

The FINANCE & BANKING *undergraduate* program

- General Presentation -

The *Finance & Banking undergraduate* program is accredited and it is a functional part of the Finance and Accounting Faculty of "ARTIFEX" University of Bucharest, as a distinct section. The duration of studies is 3 academic years (6 semesters), full attendance. The language of instruction (learning and teaching) is Romanian.

The **mission** of this study program is to provide an appropriate framework for training highly qualified specialists in the economic and social field, especially for the national system of small and medium-sized enterprises (SMEs), by providing them with the knowledge, skills, values and competencies necessary to achieve high professional performance in finance. The program takes into account the use of information technology, thus enabling graduates to build a successful career, regardless of their workplace (in the private or public sector), to fill a high position in the professional hierarchy, to pursue a career in business and acquire research skills in their field.

Through its academic curriculum, the Finance & Banking *undergraduate* program aims to ensure the following **objectives**:

- ✓ Providing the fundamental knowledge that financial-banking specialists need;
- ✓ Developing the skills necessary to carry out specific activities in finance and banking, insurance, central or local public finances and financial management of assets of private or public economic entities;
- ✓ Learning and applying current and forward-looking methods of organizing and managing the finances of organizations, financial-banking and insurance institutions, either public or private;
- ✓ Guiding students towards existing information sources concerning the financial-banking system, for research and self-study;
- ✓ Understanding and implementing financial management decisions;
- ✓ Acquiring the necessary knowledge for the management and good use of IT systems employed in finance and banking;
- ✓ Acquiring the necessary knowledge to carry out internal and external financial control and audit;
- ✓ Using computer skills and equipment to perform specialized tasks;
- ✓ Ability to understand and develop financial plans (budgets);

- ✓ Capacity of organizing financial information systems used by various economic entities;
- ✓ Solid knowledge and original communication and teamwork skills necessary to fit into modern working groups and organizations;
- ✓ Collaboration for designing and developing specific software for finance and banking;
- ✓ Ability to apply and integrate financial and computer knowledge into entrepreneurial management;
- ✓ The highest standards of integrity, ethics and social consciousness;
- ✓ Ability to work in an international and *multicultural* financial-banking environment.
- ✓ Using simulations, mathematical modelling and other modern methods for acquiring knowledge and practical skills necessary to make decisions, to understand the management, organization and functioning of organizational and corporate finances, as well as the banking and financial system, to understand the importance of ensuring and controlling information and data by system operators;
- ✓ Developing partnerships with the business world, public institutions and professional organizations, in order to permanently adjust the educational offer to the requirements of the labor market and to improve the students' professional training;
- ✓ Developing scientific research and business forecasting skills to be used in private or public organizations, by means of quantitative and qualitative instruments and methods of analysis and evaluation;
- ✓ Assimilating Western standards of academic education, as the foundation for training professionals in economics and accounting who are able to meet the challenges of European integration and economic globalization, of the Europeanization and internationalization of the economic system.

The Finance & Banking *undergraduate* program offers students the possibility of acquiring specific *professional* and *cross-curricular competencies*, corresponding to Level 6 of both the National Qualifications Framework (CNC) and the European Qualifications Framework (CEC/EQF). The qualifications acquired upon completion of the undergraduate study program are defined by the **learning outcomes**, expressed in terms of *professional* and *cross-curricular* competences, formed throughout the entire stream of academic studies.

The competences of **Finance and Banking** graduates are the following:

➤ **Professional competencies:**

C1 - Proper use of financial concepts, theories, methods and instruments in private and public organizations and business entities;

C2 – Data collection, analysis and interpretation of information regarding economic and financial issues;

C3 – Completing economic and financial tasks in private and public organizations and business entities;

C4 - Performing operations and financial transactions specific to private and public organizations and business entities;

C5 – Implementing plans and budgets at the level of private and public organizations and business entities;

C6 – Implementing financial decisions within private and public organizations and business entities;

➤ ***Cross-curricular*** competencies:

CT1 - Applying principles, norms and values of professional ethics, as part of one's own rigorous, efficient and responsible work strategy;

CT2 - Identifying roles and responsibilities in a *pluri*-specialized team and applying effective networking and teamwork techniques;

CT3 - Identifying opportunities for continuous learning and effectively using learning resources and techniques for one's own development.

Considering the above skills and competencies, the completion of the Finance & Banking undergraduate program provides graduates with many opportunities for building a career and a wide range of employment opportunities in the financial department of various (public and private) organizations from different economic sectors, especially finance, banking and insurance. Thus, after completing their studies, Finance & Banking graduates will be able to access specific positions in their field of expertise, such as: *finance inspector, banking inspector, insurance inspector, budget(ing) consultant, banking officer*, as well as other occupations, according to the Standard Occupational Classification in Romania (COR) / ISCO 08 and the employers' demands on the labor market. Graduates of the Finance & Banking *undergraduate* program may also opt to further their studies by enrolling in our *postgraduate* (master's degree) program in the financial field, namely ***Financial, Banking and Insurance Management***, as well as other *postgraduate* (master's) programs in other economic fields, which are offered by the "ARTIFEX" University of Bucharest.

The **curriculum** for the Finance & Banking *undergraduate* program within the Faculty of Finance & Accounting is compatible with that of similar programs in European universities

and it is specially designed to lay the right foundations for the theoretical and practical training of any economist, but also to ensure the specialization of the future finance graduate.

Thus, the curricula for the Finance & Banking *undergraduate* program contains, in accordance with the specific standards of ARACIS, the following subject packages: *foundation* courses, covering a minimum of 60 transfer credits (ECTS); *specialized* subjects, *complementary* courses and *relevant* subjects, i.e. related to the students' specialized academic training. Furthermore, academic flexibility is ensured by means of *optional* and *elective* subjects. They are offered starting from the second (sophomore) year and complete the student's course of specialization. The choice is made by the student, during the previous academic year (before taking the optional and elective courses). The categories of subjects in the curriculum were chosen in close connection with the proposed *professional* and *cross-curricular competences*, with the specific ARACIS standards, but also taking into account the recommendations of graduates, alumni, employers and business environment representatives.

The yearly structure of the curriculum for the **Finance & Banking** *undergraduate* academic program is the following:

Ist Year	
<i>Semester I</i>	<i>Semester II</i>
Mathematics for economics <i>Microeconomics</i> Accounting Public finance Business law Cooperative history and doctrine Foreign language (English / French) Physical Education (Sport) I*	<i>Macroeconomics</i> Informatics Economic statistics Management Financial accounting Foreign language (English / French) Physical Education (Sport) II*
IInd Year	
<i>Semester I</i>	<i>Semester II</i>
Econometrics Monetary economics Local public finance Marketing Corporate finance management Physical Education (Sport) III*	Capital markets Crediting operations Fiscal operations Public finance management Communication and public relations <i>Internship (Work placement)</i> (3 wks x 30 hrs/week)
<i>Optional subjects and elective courses</i> Contemporary economic doctrines Academic ethics and integrity Financial planning and analysis	<i>Optional subjects and elective courses</i> International commodity exchanges Corporate finance Financial analysis Controlling

*Physical Education (Sport) is a compulsory subject, with 3 extra credit points, in addition to the 180 credit points

IIIrd Year

<i>Semester I</i>	<i>Semester II</i>
Bank management Insurance and <i>reinsurance</i> Internal audit Cooperative economics Business communication in a foreign language (English / French)	Economic and financial analysis Public budget and treasury Portfolio management International finance Financial audit <i>Graduation paper methodology</i> (2 wks x 35 hrs / week)
<i>Optional subjects and elective courses</i> Working capital management Long-term financial management Financial management I Corporate finance I	<i>Optional subjects and elective courses</i> Decision support systems Management accounting Financial management II Corporate finance II

The *internship (work placement)* is scheduled to take place during the second semester of the second (sophomore) year and it is based on an *Internship (Work Placement) Guide*, which is made available to students at <https://www.artifex.org.ro/graficul-activitatilor/practica-studentilor/>.

The undergraduate studies are completed with the writing and defense of the graduation paper. 10 credit points are awarded for passing the final (graduation) exam, in addition to those (180 ECTS) related to the study program.

Admission procedures for the Finance & Banking academic program follow the *Methodology regarding the organization of admission tests for the undergraduate and postgraduate study programs*.

The enrolment (and admission test) is contingent upon producing the following documents:

- baccalaureate diploma (or an equivalent certificate) - original document and certified true copy;
- highschool transcripts (or equivalent document), showing the grade point average per years of study (original document and certified true copy);
- birth certificate (original document and certified true copy);
- marriage certificate (original document and certified true copy) (if applicable);
- identity document (copy);
- standard medical certificate, issued by a certified medical facility (doctor's office), proving that applicants are fit for higher education;
- three ¾-size photos;

- receipt conforming the payment of the enrollment fee;
- the framework-agreement (tuition contract) for the entire period of academic studies;
- application form, completed and signed by the candidate upon enrolment;
- envelope file folder.

The tuition fees for the Finance & Banking undergraduate program are available on our website: <https://www.artifex.org.ro/taxe-si-tarife/>

Admission to all academic programs is dependent upon the enrolment limitations set by ARACIS and published in the Government's Decision of the current year, in compliance with the ARACIS standards for undergraduate academic programs.

For further information regarding enrolment and admission, please go to: <https://www.artifex.org.ro/admitere/>

We look forward to your becoming our students and partners!