

Certificate of conformity of studies in compliance with the provisions of Directive 2005/36/EC for professions not regulated under Romanian law

According to the provisions of art. 1 par. 1 of Order No. 3199/2012, the certificate of conformity for the professions not regulated under Romanian law is issued to the Romanian citizens, the citizens of the European Union Member States, the European Economic Area, as well as to the citizens of the Swiss Confederation who have studied in Romania and request the issuance of a certificate of conformity, for the purpose of exercising, independently or as an employee, **a profession not regulated in Romania but regulated in one of the aforementioned countries**; to check whether the profession is regulated, please visit <http://ec.europa.eu/growth/tools-databases/regprof/index.cfm> .

The certificate confirms the compliance of studies graduated in Romania with the provisions of [Directive 2005/36/EC](#) on the recognition of professional qualifications.

According to art.2 par. 1 of Order No.3199/2012, „The certificate of conformity is issued by CNRED [...] based on a study document (diploma, certificate, certificate or attestation of competence etc.), which are issued by a school or an accredited institution of higher education within the national education system in Romania".

With regard to the professions regulated by the applicable Romanian law, such a certificate may be issued by the corresponding competent authority. We recommend that you verify if your qualification documents are in connection with a [profession regulated](#) in Romania.

Submitting the application

- **Online**, through [Electronic Point of Single Contact](#)

- [**Ministry of Education Registration Office**](#)

Public Hours: Monday-Thursday 09:00-11:00, 14:00-16:00
Friday 09:00-11:00

- **by mail or express courier**

[**Ministry of Education Registration Office**](#)

12 Spiru Haret street, room 1, District 1, 010176, Bucharest

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[**Punctul de Contact Unic electronic**](#)

- [**Sediul universității**](#)

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- **Sediul universității**

Required documents / Checking documents

- 1. Application form** - for file submission in physical format
- 2. The study document for which the certificate of conformity is requested** - certified copy
 - diploma
 - certificate
 - license/bachelor or
 - competency attestation, etc.
- 3. Certificate of authenticity** of the qualification documents, issued by the higher education institution or accredited body which granted the qualification document (original / copy conforming to the original certified at CNRED headquarters or certified copy)
 - the attestations/provisional certificates which are issued in place of diplomas are exempt from the requirement to be submitted with a corresponding certificate of authenticity;
- 4. Appendices to the diploma** (Academic Transcript of Records or Diploma Supplement) - certified copies
- 5. The previous diploma and/or the previous transcript of records**, if the application is made for a certificate pertaining to the diploma or the attestation granted by a post-secondary school, vocational school, complementary education institution or apprentice school - copy

6. Identity card/passport - copy and proof of name change, if the name written on the diploma no longer coincides with the one in the identity document

7. Evaluation fee of 50 lei

The fee can be paid in lei:

- at the CNRED Cashier's Office

Monday to Thursday, between 9:00-12:00, 13:00-15:00

- by Payment Order / Postage Mandate / Banking transfer indicating the account below:

Beneficiary: Ministry of Education

Tax Registration Number: 13729380

Bank: Activity of Treasury and Public Accounting of Bucharest Municipality - ATCPMB

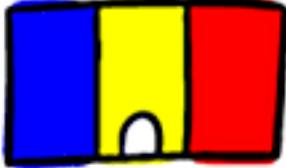
IBAN Code: RO86TREZ70020E330500XXXX

SWIFT Code: TREZROBU

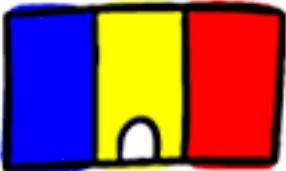
BIC Code: TREZ

- through Ghiseul.ro

individuals

Pay by
 **GHISEUL.RO**

legal persons

Pay by
 **GHISEUL.RO**

From abroad, the payment can be made in Euro via bank transfer in the account below:

Beneficiary: Ministry of Education

Tax Registration Number: 13729380

Bank: Romanian Commercial Bank - BCR, branch University

IBAN Code: RO35RNCB0080005630300077

SWIFT Code: RNCBROBU

BIC Code: RNCB

The fee will be calculated according to the National Bank of Romania official exchange rate on the day of the payment.

Important: The beneficiary's IBAN number along with owner's and employer's name (if applicable) must be referred to on the proof of payment!

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Evaluation of documents

Within 5 working days from the receipt of the application, CNRED verifies the documents and notifies the applicant in case of missing documents. If the missing documents are not received within 60 days from the notification, CNRED returns the dossier to the applicant.

The certificate or the decision of non issuance of the certificate is issued within 15 working days from the receipt of the complete folder. This term may be extended in case additional verification is required.

Check the status of the file by accessing www.cnred.edu.ro/en/dosare/

Issuing the certificate

- **in electronic format**, in the PCUe platform, for the requests sent online
- [**CNRED**](#), working hours: Monday to Thursday, between 09:00-12:00, 13:00-15:00

National Centre for Equivalence and Recognition of Diplomas
12 Spiru Haret street, district 1, 010176 Bucharest

- **By mail**, to the address indicated in the application
- **By courier** – payment upon reaching destination - the courier

service is contracted by the applicant

The certificate is issued to the holder or to a person authorized by power of attorney.

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Appealing procedure

CNRED's decision not to issue the certificate of conformity can be appealed via the Ministry of Education Registration Office within 30 working days from the day the decision reached the applicant.

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Alina NISTOR, Counselor

E-mail: alina.nistor@edu.gov.ro

Phone: 021 405 63 12, Fax: 021 313 10 13

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