



## Universitas Indonesia

### Fact Sheet for Student Exchange

#### CONTACT

<b>Name of Institution</b>	Universitas Indonesia
<b>Homepage</b>	<a href="http://ui.ac.id">http://ui.ac.id</a>
<b>Contact office</b>	International Office
<b>Address</b>	International Office Pusat Administrasi Universitas, 1 <sup>st</sup> Floor Kampus 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. Khairunnisa Email: <a href="mailto:io-ui@ui.ac.id">io-ui@ui.ac.id</a> khairunnisa@ui.ac.id

#### APPLICATION

<b>Application Deadline</b>	Admission for even semester : 15 November Admission for odd semester : 15 May
<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)</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 exchange 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>• Completing ACTS online application form (please make sure you have uploaded English certificate, academic transcript, copy of your passport and photo in your application)</li> <li>• Being nominated by home university through ACTS online application system</li> </ul>
<b>Application Procedure</b>	<p>Once nominated, online application will be printed and will be forwarded to respective faculty to be reviewed. If the faculty approved the application, International Office (IO) will issue Letter of Acceptance for the accepted students and send it to International Relations Office (IRO) of student's home university. Once visiting student arrive at Universitas Indonesia, IO will serve as their point of contact during their stay.</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> </ul>

	<ul style="list-style-type: none"> <li>• Student must seek advice and approval from home university to join our exchange program.</li> <li>• Student must complete ACTS online application form and nominated by his/her home university</li> <li>• After nomination, IO will seek approval for the requested study program from relevant faculty.</li> <li>• Student must confirm the acceptance through ACTS online application system so that International Office will issue Letter of Acceptance. Students will need a Letter of Acceptance in order to obtain in a Social-Cultural Visa to enter Indonesia.</li> <li>• Visiting students should arrange their accommodation for the length of their stay in Indonesia before their arrival</li> </ul>
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### PRACTICAL

<b>Visa Requirement</b>	All Exchange Students must have valid visa to enter Indonesia
<b>Arrival</b>	Exchange students are expected to arrive immediately before each semester starts. Even Semester : Last Week of January Odd Semester : Last Week of August
<b>Airport transfer</b>	IO will arrange airport transfer to your accommodation
<b>Insurance</b>	All exchange students should have International medical insurance valid for their entire study at Universitas Indonesia
<b>Accommodation</b>	<ul style="list-style-type: none"> <li>• Exchange students can request for housing at their own expenses. Unless otherwise stated.</li> <li>• Dormitory : On Campus: 30-70 USD Off Campus: 200-600 USD</li> </ul>
<b>Estimated Living Cost</b>	Estimated Budget per month - Housing: IDR 2.500.000/USD 250.00 - Meals: IDR 2.700.000/USD 270.00 - Books and supplies: IDR 500.000/USD 50.00 - Transportation: IDR 450.000/USD 45.00 - Communication: IDR 250.000/USD 25.00 - Photocopies: IDR 300.000/USD 30.00 - Personal monthly needs: IDR 500.000/USD 50.00 - Incidentals: IDR 150.000/USD 15.00 Total: IDR 7.350.000/USD 735

### ACADEMIC

<b>Academic Schedule</b>	Odd Semester: September – January Even Semester: February – June		
<b>Important Dates</b>	Schedule* Orientation and Registration	Odd Semester End of August	Even Semester End of January

	<p>Class Begin                      Early September                      Early February</p> <p>*schedule will be adjusted based on academic year</p>																						
<b>Courses for Exchange Student</b>	Please visit <a href="http://www.acts.ui.ac.id">www.acts.ui.ac.id</a>																						
<b>Average Course Load per semester</b>	Maximum 12 credit units/semester																						
<b>Grading System</b>	<p>Grade system at UI as follows :</p> <table border="0"> <thead> <tr> <th><b>GRADE</b></th> <th><b>POINTS</b></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>	<b>GRADE</b>	<b>POINTS</b>	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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<b>Tuition Fees</b>	<ul style="list-style-type: none"> <li>• Admission and tuition fees are waived during the exchange period (for exchange students).</li> <li>• Other expenses will be the students own expenses</li> </ul>																						