05 Food – please keep all food inside the fridge. Any kind of food left outside, even on dirty pans, will attract bugs. These bugs are real, not virtual, and very difficult to eliminate!



06 No charging of any kind of electric scooters in the room. It can be a source of fire. No storing any bicycles or electric vehicles.

Art. 9, point 19, not to use appliances with a high level of electricity consumption (max. 3500 W).



07 Taking your garbage to the kitchen or any other place in the dorm is forbidden. The garbage must be taken outside as per art. 9, point 9.



08 Garbage selection: paper, food, plastic, glass. You will have a workshop on this matter provided by specialists in the field (like ADID).



09 It is easy: please clean your room, use good products, and respect the common spaces: the hall, the bathroom, and the kitchen.

You will be provided with dedicated workshops, as well as cleaning products.



10 Clean weekly: make a board together with your roommate. Write your names, faculty, year, countries, and note down who and when has cleaned.

A team of two floor representatives will check these boards weekly.



11 Together with your floor representatives: one international and one Romanian student, establish a day and time to allow entrance in your room for a check-up!



12 Please open the door when we kindly request to, we will announce you via the WhatsApp groups, and any other means!

There may be established check-ups, disinsection, sanitation, disinfection, or rat control actions, or just urgent matters.

Please allow access to your room!



13 Please keep quiet between 13.00–14.00 and 22.00–08.00!



14 Please keep quiet also in the Study Room.

The Study Room is not a place for collective prayer, nor a meeting or a socializing place. It can be, if you make a request to the administrative staff, and the place can be designated for your plans (outside exam periods).



15 Please announce if you damaged something in your room. It's not the end of the world; we can fix anything together.

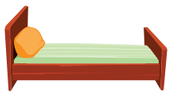


16 In Europe, there is a GDPR agreement; there are video surveilance cameras used for your safety and rules keeping, please see article 9, point 33.



17 Please keep the bedsheet on your bed. This way, your mattress can be used further and does not get dirty.

Your bedsheet can always be changed upon request towards the dorm admin.



18 If you work in delivery:
IT IS FORBIDDEN TO DEPOSIT BAGS IN THE BIKES STORAGE ROOM.

There are cameras, and fines will be issued. Please keep the bags for food storage in the safest conditions, ensure their sanitation, their adequate disposal for food safety, security and hygiene. These may also attract fines from other authorities in Romania.



19 Know your rights and the fact that if you have top-notch grades in the last three semesters or in the 1st semester of year 1, you can choose to apply for pre-housing between May and June on student.upt.ro.

This does not apply if you are in the Preparatory Language Year.



20 Keep your room clean, the air fresh in your room, the windows open and not covered, and attend classes!



Respect CRRAC 20 and keep your pizza money.

There are fines of **100**, **150**, and **600lei**, and the risk of expulsion from the dorm for not respecting the rules.

Scan the QR Code and read the dorm lease contract.

www.upt.ro

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We hope you make great memories as a student in the dorm!

4. UPT Enrolment:

Student Certificate & Study Contract



Having a Letter of Acceptance and a visa does not replace the physical registration procedure, meaning UPT enrolment. **Physical enrolment starts in September 2026 and ends 31st of January 2027**

The registration must be done in person at:

Politehnica University of Timișoara – rectorate building
International Relations Department
International Students Office
Piața Victoriei nr. 2, Timișoara
1st floor, room 107

You may reach us during our office hours, please respect tightly the schedule:

Monday–Thursday | 12:00–15:30
Friday | 11:00–13:00

Bring the original documents and one copy of each document that you uploaded to the application platform

- Passport (original and one copy)
- Birth certificate (original and one copy)
- Diplomas and transcripts (original and one copy)
- Medical certificate (original and one copy)
- Proof of residential address (copy of the document containing the address, as uploaded to the platform)
- Marriage certificate (if applicable)
- Four passport-size photographs

Once your enrolment has been completed, the International Students Office will forward your documents to the faculty you have been admitted to. The faculty secretary will prepare your Study Contract, which you will need to sign at the faculty secretariat. Find the secretary of your faculty in chapter 6.
You will need a Student Certificate confirming that you are enrolled as a student at UPT for purposes such as applying for a residence permit or accessing health services. The same procedure applies if you need a student certificate, statement, or proof for any other purpose.



The Student Certificate is not issued automatically. To obtain it, you must submit an online request here:

https://docs.google.com/forms/d/1SlVnJYtLzPyS0sYUwS472o8yLeAJ8RDC87JrCXSP18A/edit?pli=14

You can pick the certificates up from room 110, Tuesday and Thursday, 12.00-14.00.
It may take up to ten working days to issue the certificates, thus plan well your request. You will be announced online to come and pick them up.

Study contract

In maximum five working days from the physical enrolment at UPT, you must sign the Study Contract at the secretary of your faculty. This must be completed within a maximum of 5 working days from your arrival at UPT, starting from 28 September 2026. The addresses of the secretaries are mentioned bellow at chapter 6. The Student Contract is the first step to become a full-UPT student and have access to the Digital Services and Online Communication: student email, Virtual Campus, student.upt.ro. Please see the next chapter Digital Services and Online Communication.

5. Digital Services and Online Communication: Student accounts → student email, Virtual Campus, student.upt.ro and WhatsApp Groups

Institutional email address

Every UPT student is provided with an email address in the format firstname.lastname@student.upt.ro. You will receive your login details (username and password) via text message and at the email address you used to register for admission, after you arrive physically at the university and sign the student contract. If you no longer have access to this email address, please inform us as soon as possible. We strongly recommend that you avoid changing it, as this email address is used for several UPT platforms and administrative procedures.

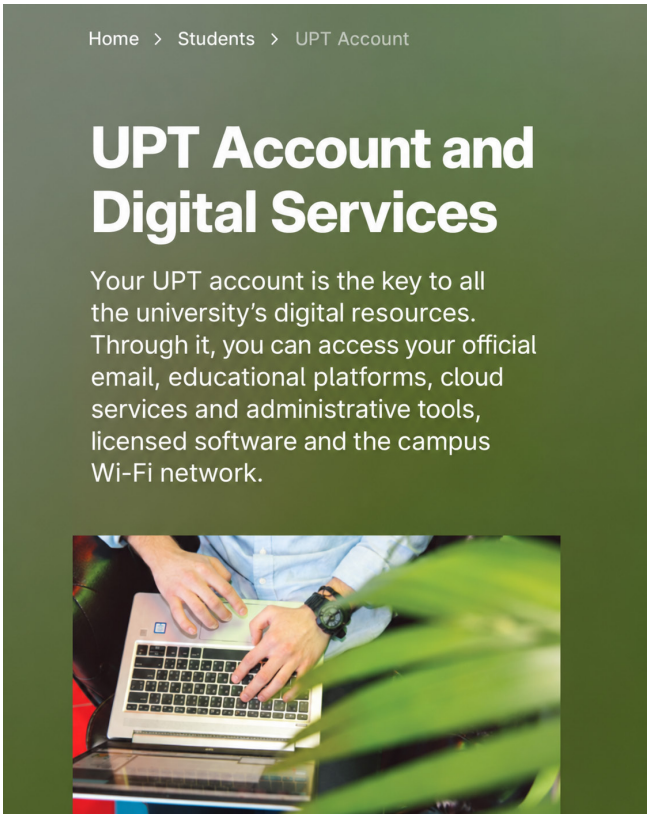
This address is the one most commonly used for official UPT communication and will prove very useful for keeping you informed about the most important news from the university. Please activate it and use it. Upon not using it, the erase of it may occur. Both teaching staff and other UPT employees also have an institutional email address in the format firstname.lastname@upt.ro. If you want to find the email of a UPT professor, staff, personnel, you just type it in the Microsoft platform, and send the desired message.

By using your institutional email address, you have access to:

- The student platforms - UPT Virtual Campus (for teaching purposes) and Student UPT (for administrative purposes);
- The campus Wi-Fi network: “eduroam”;
- The Microsoft 365 suite (Outlook, OneDrive, Word, Excel, PowerPoint, Teams, etc.)
- Windows digital license on the devices you log into using your student email address;
- Programmes such as Matlab, Simulink, Canva, Figma, GitHub Student Developer Pack;
- Discounts on services such as Spotify, Apple Music or YouTube Premium.

Make the most of your UPT account and discover all the benefits available to you as a student.





Do not redirect emails to personal addresses. This may result in the loss of certain services and the risk of your messages being flagged as spam.

Do not disclose your password. The UPT IT Systems and Services Department will never ask you for your password or personal details.

UPT Virtual Campus (cv.upt.ro)

The UPT Virtual Campus platform is an online educational environment providing academic resources for all UPT faculties. You log in using your student account (using the "Log in using your account on: UPT" login option) and gain access to digital resources for each subject you are studying.

The Virtual Campus serves as a communication interface between the UPT administration, teaching staff and students. Here, you will receive announcements of interest, with notifications also sent to your institutional email address.

Useful information

1. The first time you use your new email address, go to ***http://mail.upt.ro*** and log in using the details you received. You will then be asked to change the password you were initially given. From now on, you will be able to use your account in the Outlook app or in any email client (Exchange account type).
2. If you forget your password, you can reset or change it at:

https://password.upt.ro/pwm

We also recommend updating your phone number in the 'Update Profile' section, so that recovering your account if necessary is easier.
Any errors may be solved via the email: admin@upt.ro OR
Departamentul de Sisteme și Servicii Informatice (DSSI)
Rectoratul UPT, Piața Victoriei nr. 2, Timișoara, 300006

https://www.upt.ro/studenti/cont-upt

Through the Virtual Campus, you can submit assignments, receive grades and be evaluated.

At the start of each semester, check that you are enrolled on the Virtual Campus for all the mandatory disciplines listed on your timetable!

To familiarize yourself with the platform, we recommend watching a few video tutorials.

cv.upt.ro

Student UPT (student.upt.ro)

The Student UPT platform is one of the easiest ways to access information in a matter of seconds and to carry out administrative tasks such as:

- Checking the disciplines you are studying;
- Checking exam grades and final marks;
- Paying tuition fees and dorm fees;
- Claiming public transport reimbursements;
- Evaluating courses and teaching staff;
- Reporting the loss of your student card or student ID;
- And many more!

Regardless of the marks you receive on the Virtual Campus, ultimately only those on Student UPT are official, so always check carefully and notify your faculty's secretariat if you spot any errors!
student.upt.ro

WhatsApp will, in many cases, be an important means of communicating with the students. At faculty level, there are dedicated groups for each year of a programme, whilst at university level there are communities for support for the first-year students and providing information, either general or specific for students living in the dorms.

You can find them all on the Student Office UPT's Linktree.

For non-EU full-time international students:

besides the faculty WhatsApp, there is the big community of international students WhatsApp, where questions and problems may be posed.

WhatsApp Groups

Please procure a Romanian number as soon as you reach Romania. Write your name in European letters abcd..., provide a picture of yourself. To be able to help, we cannot address students with symbols instead of names: ☻ or ♥ or Δ or ~. All these symbols and plants, flowers come from real past examples.

THANK YOU :)

Please respect these rules:

- Be available, empathic and ready to help
- Be a student of UPT or an alumnus to be part of this group
- Do not message after 22.00. If there is an emergency case, we provide a number.
- Do not write in any other language than in English.
- Do not use violent language
- Please present yourself when you write for the first time and the country you come from. A peer from your own country may help you.
- During weekends, UPT staff do not work, there is a low chance of receiving a documented reply.

6. Secretaries of the Faculties

The secretary of your faculty will issue the Study Contract, but also the student record book, where the grades achieved in exams are noted down. The student record book is used also in the Student Health Polyclinic, in the library to gain the UPT Library Card or for other services that require a student status for the beneficiary.

Faculty of Communication Sciences

Str. Traian Lalescu, nr. 2 A, 300223, Timișoara, Timiș, România

Floor: 3
Room: 301
+40 (256) 404 011
sc.upt.ro
sc@upt.ro

Public access:
Monday – Thursday 13:00 – 14:00
Friday 12:00 – 13:00

Faculty of Automation and Computing

Bd. Vasile Pârvan, nr. 2, 300223, Timișoara, Timiș, România

For Bachelor's students:
ground floor, room: A5
For Master students:
floor: 1, room: A107a
+40 (256) 403 211
ac.upt.ro
secretariat@ac.upt.ro

Public access:
Monday – Thursday 13:00 – 15:00
Friday 11:00 – 13:00

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Faculty of Robotics, Artificial Intelligence and Autonomous Systems

Str. Traian Lalescu, nr. 2 A, 300223, Timișoara, Timiș, România

Floor: 3
Room: 301
+40 (256) 404 011
sc.upt.ro
sc@upt.ro

Public access:
Monday – Thursday 13:00 – 14:00
Friday 12:00 – 13:00

Faculty of Civil Engineering

Str. Traian Lalescu, nr. 2A, 300223, Timișoara, Timiș, România

Floor: 1
Room: near the dean's office there is an information desk
+40 (256) 404 000
constructii@upt.ro
ct.upt.ro

Public access:
Monday – Thursday 13:00 – 15:00
Friday 12:00 – 13:00

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Faculty of Mechanical Engineering

Str. Mihai Viteazu, nr. 1, 300222, Timișoara, Timiș, România

Floor: 1
Room: N103
+40 (256) 403 521
mec.upt.ro
mecanica@upt.ro

Public access:
Monday - Thursday 13:00 – 15:00
Friday 12:00 – 13:00

FM 1920

Faculty of Electronics, Telecommunications and Information Technologies

Bd. Vasile Pârvan, nr. 2, 300223, Timișoara, Timiș, Romania

Ground floor in building A
Room: A6
+40 (256) 403 291
etc.upt.ro
etcti@upt.ro

Public access:
Monday – Thursday 13:00 – 15:00
Friday 12:00 – 13:00

ETC TM

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Faculty of Electrical and Energy Engineering

Bd. Vasile Pârvan, nr. 2, 300223, Timișoara, Timiș, România

Ground floor
Room: A3&A4

+40 (256) 403 385
iee.upt.ro
adriana.maris@upt.ro
Monday – Friday 10:30 – 12:30

Faculty of Chemical Engineering, Biotechnologies and Environmental Protection

Bd. Vasile Pârvan, nr. 6, 300223, Timișoara, Timiș, România

Ground floor
Room: office no. 1
+40 (256) 403 063
chim.upt.ro
chimie@upt.ro

Public access:
Monday – Thursday 8:00 – 16:00
Friday 8:00 – 13:00

Faculty of Architecture and Urbanism

Str. Traian Lalescu, nr. 2A, 300223, Timișoara, Timiș, Romania

Floor: 4
Room: 404
+40 (256) 404 021
arh.upt.ro
simona.stan@upt.ro

Public access:
Monday – Friday: 12:00 – 14:00#

Faculty of Management in Production and Transportation

Str. Remus, nr. 14, 300191, Timișoara, Timiș, România

+40 (256) 404 284
mpt.upt.ro
mihaela.todorut@upt.ro

Public access:
Monday – Friday: 8:00 – 16:00

7. Students' Health Polyclinic, Medical Certificate for Residence Permit & Health System in Romania for NON-EU students

Students' Health Polyclinic

https://www.upt.ro/-studenti/sanatate

Address:
Students Campus,
across Pret-a-Manger and Dorm 8C
Policlinica Studențească UPT,
Aleea Studenților, nr. 1

Services:
General Medicine, Internal Medicine, Surgery, Dermatology, ENT, Psychiatry, Dentistry and more.

Appointments:
0040771 500 926 | Monday – Friday, 10:00–14:00
Or directly at the clinic reception.

Medical services are free **for students with health insurance.** International students can obtain insurance through **CNAS** using their residence permit and student certificate.

For specialist consultations, a referral from the polyclinic doctor is required. Please check the Student Polyclinic schedule (PDF) for consultation days and hours.

https://media.upt.ro/Orar_policlinica_studenteasca.pdf

Very important

you can go only in the days and time frame allocated to your faculty.



Health Certificate for Residence Permit

For the permit residence you need a medical certificate from the Students' Health Polyclinic. When you go to the Polyclinic, you must have with you the certificate confirming that you are a UPT student, obtained from the International Student Office and the latest medical certificate with which you applied on apply.upt.ro.

Under 26 years old:

The immigration office will accept just a medical certificate from Students' Health Polyclinic – Policlinica Studenteasca

Over 26 years old:

The immigration office will ask a medical certificate from Students Health Polyclinic – Policlinica Studenteasca – AND - a separate health insurance that is accepted in Romania for those over 26 years old. Even if you are a scholarship holder, you must have this private health insurance for at least six months ahead, made in Romania, like Groupama, Tiriac Alliance, Generali, Eurolife, and others.

Health System for Non-EU Students in Romania and Family Doctor

Under 26 years old:

All students under 26 years old benefit also from additional family doctor services, which are different from the students' policlinic, called family doctor. You must register via CNAS to be permitted to have a family doctor. The family doctor is your first point of contact and will refer you to specialists if needed. You can have free specialist consultation, free medication, leave days from school with a family doctor approval.

If you are **above 26 years old**, even if you are a scholarship holder, in order to be covered by the Romanian health insurance and have a family doctor, one must pay 185 RON (37 Euro) each month, or 2.220 RON a year (445 Euro). Also, it is highly recommended to have it, as a single doctor's consultation in a private clinic can cost up to 300 RON (60 EUR). Therefore, it is much better to pay for the public health insurance (CASS) through ANAF. If you opt for this, UPT will accompany you at ANAF and guide you. Please contact emilia.szuszmann@upt.ro for further assistance.



Address:
Students Campus,
across Pret-a-Manger and Dorm 8C
Policlinica Studențească UPT,
Aleea Studenților, nr. 1

8. Opening A Bank Account



This bank account is important in getting the permit residence, but also in getting scholarship or wages.
UPT can facilitate the opening account with UniCredit. If you opt for UniCredit, inform us and we will appoint a meeting with the bank via loredana.mustatea@upt.ro. If you choose another bank, like BCR, ING Bank, Banca Transilvania, BRD, Reiffeisen and others, we will issue a certificate stating you are enrolled at UPT. The bank will decide if they open or not an account for you. Sometimes, it can last one week until they announce.

Please have with you upon opening the first time a bank account in Romania:
Student certificate from the

International Office

Rectorate building, 1st floor

- Passport
- Letter of Acceptance
- A Student Certificate from the International Office stating you are a student at UPT
- A document out of which results your permanent residence in your country
- A document in which appears your citizenship number in your country, a personal identification number or a fiscal registration number

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9. Residence and work permits



You need for the permit residence: a student certificate you receive from the International Students Office, the copy of the acceptance letter, a medical certificate / health insurance done in Romania, the accommodation contract, Romanian bank account on your name and bank statement on your name with 5.000 Euro, and the passport.

Scholarship Ministry of Foreign Affairs Students do not need to show a banking statement and do not need to pay the 120 Euro consular tax, nor the 265 Ron for the residence permit tax, when making the residence permit.



If you make yourself the permit residence appointment:

the appointment must be made some months ahead, this is why sometimes students who do not make online booking, stay in big queues. So, if you know you will be in Timisoara, just book your appointment from time. This appointment must happen during the visa valid duration, at least 30 days before the expiry of the right to stay granted by the visa. You also have the possibility to submit the documents through the online service by yourself, available at https://portaligi.mai.gov.ro/portaligi/

A dedicated appointment timeslot is available for UPT international students, every Tuesday from 8.30 to 14.30, starting with 20th of October. To be scheduled during this timeslot, please submit your request through this form:

https://forms.gle/daEWQDPUsytyjYd7A

UPT can schedule a maximum of 25 students per available date.

Please submit the form ONLY ONCE and SELECT ONLY A DATE when you are certain you can attend.
Please complete this form ONLY when you have all the required documents and ready for submission. Do not submit the form if any documents are still missing or incomplete.



You have to go to the General Immigration Inspectorate Timis (IGI): igi.mai.gov.ro/timis/ with the following documents. UPT will book a timeslot and date for you, between 8.30 and 14.30, every Tuesday, starting with 20th of October 2026.

- *Passport*
- *Bank statement on your name showing you have at least 24300 RON (around 5.000 Euro) in a Romanian bank account. Please be aware this amount is subject to change, since it is calculated by multiplying the minimum wage in Romania by six (6). IGI accepts Revolut as long as it is on your name. But UPT does not accept Revolut for scholarship, so we highly advise making a Romanian bank account.*
- *Payment: you have to pay a consular tax of 120 EURO plus 265 Ron for the residence permit tax. These must be paid at CEC Bank. There are multiple headquarters in Timisoara.*
- *Letter of Acceptance*
- *A Student Certificate issued by the International Students Office of UPT.*
- *Accommodation proof – the accommodation contract that you signed upon arrival*
- *Medical Certificate (please see more in chapter 7)*
- *A form which must be filled in with CAPITAL LETTERS, on which you must write down the official address in Romania from the accommodation proof. The form can be downloaded from: https://igi.mai.gov.ro/studii/*

Scholarship Ministry of Foreign Affairs Students do not need to show a banking statement and do not need to pay the 120 Euro consular tax, nor the 265 Ron for the residence permit tax, when making the residence permit.

Work permit

Foreigners holding the right of temporary residence for studies can be employed in Romania without an employment permit only with a part-time individual work contract with a maximum working time of 6 hours per day.
During their stay in Romania, foreigners are obliged to declare to the territorial formation of the General Inspectorate for Immigration, which granted them the right of residence, any changes made in related to their address and employment within 30 days.




BIBLIOTECA
Universitatea Politehnica Timişoara

10.UPT Library

Since its founding and to this day, the library of Politehnica University of Timișoara (UPT) has always been a welcoming place for those who learn, do research and make discoveries, offering access to modern resources and up-to-date documentation services designed to support the professional training and personal development of every user.

How to access the UPT Library facilities:

You need a UPT Library Card.
To obtain it, you can book and appointment or go in person:

You must have the student record book with you, explained at chapter 6, issued by the secretary of your faculty in order for this Library/Student Card to be issued.

What can I do with the library card:
You can access UPT Library and its facilities, you can access the UPT parking place in front of the library, you can access the sports facilities.

What can you do at the library?

- *Individual study spaces on the 2nd and 3rd floors of the library;*
- *Group study rooms, which you can reserve via the dedicated platform;*
- *One study room which is open 24 hours a day, 7 days a week; access is granted using a student ID card activated for the current academic year. The entrance to the 24/7 study room is at the back of the building, on the side facing the Stadium "Știința" (Science Stadium);*
- *An IT space with 180 seats and access to virtual machines, located on the 4th floor;*
- *You can access a Copy Center where you can scan, copy, and print documents at a reduced price;*
- *You can relax in the designated areas and play ping-pong;*
- *You can use the 3D printing service; more details are available here*
- *You can purchase books and technical publications from Bookshop@UPT- Politehnica Publishing House store.*
- *There is the new Igloo facility, a 360° experience, where one can create and present visually, differently, their projects.*

In addition to these services, you can also take advantage of the impressive collection of over 1,000,000 books and audiovisual materials at the UPT Library. To borrow a book, all you have to do is search for the title you want in the library's online catalog, where you can check the availability and location of the desired books and then go to the self-check machines. These machines allow you to check out books on your own: scan your student ID card, then place the book on the machine, and the system instantly registers it in your user account. The same machines can also be used to return borrowed books quickly and without waiting lines.

Address: Vasile Parvan No. 4/A, Timisoara



The library also offers other useful features: you can reserve books that aren't currently available, check your borrowing history and due dates online, and some documents are also available in digital format.

What are the working hours of the UPT Library?

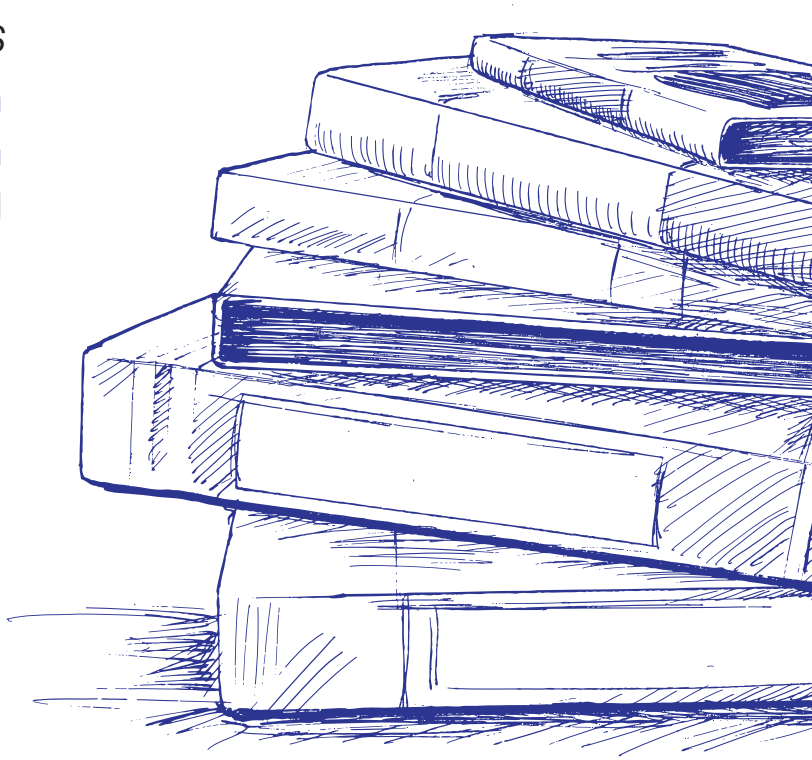
ACADEMIC YEAR / EXAM PERIODS

Monday-Thursday: 9:00 a.m - 8:00 p.m
Friday: 9:00 a.m – 6.00 p.m
Saturday-Sunday: Closed

STUDENT BREAKS

Monday-Thursday: 9:00 a.m -4:00 p.m
Friday: 9:00 a.m – 1:30 p.m
Saturday-Sunday: Closed

In August, the Library is usually closed.



24-HOUR READING ROOM

Open 24 hours daily except:
Monday-Friday: 9:00 a.m – 10:00 a.m (for cleaning)

Contact details
bupt@upt.ro
library.upt.ro / bibliotecaupt.setmore.com
@biblioteca.upt
Biblioteca Universității Politehnica Timişoara

11. Career Counselling and Guidance Centre

The Career Counselling and Guidance Centre (CCOC) is a department of the Politehnica University of Timișoara whose role is to support students in their professional and personal development so that they can achieve career success.

You'll find it on the ground floor of the UPT Library, with the entrance on Traian Lalescu street.

How can CCOC help you?

- ***Career guidance and counselling, aimed at identifying your skills, aptitudes, interests and professional motivation. The goal is to improve your chances of finding employment opportunities and to help you choose a career that matches your aspirations and expectations.***
- ***Psychological counselling, in one-to-one sessions, designed to support your adjustment to university life, as well as to help you achieve mental wellbeing, self-awareness and personal development.***
- ***Career guidance workshops, developed in collaboration with industry partners to help you prepare for an interview with HR professionals or to create your CV as relevant in applying in Europe for a job.***
- ***Personal development workshops to help you adapt to university life and develop soft skills such as teamwork, effective communication, conflict resolution etc.***
- ***Volunteering/internships, through your involvement in organising the activities run by the CCOC. We highlight the importance of volunteering in Europe, an indicator highly valued by companies in Europe in the employment decision.***

The services offered by CCOC are free of charge and open to all UPT students. To register, simply fill in the dedicated form.

What other events does CCOC organise?

Career Days

Twice a year, UPT hosts the largest university career fair in Western Romania, bringing together national and international companies. Students can explore career opportunities, meet industry experts, and get feedback on their CVs—even from their first year.

The Connecting Bridges Conference

A student-centred conference promoting dialogue and collaboration between students and teaching staff. Follow CCOC on social media for upcoming sessions.

Counselling Days

Every semester, CCOC offers activities focused on personal development, career guidance, and self-awareness.

Contact details

@ccoc.upt
CCOC - Centrul de Consiliere și Orientare în Carieră din UPT
ccoc.upt.ro / UPT Website
@ccocupt
Form for scheduling CCOC services - EN

12. International Students Association (ISA)

From the rights, obligations, benefits, organizational matter and your own specific issues in Romania, we are planning to open legally an International Students Association. If you have an active profile, please join ISA. More, in the meetings we will have in the induction weeks.

13. International Students Events over The Year, what happened in 2025 - 2026

25th of September: The Opening

3rd of October – Open Campus Nights

October – 101 Runs for UPT – group of international students

October – Career Days by CCOC

October - 1at International Welcome Days

October – Promoting UPT Internationalization

November – Boardgames

November – 2nd International Welcome Days

November – Timisoara City Tours

December – Christmas Party and Fair



January – 3rd International Welcome Days

February – Meet Your Future Faculty

March – Ride with the Traffic Police

April - Trip

May – Timisoara City Tour

June – Coffee and Erasmus

July – International Party by the Pool

July – Graduation Ceremony



Universitatea Politehnica Timișoara

Would you like to know who will be there to support you as you take your first steps at university? What does student representation mean?

14. Students' Organizations and Clubs

Students are full partners of the Politehnica University of Timișoara, meaning that in all decisions taken within the university, from setting the dates for an exam to the decision to establish a new degree programme, students are involved through legitimate, democratically elected representatives.

Examples of student representatives:

Student dorm Committee President and floor representatives – *in each dorm*
Year student representative – *for each study programme and year of study*
Faculty council student representatives and president of the representative NGO *for each faculty*
Senate student representatives and COSPol coordinator - *at university level*
President of AOST *(Alliance of Student Organizations in Timișoara), an umbrella organization for all student NGOs in Timișoara - at city level*
President of ANOSR *(National Alliance of Student Organizations in Romania, a federation comprising student NGOs in Romania - at national level*
President of ESU *(European Students' Union), an umbrella organization bringing together national student associations from over 40 European countries - at European level*

In short, student representation is a complex mechanism involving both organized structures – such as NGOs, alliances, associations or student federations at local, regional, national and international levels – and directly elected student representatives, whose mission is to defend and promote the legitimate interests of students.

Students' Organizations

Students' organization for the Faculty of Architecture and Urban Planning

Students' organization for the Faculty of Automation and Computer Engineering

Students' organization for the Faculty of Chemistry and Environmental Engineering

Students' organization for the Faculty of Electrical and Power Engineering

Students' organization for the Faculty of Electronics, Telecommunications and Information Technologies

Students' organization for the Faculty of Engineering in Hunedoara

Students' organization for the Faculty of Management in Production and Transportation

Students' organization for the Faculty of Mechanical Engineering

Students' organization for the Faculty of Civil Engineering

Students' organization for the Faculty of Communication Sciences

UPT Creative Campus clubs

For a social, cultural and urban regeneration of the UPT campus, Campus Creativ is a virtual and physical place which aims to innovate and change the face of the university, where the youth create their own identity. Besides Take Over parties and cultural events, there are also the clubs:

Reading Seminar (Book Club)

Board Games Laboratory (Board Games Club)

Breaking Course (Breakdance Club)

Freeze Frame (Film Club)

Daydreamers Club (Creative Writing Club)

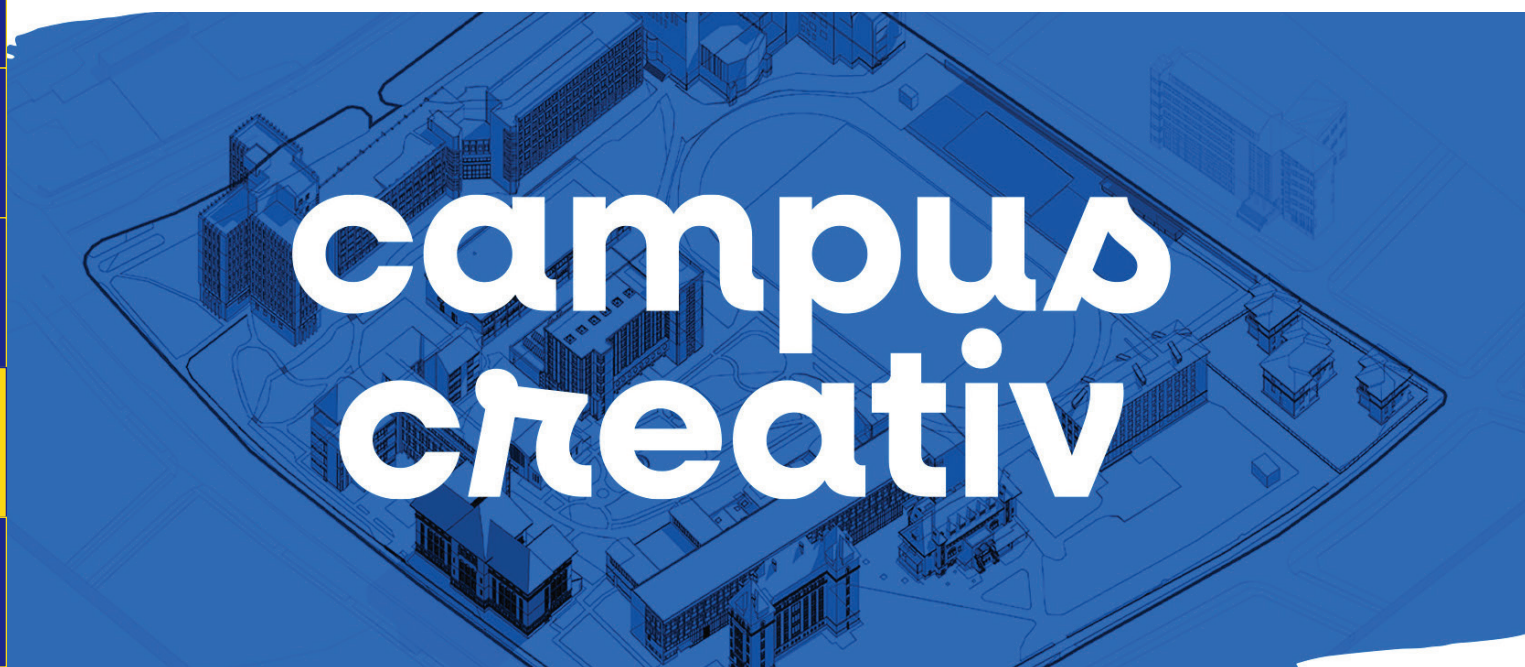
What You Don't Know About What You Know (Critical Thinking Club)

Crocheting Club

3D Print & Learn

Debating Club

@upt.campus.creativ
campuscreativ.upt.ro
campuscreativ@upt.ro



15. Scholarship Students

The students who benefit from the Ministry of Foreign Affairs (MFA) Scholarship must know:



For a whole year, 100 lei for the common budget of the dorm. The 600 lei you pay it once in a year. Upon departure from the dorm, if the room is intact and no damages have been made, you receive the 600 lei back. This is why is important, when you first move in, immediately tell the dorm manager if you spot any damage, you are not responsible for.Upon arrival, all students - Please have cash 700 Romanian Lei in cash – *600 deposit*



If the scholarshipt students are over 26 years old, they must pay for a private health insurance in order to get the permit residence for the first time, or the national health insurance paid at ANAF, in order to benefit from free medical assistance.



Over the summer, if you are a Romanian Language Preparatory student, you must pay the dorm, 550 Ron, and you will not benefit from the scholarship, as your study contract ends after the final exam in July.

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International Students

There is a scholarship for non-EU full-time students offered by the International Relations Department. If you are a MFA scholarship, you cannot apply to it. But you can further benefit from the merit scholarship for excellent grades and from other scholarships



Scholarship Ministry of Foreign Affairs Students do not need to show a banking statement and do not need to pay the 120 Euro consular tax, nor the 265 Ron for the residence permit tax, when making the residence permit.

We hope this information will help you prepare for your arrival in Timișoara. Should you have any questions, please do not hesitate to contact us (student-admissions@upt.ro).

IF YOU HAVE AIRPORT, DOUANE OR BORDER PROBLEMS, CONTACT: 0040762687672.

We wish you a safe journey and look forward to welcoming you to Politehnica University Timișoara!

Universitatea
Politehnica
Timișoara

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