



# Student Exchange and Study Abroad Programs Universitas Indonesia

# Getting to know Indonesia



## Explore Indonesia Today

Largest vast archipelago in the world, located in Southeast Asia, between the Asian and Australian continents. Indonesia has 5 major amazing islands; Sumatera, Java, Kalimantan, Sulawesi and Papua, and 300 ethnic groups with different traditions, culture and heritage.

Indonesia is being recognized as the 4th largest Facebook user in the world.

## Capital Jakarta

- +240 million people in population, 4th most populous country in the world;
- Area including maritime, 7.900.000 sq.km;
- Official language Bahasa Indonesia with 742 local language;
- Currency Rupiah;
- Warm tropical climate, average 26-30 celcius;
- 16th largest economy in the world;
- 45 million people consuming class

## About Jakarta

- Located in western part of Java, the capital of republic of Indonesia, is a sprawling cosmopolitan city that offers many kind of culture, entertainment, shopping and sightseeing than any other places in Indonesia;
- Into a major industrial, business, and trading centre and spreads over an area of more than 650 sq.km (410 sq.miles);
- A special territory (DKI), administered by a governor;
- The population of over nine million is of diverse ethnic and cultural groups

## About Depok

- 
- Into Indonesia's first natural reserve. Now the remaining 6-hectare nature conservation area plays a great environmental role especially because it is located close to Jakarta and Bogor, where air pollution is abominable;
- New developing city;
- Many restaurants, shopping centers, bookstores, hospitals, internet and telecommunication centers;
- Easily accessed from any direction. It is well served by road and railway, while buses and trains operate regularly. Those who drive a car or ride the bus may sometimes encounter heavy traffic.

# Introduction to Universitas Indonesia

Being one of the oldest state-run and autonomous universities in Indonesia with more than 160 years of experience in education, Universitas Indonesia (UI) strengthens its position in regional and international level. UI is a modern and comprehensive campus that covers wide arrays of scientific disciplines that attracts more than 100,000 applicants every year and the home for 49,436 students from Indonesia and international students from around 32 countries.

UI is committed to develop highly qualified education system and graduates who are able to meet future challenges of civilization.

In line with vision of the university to become the world-class research university, in recent years, UI has a significant reform in order to strive for the excellent education with global outlook and research. For this reason, UI is now seeking national and international talents by enforcing academic mobility, cooperation with reputable overseas universities, and active participation in international associations.

## Facts about UI:

- Founded in 1849
- Around 49,436 students
- Almost 12,953 research students
- 710 international students from 32 countries
- 235 partner universities in 33 countries
- 14 faculties with 293 study programs
- Members of 16 International Associations of Higher Education

Depok  
Campus



Salemba  
Campus

# Student Exchange and Study Abroad Program

## Why Study at UI?

UI welcomes you each semester to study at UI on both student exchange and study abroad program which combine the experience of university life at one of Indonesia's leading universities with the unique opportunity to live in Jakarta, the capital of Indonesia, and Depok, the historical town.

These program also offer you an exciting experience to enrich their university life and develop their international outlook.

## Student Exchange Program

This program offers you an opportunity to study at UI for one/two semesters and take a wide range of undergraduate or graduate program courses.

To be able to participate in this program, you should be registered as a student in one of UI partner universities. Please check International Office in your university whether you are able to participate under this term.

## Study Abroad Program

If you are not able to participate under exchange scheme, you may have the opportunity to apply in our study abroad program where you can also take some courses for one/two semesters at UI.

If you are interested in joining this program, you are required to pay the tuition fee for international students depending on your period of study at UI.

For more information on academic fees:  
<http://www.ui.ac.id/en/admission/page/academic-fees>



In general, you must:

- have completed at least one year of full-time study at the time of application
- be nominated by the exchange office at your university (Director of International Office or equivalent)
- have achieved a minimum GPA of 3.00 or higher (on a 4-point scale, or its equivalent)
- meet language requirements of the offered courses
- be able to self finance or sponsored during period of study at UI
- be willing to abide by UI rules and regulations
- have overseas health insurance

## How to Apply



For application, you need to submit the following documents:

- Completed application form
- Certificate of enrollment from your university
- Certified university transcript (in English)
- 2 (two) letter of recommendation (UI form)
- 1 (one) copy of passport
- Certificate of health
- Statement of financial guarantee
- 2 (two) current passport photos
- A statement of purpose (in Bahasa Indonesia/english , 500 words, explaining your purpose of study)
- One copy of Evidence of English proficiency (min. TOEFL score of 500, IELTS of 5.5)
- A letter from Indonesian embassy in your country stating your nationality and willingness to learn at UI
- Completed Learning Agreement (if credit transfer is needed)
- Completed housing form

## Required Documents

All application and documents must be submitted by end of May (for students applying for August) and end of November (for students applying for February)

More information about procedures and academic matters:

<http://international.ui.ac.id/exchange-requirement.html>

List of courses offered in English:

[http://acts.ui.ac.id/index.php/courses/courses\\_all](http://acts.ui.ac.id/index.php/courses/courses_all)

For some people, immigration matters can be complicated. The following guideline should help you to go through the process. If you need assistance, our office can recommend agent to process your immigration documents with your own expenses.

# Entry Regulation

- Study Permit

If you are planning to conduct your study in Indonesia, you should have study permit as a foreign student in Indonesia. You may start to process the study permit upon receiving the letter of acceptance from UI. This document is issued by the Ministry of Education and Culture, Republic of Indonesia.

Note: study permit process will take 1 (one) month in the ministry

- Socio-cultural visa

You may apply for this type of visa at the Indonesian embassy/consular in your country of residence. You might need recommendation letter to obtain this visa. The initial visa is issued for a 60-day stay and can be extended in Indonesia every month in the Immigration office of your residence during your study at UI.

Note:

Please be advised that this visa is recommended only for you who join 1 (one) semester exchange program and can be extended 4 (four) times with 6 (six) month stay in total. Socio-cultural visa is a single entry type of visa. If you leave Indonesia during your study, this visa will be expired and you need to apply another socio-cultural visa at the Indonesian embassy in your destination country.

- Student visa

You may apply this student visa at the Indonesian embassy/consular in your country of residence. This type of visa is recommended for you who join 2 (two) semester exchange program with 12 (twelve) month stay in total.

Note:

You can only apply this visa after obtaining study permit and certificate from Immigration Head to the Indonesian embassy by telex visa. We would suggest you start this immigration process approximately 2 (two) months before your departure to Indonesia.



After obtaining visa and arriving at Jakarta, there are two kinds of process that you need to go through depending on your type of visa. Please read carefully to the following procedures:

- Procedure for Visa extension

If you are a holder of socio-cultural visa, you need to extend the visa each month. This visa can be extended for maximum 4 (four) times (1 month per each extension) at the immigration office in your local residence. For your convenience, please pay attention to the expiry date of visa in your passport. You need to come to our International Office to prepare the letter for your visa extension at least 1 (one) week before the expiry date.

- Procedure for student visa holder

If you are a holder of 1-year student visa, you need to go through the following steps: ore your departure to Indonesia.

1. Report to the immigration office in your local residence to obtain Limited Stay Permit;
2. Report to the local government in your local residence;
3. Report to the local police station;
4. Apply for Certificate of Police Registration Card at the Provincial Police Headquarter.

For more detail on immigration procedures, refer to this link:

<http://international.ui.ac.id/visa-and-immigration.html>

# General Information

UI has two campuses: Depok and Salemba, with Depok as its main campus. Salemba campus, in Central Jakarta, is the home of Faculty of Medicine, Dentistry, and several graduate programs. Though situated nearby Jakarta, Depok is very accessible. Beside on-campus facilities, public facilities, such as hospital and shopping center, are also available nearby the campus.

## Campus Facilities

Universitas Indonesia provides a wide range of facilities to support your study. One central library, known as the Epigraph of Knowledge, located in the main campus Depok with thousands of book collection and equipped with computers. Our library opens every day (Monday-Friday: 08.30-19.00 wib, Saturday-Sunday: 09.00-16.00 wib).

You can get accessed to internet because wi-fi is provided in most of buildings.

Our main campus is 312 hectares of greenery, but you can easily reach each campuses by shuttle buses and bicycles.

As UI student, you can get a health care facility in our student health center, for minor health problems. To socialize, we also offer a students centre where most of student clubs have their activities.



## Accommodation

There's always been a great demand for student places at the university dormitory and as a result there is likely to be a shortage of on-campus accommodation. Both university and off-campus accommodation are available. If you need assistance, our office can help you in making arrangement for your housing.

### Off-Campus Accommodation

The following tables provide students with information on off-campus accommodation options in Depok and Jakarta areas for student easy reference.

Located in suburb area, the off-campus accommodation offers an easy access to the campus, city and other facilities.

For more info :

<http://www.ui.ac.id/en/campus/page/housing/dormitory>





# General Information

## Living Expenses

Within Indonesia, Depok is one of the most affordable cities in which to live. Depok offers a good standard of living at a comparatively low cost. The annual cost of living depends on the student's lifestyle and type of accommodation. You need around US\$735 for budget estimation per month to cover your living and other expenses.

You should also have to prepare additional funds to support for initial establishment cost, temporary accommodation, local transport, and some other expenses.

For detailed information on living expenses, please check:  
<http://international.ui.ac.id/living-cost.html>

## Health Insurance

Before your departure to Indonesia, we suggest you arrange overseas health insurance coverage in case of unwanted things occurred to your health condition during study here. You will also be required to show your insurance certificate after you have arrived at UI.

## Hospital

There are many hospitals featuring international standard of service in Jakarta such as Pondok Indah Hospital, International SOS, Medistra Hospital, MMC Hospital, and Clpto Mangunkusumo Hospital, which is the educational hospital of Universitas Indonesia. In Depok, there are hospitals such as Bunda Hospital and Mitra Keluarga Hospital in Margonda Street.





# Tourism and Leisure

Studying at university is undoubtedly a time to enhance your personal academic development and achievement. However, whilst you are encouraged to study hard, the university also encourages you to have a time away from your work to refresh your mind.

The large campus and large community provide you with opportunities to socialize on campus. Utilizing spare time for an extracurricular activity that suits your interest will be a small escape from your daily routine and an invaluable opportunity to meet new friends.

Or, why not leaving for Jakarta once in a while? It will give you chances to know more about the thriving metropolitan state capital that offers a myriad of social and entertainment opportunities to cater for all tastes, such as cafes and shopping centers.

## Historical Building

Looking for both enjoyment and education? There are a lot of historical spot, and monumental building in the center of Jakarta, such as Monas (National Monument), and Kota Tua (Old City) that depict Indonesian history in past period. Sometimes, there are also cultural exhibition in Monas. There is also night tour in Kota Tua by several tourism agent.

## Shopping Mall and Cinema

For those who love shopping, both Jakarta and Depok facilitate students many shopping mall and cinema. Popular supermarkets such as Giant, Hypermart, Carrefour provide wide range of household appliances & groceries. You can find luxurious malls, such as Margo City, Depok Town Square (Detos) in Depok, and Pondok Indah Mall, Cilandak Town Square (CITOS) are still in South Jakarta.

## Nature

As the largest vast archipelago in the world, Indonesia offers a lot of amazing islands with its own people and culture. Nature is the most attractive recreation, but if you only have tight time to fly far from Jakarta, you can just go to the national park near from the capital city, Mekarsari Fruit Park or Taman Buah Mekarsari. You can pick Indonesian fruit, which only exists in tropical countries.

One hour trip from Jakarta, usually Jakarta people spend their weekend to Puncak and Bogor. Puncak and Bogor is a highland and have colder climate than Jakarta



# Tourism and Leisure

## Beaches

Loving a set of breezing wind, sunset and sprinkling deep blue water? Just explore Indonesia and find out one of the best wave for surfing in the world in Nias Island, the far east part of Indonesia.

But don't worry if you only love swimming, taking photograph, and watching the sunset, our beaches are the greatest one in the world, especially Raja Ampat in Irian Jaya. There, you can experience the true Indonesia.

## Lake

Attractive landscape combined with unique culture and people always become a great unity that you can find when visiting Lake in Indonesia, for example Toba Lake or Kelimutu.

## Mountain

For students who love hiking, Rinjani Mountain (Lombok ) and Semeru (East Java) as the highest mountain in Java can be choices . You will taste thrilling experience for you. Not only that, you will explore unforgettable moment when seeing Edelweis flower, Ranu Kumbolo Lake. In the night, stars coming out and sparkling seem very fantastic and romantic!

## Temple

Borobudur Temple located in Central Java, has been crowned as one of the 9 wonderful tourism destination in the world.



## Bali

Magical city with traditional culture, beautiful beaches, and spectacular mountain scenery.



## Gili Trawangan

Located in Lombok, white sandy beaches, remote beautiful islands, tropical coral reefs, vibrant night life



## Borobudur

The world's biggest Buddhist temple, located in Central Java, near Yogyakarta.



## Komodo National Park

Three major islands, Komodo, Rinca and Padar. Park where giant lizard-like creature live. Beautiful diving sites, savannah, rain forest, beaches, coral.

## Bunaken Marine Park

Deep water paradise, 91 type of fishes, scuba diving



## Baliem Valley

Located in Papua, Home of Dani Tribe, fertile soil and typical cultural house, honai.



## Bromo Tengger Semeru National Park

Hiking the highest mountain in Java, active volcano with magnificent sceneries



## Toba Lake

Natural-Made Lake, wonderful



## Participating in Campus Life

Explore the campus and seek out fellow students with similar interest both in classes and clubs. We have a wide option of clubs and organizations representing many student interests. You will find cultural and religious associations, sports teams and sport clubs, organizations, academic societies, music and theater groups, and a student radio station.

For detailed of our student clubs, please check:  
<http://international.ui.ac.id/student-clubs.html>



International Office regularly arranges some social events for international students and scholars at UI. This program will be held every year after orientation program for the new students, at least once in a year. Every events will be announced to international students and scholars who are interested in joining the program.

The program is usually designed to introduce some historical, cultural, recreational, or even traditional places. Furthermore, this program is expected build up networking and relationship among all international students and scholars, also to get to know each other well during your period of stay in Indonesia.

It has been so great experience for me to study at UI for 1 year. I have been moved by kindness of Indonesian friend of mine. That's why I have never thought that I want to go back to my country while I stayed in

Indonesia. I could understand there are no difference about friends relationship between me and my Indonesian friends although our nationality is different. I could have comfortable time with my Indonesian friends, which was almost same as what I feel with my friend in Japan. I hope I will visit Indonesia again as a worker then I would like to contribute more development of Indonesia in the future.

Yuto Osanai from Chiba University, Japan




I really enjoyed my time as an exchange student in the Faculty of Economics at the University of Indonesia (UI). Even though the way of teaching and learning is very different from the situation in my home university, I gained experience and learned through communicating and collaborating with students from different countries and especially Indonesia.

Studying in an environment and an education system different from my home university offered me new insights and experiences that can only be acquired abroad. UI offers opportunities for everyone on many different levels. Even though not everything is handed to you on a silver platter, as you go out to ask and manage things for yourself, everyone, including university personnel and students, are always happy to help with everything. I appreciated this very much about UI and Indonesia as a whole.

All in all, my semester abroad at the University of Indonesia helped me grow as a student and as a person. My stay in Indonesia offered me unique experiences that I profited from and could not have gained anywhere else.

Rens Schoorlemmer from University of Groningen, The Netherlands



Kantor Internasional  
Universitas Indonesia  
Gedung Pusat Administrasi Lantai I  
Kampus UI Depok 16424  
Indonesia

Telp/Fax: +6221 78880139

Website: [www.international.ui.ac.id](http://www.international.ui.ac.id)

Email: [io-vi@vi.ac.id](mailto:io-vi@vi.ac.id)



**UNIVERSITAS  
INDONESIA**  
*Veritas, Probitas, Iustitia*

**FACT SHEET INFORMATION  
FOR EXCHANGE STUDENT  
ACADEMIC YEAR 2019-2020**

**CONTACT**

<b>Name of Institution</b>	Universitas Indonesia
<b>Homepage</b>	<a href="http://international.ui.ac.id/">http://international.ui.ac.id/</a>
<b>Contact office</b>	International Office
<b>Address</b>	International Office Campus UI, Depok, Indonesia 16424 Tel / Fax. +62.21.78880139 E-mail : <a href="mailto:io-ui@ui.ac.id">io-ui@ui.ac.id</a>
<b>Contact person</b>	Ms. Lady Nuzulul Barkah Farisco Email: <a href="mailto:io-ui@ui.ac.id">io-ui@ui.ac.id</a> <a href="mailto:ladyfarisco@gmail.com">ladyfarisco@gmail.com</a>

**APPLICATION**

<b>Application Deadline</b>	For semester 2 intake (February-June): 26 September-26 October 2019
<b>Eligibility</b>	<ul style="list-style-type: none"><li>• Have completed at least one year of full-time study at one of UI's exchange partner institutions at the time of application</li><li>• Be nominated by the exchange office of home university (Director of International Office or equivalent) for <b>exchange program</b></li><li>• Have achieved a minimum GPA of 3.00 or higher (on a 4-point scale, or its equivalent)</li><li>• Meet language requirements of the offered courses</li><li>• Be able to self finance during the study period at UI</li><li>• Be willing to abide by UI rules and regulations</li></ul>
<b>Application Details</b>	<ul style="list-style-type: none"><li>• Application Form (UI Form)</li><li>• Nomination Form (UI Form)</li><li>• 2 (two) Letters of Recommendation (UI Form)</li><li>• Statement of Financial Guarantee (UI Form)</li><li>• Certificate of Health (UI Form)</li><li>• Housing Form (if necessary)</li><li>• Law and Employment Declaration (UI Form)</li><li>• CV / Resume</li><li>• Certificate of Enrolment (from home university)</li><li>• Academic Transcript (certified true copy, in English)</li><li>• Statement of Purpose (in Bahasa Indonesia/English, 500 words,</li></ul>



	<p>explaining your purpose of study)</p> <ul style="list-style-type: none"> <li>• English Certificate (for Non-English speaking country)</li> <li>• Bahasa Indonesia Certificate/TIBA Test Result (required to join Regular Program)</li> <li>• Copy of Passport</li> <li>• Bank Statement (requested from bank)</li> <li>• 2 (two) Current Photos (size 4x6)</li> </ul> <p>Here's the link for the application:  <a href="http://international.ui.ac.id/student-exchange.html">http://international.ui.ac.id/student-exchange.html</a></p>
<b>Application Procedure</b>	<p>Application documents should be sent to the contact which can be found on the first page of this fact sheet no later than the application deadline. The office will deliver the application to the related faculty where the application will be reviewed. Upon approval from the faculty, IO will issue admission package to students. IO will serve as their point of contact during their stay once students arrive at the university.</p> <ul style="list-style-type: none"> <li>• Student should make contact with the office at their university or host to manage exchange program.</li> <li>• Student must seek advice and approval from home university to join our exchange program.</li> <li>• Nominated student must complete the UI Student Exchange application form.</li> <li>• Student must submit the complete application form and supporting documents to the exchange office to be forwarded to UI International Office.</li> <li>• Following receipt of students' application, IO will seek approval for the requested study program from relevant faculty. Once it has been approved by the related faculty, an acceptance letter will be issued to the student.</li> </ul>

## PRACTICAL

<b>Visa Requirement</b>	<p>All international students must have a valid visa to enter Indonesia. We suggest student to get the student visa. But, the process to obtain this immigration document will take about 60 to 90 days, because student should get a study permit (from the Ministry of Research, Technology &amp; Higher Education in Indonesia) and telex visa (from the Directorate General of Immigration-Jakarta) before applying for student visa at the Indonesian Embassy in your home country or residences. These immigration process of obtaining study permit and telex visa can be complicated, but we can assist to recommend an agent to process your immigration documents with student's</p>
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	<p>expenses.</p> <p>Ps: Please be advised that these immigration process can only be started after getting the letter of acceptance.</p>
<b>Arrival</b>	<p>Exchange students are expected to arrive immediately before each semester starts.</p> <p>Semester 1/ September Intake: Early/Mid of August Semester 2/ February Intake: Mid of January</p>
<b>Insurance</b>	All international students should have International medical insurance valid for their entire study at Universitas Indonesia
<b>Accommodation</b>	As the number of rooms available in our university dormitory are very limited, we suggest students to find off-campus housing. Student can request for housing at their own expenses. Unless otherwise stated. The estimated fee for off-campus housing, living cost, meals, etc can be found in this fact sheet information.
<b>Estimated Living Cost</b>	<p>Estimated Budget per month</p> <ul style="list-style-type: none"> <li>- Housing: IDR 2.500.000/USD 186.23</li> <li>- Meals: IDR 2.700.000/USD 201.13</li> <li>- Books and supplies: IDR 500.000/USD 37.24</li> <li>- Transportation: IDR 450.000/USD 33.52</li> <li>- Communication &amp; Internet Connection: IDR 450.000/USD 33.52</li> <li>- Photocopies: IDR 300.000/USD 22.34</li> <li>- Personal monthly needs: IDR 500.000/USD 37.24</li> <li>- Incidentals: IDR 150.000/USD 11.17</li> </ul> <p>Total: IDR 7.550.000/USD 562.42</p> <p>*1 USD=IDR 14,185 (September 26, 2019)</p>

## ACADEMIC

Academic Schedule	September Intake (tentative): End of August/Early September-End of December/Early January  February Intake (tentative): Early February-End of May/Mid of June														
Important Dates	<table><tr><th>Schedule*</th><th>September Intake</th><th>February Intake</th></tr><tr><td>Orientation and Registration</td><td>Mid of August</td><td>Mid of January</td></tr><tr><td>Class Begin</td><td>End of August</td><td>Early February</td></tr><tr><td>Class End</td><td>End of December</td><td>Early June</td></tr></table>			Schedule*	September Intake	February Intake	Orientation and Registration	Mid of August	Mid of January	Class Begin	End of August	Early February	Class End	End of December	Early June
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	Orientation and Registration	Mid of August	Mid of January												
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*schedule will be adjusted based on academic year															
Courses for Exchange Student	<a href="http://international.ui.ac.id/exchange-study-abroad-courses.html">http://international.ui.ac.id/exchange-study-abroad-courses.html</a> and/or attached														
Average Course Load per semester	Maximum 15 credit units/semester														

<b>Grading System</b>	<p>Grade system at UI as follows :</p> <table> <thead> <tr> <th>GRADE</th><th>POINTS</th></tr> </thead> <tbody> <tr><td>A</td><td>4.00</td></tr> <tr><td>A-</td><td>3.70</td></tr> <tr><td>B+</td><td>3.30</td></tr> <tr><td>B+</td><td>3.00</td></tr> <tr><td>B-</td><td>2.70</td></tr> <tr><td>C+</td><td>2.30</td></tr> <tr><td>C+</td><td>2.00</td></tr> <tr><td>C-</td><td>1.70</td></tr> <tr><td>D</td><td>1.00</td></tr> <tr><td>E</td><td>0.00</td></tr> </tbody> </table> <p>Letter grade only (A-E), incomplete or pass/non pass is not available</p>	GRADE	POINTS	A	4.00	A-	3.70	B+	3.30	B+	3.00	B-	2.70	C+	2.30	C+	2.00	C-	1.70	D	1.00	E	0.00
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C+	2.30																						
C+	2.00																						
C-	1.70																						
D	1.00																						
E	0.00																						
<b>Tuition Fees</b>	<ul style="list-style-type: none"> <li>• Admission and tuition fees are waived during the exchange period (<b>for exchange students</b>). <b>For study abroad program</b>, students are required to pay the tuition fee for international students depending on the period of study at UI.</li> <li>• Other expenses will be the students own expenses</li> </ul>																						



**UNIVERSITAS  
INDONESIA**

*Veritas, Probitas, Iustitia*

**UI SCHOLARSHIP INFORMATION  
FOR EXCHANGE STUDENT (INBOUND)  
ACADEMIC YEAR 2019-2020**

**CONTACT**

<b>Name of Scholarship</b>	UI Study Award
<b>Homepage</b>	
<b>Contact office</b>	International Office
<b>Address</b>	International Office Campus UI, Depok, Indonesia 16424 Tel / Fax. +62.21.78880139 E-mail : <a href="mailto:io-ui@ui.ac.id">io-ui@ui.ac.id</a>
<b>Contact person</b>	Ms. Lady Nuzulul Barkah Farisco Email: <a href="mailto:io-ui@ui.ac.id">io-ui@ui.ac.id</a> <a href="mailto:ladyfarisco@gmail.com">ladyfarisco@gmail.com</a>

**APPLICATION**

<b>Brief information Scholarship</b>	This scholarship is given as financial support as much as IDR 22,500,000 to incoming students who spend one semester exchange at Universitas Indonesia. The students should meet the following criteria: <ol style="list-style-type: none"><li>1. Enrolled as an active student of AUN member universities</li><li>2. Accepted as an exchange student at Universitas Indonesia under AUN-ACTS scheme</li><li>3. Applying for the award with approval from home university (submitting recommendation letter from home university)</li></ol> Note: selection will be conducted upon the students' acceptance at UI
<b>Type of Scholarship</b>	Exchange
<b>Duration for Scholarships</b>	1 semester
<b>No. of Scholarship offers for AY 2019-2020</b>	10 scholarships





## **STUDENT EXCHANGE PROGRAM** **APPLICATION FORM**

put your photo here  
(3 x 4)

***Please complete this form in block letters in English.***

Exchange Scheme	
	U to U Agreement
	AUN-ACTS
	Others:

### **PERSONAL DETAILS**

Full Name (as appears on passport) Mr. / Ms.	
Nationality	Place / Date of Birth (dd/mm/yy) :
Passport Number :	Issuing Country :
	Date of Issue : (dd/mm/yy)
	Date of Expiry : (dd/mm/yy)
Blood Type :	Marital Status :
City :	Postal/Zip Code :
Province / Region :	Country :
Telephone Number :	Fax :
Email :	Mobile Number :
Mailing Address (if Different from Above)	
City :	Postal/Zip Code :
Province / Region :	Country :
Telephone Number :	Contact Name :

### **INSTITUTION**

Home Institution :			
Address :			
Phone Number :	Fax :	Email :	Website :
Major :	Year in University :	Cumulative GPA :	

*An official academic transcript must be submitted as part of your enrollment package*

### ACADEMIC QUALIFICATIONS

From (mm/yy)	To (mm/yy)	Institution	City/ Province/ Country	Major	Required years of Study	Diploma/ Degree

### PROPOSED STUDY AT UI

Admission Indicate which semester(s) you Wish to spend at Universitas Indonesia	<input type="checkbox"/> Semester I (Aug – Jan) <input type="checkbox"/> Semester II (Feb – Jun)	<input type="checkbox"/> Undergraduate <input type="checkbox"/> Master
Specific Study Period	Start Date :	End Date :
Preferred Course of Study at UI	Faculty :	Department / Study Program :

### ENGLISH TEST RESULT (if English is not your first language)

Test	Score	Test Center	Date tested (dd/mm/yy)
TOEFL			
IELTS			
Others :			

*A copy of your TOEFL or IELTS certificate must be attached to the application form. If your TOEFL/IELTS result is not yet available, please notify the International Office of the date by which it will be available.*

### LANGUAGE PROFICIENCIES

*Please indicate the level of language: Excellent/Good/Fair/Poor*

Language	Writing	Reading	Speaking	Listening
Native :				
English				
Indonesian				
Others : 1.				
2.				

### EMPLOYMENT RECORD

From (dd/mm/yy)	To (dd/mm/yy)	Company / Organization	City / Province / Country	Position

### INSURANCE

Do you have Health Insurance?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Insurance Details	Validity Coverage

*Please arrange your travel insurance before your departure*

**ACCOMODATION ARRANGEMENT**

Need help with your accommodation in Indonesia?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	If yes, please complete the Housing Form	If no, please indicate where you plan to live in Indonesia

**CONTACT IN EMERGENCY**

Whom to notify in case of emergency	Full Name :		Relationship :
	Address :		
	Phone Number :	Fax :	Email :
	Mobile Number :		

**DECLARATION**

1. *I certify that I have read and answered all the questions in this application form in a trustworthy and complete way and I agree to keep it updated as necessary. If I am officially accepted at Universitas Indonesia, I agree to abide by its rules and regulations. At the same time, I understand that the University reserves the right to vary or reverse any decision regarding my application made on the basis of incomplete information.*
2. *I agree to abide by the prevailing laws in Indonesia and will not seek or accept any employment during my stay in Indonesia as exchange student.*
3. *I will return to my home country after I finish my exchange period at the Universitas Indonesia.*

Applicant's Signature: \_\_\_\_\_

Date: \_\_\_\_\_



## UNIVERSITAS INDONESIA

### Nomination for Student Exchange

*This section must be completed by the Exchange Office of host university*

This is to certify that \_\_\_\_\_ has been nominated and approved to apply to the Universitas Indonesia as an Exchange Student.

#### Acknowledged by

International Exchange Coordinator/Office of Applicant's Home University	Name :		Position :	
	Address :			
	City :	Country :	State :	Zip :
	Phone :	Fax :	Email :	Web :
Signature & Stamp			Date	

#### Indicate where notification of acceptance should be sent

- ☐ Student's Permanent Address
- ☐ Student's Mailing Address
- ☐ Others Address

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- ☐ Exchange Office Listed Above

#### Indicate where academic transcripts should be sent (if different from above)

- Name :
- Position :
- Address :



### **Recommendation for Admission**

Please indicate the following information in your recommendation letter:

- a. How long have you known the applicant and in what capacity;
- b. How the applicant's achievement compared to those of his/her peers;
- c. The nature and class of degree already obtained or expected to be obtained prior to the commencement of the course;
- d. For applicants whose first language is not language, their standard of proficiency in written and oral English;
- e. Applicant's proficiency in Indonesian language;
- f. The applicant's general suitability for undergraduate study, including any distinct strengths or weaknesses.

Kindly return this form to the applicant in the envelope provided, signed across the seal to ensure confidentiality.

**PART I - Applicant**

You're Name : \_\_\_\_\_

Proposed study program : \_\_\_\_\_

Proposed courses : \_\_\_\_\_

1.	7.
2.	8.
3.	9.
4.	10.
5.	11.
6.	12.

Date of commencement : \_\_\_\_\_

Name of referees : \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

**PART II – Referee**

*(Please continue on a separate sheet if necessary)*

Name of Referee : \_\_\_\_\_

Title/Position : \_\_\_\_\_

Address : \_\_\_\_\_

Email : \_\_\_\_\_ Phone Number : \_\_\_\_\_ Fax : \_\_\_\_\_

Signature : \_\_\_\_\_ Date : \_\_\_\_\_





UNIVERSITAS INDONESIA

**Non-Graduating Student  
Statement of Financial Guarantee**

**Name of Student**

\_\_\_\_\_

Last First

**Sponsor (Student's Parents/Guardian)**

Name : \_\_\_\_\_  
Relationship with Student : \_\_\_\_\_  
Permanent Residence : \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Student's Statement :**

*"I am aware that Universitas Indonesia will not cover medical insurance during my exchange at Universitas Indonesia. I acknowledge that my educational expenses (books, academic excursions, etc) as well as living expenses shall be solely at my responsibility. Furthermore, I understand that I am fully responsible for my actions, health, and safety while completing this exchange program".*

Applicant's Signature	Date
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**Sponsor's Statement :**

*"This is to certify that I will support the above mentioned student during his/her entire exchange period at Universitas Indonesia."*

Sponsor's Signature	Date
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UNIVERSITAS INDONESIA

## Certificate of Health

**Note :** *this part is to be completed by doctor/physicist*

**Name of Applicant :**

<p><b>Visual Acuity</b></p> <div style="display: flex; justify-content: space-between;"> <span>Without glasses      Right _____ Left _____</span> </div> <div style="display: flex; justify-content: space-between;"> <span>With glasses or contact lenses      Right _____ Left _____</span> </div>	<p><b>Auditory Acuity</b></p>
<p><b>Chest X-ray</b></p> <p>Date _____ Film Number _____</p> <p>____ Routine size</p> <p>____ Small size</p> <p>(Please check) ____ Normal</p> <p style="padding-left: 80px;">____ Tuberculosis</p> <p style="padding-left: 80px;">____ Other disease</p> <p style="text-align: center;">(                                  )</p>	<p><b>Any disease or disorder else</b></p>
<p>I hereby certify that the applicant's health conditions are as above described.</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <span>Signature _____ <i>(Full Name)</i></span> <span>Date _____</span> </div>	



## UNIVERSITAS INDONESIA

### Housing Form

**Note:** To be considered for housing, please complete and return this form to the International Office 2 months prior to your arrival in Indonesia, otherwise you will have to make your own arrangements

**Name** : \_\_\_\_\_

**Date of Birth** : \_\_\_\_\_

**Email Address** : \_\_\_\_\_

**Phone** : \_\_\_\_\_

#### Type of Housing

Regarding accommodation, you would prefer:

❖ **Staying Off-Campus**

- ☐ Depok, nearby campus neighborhood  
☐ Jakarta, nearby campus neighborhood

❖ **Room**

- ☐ Single  
☐ Share

#### **Special Needs**

(Please indicate if you have special needs regarding your accommodation)

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## UNIVERSITAS INDONESIA

### Law and Employment Declaration

I, the undersigned:

Name : \_\_\_\_\_

Place/Date of Birth : \_\_\_\_\_

Permanent Address : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Passport Number : \_\_\_\_\_

I affirm that I will be obliged to regulations and laws applied in Indonesia. I also will not do any paid job during my study at Universitas Indonesia.

I hereby certify that the information provided in this application is **correct and accurate**. I understand that any inaccurate or false information (or omission of material information) will render this application invalid and that, if admitted my nomination can be terminated by the rules of Universitas Indonesia.

Signature :	Date : (dd/mm/yy)
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**Checklist**  
**Have you included the following:**

	Application Form (UI Form)
	Nomination Form (UI Form)
	2 (two) Letters of Recommendation (UI Form)
	Statement of Financial Guarantee (UI Form)
	Certificate of Health (UI Form)
	Housing Form (if necessary)
	Law and Employment Declaration (UI Form)
	CV / Resume
	Certificate of Enrollment (from home university)
	Academic Transcript (certified true copy, in English)
	Statement of Purpose (in Bahasa Indonesia/English, 500 words, explaining your purpose of study)
	English Certificate (for Non-English speaking country)
	Bahasa Indonesia Certificate/TIBA Test Result (required to join Regular Program)
	Copy of Passport
	Bank Statement (requested from bank)
	Copy of MoU/AoI between UI and Home University (for U to U exchange scheme)
	2 (two) Current Photos (size 4x6)

**ALL APPLICATIONS MUST BE SUMITTED THROUGH THE APPROPRIATE OFFICE OF YOUR UNIVERSITY, DIRECT APPLICATION WILL NOT BE PROCESSED**

*Returned this form and **original** supporting documents to:*

**International Office**  
**Pusat Administrasi Universitas (PAU) Bldg., 1<sup>st</sup> Floor**  
**Universitas Indonesia**  
**Kampus UI Depok 16424**  
**INDONESIA**

**More Information, please contact :**  
**Tel : 021-7888 0139, 021-7867 222 ext. 100 104**  
**Fax : 021-7888 0139**  
**Email : [io-ui@ui.ac.id](mailto:io-ui@ui.ac.id) / [ladyfarisco@gmail.com](mailto:ladyfarisco@gmail.com)**  
**<http://international.ui.ac.id/>**