



**UNIVERSITATEA
BABEȘ-BOLYAI**

**CENTRE FOR INTERNATIONAL
COOPERATION**

Universitatea Babeș-Bolyai
Centre for International Cooperation
68, Avram Iancu Street
400083, Cluj-Napoca
Romania
Tel: 0264 429.762
Fax: 0264 429.755
E-mail: cci@staff.ubbcluj.ro

LEGAL PROCEDURE FOR THE REGISTRATION CERTIFICATE FOR EU CITIZENS

In order to obtain the registration certificate, the dossier must be completed with the following papers:

1. Original and photocopy of the Passport (the picture page) or ID card;
2. Working contract (endorsed by the ITM - Regional Labor Inspectorate) / Order of the Romanian Ministry of Education, Research, Youth and Sports;
3. Fee: 2 LEI at the **City Hall** (the receipt must be kept);
4. UBB letter of confirmation (issued by the Centre for International Cooperation);
5. Application forms.

The schedule of the Office for Foreigners Cluj

(Julius Mall; 53-55 Alexandru Vaida Voievod St., Phone: 0264.555.656)

Monday - Friday: 8:30 a.m. - 10:00 a.m. (submit the documents)

Monday - Friday (except Wednesday): 2:00 p.m.- 4:30 p.m. (release of the registration certificate)

Wednesday: 2:00 p.m. - 6:30 p.m. (release of the registration certificate)