



TECHNICAL UNIVERSITY
OF CLUJ-NAPOCA, ROMANIA

Detailed Instructions for Non-EU Self- Financed Students on How to Make Bank Transfer Payments for Tuition Fees

IMPORTANT INFORMATION FOR ACCEPTED CANDIDATES

Please closely follow this guide for the correct process of making the required tuition fee payment for your studies at the Technical University of Cluj-Napoca.

It is essential that this payment is completed correctly. Any mistakes in the payment process can cause serious delays or even make you ineligible for key steps in your academic journey at the Technical University of Cluj-Napoca.

Correct payment is required in order to:

- Receive your **visa-application supporting documents** on time
- Successfully complete your **enrollment process into the university upon arrival**
- Be eligible for a **tuition fee refund**, if your situation changes

Please note that we cannot process refunds unless the payment fully complies with our procedures. Feel free to consult the most recent **tuition fee refund policy in the announcements section of this website**.

1. Amount to be Paid

The tuition fee must be paid in full for the first year of studies. The amount varies depending on your field of study and programme. You may consult the table above for general information. Please refer to the acceptance letter and instructions you received via email for specifics pertaining directly and only to your case.

2. Bank Transfer Process

To make the payment for your tuition fee, follow these steps:

2.1. Step 1: Check if Your Bank Allows International Transfers

Ensure that your bank account allows international transfers to Romania. If you have any doubts, contact your bank directly in advance. When making this check please also ensure your bank can emit proof of bank account ownership with international details. This is typically a bank document with the name of the account owner that includes the IBAN and SWIFT details for accepting or making international transfers from this bank account.

2.2. Step 2: Account for Potential Bank/Transfer Fees

To ensure the full amount is received, please account for any potential bank transfer fees when making your payment. Once the university's financial department confirms receipt of the full tuition fee (typically within 3-5 business days), your international officer will issue the accommodation confirmation certificate required for your visa application.



TECHNICAL UNIVERSITY

OF CLUJ-NAPOCA, ROMANIA

If the amount is incomplete, delays may be caused by the need for you to supplement your initial payment and you will likely incur double the bank processing fees while rectifying the issue.

2.3. Step 3: Prepare the Bank Details and Include Required Information in the Payment Details

When completing the bank transfer, **it is absolutely essential** that you include the following in the **comments or observations** section of the payment:

- **Your full name** (exactly as it appears in your passport).
- **Your application number.**

This information is necessary to correctly identify your payment and link it to your enrollment.

Use the following details to make the transfer:

Account Holder: Universitatea Tehnica din Cluj-Napoca

Bank: Banca Comerciala Romana Cluj-Napoca

Bank Address: Bulevardul 21 Decembrie 1989, Nr. 77, 400027, Cluj-Napoca, Cluj, Romania

IBAN: RO32 RNCB 0106 0266 0155 0227

SWIFT/BIC Code: RNCBROBU

Currency: EURO

Important Notes:

- Accommodation and meals are **not included** in the tuition fee.
- If possible, please aim for the tuition fees for the first year to be paid by the 25th of July at the latest. This will allow sufficient time for the necessary documents to be processed and sent to you, ensuring that your visa application, travel, and enrollment can be completed within the required deadlines. **Failure to pay the tuition fee by the deadline may result in your expulsion from the program.**
- Delays in completing these steps could potentially impact your arrival in Romania. If you miss the enrollment deadline, this letter of acceptance will no longer be valid and you will not be able to come study in Romania this academic year.
- In the event that you cannot enroll at the university with your acceptance letter and need to request a refund, the refund will only be processed to the account from which the original payment was received. **No exceptions will be made to this policy.**
- If you cannot make the payment from your personal account, you may have a trusted individual make the payment on your behalf. It is very important that you make sure you or the person making the payment for you is available for follow-up documentation within deadlines, if necessary, and that the bank account used for the transfer will be active and available for at least 2 years post payment.
- Please keep the International Relations Office informed about the status of your visa application. Once you receive your visa decision, kindly send us a copy to expedite the next steps for your arrival.
- Kindly note that refund rules may vary by academic year. If you are unsure about what applies to your case, please contact us at: international@staff.utcluj.ro.