

Chapter I

Introduction

Guidebook for the Faculty of Animal and Agricultural Sciences (FAAS), Universitas Diponegoro is an improvement from a similar guidebook published earlier. The basic references used as material for improving this Guidebook include:

1. Regulation of the Minister of Education and Culture of the Republic of Indonesia No. 3 of 2020 concerning National Higher Education Standards
2. Regulation of the Minister of Research, Technology and Education No. 44 of 2015 concerning the National Standards for Higher Education
3. Law number 20 of 2003 concerning Higher Education.
4. Decree of the Minister of National Education of the Republic of Indonesia. No. 232 / U / 2000 concerning Guidelines for Higher Education Curriculum Development and Assessment of Student Learning Outcomes.
5. Decree of the Minister of National Education No. 045 / U / 2002 concerning Higher Education Core Curriculum.
6. Diponegoro University Rector Regulation No. 470 / SK / UN7 / 2012 concerning Determination of the Undergraduate Program Curriculum for the S-1 Animal Husbandry Study Program and D3 Animal Husbandry Management at the Faculty of Animal Husbandry and Agriculture, Diponegoro University.
7. Diponegoro University Rector Regulation No. 209 / PER / UN7 / 2012 concerning Academic Regulations for the Undergraduate and Diploma Programs of Diponegoro University.

8. Decree of the Rector / Chair of the Diponegoro University Senate No. 04 / J07.SENAT / SK / 2006 concerning Academic Policy at Diponegoro University.
9. Rector's Decree regarding Bachelor's Degree in Animal Husbandry and Dean's Decree regarding Bachelor's Degree in Food Technology, Agrotechnology and Agribusiness.
10. Decree of the Dean / Chair of the Senate of the Faculty of Animal Husbandry and Agriculture, Diponegoro University Number: 65 / UN7.5.5.2 / 2020; About the Academic Guidebook for Education in the Undergraduate Program of the Faculty of Animal Husbandry and Agriculture, Diponegoro University 2020/2021
11. Diponegoro University Rector Regulation No. 4 of 2020 on Academic Regulations in the Education Sector Diponegoro University Undergraduate Program.

Some of the rules and provisions in the old Guidebook have been improved in this Guidebook. This is intended to further strengthen the implementation of academic administration services to support the success of the teaching and learning process at the FAAS.

Fundamental changes and improvements were mainly made to:

1. The curriculum has been improved with reference to:
 - a. The needs of the Vocational Sociology Environment in accordance with the demands of the Diponegoro University Main Scientific Pattern (PIP).
 - b. Academic competence in each S1 Study Program; S2; S3 and professional competences in the D3 Study Program.
2. Provisions relating to final stage student academic activities, especially those regulating Field Work Lectures, Seminars, Field Work Practices, Thesis and Final Program Examinations, according to the results of the Academic Development Workshop at the Faculty of Animal Science, Diponegoro University 2011 and Diponegoro University Rector Regulation No. 15 of 2017

concerning the Academic Regulations in the Education Sector of the Diponegoro University Undergraduate Program and the Regulation of the Dean of the Faculty of Animal Husbandry and Agriculture, Diponegoro University No. 65 / UN7.5.5.2 / 2020; About the Guidebook of the FAAS and Academic Regulations for Undergraduate, Masters and Doctoral Programs, FAAS, Universitas Diponegoro.

3. Based on the Rector's Decree No.724 / SK / UN7 / 2011 dated 8 December 2011, the Faculty of Animal Science changed its name to the Faculty of Animal and Agricultural Sciences (FAAS). In September 2012, FAAS began accepting new students from the Food Technology undergraduate study program based on the Minister of Education and Culture Decree No. 304 / E / O / 2012 dated 4 September 2012.

4. In the 2013/2014 academic year, FAAS began accepting new students for the S1 Agroecotechnology and S1 Agribusiness study programs, respectively based on the Minister of Education and Culture's Permit No. 305 / E / O / 2012 dated 4 September 2012 and No. 150 / E / O / 2013 dated 26 April 2013.

Chapter II

History and Faculty Development

Faculty Establishment

The history of the Faculty of Animal and Agricultural Sciences (FAAS), Universitas Diponegoro began in 1962, when the Minister of Higher Education and Science Prof. Dr. Ir. Thojib Hadiwidjaja suggested to the President of Diponegoro University at that time, Mr. Soedarto, to establish the Faculty of Animal Husbandry. This suggestion arises after seeing the fact that Central Java has great livestock potential and therefore needs to be developed. In order to develop animal husbandry, experts who are educated and trained through education in higher education, namely at the Faculty of Animal Husbandry are needed. On the other hand, at that time not even a single university in Central Java had a Faculty of Animal Husbandry, and if there was only one department, namely the Faculty of Veterinary Medicine, Gadjah Mada University in Yogyakarta.

Mr. Soedarto as President of Diponegoro University who then approached various parties. After some time, a Preparatory Committee for the Establishment of the Faculty of Animal Husbandry, Diponegoro University was formed with the Decree of the Minister of PTIP Number 37 of 1963. The composition of the committee consists of: Drh. Soejono Koesoemowardjo, Inspector of the Head of the Veterinary Service of Central Java Province as Chairman; Drs. Lts. Soetopo Andar, Kesdam Officers as Secretary, as well as members of the respective Drh. Rustandi Danumihardja, Head of the Semarang Residency Veterinary Service and R. Suprpto, Head of the Central Java Provincial Agriculture Office.

There are many problems faced by the committee, among others: problems with costs, teaching staff, lecture halls, laboratories and their equipment. However, thanks to the tenacity and seriousness of the Committee and the support of various government and private agencies, step by step the existing problems can be resolved. So with the Decree of the Minister of Higher Education and Science Number 75/1964 dated July 17, 1964, the Faculty of Animal Husbandry, Diponegoro University was established since September 1, 1964.

Department Establishment

In subsequent developments, considering the potential in the fisheries sector in this area and the large opportunities for development, in 1968 the Faculty of Animal Husbandry, Diponegoro University was developed by opening the Department of Fisheries based on the Decree of the Rector of Diponegoro University Number: 44/1968 dated October 8, 1968. , The Faculty of Animal Husbandry, Diponegoro University has 2 departments, namely the Department of Animal Husbandry and the Department of Fisheries.

Since August 17, 1974, the name of the Faculty of Animal Husbandry, Diponegoro University was officially changed to the Faculty of Animal Husbandry and Fisheries, which was then strengthened based on the Decree of the Chancellor of Diponegoro University Number 76 / SK / UD / VI / 78 dated June 3, 1978. However, after the issuance of a Government Regulation No. 5 of 1980 and Presidential Decree Number 51 of 1982 dated 7 September 1982 followed by the Circular of the Rector Number 14 / PT09 / 1983 dated 24 March 1983, the name of the Faculty of Animal Husbandry and Fisheries, Diponegoro University was changed back to the Faculty of Animal Husbandry with 3

Departments (each managing one undergraduate study program, namely: (1) Department of Animal Nutrition and Food, (2) Department of Animal Production and (3) Department of Fisheries (Decree of the Minister of Education and Culture of the Republic of Indonesia Number 0551/0/1983 dated December 8, 1983).

On July 25, 1994 issued the Decree of the Minister of Education and Culture No. 0181/0/1994 concerning the Opening of the Faculty of Fisheries and Marine Sciences at Diponegoro University. As a follow-up to the implementation of the Decree, the Department of Fisheries separated and became a unit of knowledge with the Marine Science Study Program and formed the Faculty of Fisheries and Marine Sciences.

With the establishment of the Faculty of Fisheries and Marine Sciences; so the Faculty of Animal Husbandry only has 2 Departments, namely: (1) Department of Animal Nutrition and Food and (2) Department of Animal Production.

In 2012, the Faculty of Animal Husbandry plans to open the Department of Agriculture with study programs, namely the S1 Agroecotechnology Study Program, the Agribusiness Undergraduate Study Program and the Food Technology Undergraduate Study Program. Therefore, the name of the Faculty of Animal Husbandry was changed to the Faculty of Animal and Agricultural Sciences (FAAS) based on the Rector's Decree number 724 / SK / UN7 / 2011 dated 8 December 2011.

Study Program Establishment

S1 Study Program Extension Program. On June 1, 1994, through the Decree of the Rector of Diponegoro University No. 108 / SK / PT09 / 1994, the S1 Program for Animal Husbandry and Fisheries

Extension was established; and while waiting for the Decree of the Director General of Higher Education, Ministry of Education and Culture of the Republic of Indonesia, through Diponegoro University Rector Decree No. 109 / SK / PT09 / 1994, the Faculty of Animal Husbandry began accepting new students for the Extension Undergraduate Program. Furthermore, the Extension Program was confirmed by the Decree of the Director General of Higher Education No. 39 / DIKTI / Kep / 1997 dated February 10, 1997 concerning the Opening of the Extension Program in the Animal Production Undergraduate Study Program and Animal Nutrition and Food Undergraduate Study Program.

Diploma 3 Study Program. Furthermore, looking at the development and need for utilization and optimization of existing resources and potential as well as the ability to educate and train professionals in the field of animal husbandry, the Faculty of Animal Husbandry, Diponegoro University established a Diploma Program 3. Through the Decree of the Director General of Higher Education, Ministry of Education and Culture of the Republic of Indonesia No. 55 / DIKTI / Kep / 1997 dated March 25, 1997, the establishment of a Diploma 3 Study Program in Animal Husbandry Management at the Faculty of Animal Husbandry, Diponegoro University has been established.

S2 Study Program. The opening of the S2 Study Program in the field of Animal Science, which has been prepared for a long time, was approved by the Director General of Higher Education, Ministry of Education and Culture of the Republic of Indonesia, through Decree Number: 179 / DIKTI / Kep / 1999 dated April 26, 1999.

Master Program in Agribusiness (MA). The Faculty of Animal Husbandry coordinates with the Faculty of Fisheries and Marine Sciences as well as the Faculty of Economics, jointly opening a

Masters Program in Agribusiness with an operational permit No. 4907 / D / T / 2006 dated 21 December 2006 to 21 December 2008.

S1 Animal Science Study Program. In 2009 onwards, the Faculty of Animal Husbandry opened a new study program, namely the S-1 Animal Husbandry Study Program; as a consequence of the Decree of the Director General of Higher Education No. 163 / DIKTI / Kep / 2007 dated 29 November 2007 which required 4 previous undergraduate study programs (S-1 Study Program Animal Nutrition and Forage, S-1 Animal Production Study Program, The S-1 Animal Husbandry Socio-Economic Study Program and the Animal Products Technology Undergraduate Study Program) in the Faculty of Animal Husbandry were merged into 1 Study Program, namely the S-1 Animal Science Study Program.

Food Technology S1 Study Program. Based on the Decree of the Minister of Education and Culture No. 304 / E / O / 2012 dated 4 September 2015, the Faculty of Animal Husbandry and Agriculture, Diponegoro University was ordered to open a Food Technology study program, so that starting the 2012/2013 school year it has accepted S1 Food Technology study program students. .

S1 Agroecotechnology Study Program. Based on the Decree of the Minister of Education and Culture No. 305 / E / O / 2012 dated 4 September 2012, the Faculty of Animal Husbandry and Agriculture, Diponegoro University was ordered to open an Agroecotechnology study program so that starting in the 2013/2014 academic year it has accepted S1 Agroecotechnology study program students.

S1 Agribusiness Study Program. Based on the Decree of the Minister of Education and Culture No. 150 / E / O / 2013 dated April 26, 2013, the Faculty of Animal Husbandry and Agriculture, Diponegoro University was ordered to open an Agribusiness study

program so that starting in the 2013/2014 academic year it has accepted S1 Agribusiness study program students.

Based on the Rector's Decree Number 609 / SK / UN7 / 2011 dated November 1, 2011, the Postgraduate Study Program which is in line with the S1 (S2 MIT and S3 DIT) was returned to the Faculty of Animal Science. And in 2017 the D III Animal Husbandry Business Management Study Program and all study programs throughout Undip were integrated into the Vocational School of Diponegoro University. Accreditation by the National Accreditation Board for Higher Education

In 1998, two study programs, namely the S1 Animal Production Study Program and the S1 Animal Nutrition and Food Study Program, received accreditation rank A from the National Accreditation Board for Higher Education (BAN-PT) of the Directorate General of Higher Education. This ranking can be maintained so that in the next re-accreditation for the period 2003-2008, as well as 2008-2013 the two study programs were accredited with an A rating (very good).

In 2003, 2009, and 2015 the Master's Program in Animal Science has obtained an A rating (very good) accreditation from the National Accreditation Board for Higher Education (BAN-PT) of the Directorate General of Higher Education; and in 2015 re-accredited with an A rating (very good).

The S1 Animal Product Technology Study Program and the Animal Husbandry Socio-Economic Undergraduate Study Program have succeeded in obtaining B (good) accreditation from the National Accreditation Board for Higher Education (BAN-PT) of the Directorate General of Higher Education in 2004 and 2005 respectively. Furthermore, in 2012 both of these Study Programs have re-accredited and received a B (good) score.

In 2006, the Diploma 3 Study Program has obtained an accreditation rank C (sufficient) from the National Accreditation Board for Higher Education (BAN-PT) of the Directorate General

of Higher Education; and in 2017 it has re-accredited and got a B (Good) score.

The Food Technology Undergraduate Study Program, Agribusiness Undergraduate Study Program and Agroecotechnology Undergraduate Study Program have succeeded in obtaining B (good) accreditation from the National Accreditation Board for Higher Education (BAN-PT) of the Directorate General of Higher Education in 2015 and 2016. In 2018 the Food Technology Study Program succeeded in improving the accreditation status from rank B (good) to rank A (very good) from the National Accreditation Board for Higher Education (BAN-PT) of the Directorate General of Higher Education.

In 2016, the S1 Animal Science Study Program re-accredited from rank B (good) to rank A (very good) from the National Accreditation Board for Higher Education (BAN-PT) of the Directorate General of Higher Education.

In 2018, the Doctor of Animal Science Doctoral Study Program re-accredited and again obtained an A rating (very good) from the National Accreditation Board for Higher Education (BAN-PT) of the Directorate General of Higher Education.

In early 2019 the Masters in Agribusiness Study Program has succeeded in improving its accreditation status from Rank B (Good) to rank A (very good) from the National Accreditation Board for Higher Education (BAN-PT) of the Directorate General of Higher Education.

In mid-2020 the Agroecotechnology Undergraduate Study Program has succeeded in improving its accreditation status from Rank B (Good) to rank A (very good) from the National Accreditation Board for Higher Education (BAN-PT) of the Directorate General of Higher Education.

Currently, the Faculty of Animal Husbandry and Agriculture has two Departments, namely the Department of Animal Husbandry and the Department of Agriculture. By utilizing the resources in these two departments, the Faculty of Animal Husbandry and Agriculture manages 8 study programs, namely:

Study Program at the Department of Animal Science:

1. S1 Animal Husbandry Study Program (starting in 2009)
2. Master of Animal Science Study Program
3. Doctor of Animal Science Study Program.

Study program at the Department of Agriculture

1. S1 Food Technology Study Program (starting in 2012)
2. S1 Agroecotechnology Study Program (starting in 2013)
3. S1 Agribusiness Study Program (starting in 2013)
4. S2 Masters of Agribusiness study program (starting in 2006)

The following is the operational permit and the accreditation value of each Study Program:

NO	Study program	Operational Permit and Decree of accreditation		Accreditation	
		Number	Date	Grade	Period
1.	S1 Animal Science	2153/SK/BA N-PT/Akred/S/X/2016	6-10-2016 sd 6-10-2021	A	2016-2021
2.	S1 Food Technology	3536/SK/BA N-PT/Akred/S/XII/2018	28-12-2018 sd 28-12-2023	A	2018-2023
3.	S1 Agroecotechnology	5264/SK/BA N-PT/Akred/S/IX/ 2020	8-09-2020 sd 8-09-2025	A	2020-2025
4.	S1 Agribusiness	2677/SK/BA N-PT/Akred/S/VII/2019	30-07-2019 sd 30-07-2024	A	2019-2024
5.	S2 Master of Animal Science	1943/SK/BA N-PT/Akred/M/III/2020	29-03-2020 sd 29-03-2025	A	2020-2025
6.	S2 Master of	1780/SK/BA N-	28-05-2019 sd	A	2019-2024

	Agribusiness	PT/Akred/M/V/2019	28-05-2024		
7.	S3 Doctor of Animal Science	699/SK/BA N-PT/Akred/D/III/2018	6-3-2018 sd 6-3-2023	A	2018-2023

With the establishment of the Vocational School, starting in 2018 all administrative needs, both academic and financial in the D3 Animal Husbandry Management Study Program, have been shifted to the Undip vocational school. So that starting in 2018, FAAS only manages 7 study programs.

Chapter III

Head of Faculty

During the period of 56 years since it was founded on September 1, 1964, the Dean who is the head of the Faculty of Animal and Agricultural Sciences has been held alternately. In each period, the leaders of the Faculty have worked hard to advance this Faculty, to the level of development it has reached at this time. The leadership composition of the Faculty of Animal and Agricultural Sciences in the 2020 (FAAS) Guidebook has been corrected in accordance with the results of historical tracing and with supporting documentary evidence, so that the leadership composition of the Faculty of Animal and Agricultural Sciences in this Guidebook has revised the faculty leadership composition in the previous Guidebook.

The current and past leadership structures of the Faculty that have contributed greatly in building and developing this Faculty are as follows

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Period 2019 - 2024

Dean	: Prof. Dr. Ir. Bambang Waluyo H. E.P., M.S.,M.Agr.,IPU
Vice Dean I	: Dr. Ir. Limbang Kustiawan Nuswantara, S.Pt.,M.P.,IPU
Vice Dean II	: Agus Setiadi, S.Pt.,M.Si.,Ph.D.

Period 2015 - 2019

Dean	: Prof. Dr. Ir. Mukh Arifin, M.Sc.
Vice Dean I	: Dr. Limbang Kustiawan Nuswantara, S.Pt.,M.P
Vice Dean II	: Dr. Ir. Endang Purbowati, M.P.
Vice Dean III	: Dr. Ir. Sutopo, M.Sc.
Vice Dean IV	: Agus Setiadi, S.Pt., M.Si., Ph.D

Period 2011 - 2015

Dean	: Prof. Dr. Ir. V. Priyo Bintoro, M.Agr.
Vice Dean I	: Dr. Ir. Eko Pangestu, M.P.
Vice Dean II	: Ir. Dyah Mardiningsih, M.S.
Vice dean III	: Ir. Bambang Sulistiyanto, M.Agr.Sc., Ph.D.
Vice Dean IV	: Dr. Ir. Antonius Hintono, M.P.

Period December 2006 - 2011

Dean	: Prof. Dr. Ir. Joelal Achmadi, M.Sc.
Vice Dean I	: Prof. Dr. Ir. Syaiful Anwar, M.Si.
Vice Dean II	: Ir. Sudiyono Marzuki, S.U.
Vice Dean III	: Ir. Bambang Trisetoyo Edy, M.S., M.A.

Period October 2002 - 2006

Dean	: Ir. Bambang Srigandono, M.Sc.
Vice Dean I	: Dr. Ir. Joelal Achmadi, M.Sc.
Vice Dean II	: Prof. Ir. Dwi Sunarti, M.S., Ph.D.
Vice Dean III	: Dr. Ir. Anang M Legowo, M.Sc.
Vice Dean IV	: Dr. Ir. Edy Kurnianto, M.S., M.Agr.

Period October 1998 - October 2002

Dean	: Ir. Bambang Srigandono, M.Sc.
Vice Dean I	: Dr. Ir. V. Priyo Bintoro, M.Agr.
Vice Dean II	: Ir. Adriani Darmawati, M.Sc.
Vice Dean III	: Dr. Ir. Yon Supri Ondho, M.S.
Vice Dean IV	: Dr. Ir. Joelal Achmadi, MSc

PrIOD September 1995 - October 1998

Dean	: Dr. Ir. Didiek Rahmadi, M.S.
Vice Dean I	: Dr. Ir. V. Priyo Bintoro, M.Agr.
Vice Dean II	: Ir. Warsono Sarengat, M.S.
Vice Dean III	: Ir. Budi Adi Kristanto, M.S.

Period September 1992 - September 1995

Dean	: Dr. Ir. Didiek Rahmadi, M.S.
Vice Dean I	: Dr. Ir. Sutrisno Anggoro, M.S.

Vice Dean II : Ir. Warsono Sarengat, M.S.
Vice Dean III : Ir. Budi Adi Kristanto, M.S.

Period September 1989 - September 1992

Dean : Prof. Dr. Soedarsono, M.S.
Vice Dean I : Ir. Bambang Srigandono, M.Sc.
Vice Dean II : Ir. Y.S. Darmanto, M.Sc.
Vice Dean III : Ir. Abdul Rosyid

Period September 1986 - September 1989

Dean : Dr. Soedarsono, M.S.
Vice Dean I : Ir. Bambang Srigandono, M.Sc.
Vice Dean II : Ir. Y.S. Darmanto, M.Sc.
Vice Dean III : Drs. Sunarjono Pringgoseputro

Period September 1982 - April 1986

Dean : Ir. Soelistyono HS
Vice Dean I : Ir. Sri Andani Hudojo, M.S.
Vice Dean II : Drs. Gunawan Pratiwihardjo
Vice Dean III : Ir. Bambang Sudarmoyo, M.S.

Period February 1980 - February 1982

Dean : Drh. Soetopo Andar
Vice Dean I : Ir. Bambang Suryanto, M.S.Psl.
Vice Dean II : Ir. Benedictus Sukamto

Periode January 1978 - February 1980

Dean : Drs. Soepharno Hendrosukaryo, M.Ag.Sc.
Vice Dean I : Drh. Soetopo Andar
Vice Dean II : Ir. Bambang Sudarmoyo
Vice Dean III : Ir. Todiman D. Wirutalingga

Period 1 January 1976 – 31 December 1977

Dean : Drs. Lachmuddin Sya'rani
Secretary : Drs. Soepharno Hendrosukaryo, M.Ag.Sc.

Period 1 January 1974 - 31 December 1975

Dean : Drs. Lachmuddin Sya'rani

Secretary : Ir. Soelistyono HS

Period 1 July 1972 - 31 December 1973

Dean : Drh. R. Bachoer

Secretary : Ir. Soelistyono HS

Period 1 January 1972 – 30 June 1972

Dean : Ir. Sardjono Reksodimoeljo

Secretary : Ir. Soelistyono HS

Period 1 October 1969 – 31 December 1971

Dean : Ir. Sardjono Reksodimoeljo

Secretary I : Ir. Soelistyono HS

Secretary II : Drs. Gunawan Pratiwihardjo

Period 1 January 1968 – 30 September 1969

Dean : Drh. Soetopo Andar

Vice Dean academic affairs : Ir. Sardjono Reksodimoeljo

Vice Dean Student affairs : Drs. Djoko Mulyadi

Vice Dean Financial affairs : Drs. Gunawan Pratiwihardjo

Period 1 December 1966 – 31 December 1967

Dean : Drh. Soejono Koesoemowardojo

Vice Dean academic affairs : Ir. Sardjono Reksodimoeljo

Vice Dean Student affairs : Drh. Soetopo Andar

Vice Dean Financial affairs : Drh. Supardi

Periode 1 September 1964 – 30 November 1966

Dekan : Drh. Soejono Koesoemowardojo

Vice Dean academic affairs : Ir. Sardjono Reksodimoeljo

Vice Dean Student affairs : Drh. Rustandi Danumiharjo

Vice Dean Financial affairs : Drh. Sutopo Andar

Chapter IV

Vision, Mision and Objective of the Faculty

Relying on the ability and readiness of resources with all the advantages and limitations, and considering the demands of environmental development, the Faculty of Animal and Agricultural Sciences (FAAS), Universitas Diponegoro looks to the future by developing

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Vision :

Becoming a Leading Faculty with International Standard in the field of Science and Technology of Animal Science and Tropical Agriculture in 2030

Mision :

To achieve this vision, FAAS Undip has 4 missions, namely:

1. Develop a superior education program in the field of animal husbandry and tropical agriculture to produce competitive graduates.
2. Develop superior research in the field of animal husbandry and tropical agriculture to support the improvement of the nation's competitiveness.
3. Developing superior services in the field of animal husbandry and tropical agriculture to support the improvement of community welfare.
4. Developing efficient, effective, accountable and transparent faculty governance.

Based on the vision and mission that has been set, the objectives of the Faculty of Animal Husbandry and Agriculture in more detail can be described as follows:

General Education Objectives:

In order to solve the problems faced and in order to realize the vision and mission of Faculty of Animal and Agricultural Sciences Universitas Diponegoro, the strategic objectives that must be achieved are:

1. Produce graduates who are able to compete in the world of work at the ASEAN regional level
2. Produce scientific work in the field of animal husbandry and tropical agriculture in accordance with the development of science and technology at the regional level
3. Contribute to solving community problems in the field of animal husbandry and agriculture
4. Creating an efficient, effective, accountable and transparent faculty organization

Specific Objectives of the Undergraduate Education Program

The specific objective of the undergraduate education program is to produce a Bachelor of Animal Sciences and Agriculture with the main competence of having the academic ability in planning, designing, implementing, developing and controlling the livestock and agriculture business / industry (which includes humans, materials, equipment, capital, management and information) independently or collectively to produce quality products that are sustainable and environmentally friendly and useful in improving the standard of life of the community, nation and state. Supporting competencies are mastering knowledge and skills about tropical biological resources that support the main competencies and have additional abilities in addition to the main competencies in work (communication, language and informatics skills).

Specific Objectives of the Postgraduate Education Program

The special objective of the Postgraduate Education Program Master (S2) is to produce a Master of Science with broad insight and has the academic and professional ability to apply and develop the field of animal science and agribusiness management as well as being able to transfer science and technology to the field of animal science and agribusiness and its use to improve people's lives.

Specific Objectives of the Doctor (S3) Education Program

Producing Doctorates who have academic and professional abilities to apply and develop and / or create science and technology in the field of animal science and are able to transfer science and technology in the field of animal science and its application to improve human welfare.

Research Focus

The Faculty of Animal Husbandry and Agriculture, Diponegoro University is a part (subsystem) of a national education system, which is also a subsystem of a national system in the provision of food and protein for the people of Indonesia. Indonesia is located in a tropical region, rich in flora and fauna (germplasm) which have the potential and prominent economic and social roles. This potential must be utilized as well as preserved. The Faculty of Animal Husbandry and Agriculture, Diponegoro University, with its manpower and facilities, is guided by the vision and mission of the institution, and bears the responsibility and moral burden to make it happen.

Livestock, tropical livestock and crops are characterized by low productivity, traditional and do not rely on economic principles. In other words, the aspects related to livestock, tropical

livestock and crops are still far from the reach of science, and many fundamental aspects are not yet known. In addition, there are very few research records and references. On the other hand, the international community is increasingly giving appreciation and encouragement so that native Indonesian livestock and plants can be maintained, preserved and even developed. The domestic market for native livestock and plant products is highly developed and is racing against imported products.

The type of livestock / food crop commodity as the object of research is a very important component. The types of native livestock that are already known include: Javanese cows, Ongole crossbreeds, Friesian Holstein crossbred cows, buffalo, Kacang goats, Javanese goats, Thin-tailed sheep, Kaligesing goats, Kampung chickens, Kedu chickens, Cemani chickens, Tegal ducks, Magelang ducks. . Indigenous breeds are the key words and main focus, although exotic breeds are not ruled out (focusing on but not limited to indigenous breeds of livestock). The development of organic food plants and the development of food plants in marginal areas are the main priorities in the studies of lecturers and students.

Therefore it is necessary to understand the status of local livestock and plants that need to be identified as objects and fields of study / research that support the vision and mission of the Faculty of Animal Husbandry and Agriculture. This field of study / research is carried out with a research strategy with the theme: UTILIZATION OF LIVESTOCK, PLANTS AND LOCAL RESOURCES AND ITS TECHNOLOGY FOR COMMUNITY WELFARE IN THE PERSPECTIVE OF GLOBAL COMPETITION. The implementation of this strategy can be divided into short term, medium term and long term.

Short-term

- Utilization of local, unconventional food and feed ingredients and biological industrial waste
- Management, environmental modification, appropriate technology, and disease control in plants and livestock
- Increase the competitiveness of crops, livestock and livestock and plant products, through various processes
- Increase the usability of crops and agricultural / food products through various processes
- Empowerment of human resources for agribusiness actors

Medium-term

- Identification of nutritional needs, and physiological / biochemical characteristics
- The role and function of livestock in the integration of agricultural systems
- Contribution of livestock and food crops for the welfare and empowerment of farmers
- Contribution of agribusiness actors in building the national economy

Long-term

Improved genetic configuration through a process of breeding and selection of food crops and livestock

- Contribution and the role of livestock or agriculture in empowerment and improvement of community welfare
- Development of livestock and agricultural products for export purposes

- Development of techniques / cultivation to produce livestock products and food crops and food

In addition, there is still a need to elaborate on specific topics in research, it is necessary to have continuity and sustainability of research, it is necessary to develop research networks with similar institutions, so that the results of the study are expected to improve the welfare of society and improve the substance and process of teaching and learning.

Community service

Through professional collaboration with certain agencies and or communities, the FAAS is obliged to disseminate and apply the research results of teaching staff and students in the context of carrying out community service activities.

Chapter V

Education Curricula

DYNAMICS OF CURRICULUM CHANGE

The teaching and learning process in the Animal Husbandry Undergraduate Education Program at the Faculty of Animal and Agricultural Science (FAAS), Universitas Diponegoro since 1995 refers to the curriculum prepared based on the Decree of the Minister of Education and Culture No. 056 / U / 1994 (Guidelines for Higher Education Curriculum Development and Assessment of Learning Outcomes) and No. 0311 / U / 1994 (National Curriculum for the Undergraduate Program in Agriculture).

In 1999 the Faculty of Animal Husbandry, Diponegoro University began to hold the S1 Animal Husbandry Socio-Economic Study Program and the Animal Products Technology S1 Study Program. In 2000, there was a curriculum review, especially for the Undergraduate Program in Animal Production and the Undergraduate Program in Animal Nutrition and Food. This review is intended to further align the mandate of the Decree of the Minister of Education and Culture No.0311 / U / 1994 (National Curriculum for the Undergraduate Program in Agriculture) that the Bachelor of Animal Husbandry Education consists of four undergraduate study programs. Curriculum review is only carried out on institutional (local) courses, because core (national) courses still have to comply with applicable regulations.

In 2000 the Decree of the Minister of National Education No. 232 / U / 2000 regarding competency-based curriculum. The issuance of the Kepmendiknas was anticipated with the July 2000 Animal Husbandry Higher Education Leadership Meeting in Semarang and the November 2001 Animal Husbandry College

Leadership Meeting in Denpasar. With the agreement of the results of the July 2000 Animal Husbandry College Leadership meeting in Semarang; agreement from the results of the November 2001 meeting of the Animal Husbandry College Leaders in Denpasar; agreement of the University and Faculty Leaders for the formation of a new curriculum (2002); and with the issuance of the Decree of the Minister of National Education No. 045 / U / 2002; then in July 2002 the Undergraduate Study Program Curriculum Review was conducted. The curriculum review is focused on:

1. Study load (credits) is taken at the minimum level;
2. Animal husbandry education needs to provide uniform provisions for the four undergraduate study programs, namely the curriculum with the minimum requirement for undergraduate animal husbandry.

The results of the curriculum review determined that the minimum study load for Bachelor (S1) of Animal Science Education was 145 credits, and the minimum requirement for the Undergraduate Animal Husbandry Education curriculum was 95 credits. The remaining study load (around 50 credits) is aimed at adjusting the needs of each department / study program. In addition, courses are grouped according to the mandate of the Decree of the Minister of National Education No. 232 / U / 2000, and 045 / U / 2002:

- Personality Development Courses (MPK),
- Scientific and Skills Courses (MKK),
- Job Skills Course (MKB),
- Work Behavior Course (MPB),
- Community Livelihood Behavior Course (MBB)

Furthermore, from the 2009 academic year onwards, a New Study Program was opened as a result of the unification of the 4 existing S-1 Study Programs (Animal Nutrition and Forage, Animal Production, Animal Husbandry Social Economics and Animal Product Technology), with the name of the S-1 Animal Science Study Program with 4 concentrations (specialization),

namely the concentration of Animal Nutrition and Feed, the concentration of Animal Production, the concentration of Animal Socio-Economics and the concentration of Animal Product Technology. The S1 livestock curriculum was revised back in 2012 as a livestock competency-based curriculum. In May 2013, a workshop was held to equalize the perceptions of 4 new study program concentrations, namely S1 Animal Science, S1 Food Technology, S1 Agribusiness and S1 Agroecotechnology. In May 2017, a workshop was conducted to review the curriculum based on learning outcomes or learning outcomes, hereinafter referred to as the 2017 Curriculum.

The recapitulation of each competency-based study program is as follows:

Recapitulation	Competence			Total
	Core	Supporting	Others	
Bachelor of Animal Sciences				
Units (Lecture-Practices)	100 (58-42)	40 (31-9)	6 (3-3)	146 (92-54)
%	68,49	27,40	4,11	100
Bachelor of Food Technology				
Units (Lecture-Practices)	109 (75-34)	38 (27-11)	16 (13-3)	144 (103-41)
%	67	23	10	100,00
Bachelor of Agribusiness				
Units (Lecture-Practices)	106 (88-20)	47 (37-10)	6 (5-1)	145 (104-41)
%	68,07	28,31	3,62	100,00
Bachelor of Agroecotechnology				
Units (Lecture-Practices)	107 (69-38)	30 (26-4)	8 (8-0)	145 (103-42)
%	73,79	20,69	5,52	100,00
Education Ministry decree No.232/U/2000	40-80%	20-40%	0-30%	

Chapter VI

ORGANIZATION AND ACADEMIC MANAGEMENT

Based on Government Regulation Number: 60/1999 and Rector Regulation No. 2 of 2019, the Faculty of Animal and Agricultural Sciences, Universitas Diponegoro (FAAS) is led by a Dean who is directly responsible to the Rector. In carrying out daily tasks, the Dean is assisted by 2 Vice Deans who are directly responsible to the Dean.

The Faculty of Animal and Agricultural Sciences (FAAS), Universitas Diponegoro currently has 2 departments, namely: the Department of Animal Science and the Department of Agriculture, the Faculty has the task of carrying out education and teaching in undergraduate program (S1), master program (S2) and doctoral program (S3). In carrying out these tasks the faculty carries out functions:

- a. Implementation of education, teaching, and education quality assurance;
- b. Implementation of academic community coaching, and services to alumni;
- c. To carry out activities in the fields of finance, human resources, infrastructure and management law;
- d. Implementation of activities in the field of student affairs;
- e. Implementation of activities in the field of data and information systems;
- f. Implementation of planning and development activities;
- g. Carrying out activities in the field of research, quality assurance of research, community service, innovation;
- h. Implementation of cooperative affairs;

- i. Implementation of administrative and filing affairs in the faculty; and
- j. Implementing matters of security, order, work safety and environmental comfort

The Dean has the task of leading the implementation of education, research, community service, human resource development, fostering lecturers and educational staff, students, faculty administration, research development, innovation, cooperation, information.

In carrying out daily tasks, the Dean is assisted by 2 (two) vice deans consisting of:

- a. Vice Dean for Academic and Student Affairs or can be called Deputy / Vice Dean I, has the task of assisting the Dean in leading the implementation of education, accreditation of study programs, alumni, research, student affairs, business, research, innovation, collaboration and community dedication;
- b. Vice Dean for Resources or can be called Deputy / Vice Dean II, has the task of assisting the Dean in leading the implementation of activities in the fields of human resources, finance, assets, planning, information technology and reporting.

The Deputy Dean for Academic and Student Affairs or can be called the Deputy / Assistant Dean I, has the function of planning and coordinating activities within the faculty, including:

- a. Planning, implementing and developing education and teaching and research;
- b. Training of teaching staff;
- c. Preparation of new educational programs in various levels and fields;
- d. Develop programs for the development of students' reasoning power;

- e. Planning and implementing educational and research collaboration with all implementing elements within the Diponegoro University;
- f. Data processing concerning the fields of education and teaching, research and community service in their respective fields;
- g. Collaboration with all implementing elements within Diponegoro University in every effort in the field of community service and supporting efforts.

Deputy Dean for Resources or can be called Deputy / Assistant Dean II has the function of supervising, maintaining order and coordinating activities within the faculty which include:

- a. Financial management;
- b. Personnel management;
- c. Equipment management;
- d. Housekeeping and order maintenance;
- e. Administrative arrangements;
- f. Violation of public relations;
- g. Data processing concerning general administration.

- a. Administration has the task of carrying out academic administration, research, student and alumni affairs, staffing, finance, assets and logistics, governance law, data collection and updating, transparency, information system development, planning and reporting, and cooperation and other tasks. determined by the Rector (Diponegoro University Rector Regulation Number 2 of 2019 and amendment Number 16 of 2020):
- b. In carrying out the duties, the Administration Division carries out the following functions:
 - c. implementation of academic administration;
 - d. implementation of student and alumni administration;
 - e. implementation of personnel administration;
 - f. implementation of financial administration;
 - g. implementation of asset administration and logistics;

- h. implementation of legal administration and management;
- i. performing administration of collecting, updating, archiving, processing and presenting data;
- j. implementation of information system development and reporting; i. implementation of planning administration; j. implementation of cooperation administration; and
- k. implementation of other functions stipulated by the Rector.

The Administration Section consists of:

- a. Academic and Student Affairs Subdivision;
- b. Sub Division of Finance and Human Resources; and
- c. General Subdivision and Asset Management.

The Subdivision in the Administration Section is led by the Head of the Subdivision / Supervisor who is responsible to the Head of the Section / Administration Manager.

- a. The Academic and Student Affairs Subdivision as referred to in Article 27 paragraph (1) letter a, has the task of carrying out educational and learning administrative matters, research governance, community service, student and alumni affairs, data collection and updating, information system development, and cooperation.
- b. The Subdivision of Finance and Personnel has the task of carrying out planning and reporting administration, finance, and personnel affairs.
- c. The General and Asset Management Subdivision has the task of carrying out asset administration and logistics, general, archiving, law and management, security and order affairs.

Departments are elements of the Faculty or School that support the implementation of academic activities in one or several branches of science, art, and technology in the types of academic education, professional education, or vocational education.

In the Department, a laboratory or studio can be formed. The department consists of:

1. Leadership element: chairman and secretary of the department.
2. Academic executing element: lecturers.

The Department is led by a Chair who is assisted by a Secretary. The Head of the Department is responsible to the Dean of the Faculty who is in charge of him. The Head and Secretary of the department are appointed for a period of 4 (four) years and can be reappointed. If the department has a laboratory and / or studio, the executive unit is led by a Chairperson.

The Chairperson and Secretary of the Department as well as the Chair of the Laboratory / Studio are appointed and dismissed by the Rector at the suggestion of the Dean after receiving the consideration of the Faculty Senate.

The Study Program is led by the Head of the Study Program and assisted by the Study Program Secretary. The Head of the Study Program is responsible to the head of the academic implementation unit who oversees him.

The Chairperson and Secretary of the Study Program are appointed by the Rector on the recommendation of the head of the academic executive unit in charge of him.

The term of office of the Head of the Study Program is 4 (four) years and can be reappointed.

Laboratory is a supporting facility for a department in one or a certain branch of science, technology or art in accordance with the needs of the relevant field of study and a unit of basic resources for the development of science and education.

To carry out these tasks, the laboratory has the following functions:

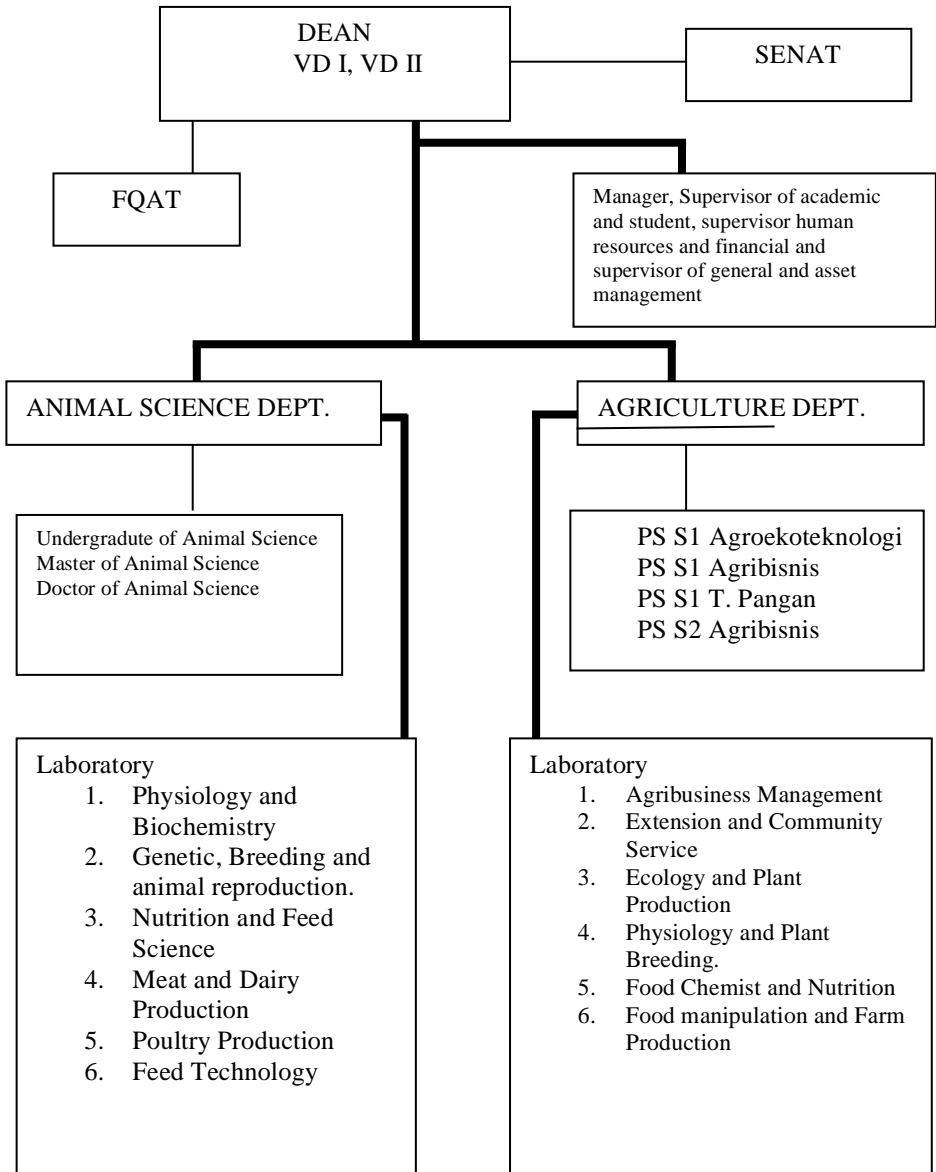
- Prepare supporting facilities for carrying out education and teaching in one or a part of a particular branch of science, technology, or art in accordance with the field of study concerned.
- Prepare supporting facilities to carry out research and development in one or a part of a particular branch of

science, technology, or art in accordance with the field of study concerned.

- One of the other faculty completeness elements is the Faculty Senate. The Faculty Senate is a normative body and the highest representative within the faculty which has the authority to elaborate Diponegoro University policies and regulations for the benefit of the faculty. Membership of the Faculty Senate, among others, consists of professors, deans (ex officio), deputy deans (ex officio), heads of departments (ex officio), heads of study programs (ex officio), heads of departments (ex officio) and deputy non-professors. (non ex officio). The Senate of the Faculty is chaired by a chairperson, the Dean cannot be elected as chairman or secretary of the senate.
- Broadly speaking, the Faculty Senate has the authority to:
- Formulating faculty plans and policies in the academic field;
- Assessing achievement and academic ethical norms, skills, and personality integrity of lecturers in the faculty environment;
- Formulating norms and benchmarks for the implementation of faculty / school administration and assessing the implementation of the faculty leadership's duties;
- Provide opinions and suggestions for the smooth management of the faculty / school; and
- Give approval for curriculum changes and give consideration to the administration of the faculty / school.
- The faculty senate has the right to ask the dean for explanations on matters deemed necessary.
- The faculty senate can delegate certain tasks in writing to the dean.
- The faculty senate has the right to form commissions and / or committees in carrying out their duties

- The faculty senate holds meetings and sessions to carry out its duties and functions;

Ilustrasi 1. Struktur Organisasi Fakultas Peternakan dan Pertanian



Chapter VII

Personnel

FACULTY

Based on the Decree of the Minister of Research, Technology and Higher Education of the Republic of Indonesia no. 146 / M / KP / W / 2015 and the Decree of the Rector of Diponegoro University, the composition of the personnel for the leadership of the Faculty of Animal and Agricultural Sciences (FAAS), Universitas Diponegoro for the period 2019-2024 is as follows:

Dean	: Prof. Dr. Ir. Bambang Waluyo H.E.P, M.S.,M.Agr, IPU
Vice Dean I	: Dr. Ir. Limbang Kustiawan Nuswantara, S.Pt.,M.P. IPM (Academic and Student affairs)
Vice Dean II	: Agus Setiadi, S.Pt.,M.Si.,Ph.D. (Resources Affairs)

As a sub-system of Diponegoro University as a whole, the Faculty of Animal Science and Agricultural Sciences (FAAS) is in coordination with the leadership of Universitas Diponegoro which at this time is

:

Rector	: Prof. Dr. Yos Johan Utama, SH., M.Hum
Vice Rector I	: Prof. Dr. Budi Setiyono, S.Sos, M.Pol.Admin. (Academic and Student Affairs)
Vice Rector II	: Prof. Dr.rer.nat. Heru Susanto, S.T., M.M., M.T. (Resources)
Vice Rector III	: Dwi Cahyo Utomo., S.E.,M.A.,Ph.D. (Communication and Business)

Vice Rector IV : Prof.Dr.Ir.Ambariyanto,MSc.
(Research and Innovation)

Based on the Decree of the Rector of Universitas Diponegoro, the Department head which coordinates the Study Program and Laboratory is determined as follows :

DEPARTMENT

1. Animal Science Department

Head : Dr. Sri Sumarsih, S.Pt.,M.P.

2. Agriculture Department

Head : Ir. Didik Wisnu Widjajanto, M.Sc Res., Ph.D

STUDY PROGRAM

1. Study Program Bachelor (S1) Animal Science

Head : Dr. drh. Enny Tantini Setiatin, M.Sc.

Secretary : Agung Subrata, S.Pt.,M.P.

2. Study Program Bachelor (S1) Agribusiness

Head : Ir. Kustopo Budiraharjo, M.P.

Secretary : Tutik Dalmiyatun, S.Pt.,M.Sc.

3. Study Program Bachelor (S1) Agroecotechnology

Head : Dr. Ir. Karno, M.Appl.Sc.

Secretary : Dr. Ir. Susilo Budiyanto, M.Si.

4. Study Program Bachelor (S1) Food Technology

Head : Dr. Henny Rizqiati, S.Pt.,M.Si.

Secretary : Ahmad N Al-Baari, S.Pt.,M.P.,Ph.D.

5. Study Program Master (S2) Animal Science

Head : Dr. Ir. Anis Muktiani, M.Si.

6. Study Program Master (S2) Agribusiness
Head : Dr. Ir. Mukson, M.S.

7. Study Program Doctor (S3) Animal Science
Head : Prof. Dr. Ir. Agung Purnomoadi, M.Sc.

LECTURER

There are currently 115 permanent lecturers in the Faculty of Animal Husbandry and Agriculture, Universitas Diponegoro, the qualifications of lecturers according to the highest level of education that have been taken, are shown in the following table:

Department	Education Background			Number
	S1	S2	S3	
Animal Scieces	0	14 (24.14%)	44(75,86%)	58
Agriculture	0	14 (29.79%)	33 (70,21%)	47
Number	0	28 (26.67%)	77 (73,33%)	105 (100%)

When viewed from the academic authority of the teaching staff shown through their functional positions, the distribution is as shown in the following table:

Department	Functional					Number
	Lecturer first	Asistant	Asistant Professor	Associate Professor	Professor	
Animal Science	0	6	18	19	15	58
Agriculture	1	7	10	24	5	47
Jumlah	1 (0,95%)	13 (12,38%)	28 (26,66%)	43 (40,95%)	20 (19,05%)	105(100%)

LABORATORY

To assist in the implementation of education and science development, through the Decree of the Dean of the Faculty of

Animal Husbandry and Agriculture, Diponegoro University No.36 / UN7.3.5 / KP / 2017 dated February 20, 2017, a Laboratory Coordinator and Laboratory Secretary has been appointed. All academic staff are human resources of each department and are in the forum for laboratory coaching and coordination. The distribution of human resources is as follows:

In coordination Animal Science Department :

1. Physiology and Biochemistry

<i>No</i>	<i>Name</i>	<i>Position</i>	<i>Functional and Degree</i>
1	Sugiharto, S.Pt., M.Sc., Ph.D	Coordinator	AA & III-a
2	Hanny Indrat W., Ir., M.Sc., Ph.D.	Member	LK & IV-a
3	Retno Murwani, Prof., Dr., Ir., M.Sc., M.App.Sc.	Member	GB& IV-b
4	R.R. EndangWidiastuti, Dra., M.Si.	Member	L & III-c
5	Tri Agus Sartono, Ir., M.Si.	Member	AA & III-b
6	Turrini Yudiarti, Dr., Dra., M.Sc.	Member	LK & IV-a

2. Genetic, Breeding and animal reproduction

<i>No</i>	<i>Name</i>	<i>Position</i>	<i>Functional and Degree</i>
1	Daud Samsudewa, S.Pt., M.Si., Ph.D. IPM	Coordinator	L & III-c
2	Edy Kurnianto, Prof., Ir., Dr., M.S., M.Agr.	Member	GB& IV-b
3	Enny Tantini Setiatin, drh., M.Sc., Dr.	Member	L & III-d
4	Sutiyono, Ir., M.S., Dr.	Member	LK & IV-b
5	Sutopo, Ir., M.Sc., Dr.	Member	L & III-d
6	Asep Setiaji, S.Pt., M.Si.	Member	Pengajar

3. Laboratorium Nutrition and Feed Science

<i>No</i>	<i>Name</i>	<i>Position</i>	<i>Functional and Degree</i>
1	Eko Pangestu, Dr., Ir., M.P.	Coordinator	LK & IV-b
2	Anis Mukhtiani, Dr., Ir., M.Si.	Member	LK & IV-a
3	Agung Subrata, S.Pt., M.P.	Member	L & III-c
4	Bambang Sukamto, Prof., Dr., Ir., S.U.	Member	GB& IV-d
5	Fajar Wahyono, drh., M.P.	Member	LK & IV-a
6	Istna Mangisah, S.Pt., M.P.	Member	LK&IV-a
7	Joelal Achmadi, Prof.,Ir., M.Sc., Ph.D.	Member	GB& IV-d
8	Limbang Kustiawan N., Dr.Ir., S.Pt., M.P.IPU	Member	L & III-c
9	Marry Christiyanto, Dr.Ir., M.P. IPM	Member	AA& III-b
10	Mulyono, Ir., M.Si.,M.Si.	Member	L & III-c
11	Nyoman Suthama, Prof., Ir., M.Sc.,Ph.D.	Member	GB& IV-d
12	Sunarso, Prof., Dr., Ir., M.S.	Member	GB& IV-d
13	Surahmanto, Ir., M.S.	Member	LK & IV-a
14	Surono, Ir., M.P.	Member	L & III-c
15	Sutrisno, Ir., M.P.	Member	L & III-c
16	V. Dwi Yudianto, BI, Prof.,Ir.,M.S., M.Sc., Ph.D.,IPU	Member	GB& IV-d
17	Widiyanto, Prof. Dr. Ir., S.U	Member	LK & IV-b
18	Lilik Krismiyanto, S.Pt.,M.Si	Member	Pengajar

4. Laboratory Meat and Dairy Production

<i>No</i>	<i>Name</i>	<i>Position</i>	<i>Functional and Degree</i>
1	Rudy Hartanto, S.Pt., M.P., Ph.D.	Coordinator	L & III-c
2	Agung Purnomoadi, Prof., Ir.,M.Sc.,Ph.D.	Member	GB& III-d
3	C. M. Sri Lestari, Dr. Ir., M.Sc.	Member	LK & IV-b
4	Dian WahyuHarjanti, drh., Ph.D.	Member	AA & III-a
5	Edy Rianto, Prof., Ir., M.Sc., Ph.D.	Member	GB & IV-a
6	Endang Purbowati, Dr., Ir., M.P.	Member	LK & IV-a
7	Mukh Arifin, Prof., Ir., M.Sc., Ph.D	Member	GB& IV-c

<i>No</i>	<i>Name</i>	<i>Position</i>	<i>Functional and Degree</i>
8	Retno Adi Winarti, Dr. Ir., M.Sc.	Member	L & IV-a
9	Sri Mawati, Dr.,drh.,M.Si.	Member	L & III-c
10	Suranto, Ir., M.P.	Member	L & III-c
11	Sutaryo, S.Pt., M.P., Ph.D.	Member	L & III-c
12	Vita Restritresnani, S.Pt.,M.Si.	Member	Pengajar
13	Edy Prayitno, S.Pt.,M.Si	Member	AA & III-b

5. Laboratory Poultry Production

<i>No</i>	<i>Name</i>	<i>Position</i>	<i>Functional and Degree</i>
1	Teysar Adi Sarjana, S.Pt., M.Si. Ph.D. IPM	Coordinator	AA & III-a
2	Luthfi DjauhariM.,Prof.Ir. M.Sc.,Ph.D.	Member	LK & IV-a
3	Dwi Sunarti, Prof., Ir., M.S., Ph.D.	Member	GB & IV-e
4	Edjeng Suprijatna, Prof., Dr., Ir., M.S.	Member	GB& IV-c
5	Maulana H.N., Dr.,S.Pt., M.P.	Member	L & III-d
6	Rina Muryani, S.Pt., M.Si.	Member	AA & III-a
7	Sri Kismiati, Dr., Ir., M.P.	Member	L & III-c
8	Binti Ma'rifah.,S.Pt.,M.Si	Member	AA & III-b

6. Laboratory of Feed Technology

<i>No</i>	<i>Name</i>	<i>Position</i>	<i>Functional and Degree</i>
1	Baginda Iskandar M.T., Dr., Ir., M.Si.IPM	Coordinator	L & III-c
2	Cahya Setya Utama, Dr.Ir.,S.Pt.,M.Si.IPM	Member	AA& III-b
3	Retno Iswarin P., Dr., Ir., M.Sc.	Member	LK& IV-a
4	Bambang Sulistiyanto, Ir., M.Agr.Sc.,Ph.D. IPU	Member	L & III-c
5	Bambang W.H.E.P., Dr. Ir., M.S., M.Agr.IPU	Member	LK& IV-a
6	Sri Mukodiningsih, Dr. Ir., M.S.	Member	LK& IV-b

<i>No</i>	<i>Name</i>	<i>Position</i>	<i>Functional and Degree</i>
7	Sri Sumarsih, Dr. Ir.,S.Pt., M.P.IPM	Member	L & IV-a

Agriculture Department

1. Agribusiness Management

<i>No</i>	<i>Name</i>	<i>Position</i>	<i>Functional and Degree</i>
1	Wiludjeng Roessali, Dr., Ir., M.Si.	Coordinator	LK & IV-b
2	Agus Setiadi, S.Pt., M.Si., Ph.D.	Member	L& III-d
3	Bambang Mulyatno S., Dr., Ir., M.S.	Member	LK & IV-a
4	Edy Prasetyo, Dr. Ir., M.S.,	Member	LK & IV-a
5	Hery Setiyawan, S.Pt.,M.Si.	Member	AA& III-a
6	Kustopo Budiraharjo, Ir., M.P.	Member	L & III-c
7	Migie Handayani, S.Pt.,M.Si.	Member	L & III-c
8	Mukson, Dr., Ir., M.S.	Member	LK & IV-a
9	Siswanto Imam S., Dr., Ir., M.S.	Member	LK & IV-a
10	Titik Ekowati, Dr., Ir., M.Sc.	Member	LK & IV-b
11	Wahyu Diah Prastiwi, S.Pt., M.M., M.Sc.	Member	AA & III-a
12	Suryani Nurfadillah, SE.,M.Si	Member	AA & III-b

2. Extension and Community Development Service

<i>No</i>	<i>Name</i>	<i>Position</i>	<i>Functional and Degree</i>
1	Sriroso Satmoko, Dr., Ir., MS	Coordiator	L & III-d
2	Agus Subhan Prasetyo, S.P.,M.Si	Member	AA-III b
3	Dyah Mardiningsih, Ir., M.S.	Member	LK & IV-a
4	Siwi Gayatri, S.Pt. M.Sc. Ph.D.	Member	L& III-b
5	Tutik Dalmiyatun, S.Pt., M.Sc	Member	AA& III-b
6	Wulan Sumekar, Dr., Ir., M.S.	Member	LK & IV-a

7	Kadhung Prayoga, S.P.,M.Sc.	Member	AA-III b
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2. Ecology and Plant Production

<i>No</i>	<i>Name</i>	<i>Position</i>	<i>Functional and Degree</i>
1	Eny Fuskhah, Dr.,Ir., M.Si.	Coordinator	LK& III-a
2	Adriani Darmawati, Dr., Ir., M.Sc.	Member	L & III-d
3	Didik Wisnu W., Ir., M.Sc., Ph.D.	Member	LK & IV-a
4	Endang Dwi P., Prof. Dr., Ir., M.S.	Member	LK & IV-c
5	Sumarsono, Prof., Dr., Ir., M.S.	Member	GB& IV-d
6	Susilo Budiyanto, Dr., Ir., M.Si.	Member	L& III-d
7	Sutarno, Dr., Ir., M.S.	Member	LK & IV-b
8	Aisyah Surya Bintang, S.P.,M.Sc.	Member	AA&III-b
9	Yafizam, Dr. Ir. M.S	Member	LK & IV-a

3. Physiology and Plant Breeding.

<i>No</i>	<i>Name</i>	<i>Position</i>	<i>Functional and Degree</i>
1	Florentina Kusmiyati, Dr., Ir., M.Sc.	Coordinator	LK & IV-a
2	Budi AdiKristanto, Dr.,Ir., M.S.	Member	LK & IV-b
3	Bagus Herwibowo, S.P.,MP.	Member	Pengajar&IIIb
4	Dwi Retno Lukiwati, Prof., Dr., Ir., M.S.	Member	GB & IV-d
5	Karno, Ir., M.Appl.Sc., Ph.D.	Member	LK & IV-a
6	Rosyida, S.P.,M.Sc	Member	AA & III-b
7	Syaiful Anwar, Prof., Dr., Ir., M.Si.	Member	GB& IV-c

5. Food Chemist and Nutrition

<i>No</i>	<i>Name</i>	<i>Position</i>	<i>Functional and Degree</i>
1	Bhakti Etza Setiani, S.Pt., M.Sc.	Coordinator	AA & III-b
2	Ahmad N. Al-Baarri, S.Pt., M.P., Ph.D.	Member	AA & III-a
3	Anang M. Legowo, Prof., Dr., Ir., M.Sc.	Member	GB & IV-d
4	Antonius Hintono, Dr. Ir., M.P.	Member	LK& III-d

<i>No</i>	<i>Name</i>	<i>Position</i>	<i>Functional and Degree</i>
5	Masykuri, Ir., M.P.	Member	LK & IV-a
6	Nurwantoro, Dr., Ir., M.S.	Member	LK & IV-a
7	Siti Susanti, drh., Ph.D	Member	AA & III A

6. Food manipulation and Farm Production

<i>No</i>	<i>Name</i>	<i>Position</i>	<i>Functional and Degree</i>
1	Heni Rizqianti, Dr., S.Pt., M.Si.	Coordinator	L & III-b
2	Bambang Dwiloka, Dr., Ir., M.S.	Member	LK & IV-c
3	Sri Mulyani, Dr., S.Pt., M.P.	Member	AA & III-c
4	Setya Budi M. Abduh., S.Pt., M.Sc.	Member	AA & III-a
5	V. Priyo Bintoro, Prof., Dr., Ir., M.Agr.	Member	GB & IV-d
6	Yoyok Budi Pramono, Dr., S.Pt., M.P.	Member	LK & IV-a
7	Yoga Pratama, STP., M.Sc	Member	AA& III-b

ADMINISTRATION

For the implementation of administrative duties, the Administration of FAAS consists of the following personnel:

Administration Manager : Kris Retno Gayatri, S.T
Supervisor of general and asset management : Dedy Ratna Adhiyanto, S.T.
Supervisor of academic and student : Kris Retno Gayatri, S.T.
Supervisor of accounting and human resources : Dwiwati, S.E.

FACULTY SENATE

The Faculty Senate is a faculty organ that carries out the function of consideration for the dean and academic supervision. The Faculty Senate has the authority to elaborate Universitas

Diponegoro policies and regulations for the benefit of the faculty. The faculty senate is an additional assignment for lecturers consisting of the chairman, secretary and members. Membership of the Faculty Senate, among others, consists of professors, deans (ex officio), deputy deans (ex officio), heads of departments (ex officio), heads of study programs (ex officio), and non-ex officio lecturers.

The membership composition of the Senate of the FAAS is as follows:

No.	Name	Position
1	Prof. Ir. Edy Kurnianto, M.S., M.Agr., Ph.D	Head
2	Prof. Dr. Ir. F. Kusmiyati, M.Sc	Secretary
3	Prof. Ir. Sunarso, M.S., Ph.D.	Member
4	Prof. Ir. Dwi Sunarti, M.S., Ph.D.	Member
5	Prof. Ir. Vitus Dwi Y.B.I., MS., M.Sc., Ph.D.	Member
6	Prof. Ir. Anang M. Legowo, M.Sc., Ph.D.	Member
7	Prof. Dr. Ir. Sumarsono, M.S.	Member
8	Prof. Dr. Ir. Bambang Sukanto, S.U.	Member
9	Prof. Ir. V. Priyo Bintoro, M.Agr., Ph.D.	Member
10	Prof. Ir. Nyoman Suthama, M.Sc., Ph.D.	Member
11	Prof. Ir. Agung Purnomoadi, M.Sc., Ph.D.	Member
12	Prof. Ir. Edy Rianto, M.Sc., Ph.D.	Member
13	Prof. Ir. Joelal Achmadi, M.Sc., Ph.D.	Member
14	Prof. Dr. Ir. Syaiful Anwar, M.Si	Member
15	Prof. Ir. Mukh Arifin, M.Sc., Ph.D.	Member
16	Prof. Dr. Ir. Edjeng Suprijatna, M.P.	Member
17	Prof. Dr. Ir. Dwi Retno Lukiwati, M.S.	Member
18	Prof. Ir. Retno Murwani, M.Sc., M.Appl.Sc., Ph.D.	Member
19	Prof. Ir. Luthfi Djauhari Mahfudz, M.Sc., Ph.D.	Member
20	Prof. Dr. Ir. Endang Dwi Purbajanti, M.S.	Member
21	Prof. Dr. Ir. Widiyanto, SU.	Member
22	Prof. Dr. Ir. Siswanto Imam Santoso, M.S.	Member

23.	Prof. Dr. Ir. Sutyono, M.S.	Member
24.	Prof. Dr. Ir. Sri Mukodiningsih, M.S	Member
25.	Dr. Ir. Bambang Waluyo HEP. M.S.,M.Agr	Member
26	Dr. Limbang Kustiawan N.S.Pt., M.P.	Member
27	Dr. Agus Setiadi, S.Pt.,M.Si	Member
28	Dr. Sri Sumarsih, S.Pt.,M.P.	Member
29	Dr. Ir. Didik Wisnu Widjajanto, M.Sc	Member
30	Dr. Ir. Anis Muktiani	Member
31	Dr. Ir. Mukson, M.S.	Member
32	Dr. Drh. Eny Tantini Setiatin, M,Sc	Member
33	Dr. Henny Risqiati, M.Si	Member
34	Ir. Karno, M.Appl.Sc.,Ph.D	Member
35	Ir. Kustopo Budiraharjo, M.P.	Member
36	Ir. Bambang Sulistiyanto, M.Agr.Sc.,Ph.D.	Member
37	Dr. Ir. Baginda Iskandar Moeda T, M.Si.	Member
38	Ir. Sutrisno, M.P.	Member
39.	Daud Samsudewa, S. Pt.,M.Si.,Ph.D.	Member
40.	Dr. Ir. Bambang Dwiloka, M.S.	Member
41.	Dr. Ir. Edy Prasetyo, M.S.	Member

FACULTY QUALITY ASSURANCE TEAM (FQAT)

Rector of Diponegoro University has declared a higher education quality assurance on February 2, 2006, which was followed by the establishment of the Diponegoro University Quality Assurance Agency. As a follow-up to the implementation of the higher education quality assurance system, according to the Dean's Decree No. 11 / UN7.5.5 / KP / 2018 dated 16 January 2018 a Quality Assurance Team for the Faculty of Animal Husbandry and a Department for Quality Assurance Team was formed, each with the following personnel:

1. Faculty Quality Assurance Team

Person in Charge	:	Dekan Prof. Dr. Ir. Bambang Waluyo H.E.P, M.S.,M.Agr. IPU
Steering Committee	:	Wakil Dekan I Dr. Ir. Limbang Kustiawan Nuswantara, S.Pt.,M.P. IPM
Head	:	Prof. Dr. Ir. Florentina Kusmiyati, M.Sc.
Secretary	:	1. Ir. Surono, M.P. 2. Suryani Nurfadilla, S.P.,M.Si.
Member	:	Dr. Ir. Hanny Indrat Wahyuni, M.Sc. Bhakti Etza Setiani, S.Pt.,M.Sc. Edy Prayitno, S.Pt.,M.P.

2. Quality Assurance Group of Animal Science Department

Member	:	1. Agung Subrata, S.Pt.,M.P. 2. Sutaryo, S.Pt.,M.P.,Ph.D. 3. Dr. Ir. RR. Retno Adiwinarti, M.Sc.
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3. Quality Assurance Group of Agriculture Department

Member	:	1. Ahmad N. Albaari, S.Pt.,Ph.D
	:	2. Dr. Ir. Susilo Budiyanto, M.Si.
	:	3. Tutik Dalmiyatun, S.Pt.,M.Sc.
	:	4. Siwi Gayatri, S.Pt.,M.Sc.,Ph.D

Chapter VIII

Campus and Library

Physical Facilities

PHYSICAL FACILITY

Starting from the even semester of the 1996/1997 academic year, the Faculty of Animal Science as a whole has occupied the New Campus at the Diponegoro Tembalang University Complex. The Diponegoro University FAAS Campus has 6 (six) main buildings with a total building area of 20,625m².

Building Facility

Building	Objective	Weight (m ²)
Building A (3 Floor)	Activities of the Department of Animal Science and Agriculture (Laboratory and Lecturer room, etc.).	5.715
Building B (3 Floor)	Activities of the Department of Animal Science and Agriculture (Laboratory and Lecturer room, etc.).	5.715
Building C (3 Floor)	Student Center activity	225
Building D (3 Floor)	Classroom, library.	3.387
Building E (3 Floor)	Classroom, laboratory Physiology and Biochemistry	2.376
Building F (3 Floor)	Dean Office	2.073
Building G (1 Floor)	Physiology and Biochemistry	250
Auditorium	Various academic activities	352

Mosque	Moslem Prayer Place	68
Building	Storage of belongings (chairs, tables etc.).	40
Car Park	FAAS official car	84
Genset Buiding	Supply of electric current, if the PLN electricity turns off (4 units of generator set)	160
Gudang Pakan/Gudang Pengolahan Pakan	Feed storage and processing	180
Total		20.625

The laboratory room used to support research and practices activities is (Building A):

Laboratory	Accommodating Capacity for Practices(person/shift)	Weigth (m²)
Plant Physiology and Breeding	20	90
Plant Ecology and Production	30	270
Nutrition and Feed Science	60	540
Feed Technology	20	90

The lecturer room in Building A generally occupies the vicinity of the laboratory concerned, which is expected to create a conducive academic atmosphere such as practicum, research and guidance for final assignments from students.

Building B is also a center for lecturer activity, consisting of a laboratory room, a lecturer room, a courtroom (for meetings or final project examinations), and a room for managers of departments and study programs. The laboratory space used to support research and practicum activities are:

Laboratory	Capacity for practices (person/shift)	Luas (m²)
Meat and dairy production	17	388
Poultry Production	20	320
Genetic, Breeding and Production	20	54
Chemistry and Food nutrition	25	50
Food Engineering and Agricultural Product	25	
Agribusiness Management	10	80
Extension and Community Development Services	10	80

Building C is used for the Student Activity Center. Several student organizations at the faculty level such as the Faculty Student Executive Board, the Faculty Student Senate and several Student Activity Units (HMPS, UKM, etc.) carry out their activities in Building C.

Building D is divided into lecture halls, library rooms and room for D3 Animal Husbandry Management Study Program Management. There are 8 lecture rooms in Building D with a capacity of 560 people. Reading room or library (area 108 m²) as well as the Management Room of the D3 Animal Husbandry Management Study Program.

Building E is divided into lecture halls, a laboratory and a lab lecturer room. Physiology and Biochemistry. There are 6 lecture rooms in Building E (792 m²) with a capacity of 360 people and the Data Computing Unit Room (capacity of 20 people) and the English Language Development Room for students (capacity of 20 people).

Building F is divided into the Dean's Room, Assistant Dean's Room, Administration Room, Education Sub-Division Room, Personnel and Finance Sub-Division Room, General Affairs and Asset Management Subdivision Room, Student and Alumni Sub Division Room, Management Room for S1 Animal Husbandry Study Program, Postgraduate Study Program for Master in Animal Science, Master Program for Masters in Agribusiness, Doctoral Study Program for Doctor of Animal Science and Journal Management.

Building G is a space for the Physiology and Biochemistry Laboratory practicum. The capacity can accommodate 40 people with a room area of 250 m².

Stables and Experimental Garden Infrastructure

In addition to the infrastructure for laboratory spaces that occupy Building A and B, each department also manages experimental cages and experimental gardens used to support practicum and research, which are detailed as follows:

Cage/ Experimental Garden	Weight (m²)	Capacity (heads)	Laboratory Coordinator
Chicken cage (2 unit)	208	800	Poultry Production
Chicken cage (1 unit)	48	400	Nutrition and Feed Science
Goat and Sheep cage (1 unit)	70	25	Meat and Dairy Production
Goat and sheep cage (1unit)	70	25	Ilmu Nutrisi & Pakan
Beef cattle cage (1 unit)	70	12	Meat and Dairy Production
Buffalo cage (1 unit)	70	12	Meat and Dairy Production
Dairy cattle cage (1 unit)	70	12	Meat and Dairy Production

Mouse Cage	54	540	Genetic, Breeding and Reproduction
Digestion cage (Cattle)	150	10	Nutrition and Feed Science
Plant Garden field	20000		Physioogy and Plant Breeding
Plant Production Field	00000		Ecology and Plant Production
Goat Cage	20	40	Meat and Dairy Production
Sheep Cage	20	40	Meat and Dairy Production
Broiler chicken cage	00	800	Meat and Dairy Production
Closed House	10	11000	Poultry Production
Closed House	.875	22000	Poultry Production
Broiler chicken closed house research	00	1.200	Poultry Production
Green House	4		Physioogy and Plant Breeding

The facilities for the experimental stables/garden above are still possible to be developed, considering the availability of vacant land of 10 hectares, for example for teaching farm infrastructure or livestock business units. The development plan is not only aimed at improving the quality of practicum and research but also for revenue generating units.

Availability of Main Facilities

The availability of the main facilities owned by the FAAS can be categorized as a means of supporting lecture activities, supporting facilities for practicum/research and library materials.

Supporting Facilities for Lecture Activities

As a complement to the infrastructure for lecture activities, each lecture hall is equipped with 1 black board, 1 white board and 1 LCD projector. For 2 lecture halls with a large capacity (120 people, in Building D), each one is also provided with 1 sound

system unit. All available lecture halls are also equipped with air conditioning (Air Conditioning)

Supporting Facilities for Practicum / Research

In supporting practicum and research activities, laboratory rooms are equipped with typical facilities/equipment according to the needs of the laboratory. In general, the main (core) tools in each laboratory include:

Laboratory	Practices Facility
Physiology and Biochemistry	Microscope (20 units), microtome, hematocytometer, colony counter
Meat and Dairy Production	Butyrometer, centrifuge, milking machine, surface thermometer, lactodensitometer, hygrometer, pH meter, digital rectal thermometer, pasteurisator, freezer
	Bone saw, drenching gun, dual purpose applicator, dehorner, elastrator, pliers bordizo, tagger, shearer, automatic knapsack, thermolyne, fat analyzer, aquadestilator, rectal thermometer, livestock scale, freezer
Poultry Production	Hatchery machine, debeaker, feather extractor machine, egg candler, vaccine automatic injector, ectoparasite sprayer, climatic chamber, chick sexer, fumigator
Genetic, Breeding and Reproduction	Microphot FXA, electronic microscope, electronic ejaculator, CO2 incubator, oven incubator, N2 container, centrifuge, digital pH meter, minitube, analytical balance, artificial vagina
Feed Technology	Hammer miller (1 unit), Pelleting machine (1 unit), Grain breaking machine (1 unit), Incubator Oven, Mixer.

Nutrition and Feed Science	Spectrophotometer (3 units), Atomic Absorbance Spectrometer (1 unit), High Performance Liquid Chromatography (1 unit), Adiabatic Bomb Calorimeter (2 units), Plain jacket Bomb Calorimeter (1 unit), Proximate analyses (6 units), Oven Incubator, Digester, Analytic Balance, Titrator, Oven Incubator, Autoclave, Destructor, Kjeltac, Vacuum Oven, Evaporator rotator, Spectronic, Animal Scale, Muffle furnace, pH meter, Water bath + shaker, Turbo term. In vitro analysis, van Soest analysis.
Agribusiness Management	Data computing unit: computer.
Extension and Community Development	Audiovisual, transmitter unit and communication antenna.
Chemistry and Food Nutrition	Colony Counter, Depth Micrometer, Electrum, Electronic Impulse Sealer, Food Processor, Freezer Box, Ice cream Maker, Juice Extractor, Lactodensimeter, Meat Grinder, Egg Micrometer, Microwave Oven, Egg Separator, Penetrometer, pH Meter, Triple beam Analytic, Yolk Color FAM, Autoclave.
Food Engineering and Agricultural Product	
Ecology and Plant Production	Hand tractor (2 units), Mini Weather Station, Glass House (2 units), Spectrophotometer, Analytical Balance, Triple beam, Portable Soil Tester, Autoclave,
Physiology and Plant Breeding	Hand tractor (2 units), Glass House (2 units), Spectrophotometer, pH Meter, Analytical Balance, Triple beam, Microscope, Autoclave, a set of soil and tissue culture measuring instruments

As an educational institution related to the field of biology, FAAS also raises livestock to support the Tri Dharma of Higher Education activities. The types of livestock managed by the Undip Fapet are described as follows:

Laboratory	Livestock number (heads)
Meat and Dairy Production	Dairy cattle (12)
	Sheep (35), Beef cattle (35),
Poultry Production	Broiler chicken (11000), Layer (800)
Genetic, Breeding and Reproduction	Mouse (100)
Nutrition and Feed Science	Broiler chicken (500), Sheep (15)

Utilization of laboratory facilities/infrastructure in general can be categorized: for teaching and learning process (practicum), research, and public services. Regulation of the use of laboratory facilities / infrastructure refers to the regulations that have been made by each laboratory, especially for activities other than practicum.

The management system and for access to facilities in each department have been regulated and determined by the faculty manager, but the departments are given the freedom to complete the facilities on their own business; so as to ensure the sustainability of the availability of facilities. In general, the ratio of the availability of facilities owned to students and lecturers is at the adequacy threshold. Efforts to ensure the sustainability of facilities must still be carried out to anticipate future developments, for example by: (1) optimizing existing facilities, (2) increasing access (benefit/sharing management principle) to shared facilities (both at the faculty level and at the faculty level). University/Inter-Faculty and if possible between Universities) and (3) quality improvement or additional facilities through competitive block grants, partnerships with other agencies.

In appreciation of the services of the pioneers / founders of the Faculty of Animal Husbandry, Diponegoro University, Drh. R. Soejono Koesoemowardojo, who is also the first Dean, then through the UNDIP Rector's Decree, the Campus Complex of the Faculty of Animal Husbandry and Agriculture, Diponegoro University in Tembalang is called "Drh. R. Soejono Koesoemowardojo ”.

LIBRARY

The Faculty of Animal Husbandry Library is a sub-unit of the Diponegoro University Central Library Technical Implementation Unit, located on the first floor of Building D (east wing). Until now, it has a collection of 2,285 titles (2,930 copies). The collection of Indonesian books is 730 titles (1260 copies) and foreign language books are 1,555 titles (1,670 copies).

Besides that, it has 25 journal titles, 9 of which are prestigious international scientific journals (until 2005), namely:

1. Poultry Science
2. Journal of Animal Science
3. Journal of Dairy Science
4. Journal of Applied Poultry Research
5. Journal of World Poultry Science
6. Asian Australasian Journal of Animal Science
7. Journal of Nutrition
8. Agronomy Journal
9. Animal Feed Science and Technology

In addition, there is also a collection of exchanges of scientific journals from various universities and research institutions in the country. Through coordination with the UPT of the UNDIP Central Library, starting in October 2003 several journals in agriculture and non-agriculture, 'PQ Agri.on line' can be accessed via the internet via the Undip network (<http://www.undip.ac.id>);

then choose free journal services, such as (ALREADY AVAILABLE ON THE UNDIP PAGE), including:

1. ProQuest
2. SpringerLink
3. ScienceDirect
4. SCOPUS
5. J-STAGE
6. EBSCO
7. IGI Global
8. ENGnetbase
9. American Management Association
10. Global professional publishing
11. J-Stage (Free e-journal from japan)
12. Directory of Open Access Journals (DOAJ)
13. Mitopencourseware (Massachusetts Institute of Technology)
14. Open Channel Foundation
15. Undip Digital Library
16. And more

Campus Internet Network

All buildings in the Faculty of Animal Husbandry campus area have become an integrated network with the internet network at UNDIP with Fiber Optic (FO). Every student can access the internet by using WIFI throughout the campus area because the entire building has free hot spots. Students are also facilitated to access the internet with the availability of about 10 (ten) computers available on the 1st floor of Building F (Dean) and 12 (twelve) computer units in the library room. Motorcycle and car parking facilities are provided around Buildings A, B, C, D and F. Animal plant facilities, located next to Building B covering an area of 6,000 m² which is used for the maintenance of deer

Chapter IX

List of Lecturers and Education Personnel

A. LECTURER

ANIMAL SCIENCE DEPARTMENT

<i>No</i>	<i>Name, Degree, and worker ID</i>	<i>Address</i>
1.	Agung Purnomoadi, Prof.,Ir.,M.Sc.,Ph.D. 131668519/19630504 198703 1 003	Jl. Meranti Raya H 306 Semarang Telp. 7471976
2.	Agung Subrata, S.Pt., M.P. 132204994/19701012 199802 1 001	Kepek Demangan Karangdawa Klaten
3.	Anis Muktiani, Dr.,Ir.,M.Si. 131832226/19630512 198902 2 001	Jl. Bukit KelapaSawit VIII/AJ-40 Bukit Kencana Jaya SmgTelp.7476311
4.	Asep Setiaji, S.Pt.,M.Si.,Ph.D	Banjarsari RT 04/RW 05 Kecamatan Gajah Demak
5.	Baginda Iskandar M.T., Dr., Ir.,M.Si. 131832255/19630220 198902 1 001	Jl. Jendral Soedirman No.13B Ungaran 50519Telp. 6924281
6.	Bambang Sukanto, Prof., Dr.,Ir., S.U. 130929451/19530216 198103 1 004	Perumahan Dinar Mas XII/5 MetesehSemarang Telp. 7477946

<i>No</i>	<i>Name, Degree, and worker ID</i>	<i>Address</i>
7.	Bambang Sulistiyanto, Ir.,M.Agr.Sc., Ph.D. 131771284/19620609198803 1 001	PerumPuriAsriPerdana, Jl. Puri Utama I/ DI-3, RT 01– RW 16, Padangsari, Banyumanik, Semarang Telp. 7476033
8.	Bambang Waluyo H.E.P., Dr., Ir., M.S., M.Agr. 131832254/19631102 198902 1 001	Jl. TusamTimur III/30 Pedalangan Semarang Telp. 7473775
9.	Binti Ma’rifah, S.Pt.,M.Si	Per. Korpri Blok A1 No. 01 RT.01/RW.09 Sendangmulyo Tembalang Semarang
10.	C.M. Sri Lestari, Dr., Ir., M.Sc. 130929449/19551030 198103 2 003	Jl. Penyus I/B8 Ungaran Telp. 6923187
11.	Cahya Setya Utama, Dr. S.Pt, M.Si. 132307193/19820626 200501 1 003	Jl. Bukit Kelapa Hijau V Blok BD No. 18 Perum Bukit Kencana Jaya Semarang
12.	Daud Samsudewa, S.Pt., M.Si., Ph.D. 132307191/19801207 200501 1 003	Karanganyar RT 07 RW II No. 10 TuguSmg; Telp081575653684
13.	Dian Wahyu Harjanti, drh., Ph.D. 132317405/19801214 200601 2 001	Jl. Rasamala Barat V/222 Banyumanik Smg Telp. 7472794
14.	Dwi Sunarti, Prof., Ir., M.S., Ph.D. 130938268/19560521 198103 2 001	Jl. TembalangBaru VI/121, Semarang; Telp. 7471220
15.	Edjeng Suprijatna, Prof., Dr., Ir.,M.P. 131287402/19560509 198303 1 001	Jl. Bedagan No. 468 Semarang Telp. 3567798
16.	Edy Kurnianto, Prof., Ir., M.S., M.Agr.,Ph.D. 131619361/19610416 198603 1 001	Jl. Bukit Kelapa Hijau I/BF- 17Bukit Kencana Jaya, Semarang
17.	Edy Rianto, Prof., Ir., M.Sc., Ph.D. 131292344/19590914 198312 1 001	Jl. Bulusan VI/36 Perum. KORPRI Tembalang Semarang; Telp. 7478348

<i>No</i>	<i>Name, Degree, and worker ID</i>	<i>Address</i>
18.	Edi Prayitno, S.Pt.,M.Si	Jl. Depok Dalam III Blok C No. 7 RT.06/RW.08 Pedurungan Semarang
19.	Endang Purbowati, Dr., Ir., M.P. 131964513/19640104 199103 2 001	Jl. Durian 61 SrandolWetan Semarang; Telp. 7474376
20.	EnnyTantini Setiatin, Dr.,drh.,M.Sc. 131885303/19610912 199003 2 002	Jl. Pustaka II / B 41 PerumTrangkil Sejahtera, Sukorejo, Semarang; Telp.081808107511
21.	Eko Pangestu, Dr., Ir.,M.P. 131619351/19571030 198603 1 002	Jl. Pemuda 106 RT.02/RW.III Pojoksari Ambarawa Telp. 0298-594316
22.	Fajar Wahyono, drh.,M.P. 131602715/19580204 198603 1 003	Ds. DlikoRt 01/II BlotonganSalatiga Telp. 0298-323840
23.	Hanny Indrat W., Ir., M.Sc., Ph.D. 131668520/19590615 198703 2 006	Jl. MayjenSutoyo D-3 SebantenganBaruUngaranTelp . 6924459
24.	Istna Mangisah, S.Pt.,M.P. 132164065/19730817 199702 2 001	Jl. Tunjung Sari I/7 Tembalang Semarang Telp. 7470205
25.	Joelal Achmadi, Prof., Ir., M.Sc., Ph.D. 131619360/19590813 198603 1 006	Jl. Ngesrep Barat III Komplek PT PP No. 22 Semarang ; Telp. 7477847
26.	Luthfi DjauhariMahfudz, Prof.,Ir., M.Sc., Ph.D. 131619358/19560101 198603 1 003	Jl. GondangTimur II/207A BulusanSemarang Telp. 76482459
27.	Limbang Kustiawan Nuswantara, Dr., S.Pt., M.P. 132132744/19691118 199512 1 001	Jl. Pelita No. 9B, Ungaran Telp. 76912618
28.	Lilik Krismiyo, S.Pt.,M.Si	Jalan Gunungpati-Boja, Kp. Perbalan RT.02/RW.08 Gunungpati Semarang

<i>No</i>	<i>Name, Degree, and worker ID</i>	<i>Address</i>
29.	Mukh Arifin, Prof., Ir., M.Sc., Ph.D. 131668581/19610726 198703 1 003	Jl. Gondang Barat III/4 Tembalang Semarang; Telp. 7460417
30.	Maulana H. Nasution, Dr. S.Pt., M.P. 132132748/19710511 199512 1 002	Jl. Lompobatang No. I, Semarang Telp. 8440477
31.	Marry Christiyanto, Dr.,Ir., M.P. 132046700/19701225 199303 1 001	Jl. Kawi III/7 Semarang
32.	Mulyono, Dr. Ir., MSi. 132046697/19670117 199303 1 001	Jl. Tugu Suharto 3 RT 6/IV Semarang
33.	Nyoman Suthama, Prof., Ir., M.Sc., Ph.D. 130882059/19530713 198003 1 003	Jl. Ketileng Indah Raya I/33 Semarang Telp. 6710228
34.	RetnoIswarin P., Dr., Ir., M.Sc. 132061179/19670223 199303 2 001	Perum UNDIP Sukorejo Jl. DewiSartika No. 66 Smg. Telp. 8311548
35.	Retno Murwani, Prof., Ir., M.Sc., M.App.Sc., Ph.D. 131602715/19601213 198603 2 004	Jl. Cempedak Selatan 2 Lamper Kidul Semarang Telp. 8311543
36.	Rina Muryani, S.Pt.,M.Si. 132061179/19760311 200312 2 002	Jl. Porwomukti Timur I/40 Pedurungan Semarang
37.	Rudy Hartanto, S.Pt., M.P.Ph.D 132232285/19750720 199903 1 001	Jl. Dinar Mas XVII/14 Meteseh Semarang, Telp 76488937
38.	R.R. Endang Widiastuti, Dr.,Dra.,M.Si. 131672949/19611101 198703 2 001	Jl. Pucangsari Raya No.7. Pucanggading Semarang; Telp. 6730124
39.	Retno Adiwinarti, Dr. Ir., M.Sc. 131916039/19650121 199003 2 002	Jl. Gedang Raja III/68A, BGedangAsri I-II Ungaran; Telp. 6921423
40.	Sri Kismiati, Dr., Ir., M.P. 131619350/19590915 198603 2 001	Jl. Mintojiwo Dalam III/32 RT 07 RW 04 Semarang Telp. 7605524

No	Name, Degree, and worker ID	Address
41.	Sri Mawati, Dr., drh., M.Si. 131757054/19551108 198712 2 001	Jl. Pattimura No.3 Perum Mapagan Ungaran; Telp. 6921204
42.	Sri Mukodiningsih, Prof. Dr., Ir.,M.S. 131668530/19630104 198703 2 002	Perum Ungaran Baru Blok B No 186 Rt 1 RW 5 Ungaran Timur
43.	Sri Sumarsih, Dr., SPT.,M.P. 132164066/19710312 199702 2 001	Jl. Taman Kukilo Mukti Utara II No.8 PedurunganKidul Telp6731411
44.	Sugiharto, S.Pt., M.Sc. Ph.D 132317792/19800519 200604 1 001	Tembalang Pesona Asri Blok 5/11 Kramas Semarang
45.	Sunarso, Prof.,Dr.,Ir.,M.S. 130810121/19520520 198003 1 002	Jl. Kridangga No. 7 RT. 02 / RW.06 Rejosari Semarang
46.	Surahmanto, Ir.,M.S. 131619363/19600704 198603 1 001	Jl. Merbau I/6 Banyumanik Semarang Telp. 7463133
47.	Surono, Ir.,M.P. 132086669/19670410 199403 1 002	Jl. Dinar Mas XVII/22 Meteseh Semarang
48.	Sutaryo, S.Pt., M.P., Ph.D 132300453/19750131 210212 1 002	Perum. Dinar Mas Utara V/31 Tembalang Semarang
49.	Sutiyono, Prof. Dr., Ir., M.S. 131287422/19540723 198303 1 002	Jl. Jangli Krajan No. 28 RT/RW 05/06 Karanganyar Gunung, Candi Sari Semarang; Telp. 8444054
50.	Sutopo, Dr., Ir., M.Sc. 131967113/19610705 199103 1 002	Jl. Bulusan VI/58 Semarang Telp. 76482347
51.	Sutrisno, Ir., M.P. 131839228/19630905 198903 1 001	Jl. Dinar Mas XVII/8 Meteseh Semarang Telp. 7498331
52.	TeysarAdiSarjana, SPT., M.Si., Ph.D. 132307190/19810310 200501 1 001	Jl. Sendang Mawar No 181 C Perum Sendang Asri Sendangguwo Smg
53.	Tri AgusSartono, Ir., M.Si. 131859863/19590821 198903 1 001	Jl. Galar VI/01 Blok D Tlogosari Semarang ; Telp. 6714424

<i>No</i>	<i>Name, Degree, and worker ID</i>	<i>Address</i>
54.	TurriniYudiarti, Dr., Dra., M.Sc. 131672948/19591202 198703 2 002	Jl. Badak V Timur No. 5 Pandean Lamper Gayamsari Semarang ; Telp. 6710022
55.	Vitus DwiYunianto B.I., Prof., Ir., M.S., M.Sc., Ph.D. 131460473/19590615 198503 1 004	Jl. Sronдол Asri Blok G/No.14 RT.4 /RW.4 Semarang51024 Telp. 7473993
56.	Vita Restritresnani, S.Pt.,M.Si	Tumpang I No. 55 RT.05/RW.09 Gajahmungkur Semarang
57.	WarsonoSarengat, Ir., M.S. 130808724/19540808 198001 1 001	Perum Bhakti Persada Indah J-7 Ngaliyan Semarang Telp. 7605094
58.	Widiyanto, Prof. Dr., Ir., S.U. 130808725/19521222 198001 1 001	Jl. Mahesa Mukti III/A 23 Semarang ; Telp. 6710517

AGRICULTURE DEPARTMENT

<i>No.</i>	<i>Name, Degree, Worker Identity</i>	<i>Address</i>
1.	Adriani Darmawati, Dr., Ir.,M.Sc. 131285553/19551013 198303 2 001	Jl. Mugas Barat VII/9 Semarang Telp. 8316498
2.	Agus Setiadi, S.Pt.,M.Si., Ph.D. 132299170/19770805 200212 1 003	Jl. Kendeng III/3 Semarang Telp. 8411353
3.	Agus Subhan Prasetyo, S.P.,M.Si	Dusun Mandaran RT.01/RW.12 Puger Wetan, Puger, Jember
4.	Ahmad Ni'matullah Al-Baarri, S.Pt., M.P., Ph.D. 132299170/19740601 200112 1 002	Gedawang Permai Tahap 3 Blok D20 Semarang 50266 Telp. 70122344
5.	Aisyah Surya Bintang, S.P.,M.Sc	Jalan Sewan RT.08/RW.04 Pudak Payung Banyumanik Semarang
6.	Anang M. Legowo, Prof. Ir., M.Sc., Ph.D. 131644276/19600417 198609 1 001	Jl. Bukit Delima III/B4 No. 2 Perum. Bukit PermataPuriNgaliyan, Semarang; Telp. 7628325
7.	Antonius Hintono, Dr., Ir., M.P. 131618364/19590524 198603 1 001	Jl. Ketileng Asri II/12 Semarang Telp.6710155
8.	Bagus Herwibawa, S.P.,M.P 198912272015041004	Kramat RT 009 RW 001 Prambatan Lor Kaliwungu Kudus
9.	Bambang Dwiloka, Dr.,Ir., MS. 131619357/19600630 198603 1 003	Jl. Dinar Mas Utara V/33-34, Perum. Puri Dinar Mas, Semarang ; Telp. 7499710
10.	Bambang Mulyatno S., Dr., Ir., M.S. 131286283/19560317 198303 1 002	Jl. Krakatau IV/22 Semarang Telp. 8314055
11.	Bhakti Etza Setiani, S.Pt., M.Sc 132305852/19811016 200312 2 003	Cemara Kuning 1J, Bukit Cemara Residence Bulusan Tembalang Semarang
12.	Budi Adi Kristanto, Dr., Ir.,M.S. 131286258/19580413 198303 1 002	Jl. Gemahsari VIII/307 Perum PT Kini Jaya Semarang Telp. 6705127

No.	Name, Degree, Worker Identity	Address
13.	DidikWisnu W., Ir., M.Sc., Ph.D.	Jl. Melati 5 No. 48 Palur, Ngringo Jaten Karanganyar 57772
14.	Dwi Retno Lukiwati, Prof., Dr.,Ir.,M.S. 130701052/19520617 197901 2 001	Bukit Elang Residence B-9 Kel. Mangunharjo Kec. Tembalang Semarang
15.	Endang Dwi Purbayanti, Prof. Dr., Ir.,M.S. 130898928/19550514 198102 2 001	Jl. Ketileng Asri V/9 Semarang Telp. 6710118
16.	Edy Prasetyo, Dr., Ir., M.S. 131602717/19570226 198603 1 002	Jl. Mayjend Sutoyo 122 SebantenganUngaran, Telp. 6921545
17.	Eny Fuskhah, Dr., Ir., M.Si. 132061783/19690408 199303 2 002	Jl. Plamongan Indah F8 No. 11-12Telp. 6746123 Semarang
18.	Florentina Kusmiyati, Prof. Dr., Ir.,M.Sc. 131875452/19650104 199001 2 001	Jl. Gondang Raya No.31 RT 03 RW 1 Kel. BulusanTembalang Semarang
19.	Heni Rizqiati, Dr. S.Pt., M.Si. 132232284/19740103 199903 2 001	Tembalang Pesona Asri Blok P No. 6 Tembalang Smg Telp. 76481391
20.	Hery Setiyawan, Dr.,S.Pt., M.Si. 132304187/19801226 200312 1 004	Jl. Patemon Raya No 48 Gunungpati Telp. 3514513
21.	Karno, Ir., M.Appl.Sc., Ph.D. 131832253/19630706 198902 1 002	Jl. Bukit Kelapa Gading II/AS-4 Bukit Kencana Jaya Smg. Telp. 7478995
22.	Kadung Prayoga, S.P.,M.Sc	Jl. Diponegoro RT.04/RW.09 Balun Cepu Blora
23.	KustopoBudirahardjo, Ir., M.P. 131996081/19651121 199203 1 001	Tembalang Pesona Asri D-16 Semarang; Telp. 707089163
24.	Masykuri, Ir., M.P. 131285570/19560406 198303 1 001	Jl. Satrio Wibowo I/61 Tlogosari Semarang;Telp. 6714414
25.	MigieHandayani, S.Pt.,M.Si. 132300814/19770212 200212 2 003	Jl. Tugurejo Timur V/23 Tugu Semarang; Telp. 8660409

No.	Name, Degree, Worker Identity	Address
26.	Nurwantoro, Ir., M.S., Dr. 131668533/19600815 198703 1 004	Jl. DewiSartika Barat V/40 DelikSukorejo Semarang Telp. 8446229
27.	Rosyida, S.P.,M.Sc	Jl. Bukit Flamboyan VI/301-B RT.06/RW.24 Sendangmulyo Tembalang Semarang
28.	Setya Budi Muhammad Abduh, S.Pt., M.Sc. 132304188/19771024 200312 1 002	Gedawang Pesona Asri 2 Kavling No. 5 Semarang
29.	Siswanto Imam Santoso, Prof. Dr. Ir., M.S. 131281557/19551107 198303 1 001	Jl. Wologito Barat IV / 8 RT. 01 / RW. 05 Kel. Kembangarum Semarang Barat Telp. 76634788
30.	Siti Susanti, drh., Ph.D. 132307192/19780605 200501 2003	Jl. Taman Ceria Blok E No.36e Perum Graha EstetikaPedalangan Semarang
31.	Siwi Gayatri, S.Pt., M.Sc. Ph.D. 132304186/19810629 200312 2 001	Jl. Tanjungsari II/9B RT 2/ RW II Sumurboto Semarang
32.	Sri Mulyani, Dr. S.Pt., M.P. 132300436/19750311 200212 2 001	PerumKopriGriyaPrasetyaAdi XI KaplingBaru No. 9 Tembalang Semarang Telp. 76482678
33.	Sumarsono, Prof., Dr.,Ir.,M.S. 130704810/19531006 197903 1 009	Pondok Bukit Agung Blok O-10 Jl. Ngesrep Timur Semarang Telp. 76918567
34.	Suryani Nurfadillah, SE.,M.Si	
35.	Susilo Budiyanto, Dr. Ir.,MSi. 131613426/19610812 198703 1 001	Jl. Payung Asri II/114 Semarang Telp. 7461350
36.	Sutarno, Dr. Ir.,M.S. 131287401/19580611 198303 1 002	Jl. Tegalsari Barat III RT 01/XI Semarang ; Telp 8447767
37.	Syaiful Anwar, Prof., Dr., Ir., M.Si. 131875492/19600510 199001 1 002	Pondok Bukit Agung K-1, Jl. Ngesrep Timur V Semarang Telp. 7474904

No.	<i>Name, Degree, Worker Identity</i>	<i>Address</i>
38.	Titik Ekowati, Dr., Ir., M.Sc. 131832236/19600719 198902 2 001	Jl. Mayjen Soetoyo 122 Sebantengan Ungaran Telp. 6921545
39.	V. PriyoBintoro, Prof., Ir., M.Agr., Ph.D. 130892621/19540213 198012 1 001	Jl. Taman Tegalsari I/I Semarang Telp. 8444565
40.	Wahyu Diah Prastiwi, S.Pt., M.M., M.Sc. 132304184/19781206 200312 2 001	Gedawang Pesona Asri 2 Kavling No. 5 Semarang
41.	Wiludjeng Roessali, Dr. Ir., MSi. 131569692/19590130 198601 2 002	Jl. Gemahsari II No. 134 Perum Kini Jaya Kedung Mundu Semarang ; Telp. 6719037
42.	Wulan Sumekar, Dr., Ir., M.S. 131292336/19570119 198312 2 001	Pondok Bukit Agung Blok O-10 Jl. Ngesrep Timur Semarang Telp. 76918567
43.	Yoyok Budi Pramono, Dr., S.Pt., M.P. 132164065/19690505 199702 1 002	Jl. DI Panjaitan V Perum Bintaro A-5 RT. 03 RW. 01 Petung Susukan Ungaran Timur Semarang
44.	Tutik Dalmiyatun, S.Pt., M.Sc 198703232014042001	Perumahan Sang ratu Residence B15 Gedanganak Ungaran Timur. Telp. 085727141126
45.	Yoga Pratama, STP., M.Sc	Jl. Bukit Palm Raja III/H2-30 Perum Bukit Mutiara Jaya 2, Meteseh Tembalang Semarang

Educational Personnel

<i>No.</i>	<i>Name</i>	<i>Address</i>	<i>Telepon</i>
1	Agus Eko Sri Setiowati	JatingalehTrangkil RT.8/RW.2 Semarang	- 085725335479
2	Agung Rubaedi	Jl. Mulawarman II/4 RT3/RW.14 Padang Sari BanyumanikSmg	76481168 081325585335
3	Agus Prayitno	Jl. Bukit Cempaka XIV No. 318 PerumSendangmulyo Semarang	- 085225981947
4	Ahmad Baroha, S.Pt.	Bukit Diponegoro B 201 Semarang	- 081325650985
5	Alam Surya Wijaya, A.Md.	Perum Safir Jaya Jl. Bukit Cemara Asri Blok. DO No. 16 Bukit Kencana Jaya, Meteseh, Tembalang Semarang	- 08157612304
6	Ari Umar Diyani, S.Pt.	Wonokarto Utara RT 1/RW 7 Wonogiri (57612)	- 08562735882
7	Abdi Zali Ansyah	Dusun Kunti RT 01 RW 02 Desa Mranggen, Kec. Purwoasri Kab. Kediri Jawa Timur	085785835415
8	Andy Taufan Corneanto	Jl. Kebon Adi Raya No. 24 RT 09 RW 021 Desa Kebonbatur Kec. Mranggen, Demak	085641962095
9	Choeroen	Gondang Barat V RT 2/RW 2 KramasTembalang	- 081542462382
10	Cornelius Budi Setiawan, S.H.	Kp. Banteng RT.02 RW. 10 Kel. Tandang, Tembalang, Semarang	085640222812
11	Darminto	Jl. Panda Utara III/B RT.4/RW.5 Palebon Semarang	- 02433182303
12	Dwiyati, S.H	Pangeyan, Majegan, Tulung, Klaten	0813-1069-2008

13	Dedi Ardiansah	Jl. Banjarsari Selatan No. 57 Kelurahan Pedalangan Semarang	
14	Dedy Ratna	Bukit Diponegoro C 329 Tembalang Semarang	024-76918853
15	Devi Anggarawati, S.Kom.	Bulusan I/A 25 Griya Tembalang Makmur Asri	- 081228704776
16	Djuarni Asih, A.Md.	Jl. Bukit Cempaka V/165 RT 13/RW 21 Sendangmulyo Smg	- 08179501177
17	Djuwantono	Dinar Mas XIX/3 Meteseh Tembalang Semarang	- 02491367216
18	Evi Suprihatiningsih, A.Md	Suruhan RT 03/RW 06 Karangjati Kec. Wonosegoro Kab. Boyolali	081228793135
19	Erno Setyo Pambudi	Jl. Dr. Karyadi 528 A, Kel. Randusari, Semarang	
20	Giono	Tembalang RT 6/RW IV Kec. Tembalang Semarang	- 085866347246
21	Gunaryanto, S.H.	Jl. Parang Kusumo IX/6 RT3/RW3 Tlogosari Semarang	- 085292743170
22	Herisanto	Tembalang RT 6/RW 4 Kec. Tembalang Semarang	- 081390763152
23	Hunardi	Jl. Banjarsari Selatan No. 2b RT.7/RW.3 Pedalangan Banyumanik Semarang	- 081228233757
24	Imam Sugiarto	Jangli Krajan RT 6/RW 6 Karang Anyar Gunung Candi Sari Semarang	- 085727248546
25	Indarto, A.Md.	Tembalang RT 1/RW 4 Kec. Tembalang Semarang	- 081575483088
26	Iskandar, A.Md	Jl. Tlogosari, RT05 RW01 No.39 Tembalang Semarang	081390871887
27	Kaslimah	Dk. Teseh RT.2/RW.4 Kel. Meteseh Tembalang Semarang	- 087832891799

28	Karyanto	Jl. Brigjend. Katamso, RT.02 RW.07, Ungaran	
29	Kelik Isharyudono,S.T	Jl. Lamper Lor 1060 A Semarang	- 08156520945
30	Ketut Prasetyo N.	Jl. Gondang Barat V/26 RT.2/ RW.2 Kramas Tembalang	- 085726335817
31	Kirnowo	Jl. Tlogosari II Bulusan RT 2 / RW I Tembalang Semarang	- 082134823151
32	Kris Retno Gayatri, S.T.	Jl. Bukit Cemara Indah VIII /CB-27 Bukit Kencana Jaya Semarang	- 08122801280
33	Kristian Adhi Nugroho	Ds. Mranggen RT01 RW05 Mangunsari Gunungpati Semarang	085726933633
34	M. Riyadi Derajatmika	Tembalang RT 1/RW 4 Kec. Tembalang Semarang	- 081390317859
35	Meina Damayanti, SE	Jl. Borobudur Utara III/62 Semarang	087731442990
36	Meilani Ayu Christanti	Jl. Kutilang Sari II Blok M/75 Ungaran	081325449359
37	Moch Rodhy, A.Md	Jl. Cinde Barat V/17 Semarang	
38	Muhamad Sugeng	Jl. Genuk Sari Atas RT 02 RW 09 Semarang	
39	Muhammad Islah	Jl. Sembungharjo RT 01/07 Genuk Semarang	085727161950
40	Mulyono	Perum Ketileng Indah, Sendangmulyo Tembalang Semarang	
41	Munawar	Jl. Tegalsari Barat RT 02/RW 11, Semarang	
42	Ngadenan, S.E.	Cinde Dalam 26 RT.10/08 Jomblang Kec. Candisari Semarang 024-86453039	08562661789
43	Ngatiyo	Jangli Tlawah RT.2/RW.9 No. 51 Jatingaleh Semarang	- 081325618830

44	Nurhamidah	Pengkol RT.2/RW.7 Kel. Rowosari Kec. Tembalang Smg	- 08813724860
45	Nuryati, A.Md.	Jl. Mulawarman II/34 B Padangsari Banyumanik Semarang	- 08112707345
46	Narno	Jl. Banjarsari RT 001 RW 001 Tembalang Semarang	08156696026
47	Ponijo	Tembalang RT.1/RW.4 Kec. Tembalang Semarang	- 085225473953
48	Rahmat Wibowo, S.Kom	Jl. Kakap Pencikan Barat II/195 Semarang	
49	Ridwan	Wonosari RT.1/RW.9 Kel. Wonosari Kec. Ngaliyan	- 0818292267
50	Setiawan Agung Wibowo, A.Md.	Bukit Seruni VI/152 RT 6/RW 19 Sendangmulyo	- 081325774065
51	Siswanto	Jl. Baskara RT 2/RW 7 Tembalang Semarang	- 081575777481
52	Siti Ngapiyah	Sendang Elo RT 7/RW 2 Banyumanik Semarang	- 081931914393
53	Slamet	Tembalang RT 3/RW 4 Kec. Tembalang Semarang	- 081326200573
54	Slamet Sahri	Jomblang Perbalan RT.4/RW.2 No. 692 Semarang	- 02470599365
55	Slamet Taryoso	Desa Jurang Blimbing RT 001 RW 004 Kel.Tembalang Semarang	085641107691
56	Sri Bimo Arya Teja, A.Md.	Jl. Jangli Perbalan No.161 RT.10/RW.6 Semarang	- 081914442615
57	Sri Lestari	Jl. Mulawarman II/4 RT 3/ RW 14 Padang Sari Banyumanik Semarang	76481168 081325585335
58	Suci Nareni, A.Md	Genuk Karang Lo RT 1/RW 2 No. 619 Semarang	8443569 087832327517

59	Suliyanto	Tembalang RT 4/RW 4 Kec. Tembalang	- 085740721963
60	Supendi	Jl. Dengkek Sari RT 002 RW 004 Kel.Tembalang Semarang	085740717595
61	Suva Illinda, A.Md.	Jl. Serasi Raya No. 168 RT 5/RW 8 Perum Leyangan Ungaran Timur	081325471794
62	Suwarto	Tembalang RT 5/RW 4 Kec. Tembalang Semarang	91098325 -
63	Tony Kuswahyudi	Jl. Tegalsari X/78 Semarang	081575663375
64	Wahyono	Jl. Bader IA RT.6/RW.8 Semarang	- 085225690111
65	Wahyu Dwiyanto	Jl. Sendangguwo Selatan RT.12/RW.9 No. 3 Semarang	- 083842060921

Chapter X

Attachment 1

CONDITIONS FOR STUDENT SEMINARS UNDERGRADUATE PROGRAM (S1)

1.1. Objective

Competency standards :

Provide insight, understanding and seminar experience to students.

Basic competencies:

Train students to:

- (1) understand and understand various kinds of scientific meetings;
- (2) able to perform various roles in organizing the Seminar;
- (3) able to present a scientific material and conduct discussion of the material in a forum;
- (4) able to prepare a scientific paper (paper) which is then presented in a forum.

1.2. Seminar Material

Materials that can be presented are:

- (1) a proposal prepared for the preparation of the thesis, and the research has not been carried out until the seminar (presentation/presentation of papers);
- (2) part or all of the research results from the thesis that have not been tested;
- (3) literature review.

The material is typed on quarto-sized paper (21 x 28.5 cm) with 1.5 spacing. The systematics of writing and typing procedures follow the Guidebook for Writing Scientific Papers applicable at the Faculty of Animal and Agricultural Sciences (FAAS), Universitas Diponegoro in 2015.

1.3. Advisory Lecturer and Seminar Examiner

Seminar courses are organized by a team of lecturers who support seminar courses in each study program or department.

If the material used is a proposal or research result, one of the thesis supervisors becomes the seminar supervisor. As for the literature review materials, the supervisor is appointed by the Head of the Department through the Head of the Laboratory. Lecturers who are entitled to become supervisors and examiners of Student Seminars have at least the qualifications of Expert Assistants.

1.4. Seminar Implementation

- a. The seminar is open to students who have completed at least 100 credits with a cumulative GPA = 2.25.
- b. Students must start activities by taking Seminar courses in KRS
- c. Total credit weight for seminar activities is 2 credits.
- d. In the implementation, each seminar topic will last for 50 minutes, with the time division to be determined by the Lecturer Team.
- e. Seminars can take place if attended by:
 - (1) Presenter of papers (talk)
 - (2) Discussants (consisting of one lecturer and one student)
 - (3) Students participating in the seminar are at least half of all registered students

(4) Supervising lecturers, examining lecturers, and supporting lecturers.

- f. f. Each participant of the Seminar course is required to comply with the specified administrative procedures
- g. g. Each student is required to attend the seminar at least 75% of all sessions in the seminar group that is followed. Students must have acted as presenters of papers/speakers, keynote speakers and active participants. Attendance at least 75% can come from 80% of the Study Program and 20% of the Study Program (as additional insight). Attendance in the seminar is calculated from the proof of the signature of the seminar supervisor on the seminar card of each seminar session.
- h. The seminar can be attended by students who are not taking seminar courses (students without KRS Seminar) if the place allows.
- i. Students participating in the seminar will receive a BACHELOR EXAM CARD from the Guardian Lecturer which will indicate that the student has started a series of activities in the Final Stage of S-1 Studies.

1.5. Assessment criteria

(1) Assessment of students is carried out with reference based on:

(a) Preparation of papers (40%), (b) Oral Presentation (40%) and (c) Mastery of Communication Media (20%).

(2) The final score of the seminar is stated in letters which, if expressed in numbers, are as follows:

A 80.00 (Very good) B = 70.00-79.99 (Good)

C = 60.00-69.99 (Medium) D = 50.00-59.99 (Poor)

E < 50.00 (Failed)

(3) The evaluator of the seminar consists of one discussion lecturer, one supervisor and one supervisor.

(4) The value of each examiner (appraiser) is submitted to the Lecturer Team in the form of numbers with the proportion of 40% of supervisors, 30% of reviewing lecturers (examiners) and 30% of lecturers.

(5) Students who cannot achieve an average grade of C are declared to have failed and are required to repeat the seminar.

(6) The manuscript for the improvement of the seminar must have been submitted to the seminar committee one week after the seminar took place.

(7) The chairman of the seminar committee reports the results of the seminar to the Assistant Dean for Academic Affairs at the latest one week before the graduation.

TERMS FOR UNDERGRADUATE FIELD WORK PRACTICES

2.1. Objective

Credit Unit (CU) is an activity intended to provide opportunities for students to gain practical experience in various aspects of animal science and agriculture. Experience is gained by conducting practical work activities or internships in the field through field work activities.

Through street vendors, students will gain additional skills, information, insight and understanding of certain problems, so that they are able to compare theory and practice in the field. CU is also intended as a means of training in scientific writing.

2.2. Credit Unit

CU has a credit weight of 2 (two) credits and must be completed in 1 (one) semester.

2.3. Requirement

- a. CU can be carried out by students who have taken at least 105 credits with a cumulative GPA = 2.25.
- b. The student concerned has taken expertise courses in accordance with the field of street vendors.

c. CU must be carried out in the following sequence of activities:

- Guardian Lecturer Approval
- Appointment of Advisory Lecturer
- CU Planning
- Implementation of street vendors
- CU Report Making

d. The implementation of street vendors can be carried out during semester transfers (for example, switching from semester 6 to semester 7). Implementation of street vendors in the field for at least one month.

e. Students must take CU in the credit unit (CU) before preparing and implementing CU. For the implementation of street vendors on a semester transfer, students are required to fill out a temporary KRS, and then it is taken into account in filling out the CU in the next semester.

f. Determination of objects and titles of street vendors, field implementation, report writing and examinations are coordinated by the laboratory coordinator.

g. To go into the field, students are required to apply for a CU implementation permit from the Vice Dean for Academic and Student Affairs by attaching proof of the appointment of a supervisor (Form F5).

h. CU activities are documented in the form of logbooks and street vendors reports which are prepared based on the procedures and systematic presentation in accordance with the provisions that apply to scientific writing at the Faculty of Animal Science and Agricultural Sciences (FAAS) UNDIP. The report, after obtaining approval from the Advisory Lecturer, is submitted to the Laboratory Coordinator as many as 3 copies for testing along with 1 copy of the logbook as an attachment.

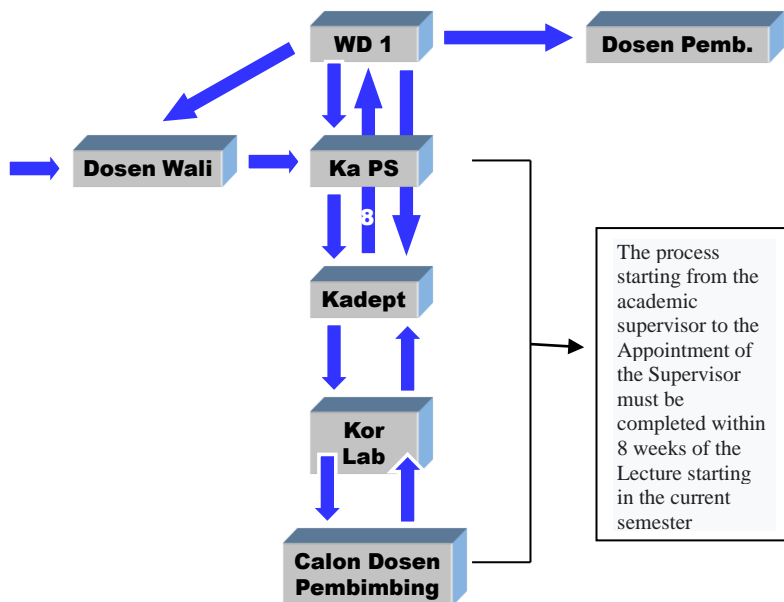
2.4. Advisory Committee

1. FWP activities are managed by the Laboratory under the coordination of the Head of the Department and or the Head of the Study Program.
2. The FWP supervisor is appointed by the Deputy Dean for Academic and Student Affairs at the suggestion of the Head of the Laboratory and the approval of the Head of the Department.
3. Lecturers who are entitled to become FWP Supervisors have the minimum qualifications of Expert Assistant.
4. FWP supervisors may come from other departments/agencies, with the following requirements: (a) the field is appropriate, (b) is permitted by the head of the department/agencies concerned, and (c) approved by the Head of the Department and the Deputy Dean for Academic and Student Affairs.
5. The supervisor is responsible for the implementation of FWP in the field by conducting monitoring (supervision) and evaluation, which can be done by providing a table or matrix of controlling the implementation of practice or coming directly to the field as long as funds are available.

2.5. Pelaksanaan FWP

- a. After students determine the FWP field of interest, they must then follow the procedures in the flow chart for the consolidation of the FWP title/topic and the appointment of a Advisor.
- b. Appointment of FWP supervisor no later than 2 months after the lecture runs.

The flow chart for determining the title/topic of CU and the appointment of Supervisors can be seen in the following illustration:



Head of Study Program = Head of Study Program

Head of Department = Head of Department

Lab Coordinator = Laboratory Coordinator

Step 1

Contacting the Guardian Lecturer to obtain Academic information data (Form Sk 1) to be submitted to the Head of the Study Program (Head of Study Program) and information from the Guardian Lecturer that the student in question has met the requirements to carry out Field Work Practice (CU) activities. The information submitted includes, among others, the number of credits that have been taken, Cumulative IP and courses related to the topic of CU.

Step 2

Contact the Head of the Study Program to get briefing on the topic and the laboratory that oversees the activity.

Step 3

Contacting the Head of the Department for advice on a competent supervisor

Step 4

Contact the Laboratory Coordinator for further guidance on the topic and potential supervisors.

Step 5

Contacting Prospective Supervisors according to the direction of the Head of the Department and Laboratory Coordinator for approval.

Step 6

Report the results of the consultation to the Laboratory Coordinator.

Step 7

Submit the decree form 1 that has been approved by the Laboratory Coordinator to the Head of the Department

Step 8

Submit the decree form 1 that has been approved by the Head of the Department to the Vice Dean for Academic and Student Affairs as material for processing the assignment/appointment of a supervisor and other required documents.

Note:

1. Prospective supervisors who come from other departments/laboratories, then in the decree 1 form the first Department asks for suggestions and considerations from the head of the Department in question.
2. Vice Dean I will issue a Letter of Appointment of Supervisors with a copy to, the Head of the Study Program and the Guardian Lecturer

b. Time Utilization

FWP activities can be carried out every semester with details of time planning as follows,

Preparation: 4 weeks

Implementation (field practice): 4 weeks

Report writing/compilation: 6 weeks

Exam/evaluation: 2 weeks

Quantity: 16 weeks

Students who cannot complete the FWP on time are considered to have failed and must repeat.

2.6. Exams and Assessments

a. The FWP exam can take place after the student submits the FWP report no later than 1 (one) week before the exam time.

b. As a condition for the FWP exam, in addition to the FWP Report and Logbook, students must submit an undergraduate exam card which can be obtained from the education subsection.

c. The implementation of the FWP exam is coordinated by the Laboratory Coordinator in the student department.

d. There are 3 (three) FWP examiners, consisting of a Advisor and 2 Lecturers appointed by the Laboratory Coordinator in accordance with applicable requirements. The value obtained is the value of: 60% supervisors and 40% examiners.

e. The exam lasts for approximately one hour with evaluation covering the following aspects: FWP writing (30%); mastery of field material (50%) and the ability to express or present material (20%).

f. Assessment of these aspects is carried out with a range of values between 0 (zero) to 100 (one hundred). The letter and description guidelines are as follows:

A 80.00 (Very good)

B = 70.00-79.99 (Good)

C = 60.00-69.99 (Medium)

D = 50.00-59.99 (Less)

E < 50.00 (Failed)

g. Students who cannot achieve a score of 60 (C), are required to repeat the exam.

h. The Laboratory Coordinator reports the results of the FWP exam to the Vice Dean for Academic and Student Affairs no later than 1 week before the graduation, after the student submits the revised FWP report.

TERM FOR UNDERGRADUATE THESIS

3.1. Objective

Undergraduate thesis is a scientific work compiled based on the results of research/experiments and under the guidance of a undergraduate thesis supervisor. The thesis is accounted for in the program final examination session and is a form of final project for the completion of the undergraduate program. The task of writing a thesis aims to make students (prospective undergraduates) able to:

- a. make plans and carry out research/experiments;
- b. analyze, discuss and make conclusions and suggestions;
- c. pouring the results of research/experiments in a written work science.

3.2. Credit Unit

The undergraduate thesis has a credit weight of 6 (six) credits in the 2020 curriculum (for the 2020 class), consisting of the following activities:

- a. making research proposals (plans);
- b. research implementation;
- c. data processing;
- d. report/undergraduate thesis writing;
- e. accountability in the Final Examination Session.

3.3. Requirements

- a. Undergraduate thesis can be carried out by students who have obtained a minimum of 115 credits, with a cumulative GPA of at least 2.25.
- b. Have taken courses in accordance with the field of research and supporting courses with a minimum grade of C.
- c. The thesis must be carried out in the following sequence of activities:
 - 1) the approval of the academic supervisor;
 - 2) appointment of supervisor;
 - 3) making a Research Plan (Proposal), which has been registered and gets a number from the Study Program
 - 4) research implementation;
 - 5) Thesis preparation (research results report), which is guided by the supervisor and must be reported in the Undergraduate thesis Monitoring/Consultation Card.
 - 6) Preparation of scientific articles for online publication or other publications.

3.4. Supervisor

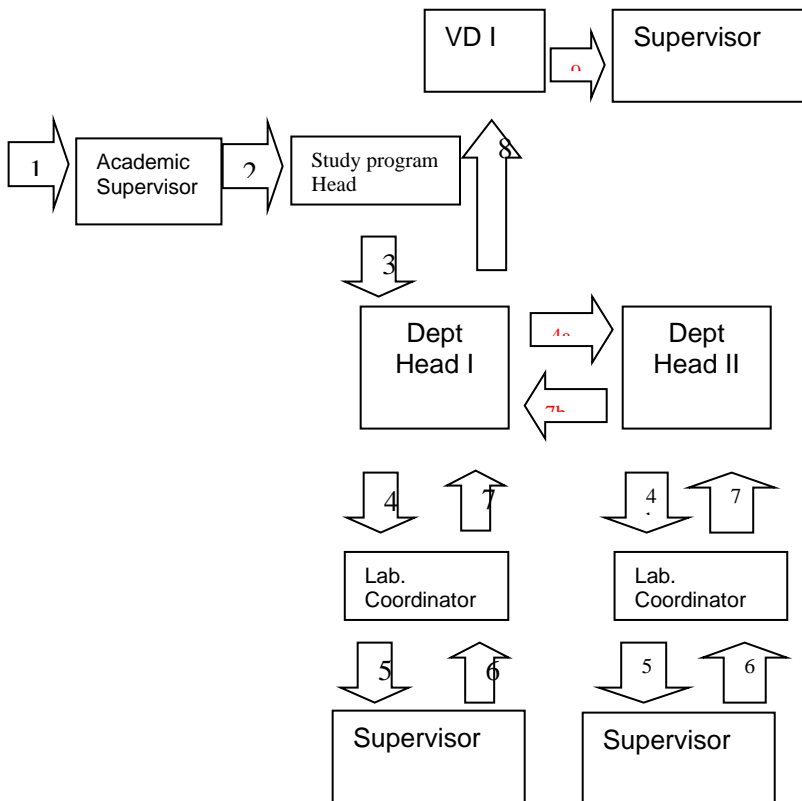
- a. The writing of the thesis is guided by 2 supervisors, namely the supervisor and the Co-supervisor who meet the requirements and are appointed by the Vice Dean for Academic and Student Affairs at the suggestion of the Head of the Department. In determining the supervisor, the Head of the Department considers the proposal of the Laboratory Coordinator in the main field of the thesis title. Supervising members may come from other laboratories, or other agencies.
- b. The procedure for appointing a supervisor follows a predetermined path.
- c. Supervisor Requirements:

Supervisor and co-supervisor each hold the position of at least an Assistant professor with a master's degree. Supervisors who come from other agencies do not follow these rules, but must meet the following requirements:

- 1) the field of expertise is in accordance with the thesis material;
- 2) permitted by the Head of the Agency/Direct Superior of the prospective Supervisor in question; and
- 3) approved by the head of the department and the vice dean for Academic and Student Affairs.

3.5. Flow of Appointment of Undergraduate Thesis Supervisor and Online Scientific Article Publications or other Publications

- a. After students determine the field of interest, they must then follow the procedures in the flow chart for consolidating the thesis topic and appointing a supervisor
- b. The Flowchart of determining the title of the thesis and the appointment of supervisors are presented in the following illustration.



Step 1

Contacting the academic supervisor to obtain Academic information data (Form 1) and information from the Academic supervisor that the student concerned has fulfilled the requirements to carry out thesis activities to be submitted to the Head of the Study Program. Information includes, among others: the number of credits that have been taken, cumulative GPA and courses related to the research topic, by filling out a form that has been consulted with the Academic supervisor (Form 2)

Step 2

Contacting the head of the Study Program to get briefing on research topics and the laboratories that oversee the activities.

Step 3

Contacting the Head of the Department to get further guidance regarding the laboratory and prospective competent supervisor. If the supervisor candidate is in another department, the Head of Department will recommend another competent Head of Department (step 4a).

Steps 4 and 4b

Contact the Laboratory Coordinator for further guidance on the topic and potential supervisors.

Step 5

Contacting Prospective Supervisors according to the direction of the Laboratory Coordinator for approval. If the Prospective Supervisor is a competent member who does not come from a laboratory in the department, the student concerned must return to the Head of the Department to take the steps as above. In the event that one of the supervisors comes from an institution outside the Faculty of Animal and Agricultural Sciences (FAAS), Universitas Diponegoro, the

procedure will be arranged later by the Vice Dean for Academic and Student Affairs.

Step 6

Report the results of the consultation to the Laboratory Coordinator.

Step 7

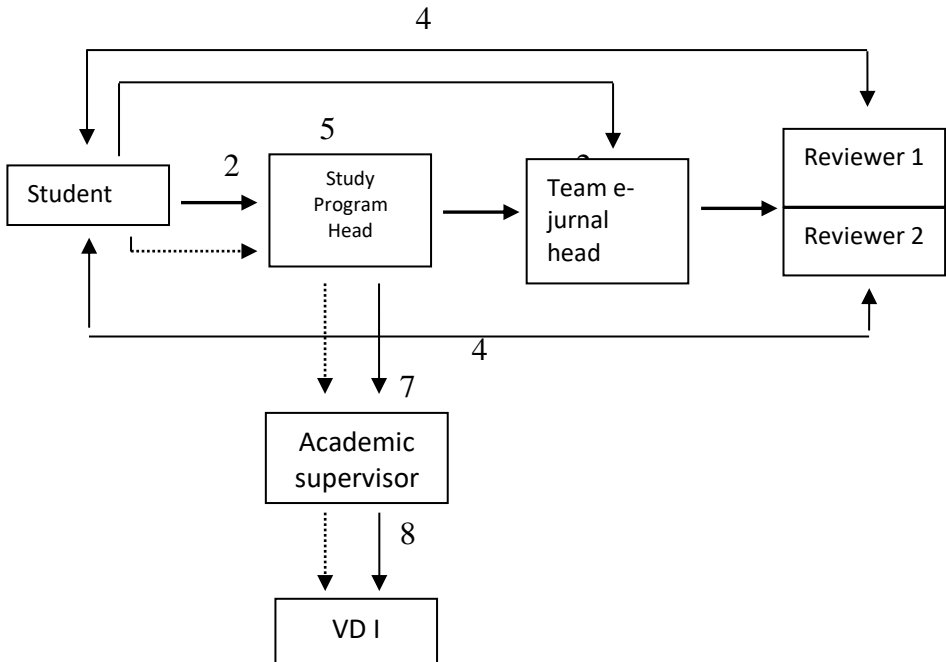
Submit the form 1 that has been approved by the Laboratory Coordinator to the Head of the Department or to the Head of another Department (step 7c)

Step 8

Submit the form 1 that has been approved by the Head of the Department to the Vice Dean I (Academic and Student Affairs) as material for processing the assignment of supervisors and other required documents (guidance cards and thesis monitoring cards).

Note: Vice Dean I will issue a Letter of Appointment of Supervisors, copied to the Head of the Department and the Academic supervisor.

c. Flowchart of Issuance of Eligible Letters for Publication from VD1



d. Time Utilization:

- During research, students must periodically consult and report the course of research to their supervisors.
- no later than 10 (ten) days after the completion of the research students are required to provide a preliminary report of the overall results of their research to the supervisor
- no later than 3 (three) months after the completion of the research, the student has completed the thesis draft and has been approved by the supervisors. If the student is unable to fulfill these conditions, an official (written) statement from the supervisor is required to be shown to the Faculty Leader

regarding the possibility of a follow-up to the completion or cancellation of the thesis.

e. The preparation of the thesis is monitored by the Academic supervisor and the Head of the Study Program, periodically (once a month). For students who do not meet the predetermined requirements and are not active in the thesis preparation process, they will receive a warning or academic sanction with the highest sanction being the cancellation of the undergraduate thesis/research.

f. The preparation of scientific articles from part or all of the parameters in the thesis as a condition for registration of the thesis examination must be in accordance with the flow of writing scientific articles.

g. The maximum time limit for the completion of the undergraduate thesis is 2 (two) semesters.

h. The thesis preparation process ends with the collection of the undergraduate thesis which is ready to be tested on the program final examination committee.

i. Upload Thesis to the Higher Education Repository which is integrated with the Ministry Education and Culture Student Final Assignment Repository unless published in scientific journals.

TERM FOR THE FINAL EXAMINATION OF THE PROGRAM

4.1. Definition

The undergraduate thesis examination is the final stage of the undergraduate education (S1) level. The exam is conducted orally with the subject matter and knowledge that is closely related to the thesis.

4.2. Program Final Examination Requirements

1. The student concerned has taken all required courses, minimum cumulative GPA = 2.25 without grades E and D (minimum grade for each course is C)
2. Registered as a student taking Thesis courses in the current semester (listed in the credit unit)
3. Submit a thesis draft that has been approved by the supervisor as many as 5 copies and a draft of scientific articles.
4. Submit other administrative evidence to the undergraduate thesis examination committee which states, among others:
 - a. Free from the affairs of the Faculty and University Libraries.
 - b. Free of borrowing laboratory equipment stated by the Laboratory Coordinator.
 - c. TOEFL certificate with a score = 400.
 - d. Has included scientific work from the thesis
 - e. Other requirements determined by the Dean.

4.3. Examiner Criteria

Examining lecturers who are permitted to become examiners in the Final Examination:

1. Examiners consist of 2 supervisors plus 2 lecturers outside the supervisory committee whose fields of knowledge are appropriate/relevant to the substance of the thesis material.
2. Examiner requirements are the same as supervisor requirements.
3. The Examination Session is opened and closed by Undergraduate thesis examination committee and during the trial it is led by the supervisor or co-supervisor with a mandate from the supervisor.
4. The examination session lasts a maximum of 2 (two) hours. Undergraduate thesis examination committee acts as administrator and test witness
5. The examination session can take place if the number of examiners has met the requirements (at least 3 examiners: 1 supervisor and 2 examiners)
6. If one of the supervisors is unable to attend the examination, the examination can take place if the absent supervisor provides a written mandate, grades and application for permission. The letter is addressed to Undergraduate thesis examination committee with a copy to the Head of the Department and the Vice Dean for Academic and Student Affairs prior to the examination.

4.5. Assessment criteria

- a. Assessment of the undergraduate thesis examination is special in nature with presentation in a examiner forum
- b. Assessment of appearance is carried out based on the following references:

1) Writing (40%), thesis material (25%), analysis and problem solving (25%), and communication skills/presentation of thesis material (10%).

2) The level of ability to analyze and solve various problems within the scope of agriculture related to the thesis material.

3) Assessment of these aspects with a range of values between 0 (zero) to 100 (one hundred). The value obtained is the value of the proportion of the four examiners, namely 60% supervisors and 40% examiners. The letter guidelines and their descriptions are as follows:

A 80.00 (Very good)

B = 70.00-79.99 (Good)

C = 60.00-69.99 (Medium)

E < 60.00 (Failed)

4.6. Graduation Terms

The final program test scores are then used to determine the final cumulative GPA (GPA). Undergraduate thesis examination committee (UTEC) will determine the passing of the program final exam if the student has completed the thesis draft (which has been approved by the supervisor), which is stated in the Minutes of the Implementation of the final program exam.

CURRICULUM of ANIMAL SCIENCES STUDY PPROGRAM

Semester 1	Semester 2	Semester 3	Semester 4	Semester 5	Semester 6	Semester 7	Semester 8
INTRODUCTION TO AGRICULTURAL SCIENCES 2(2-0)	ANIMAL NUTRITION 3(2-1)	FEEDSTUFF & DIET FORMULATION 3(2-1)	POULTRY & NON-RUMINANT RATION 3(2-1)	MANAGEMENT of LAYER (SEMI-BLOCK) 4(2-2)	BROILER MANAGEMENT (SEMI-BLOCK) 4(2-2)	FIELD WORK PRACTICES 2(0-2)	FIELD WORK PRACTICES (CONTINUED)
SPORTS 1(0-1)	BASIC BIOCHEMISTRY 3(2-1)	ENVIRONMENTAL PHYSIOLOGY of LIVESTOCK 3(2-1)	RUMINANT RATION 3(2-1)	DAIRY MANAGEMENT (SEMI-BLOCK) 4(2-2)	BEEF CATTLE MANAGEMENT (SEMI-BLOCK) 4(2-2)	THESIS 6(0-6)	THESIS (CONTINUED)
PANCASILA 2(2-0)	ANIMAL PHYSIOLOGY 3(2-1)	ANIMAL REPRODUCTION 3 (2-1)	POULTRY PRODUCTION 3(2-1)	LIVESTOCK WASTE MANAGEMENT 3(2-1)	ANIMAL SLAUGHTER MANAGEMENT 2(1-1)	SEMINAR 2(0-2)	SEMINAR (CONTINUED)
CITIZENSHIP 2(2-0)	FORAGE CROP PRODUCTION 3(2-1)	ANIMAL BREEDING 3 (2-1)	DAIRY PRODUCTION 3(2-1)	FEED MANUFACTURING 2(1-1)	RESEARCH DESIGN 3(2-1)	COMMUNITY SERVICE PROGRAM 3(0-3)	COMMUNITY SERVICE PROGRAM (CONTINUED)
BASIC CHEMISTRY 3(2-1)	GENETICS 2(2-0)	ANIMAL JUDGING 3 (2-1)	DRAUGHT & MEAT ANIMAL PRODUCTION 3(2-1)	ANIMAL BIOCHEMISTRY 2(2-0)	COMMUNITY EDUCATION & ENPOWERMENT 3(2-1)	ELECTIVE 4(3-1)	
BIOLOGY 3(2-1)	MICROBIOLOGY 2 (1-1)	FEED PROCESSING TECHNOLOGY 3(2-1)	ANIMAL HEALTH 2(1-1)	KEBIJAKAN & PERENCANAAN PEMBANGUNAN PETERNAKAN 2(2-0)	FIELD WORK LECTURE 1(0-1)		
PHYSICS 2(2-0)	ECONOMICS of FARM ENTERPRISES 2(2-0)	ENTREPRENEURSHIP 2(2-0)	ELECTIVE 4 (3-1)	ELECTIVE 4(4-0)	ELECTIVE 4(4-0)		
RELIGION 2(2-0)	ANIMAL BEHAVIOR 2(2-0)	ELECTIVE 2(1-1)					
STATISTICS 3(2-1)	INDONESIAN LANGUAGE 2(2-0)						
ENGLISH 2(2-0)							
22(18-4)	22 (17-5)	22 (15-7)	21 (14-7)	21(15-6)	21(13-8)	17(3-14)	

	UNIVERSITY COMPULSARY	16
	FACULTY COMPULSARY	13
	STUDY PROGRAM COMPULSARY	99
	STUDY PROGRAM ELECTIVE	18

COURSE LIST
AT FOOD TECHNOLOGY STUDY PROGRAMME DIPONEGORO UNIVERSITY
2017 CURRICULUM

	CODE	COURSES	Credits	Lect	Prac
SMT I					
1	UNW21-301	Religion	2	2	0
2	UNW21-302	Pancasila	2	2	0
3	UNW21-306	English	2	2	0
4	UNW21-303	Civic Education	2	2	0
5	PTP21-300P	Biology	3	2	1
6	PTP21-301P	Chemistry	3	2	1
7	PTP21-302	Physics	2	2	0
8	PAT21-301	Introduction of Agricultural Science	2	2	0
9	PTP21-303	Basic Technology of Agricultural Products	2	2	0
10	UNW21-305	Sports	1	0	1
Total			21	18	3
SMT II					
11	PTP21-304	Mathematics	2	2	0
12	UNW21-310	Technical Information	2	2	0
13	PAB21-3030	Fundamentals of Management	2	2	0
14	PAB21-301	General Economics	2	2	0
15	PTP21-305P	Microbiology	3	2	1
16	PTP21-306P	Biochemistry	3	2	1
17	PTP21-307P	Postharvest Physiology and Technology	3	2	1
18	PTP21-308	Food Knowledge	2	2	0
19	PTP21-309	Basic Socio-Cultural Science	2	2	0
20	UNW21-304	Indonesian	2	2	0
Total			23	20	3
SMT III					
21	UNW21-309P	Statistics	3	2	1
22	PTP21-301P	Applied Computers	2	1	1
23	PTP21-311P	Laboratory Technique	2	1	1
24	PTP21-312P	Food Analysis	3	2	1
25	PTP21-313P	Food Microbiology	3	2	1
26	PTP21-314	Food Preservation Technology	2	2	0
27	PTP21-315	Food Additives	2	2	0
28	PTP21-316	Processing Technique Principle	2	2	0
29	PTP21-317	Processing Machinery and Equipment	2	2	0
Elective Course (2 Credits)					
30	PTP21-318	Food Lipid Technology	2	2	0
31	PTP21-319	Tuber Technology	2	2	0
Total			23	18	5
SMT IV					
32	PTP21-320	Functional Foods	2	2	0
33	PTP21-321	Company Hygiene and Work Safety	2	2	0
34	PTP21-322P	Food Chemistry and Nutrition	3	2	1
35	PTP21-323P	Food Biotechnology	4	3	1

36	PTP21-324P	Food Packaging Technology	3	2	1
37	PTP21-325P	Food Techniques	4	3	1
38	PTP21-326P	Food Quality and Safety	3	2	1
Elective Courses (2 Credits)					
39	PTP21-327	Legume and Sereal Technology	2	2	0
40	PTP21-328	Essential Oil and Spices Technology	2	2	0
Total			23	18	5
SEM V					
41	PTP21-400	Research Methodology and Experimental Design	3	3	0
42	PTP21-401P	Sensory Analysis	3	2	1
43	PAB21-403	Counseling	3	2	1
44	PTP21-402	Product Development	2	2	0
45	UNW21-307	Entrepreneurship	2	1	1
46	PTP21-403P	Waste Treatment Technology	3	2	1
Elective Courses (8 Credits)					
47	PTP21-404P	Meat Science and Technology	3	2	1
48	PTP21-405P	Milk Science and Technology	3	2	1
49	PTP21-406P	Egg Science and Technology	3	2	1
50	PTP21-407P	Fish Processing Technology	3	2	1
51	PTP21-408	Plantation Technology	2	2	0
52	PTP21-409	Horticulture Processing Technology	2	2	0
53	PTP21-410	Food Policy	2	2	0
Total			24	18	6
SEM VI					
54	PTP21-411P	Food Industry Design	3	2	1
55	PTP21-412P	Cake and Bread Technology	2	1	1
56	PAT21-412	Organic Agriculture	3	2	1
Elective Course (8 Credits)					
57	PTP21-413P	Catering Industry	2	2	0
58	PTP21-414P	Animal Food By-product Technology	3	2	1
59	PAB21-422	Food Security	3	2	1
60	PAB21-314	Marketing Management	2	2	0
61	PAB21-402	Feasibility Study and Evaluation of Agricultural Projects	3	2	1
62	PTP21-415	Food Toxicology	2	2	0
63	PTP21-416	Halal Food Industry	2	2	0
Final Assignments					
64	PTP21-417	Field Work Lectures	1	0	1
65	PTP21-501	Seminars	2	0	2
66	PTP21-502	Field Work Practice	2	0	2
Total			21	11	10
SEM VII					
67	PTP21-503	Thesis	6	0	6
68	UNW21-408	Community Service Program	3	0	3
Total			9	0	9
Overall Total			144	103	41

FLOW OF TAKING COURSES

AT FOOD TECHNOLOGY STUDY PROGRAMME DIPONEGORO UNIVERSITY 2017 CURRICULUM

Semester 1	Semester 2	Semester 3	Semester 4	Semester 5	Semester 6	Semester 7	Semester 8
RELIGION 2(2-0)	MATHEMATICS 2(2-0)	STATISTICS 3(2-1)	FUNCTIONAL FOODS 2(2-0)	RESEARCH METHODOLOGY 3(3-0)	FOOD-INDUSTRY DESIGN 3(2-1)	THESIS 6(6-0)	THESIS Continued
PANCASILA 2(2-0)	INFORMATION TECHNOLOGY 2(2-0)	APPLIED COMPUTER 2(1-1)	COMPANY HYGIENE AND WORK SAFETY 2(2-0)	SENSORY ANALYSIS 3(2-1)	CAKE & BREAD TECHNOLOGY 2(1-1)	COMMUNITY SERVICE PROGRAM 3(0-3)	
ENGLISH 2(2-0)	FUNDAMENTAL OF MANAGEMENT 2(2-0)	LABORATORY TECHNIQUES 2(1-1)	FOOD CHEMISTRY NUTRITION 3(2-1)	COUNSELING 3(2-1)	FIELD WORK LECTURES 10(1-1)		
CMC EDUCATION 2(2-0)	GENERAL ECONOMICS 2(2-0)	FOOD ANALYSIS 3(2-1)	FOOD BIOTECHNOLOGY 4(3-1)	PRODUCT DEVELOPMENT 2(2-0)	FIELD WORK PRACTICES 20(2-1)		
BIOLOGY 3(2-1)	MICRO BIOLOGY 3(2-1)	FOOD MICROBIOLOGY 3(2-1)	FOOD TECHNIQUES 4(3-1)	ENTREPRENEURSHIP 2(2-0)	SEMINAR 20(2-1)		
CHEMISTRY 3(2-1)	BIOCHEM 3(2-1)	FOOD PRESERVATION TECHNIQUES 2(2-0)	FOOD QUALITY AND SAFETY 3(2-1)	WASTE TREATMENT TECHNOLOGY 3(2-1)	ORGANIC AGRICULTURE 3(2-1)		
PHYSICS 2(2-0)	POST HARVEST TECH 3(2-1)	FOOD ADDITIVES 2(2-0)	ELECTIVE COURSES 2 CREDITS	ELECTIVE COURSES 8 CREDITS	ELECTIVE COURSES 8 CREDITS		
INTRODUCTION OF AGRICULTURAL SCIENCE 2(2-0)	FOOD KNOWLEDGE 2(2-0)	PROCESSING TECHNIQUES PRINCIPLE 2(2-0)					
BASIC TECHNOLOGY AGRICULTURE PRODUCTS 2(2-0)	BASIC SOCIO-CULTURE SCIENCE 2(2-0)	PROCESSING MACHINERY AND TECH. 2(2-0)					
SPORTS 1(1-0)	INDONESIA 2(2-0)	ELECTIVE COURSES 2 CREDITS					
21	23	23	23	24	21	9	0



CURRICULUM YEAR 2020
MERDEKA BELAJAR - KAMPUS MERDEKA

AGROECOTECHNOLOGY UNDERGRADUATE PROGRAM
FACULTY OF ANIMAL AND AGRICULTURAL SCIENCES
UNIVERSITAS DIPONEGORO

CURRICULUM YEAR 2020
MERDEKA BELAJAR – KAMPUS MERDEKA
AGROECOTECHNOLOGY UNDERGRADUATE PROGRAM
DEPARTMENT OF AGRICULTURE
FACULTY OF ANIMAL AND AGRICULTURAL SCIENCES - UNIVERSITAS DIPONEGORO

No.	Code	COURSE	Credit	Credit Details
		1st SEMESTER		
1	UUW00011	Agama	2	2-0
2	UUW00003	Civic Education and Pancasila	3	3-0
3	UUW00004	Indonesian language	2	2-0
4	PPAT6301	Introduction to Agricultural Sciences	2	2-0
5	PPAT6302	Microbiology	2	1-1
6	PPAT6304	Climatology	3	2-1
7	PPAT6305	Basic of Economy	2	2-0
8	PPAT6306	Statistic	3	2-1
9	PPAT6307	Basics of Management	2	2-0
		<i>Summary</i>	21	18-3
		2nd SEMESTER		
1	UUW00005	Sports	1	0-1
2	UUW00007	English	2	2-0
3	UUW00006	Internet of Things	2	2-0
4	PPAT6308	Botany	3	2-1
5	PPAT6309	Rural Sociology	2	2-0
6	PPAT6310	Basic of Plant Production	3	2-1
7	PPAT6311	Plant Biochemistry	3	2-1
8	PPAT6312	Soil Science	3	2-1
9	PPAT6313	Plant Genetics	2	2-0
		<i>Summary</i>	21	16-5
		3rd SEMESTER		
1	PPAT6314	Seed Technology	3	2-1
2	PPAT6315	Basic of Plant Protection	3	2-1
3	PPAT6316	Plant Physiology	3	2-1
4	PPAT6317	Soil Fertility and Fertilization	3	2-1
5	PPAT6318	Plant Ecology	3	2-1
6	PPAT6319	Basic of Plant Breeding	3	2-1
7	PPAT6320	Survey, Evaluation, Land Use	2	2-0
		<i>Summary</i>	20	14-6
		Special Topic	2	

		4th SEMESTER		
1	PPAT6401	Plant Taxonomy	3	2-1
2	PPAT6402	Plant Propagation	3	2-1
3	PPAT6403	Experimental Design	2	2-0
4	PPAT6404	Plant Growth and Development	3	2-1
5	PPAT6405	Organic Farming	3	2-1
6	PPAT6406	Agricultural Microbiology	2	1-1
7	PPAT6407	Agricultural Mechanization	2	1-1
8	PPAT6408	Basic of Agricultural Product Technology	2	2-0
		Summary	20	14-6
		Elective Course/Special Topic	2	
		5th SEMESTER		
1	UUW00008	Entrepreneurship	2	2-0
2	PPAT6409	Agricultural Hydrology	2	2-0
3	PPAT6410	Food Crop Production Technology	3	2-1
4	PPAT6411	Research Methodology	2	2-0
5	PPAT6412	Plantation Crop Production Technology	3	2-1
6	PPAT6413	Plant Biotechnology	3	2-1
7	PPAT6414	Corporate Economy	2	1-1
8	PPAT6415	Technology of Plant Breeding	2	1-1
9	PPAT6416	Technology of Plant Protection	2	1-1
		Summary	21	15-6
		Elective Course/Special Topic	3	
		6th SEMESTER		
1	PPAT6417	Agricultural Extension	3	2-1
2	LPAT6418	Feed Crop Production Technology	3	2-1
3	LPAT6419	Integrated Agricultural System	3	2-1
4	LPAT6420	Horticulture Crop Production Technology	3	2-1
5	PPAT6421	Field Work Course	1	0-1
6	PPAT6450	Seminar	1	0-1
		Summary	14	8-6
		Elective Course/Internship	10	
		7th SEMESTER		
1	PPAT6501	Field Work Practice	2	0-2
2	UUW00009	Community Service	3	0-3
3	UUW00010	Thesis	6	0-6
4	PPAT6450	Seminar		
		Summary	11	0-11
		Elective Course/Internship	13	

		8th SEMESTER		
1	UUW00009	Community Service		
2	UUW00010	Thesis		
3	PPAT6450	Seminar		
4	PPAT6501	Field Work Practice		
		Summary of Required Credit	127	
		Summary of Elective Credit	18	
		Credit Summary	145	

		ELECTIVE COURSE FOR ODD SEMESTER		
1	LPAT6423	Seed Production and Storage	2	1-1
2	LPAT6424	Ornamental Crop Production Technology	2	1-1
3	LPAT6425	Hydroponic Crop Production Technology	2	1-1
4	LPAT6426	Vegetable Crop Production Technology	2	1-1
5	LPAT6427	Plant Modified Engineering	2	1-1
6	LPAT6428	Landscape Architecture	2	1-1
7	LPAT6429	Advance of Organic Farming	2	1-1
8	LPAT6430	Feasibility Study and Project Evaluation	3	2-1
9	LPAT6442	Information System of Land Resources	3	2-1
10	LPAT6321	Special Topic 2A	2	2-0
11	LPAT6322	Special Topic 2B	2	2-0
12	LPAT6323	Special Topic 3C	3	3-0
		ELECTIVE COURSE FOR EVEN SEMESTER		
1	LPAT6431	Tuber Crop Production Technology	2	1-1
2	LPAT6431	Medicinal Crop Production Technology	2	1-1
3	LPAT6433	Technical Plant Tissue Culture	2	1-1
4	LPAT6434	Verticulture	2	1-1
5	LPAT6435	Phytohormone	2	1-1
6	LPAT6436	Land Resources and Conservation Technology	2	1-1
7	LPAT6437	Bioremediation and Land Reclamation	2	2-0
8	LPAT6438	Pest and Plant Disease Management	3	2-1
9	LPAT6439	Agroforestry	2	1-1
10	LPAT6440	Procedure of Tropical Ranch	2	1-1
11	LPAT6441	Cropping System	2	1-1
12	LPAT6321	Special Topic 2A	2	2-0
13	LPAT6322	Special Topic 2B	2	2-0
14	LPAT6323	Special Topic 3C	3	3-0

**ASIIN INTERNATIONAL ACCREDITATION FORM
FOR
UNIVERSITAS DIPONEGORO**

Title of the degree programme : Bachelor in Agribusiness
Degree awarded after programme completion : Bachelor in Agriculture
Which faculty is the programme assigned to : Faculty of Animal and Agricultural Sciences
Type of degree programme : Undergraduate
Study format : Full Time
First-time start of the degree programme : 2013
Location/campus where the programme is offered : Kampus UNDIP Tembalang

B. Curriculum Overview

Semester 1			Semester 2		
No.	Course title	Credit hour	No.	Course title	Credit hour
1	Indonesian	2	1	Religion	2
2	Sports	1	2	Pancasila	3
3	Statistics	3	3	English	2
4	Introduction of Agricultural Sciences	2	4	Entrepreneurship	2
5	Chemistry	3	4	Technical Information	2
6	Biology	3	5	Sociology	2
7	Physics	2	6	Micro Economic	2
8	Introduction to Economics	2	7	Economics of Agricultural Development	2
9	Introduction of Agribusiness	2	8	Basic of Agricultural Technology	2
10	Basics of Management	2	9	Soil Sciences	3
Total		22	Total		22
Semester 3			Semester 4		
No.	Course title	Credit hour	No.	Course title	Credit hour
1	Citizenship	2			
2	Agricultural Development Planning	2	1	Applied English	2
3	Macro Economic	2	2	Research Methodology	3
4	Farm Enterprise	3	3	Agricultural Enterprise Economics	3
5	Communication of Business Ethics	2	4	Marketing Management	3
6	Climatology	2	5	Management of Financial Agribusiness	3
7	Cultivation of Food Crops	3	6	Organic Agriculture	3
8	Cultivation of Estate Crops	3	7	Livestock Production	3
9	Poultry Production	3	8	Dairy Production	3
Total		22	Total		22
Semester 5			Semester 6		
No.	Course title	Credit hour	No.	Course title	Credit hour
1	Human Resources Management	2	1	Applied Journalistic	2
2	Feasibility Study and Project Evaluation	3	2	Marketing Research	2
3	Counseling	3	3	Applied Computer	2

4	Quantitative Method	3		4	Integrated Farming Systems	2
5	Koperasi	2		5	The Field Work Course	1
6	Production Economics	3		6	The Field Work of Practice	2
7	Group Dynamics	2		7	SEMINAR	2
8	Community Empowerment	3		8	The Real Work of Course	3
9	Risk Management	2		9	Minor Course	6
Total		22		Total		22
Semester 7				Semester 8		
No.	Course title	Credit hour		No.	Course title	Credit hour
1	Bachelor Thesis	6		1	Bachelor Thesis	6
2	Minor Course	6		2		
Total		12		Total		6

List of Minor Courses		UNITS
Minor Courses	ODD SEMESTER	
	Operations research	2
	Food Security	2
	International Trade	2
	Consumers Behaviour	2
	Managerial Economics	2
	Management of Small and Medium Enterprises	2
	Crop Protection	2
	Quality Management	2
	EVEN SEMESTER	
	Accounting	2
	Agriculture Institution	2
	Environmental Economics	2
	Population Science	2
	Qualitative Research	2
	Horticulture	3
	Cultivation of Ornamental Crops	2
	Plant Protection	2

LO/Courses	S1	P1	P2	KU1	KU2	KU3	KU4	KK1	KK2	KK3	KK4
Indonesian	x		x	x		x	x				x
Sports	x			x							
Statistics		x	x	x		x				x	
Introduction of Agricultural Sciences			x			x		x	x	x	x
Chemistry			x		x						
Biology			x		x			x			
Mathematical Economic		x	x	x		x		x	x	x	
Introduction to Economics		x	x	x		x		x	x	x	
Introduction of Agribusiness		x	x	x		x		x	x	x	
Basics of Management	x	x		x	x	x	x			x	x
Religion	x			x	x	x	x				
Pancasila and Citizenship	x			x	x	x	x				
English	x		x	x		x	x				x
Internet Of Things		x	x	x		x		x	x	x	x
Communication of Business Ethics	x			x	x		x	x	x	x	x
Sociology	x	x		x	x		x	x	x	x	x
Micro Economic		x	x	x		x		x	x	x	
Macro-Economic		x	x	x		x		x	x	x	
Basic of Agricultural Technology		x	x			x		x	x	x	x
Soil Sciences		x	x			x		x	x	x	x
Economics of Agricultural Development		x	x	x		x		x	x	x	
International Trade		x	x	x		x		x	x	x	
Farm Enterprise		x	x	x		x		x	x	x	
Agriculture Institution		x		x	x		x	x	x	x	x
Climatology		x			x		x	x	x	x	x
Cultivation of Food Crops		x			x		x	x	x	x	x
Cultivation of Estate Crops		x			x		x	x	x	x	x
Poultry Production		x			x		x	x	x	x	x
Applied English	x		x	x		x	x				x
Production Economics		x	x		x		x	x	x		

Managerial Economics	x	x		x	x	x	x			x	x
Risk Management	x	x		x	x	x	x			x	x
Horticulture		x			x		x	x	x	x	
Cultivation of Ornamental Crops		x			x		x	x	x	x	
Environmental Economics	x	x			x		x	x	x	x	
Business Strategies and Policies	x	x		x	x	x	x			x	x
Marketing Management	x	x		x	x	x	x			x	x
Marketing Research	x	x		x	x	x	x			x	x
Agricultural Enterprise Economics		x	x	x		x		x	x	x	
Management of Financial Agribusiness	x	x		x	x	x	x			x	x
Feasibility Study and Project Evaluation	x	x		x	x	x	x			x	x

CURRICULUM 2017 PS S1 AGRIBUSINESS

Semester 1	Semester 2	Semester 3	Semester 4	Semester 5	Semester 6	Semester 7	Semester 8
INDONESIAN 2(2-0)	RELIGION 2(2-0)	CITIZENSHIP 2(2-0)	APPLIED ENGLISH (2-0)	HUMAN RESOURCE MANAGEMENT 2(2-0)	APPLIED JOURNALISTIK 2(2-0)	PKL (LANJUTAN)	BACHELOR THESIS 6(0-6)
SPORTS 1(0-1)	PANCASILA 2(2-0)	AGRICULTURAL DEVELOPMENT PLANNING 2(2-0)	RESEARCH METHODOLOGY 3(2-1)	FEASIBILITY STUDY AND PROJECT EVALUATION 3(2-1)	MARKETING RESEARCH 2(1-1)	SEMINAR (LANJUTAN)	
STATISTICS 3(2-1)	ENGLISH 2(2-0)	MACRO ECONOMIC 2 (2-0)	AGRICULTURAL ENTERPRISE ECONOMICS 3(2-1)	EXTENSION 3(2-1)	APPLIED COMPUTER 2(1-1)	THR REAL WORK COURSE	
INTRODUCTION OF AGRICULTURAL SCIENCES 2(2-0)	ENTREPRENEURS HIP 2(1-1)	FARM ENTERPRISES (2-1)	MARKETING MANAGEMENT 3(2-1)	KUANTITATIVE METHOD 3(2-1)	INTEGRATED FARMING SYSTEM 2(1-1)	BACHELOR THESIS 6(0-6)	
CHEMISTRY 3(2-1)	TECHNICAL INFORMATION 2(1-1)	COMMUNICATION AND BUSINESS ETHICS 2 (2-0)	MANAGEMENT FINANCIAL OF AGRIBUSINESS 3(2-1)	COOPERATIVE 2(1-1)	THE FIELD WORK COURSE 1(0-1)	MINOR COURSE (6)	
BIOLOGY 3(2-1)	SOSIOLOGY 2 (2-0)	CLIMATOLOGY 2(1-1)	ORGANIC AGRICULTURE 3(2-1)	PRODUCTION ECONOMICS 3(2-1)	THE FIELD WORK OF PRACTICE 2(0-2)		
PHYSICS 2(2-0)	MICRO ECONOMIC 2(2-0)	CULTIVATION OF FOOD CROP 3(2-1)	LIVESTOCK PRODUCTION 3 (2-1)	GROUP DINAMICS 3(2-1)	SEMINAR 2(0-2)		
INTRODUCTION OF ECONOMICS 2(2-0)	ECONOMICS OF AGRICULTURAL DEVELOPMENT 2(2-0)	CULTIVATION OF ESTATE CROP 3(2-1)	DAIRY PRODUCTION 3 (2-1)	COMMUNITY EMPOWERMENT 2(2-0)	THR REAL WORK COURSE 3(0-3)		
INTRODUCTION OF AGRIBUSINESS 2(2-0)	BASIC OF AGRICULTURAL TECHNOLOGY 2(2-0)	POULTRY PRODUCTION 3(2-1)		RISK MANAGEMENT 2 (2-0)	MINOR COURSE (6)		
BASICS OF MANAGEMENT 2(2-0)	SOIL SCIENCE3(2- 1))						
22(18-4)	21 (18-3)	22 (17-5)	23 (16-7)	23(17-6)	(22)	(12)	



COPY

**REGULATION OF THE RECTOR OF UNIVERSITAS DIPONEGORO
NUMBER 4 OF 2020**

ON

**ACADEMIC REGULATION IN EDUCATION FIELD
FOR BACHELOR'S DEGREE PROGRAM OF UNIVERSITAS DIPONEGORO**

THE RECTOR OF UNIVERSITAS DIPONEGORO

- Considering
- a. that in order to realize the vision of Universitas Diponegoro to be a leading research university and be able to compete globally, the academic education of bachelor's degree level must be able to become the basis of development of science and technology in order to produce excellent researches in national scope as well as receive recognition at international level;
 - b. that in its development, the Regulation of the Rector of Universitas Diponegoro Number 15 of 2017 on Academic Regulations of Bachelor's Degree Program of Universitas Diponegoro as amended by the Regulation of the Rector of Universitas Diponegoro Number 7 of 2018 on Amendment to the Regulation of the Rector of Universitas Diponegoro Number 15 of 2017 on Academic Regulations of Bachelor's Degree Program of Universitas Diponegoro need to adjust to the prevailing laws and regulations;
 - c. that based on the provisions of Article 46 of the Government Regulation Number 52 of 2015 on the Statute of Universitas Diponegoro, the Academic Senate has the authority to give consideration to the academic provisions proposed by the Rector;
 - d. that as an embodiment, it is necessary to enact Rector Regulation on Academic Regulations in Education Field for Bachelor's Degree Program of Universitas Diponegoro;
- In view of
- 1. Law of the Republic of Indonesia Number 20 of 2003 on the National Education System (State Gazette of the Republic of Indonesia of 2003 Number 78, Supplement to the State Gazette of the Republic of Indonesia Number 4301);
 - 2. Law of the Republic of Indonesia Number 12 of 2012 on Higher Education (State Gazette of the Republic of Indonesia of 2012 Number 158, Supplement to the State Gazette of the Republic of Indonesia Number 5336);

3. Government...

3. Government Regulation of the Republic of Indonesia Number 7 of 1961 on the Establishment of Universitas Diponegoro (State Gazette of the Republic of Indonesia of 1961 Number 25);
4. Government Regulation of the Republic of Indonesia Number 19 of 2005 on National Education Standards as last amended by Government Regulation Number 13 of 2013 on the Second Amendment to Government Regulation of the Republic of Indonesia Number 19 of 2005 on National Education Standards (State Gazette of the Republic of Indonesia of 2015 Number 45, Supplement to the State Gazette of the Republic of Indonesia Number 5670);
5. Government Regulation of the Republic of Indonesia Number 4 of 2014 on Education Implementation and Higher Education Management (State Gazette of the Republic of Indonesia of 2014 Number 16, Supplement to the State Gazette of the Republic of Indonesia Number 5500);
6. Government Regulation of the Republic of Indonesia Number 81 of 2014 on the Enactment of Universitas Diponegoro as a Legal Entity State University (State Gazette of the Republic of Indonesia of 2014 Number 302);
7. Government Regulation of the Republic of Indonesia Number 52 of 2015 on the Statute of Universitas Diponegoro (State Gazette of the Republic of Indonesia of 2015 Number 170, Supplement to the State Gazette Number 5721);
8. Regulation of the Minister of National Education of the Republic of Indonesia Number 17 of 2010 on the Prevention and Eradication of Plagiarism in Higher Education;
9. Regulation of the Minister of Education and Culture Number 73 of 2013 on the Implementation of the Indonesian Qualifications Framework for Higher Education (Official Gazette of the Republic of Indonesia of 2013 Number 831);
10. Regulation of the Minister of Research, Technology and Higher Education of the Republic of Indonesia Number 1 of 2017 on the Opening, Changing and Closing of Study Programs Outside the Main Campus of Higher Education (State Gazette of the Republic of Indonesia of 2017 Number 58);
11. Regulation of the Minister of Research, Technology and Higher Education of the Republic of Indonesia Number 59 of 2018 on Higher Education Degree Certificates, Certificates of Competency, Professional Certificates, Academic Titles, and Procedures for Writing Academic Titles in Higher Education;

12. Regulation...

12. Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 3 of 2020 on National Higher Education Standards (Official Gazette of the Republic of Indonesia of 2020 Number 47);
13. Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 5 of 2020 on Accreditation of Study Programs and Higher Educations (Official Gazette of the Republic of Indonesia of 2020 Number 49);
14. Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 6 of 2020 on Admission of New Bachelor's Degree Students at State Higher Education Institutions (Official Gazette of the Republic of Indonesia of 2020 Number 50);
15. Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 7 of 2020 on Establishment, Amendment, Dissolution of State Higher Education Institutions, and Establishment, Amendment, Revocation of Permit for Private Higher Education (Official Gazette of the Republic of Indonesia of 2020 Number 51);
16. Decree of the Board of Trustees of Universitas Diponegoro Number 03/UN7.1/HK/2019 on the Appointment of the Rector of Universitas Diponegoro for the Period 2019-2024;
17. The Regulation of the Rector of Universitas Diponegoro Number 178/PER/UN7/2012 on the Implementation of Excellent Scholarship for Fast Track Program at Universitas Diponegoro;
18. The Regulation of the Rector of Universitas Diponegoro Number 2 of 2019 on the Organization and Work Procedure of the Elements under the Rector of Universitas Diponegoro.

Observing:

Minutes of Consideration/Approval of the Academic Senate of Universitas Diponegoro Number: 371/UN7.2/BA/2019 dated 25 November 2019

HAS DECIDED:

To enact:

REGULATION OF THE RECTOR OF UNIVERSITAS DIPONEGORO ON THE ACADEMIC REGULATIONS IN EDUCATION FIELD FOR BACHELOR'S DEGREE PROGRAM OF UNIVERSITAS DIPONEGORO.

CHAPTER I...

CHAPTER I GENERAL PROVISIONS

Article 1

In this Rector Regulation:

1. Ministry is the government apparatus in charge of government affairs in the field of higher education.
2. Minister is the minister who organizes government affairs in the field of higher education.
3. Directorate General of Higher Education is the Directorate General of the ministry in charge of government affairs in the field of higher education.
4. University is Universitas Diponegoro, hereinafter referred to as Undip, as a legal entity state university.
5. Rector is an Undip organ that leads the organization and management of Undip.
6. Academic Senate, hereinafter abbreviated as SA, is an Undip organ that establishes policies, provides considerations, and monitors supervision in the academic field.
7. Dean is the head of the faculty who is in charge of and responsible for the education implementation in each faculty.
8. Faculty is a set of supporting resources, which conducts and manages academic and professional education in one discipline cluster of scientific and technology.
9. Faculty Senate is an organ in the faculty level that is authorized to formulate policies, provide considerations, and supervise academic activities at the faculty level.
10. Department is an element of Faculty/School that supports the implementation of academic activities in one or several branches of science and technology in academic, professional, or vocational education.
11. Study Program is a unit of educational and learning activities that has certain curriculum and learning methods in one type of academic education, and/or professional education.
12. Lecturers are professional educators and scientists with the main task of transforming, developing, and disseminating science and technology through education, research, and community service.
13. Academic Advisor, hereinafter abbreviated as PA, is a lecturer appointed by the faculty to guide and direct students in preparing study plans in accordance with applicable regulations, as well as monitoring the academic progress of students under the guidance.
14. Thesis/Final project advisor is a lecturer who is appointed by the head of the study program to guide the preparation of students' thesis/final project.

15. Students...

15. Students are learning participants at higher education level at Undip.
16. Foreign students are learning participants at higher education level at Undip who are foreign nationals (WNA).
17. Academic community is an academic society consisting of Undip lecturers and students.
18. Academic Staff are members of the community who devote themselves and are appointed with the main task to support the implementation of higher education at Undip.
19. Academic education is an education that is directed primarily at the mastery of science, technology and/or art organized by higher schools, institutes and/or universities.
20. Bachelor's degree program is an academic education intended for graduates of secondary education or equivalent so that they are able to implement science and technology through scientific reasoning.
21. Transfer pathway program is a bachelor's degree level equivalent education program whose participants come from associate degree (D3) program graduates and are organized with certain consideration through a bridging process.
22. Fast track program is an accelerated study program that gives students the opportunity to complete their bachelor's degree and master's degree program within 5 (five) years.
23. Final project is a scientific work in the form of a undergraduate thesis or other forms in accordance with applicable regulations, which is one of the requirements for graduation is determined based on the study program curriculum.
24. Indonesian Qualifications Framework, hereinafter abbreviated as KKNl, is a competency qualification framework that can balance, equalize and integrate the education and job training as well as work experience in order to recognize work competencies in accordance with the job structure in various sectors.
25. Curriculum is a set of plans and arrangements regarding graduates learning outcomes, study materials, processes, and assessments used as the guidelines for the implementation of the study programs.
26. Massive Open Online Course (MOOC) is a learning system in the form of courses that can be converted into online courses.
27. Dual status is the position of a student within a certain period of time, having a registered status as a student in two or more regular study programs at State Higher Education Institutions (PTN).
28. Administrative registration is an activity carried out by students to obtain registered status at the university.
29. Academic registration is an activity of registering as a participant in classes, practicum, examinations and/or other academic activities in a study program by taking the courses offered in the semester concerned by filling in the Study Plan (IRS) online.
30. Study Plan, hereinafter abbreviated as IRS, is a plan of academic activities to be carried out by a student during a certain semester.

31. SIAP...

31. SIAP is an information system as the database for Academic Education, Research, and Community Service activities.
32. Semester is a unit of time for academic activities starting from administrative registration to determination of graduation.
33. Credits, hereinafter abbreviated as sks, are the amount of time for learning activities imposed on students per week per semester in the learning process through various forms of learning or the amount of recognition for the success of students' achievement in participating inside or outside study program activities that are arranged in curriculum.
34. Credits, hereinafter abbreviated as sks, are the amount of time for learning activities imposed on students per week per semester in the learning process through various forms of learning or the amount of recognition for the success of students' achievement in participating in curricular activities in a study program.
35. Student-Centered Learning hereinafter abbreviated as SCL, is a learning system by placing students as the main actors in the learning process and lecturers as facilitators.
36. Student workload is the number of credits that students must take to meet the degree requirements.
37. Study period is the limit for completing the student workload in following the educational process in the study program.
38. Semester Grade Point Average, hereinafter abbreviated as IPS, is a measure of student academic achievement which is the weighted average value of the scores obtained by students each semester.
39. Grade Point Average, hereinafter abbreviated as GPA, is a measure of a student's ability in a certain period of time achieved by the student.
40. Student Community Engagement, hereinafter abbreviated as KKN, is a curricular, interdisciplinary academic activity of bachelor's degree program which aims to identify and help solve community problems by prioritizing community empowerment, and its activities must comply with graduate competence of study program, and its implementation shall be regulated by a Rector Decree;
41. Study Record, hereinafter abbreviated as KHS, is a record containing the grades of the course, the grade point average in the current semester and all credits that have been taken, and the GPA.
42. Determination of graduation is a forum at the faculty level to determine the graduation of a student who has met the curriculum requirements of the study program.
43. Graduation ceremony is a form of an academic ceremony held in an open forum for the university academic senate to inaugurate the graduates.
44. Degree Certificate is a document acknowledging learning achievement and/or completion of a higher education level after passing an exam administered by the higher education institution.

45. National Degree Certificate...

45. National Degree Certificate Number, hereinafter referred to as NINA, is numeric 15 (fifteen) digits, which apply nationally, issued through the National Certificate Numbering (PIN) system.
46. Academic transcripts are a collection of cumulative course scores that have been taken.
47. Degree Certificate Accompaniment Letter, hereinafter abbreviated as SKPI, is a document containing information on the fulfillment of graduate competencies in a higher education program.
48. Substitute certificate is a statement document that is valued the same as a degree certificate, academic transcript, professional certificate, or certificate of competence.
49. Credit transfer is the recognition of a number of study loads that have been obtained by a student at a higher education institution after the evaluation process by the credit transfer team at each faculty;
50. Credit Transfer System (CTS) is the transfer of credits from courses that are obtained from outside the study program, which is planned and systematically included in the curriculum of the study program, which can be taken both inside and outside Undip.
51. Student Exchange is Undip student exchange activity with other higher education institutions both local and international including academic and/or artistic activities based on an agreement between both parties.
52. Twinning Program is the development of the same study program between Undip and higher education institutions within and outside the country by synchronizing the curriculum of the two study programs in the context of carrying out a joint learning process;
53. Joint Program is a higher education implementation program based on cooperation between faculties or with other higher education institutions. Joint Program may produce a double degree or joint degree.
54. Double Degree is the double degree obtained from Undip and partner higher education institutions in the context of cooperation in the development of a study program and awarded 2 (two) degree certificates;
55. Joint Degree is a degree obtained from Undip or partner higher education institutions in the context of cooperation in the development of a study program and is awarded 1 (one) degree certificate;
56. Undip Study Program Outside Main Campus, hereinafter abbreviated as Undip PSDKU, is a study program held in an administrative district/city/administrative city which is not directly adjacent to Undip main campus;
57. Sanctions are acts of giving academic penalties for both academic and non-academic violations;
58. Educational Quality Assurance and Development Institute (LP2MP) is an academic element under the Rector that is in charge of conducting the development and quality assurance of education in the Undip environment, taking part in endeavoring and controlling the administration of necessary resources and other tasks set by the Rector.

59. Distance...

59. Distance Education, hereinafter referred to as PJJ, is a program held without face-to-face meetings, using Information and Communication Technology (ICT) as a supporting means of the learning process.
60. Internship is a job training activity for a specific job at a company or other institution during a period determined by the study program.
61. The 1945 Constitution is the 1945 Constitution of the Republic of Indonesia.
62. NKRI is the Unitary State of the Republic of Indonesia.

CHAPTER II EDUCATIONAL OBJECTIVES OF BACHELOR'S DEGREE PROGRAM

Article 2

Bachelor's degree program aims to prepare students to become intellectuals and scientists who believe and have devotion to God Almighty, ethical, cultured, competent and able to enter and/or create jobs and develop themselves to be professionals.

Article 3

Bachelor's degree program is directed to produce graduates with key competencies in accordance with the respective study program profiles approved by the faculty senate.

Article 4

The bachelor's degree program is directed to produce graduates with competencies in accordance with the 6 (six) levels in the KKNI:

- a. able to apply logical, critical, systematic and innovative thinking in the context of developing or implementing science and technology that pays attention to and applies humanities values in accordance with their field of expertise;
- b. able to demonstrate the independent, quality and measurable performance;
- c. able to study the implications of developing or implementing science, and technology that pays attention to and applies humanities values in accordance with their expertise based on scientific principles, procedures and ethics in order to produce solutions, ideas, designs or art critics, compile scientific descriptions in the form of a thesis or final assignment report, and upload it on the university web page;
- d. compile scientific descriptions of the results of the aforementioned study in the form of a thesis or final assignment report, and upload it on the university web page;

e. able to take...

- e. able to make decisions appropriately in the context of problem solving in their field of expertise, based on the analysis results of information and data;
- f. able to maintain and develop networks with mentors, colleagues, peers both inside and outside the institution;
- g. able to be responsible for the achievement of group work results and supervise and evaluate the completion of work assigned to workers under their responsibility;
- h. able to carry out the self-evaluation process of the work group under their responsibility, and able to manage learning independently; and
- i. able to document, store, secure, and retrieve data to ensure validity and prevent plagiarism;

CHAPTER III IMPLEMENTATION OF BACHELOR'S DEGREE PROGRAM

Section One Bachelor's Degree Programs

Article 5

- (1) Bachelor's degree programs are organized by the faculty in the form of study programs in which the implementation must:
 - a. have a valid accreditation;
 - b. meet the quality standards according to the academic quality assurance system;
 - c. have at least 5 (five) permanent lecturers in accordance with the applicable regulations;
- (2) New study programs must apply for accreditation in accordance with the applicable regulations.
- (3) Bachelor's degree programs can be held in the form of regular classes, joint classes, international classes, and PSDKU.
- (4) Opening, closing, merging, and changing the name of the study programs follow the applicable regulations.
- (5) In the implementation of learning, the faculty is obliged to provide facilities and good services for all students, including students with disabilities.

Section Two...

Section Two Regular Class

Article 6

- (1) Regular class is an educational program of bachelor's degree level that is primarily aimed at educating high school (SMA) fresh graduates or equivalent.
- (2) Regular class must use a curriculum and produce graduates with the same main competencies.
- (3) The main language of instruction in regular classes is Bahasa Indonesia.

Section Three Joint Class

Article 7

- (1) Joint class is an educational program held on based on Memorandum of Understanding (MoU) or a cooperation agreement between Undip and other institutions or companies in order to meet the needs of Human Resources (HR) in accordance with the specifications of the relevant institutions.
- (2) Joint class curriculum is designed specifically according to needs without departing from the provisions required by the Government/Ministry.

Section Four International Class

Article 8

- (1) International bachelor's degree program can only be held in a study program that organizes a bachelor's degree regular class with accreditation A.
- (2) International class is a bachelor's degree program conducted in English or other required languages as the medium of instruction.
- (3) International class can be held entirely by universities and/or in collaboration with partner universities abroad that have an international reputation equal to Undip and are accredited in their countries.
- (4) International class organized entirely by Undip, provides a single degree from the university.
- (5) International classes organized in cooperation with partner universities abroad can provide a double degree from Undip and from partner universities abroad.

(6) International class...

- (6) International class, whether it provides single or double degree, must use the same curriculum as regular classes and produce graduates with the same learning outcomes.
- (7) The number of students in the international classes must not be more than the number of students in the regular class in the bachelor's degree program.

Section Five
Study Program Outside Main Campus (PSDKU) Class

Article 9

- (1) The opening of PSDKU class is addition of the number of study programs in the same fields/disciplines of science and technology with the existing study programs at Undip's main campus.
- (2) The study program that will open PSDKU class has organized the same study programs at Undip's Main Campus with an A accreditation or excellent grade.
- (3) The opening, change, and closure of PSDKU class are carried out in accordance with the applicable laws.
- (4) The provisions related to PSDKU are further regulated in the Rector Regulation.

Section Six
Distance Education (PJJ)

Article 10

- (1) PJJ can only be held in study programs that hold regular class programs and accredited A.
- (2) PJJ students may take courses from other universities that organize PJJ and get an assessment of learning outcomes according to the agreed agreement.
- (3) The opening, change, and closure of the PJJ class are carried out in accordance with the applicable laws.
- (4) The provisions related to PJJ are further regulated in the Rector Regulation.

Section Seven
Fast Track Program

Article 11

- (1) A study program may organize Fast Track program.
- (2) Bachelor's degree students may take the Fast Track program to take the master's degree by research at the beginning of semester 7 (seven) and have obtained 124 (one hundred twenty four) credits with a minimum GPA of 3.51 (three point five one).

(3) Final project...

- (3) Final project or undergraduate thesis must be completed in semester 8 (eight).
- (4) Student Identification Number (NIM) of master's degree program is obtained after students pass the bachelor's degree program and meet all graduation requirements.
- (5) Students who do not meet the criteria in paragraph (2) and paragraph (3) cannot continue the Fast Track program.

CHAPTER IV ADMISSION OF BACHELOR'S DEGREE PROGRAM STUDENTS

Article 12

- (1) The admission of prospective and new bachelor's degree student is carried out through selection at the national level and other admissions recognized by the university.
- (2) The selection system in paragraph (1) may be in the form of Written Test (Utul) or Computer-Based Written Test (UTBK) or other selection methods determined by the university.
- (3) New student selection is carried out according to a schedule set nationally and/or by the university.

Section One REGISTRATION REQUIREMENTS

Article 13

Prospective bachelor's degree students who will register to take part in the selection process must meet the following requirements:

- a. Indonesian citizens (WNI) or foreign citizens (WNA) obtaining a study permit from the Ministry, and mastering the medium of instruction used in the classroom;
- b. graduated from high school or equivalent, including home schooling, or the package C equality program as evidenced by a certificate recognized by Undip; and
- c. pass the medical test as required by the chosen study program.

Article 14

- (1) Prospective students for regular class and international class are high school graduates or equivalent whose degree certificate is not more than 3 (three) years from the date of issuance.
- (2) Prospective students for the joint class are determined based on Memorandum of Understanding (MoU) and Cooperation Agreement (PKS).

Section Two...

Section Two Capacity

Article 15

- (1) The capacity of each study program is determined in the Rector Decree by taking into account the capabilities of the facilities, infrastructure and human resources.
- (2) The number of students admitted to each study program follows the provisions enacted in the Rector Decree regarding capacity.
- (3) The use of facilities and infrastructure as well as resources owned is regulated by the Dean by taking into account joint use, both for internal use by the faculty and by the university as a whole.
- (4) Study programs that may accept new students are study programs whose operating license or accreditation is still valid.
- (5) The implementation of new student admission for bachelor's degree program is 1 (one) time in 1 (one) academic year under the coordination of LP2MP.
- (6) The implementation of special programs will be further regulated in the Rector Regulation.

Section Three Passed in Selection

Article 16

- (1) Prospective students are declared to have passed the selection if they meet the required conditions, both in the national selection and/or independent selection and pass the medical test as required by the chosen study program.
- (2) Prospective students who have passed the selection should make an administrative and academic registration according to the schedule set by the university.
- (3) Prospective students who do not carry out administrative registration according to the set schedule are considered to have resigned.
- (4) Prospective students who are accepted through the new student admissions selection are not allowed to get recognition for the courses they have taken.
- (5) The recognition of courses that have been taken by transfer students and the transfer pathway program is determined by the Dean's Decree.
- (6) Prospective students obtain an official status as Undip students after being inaugurated at the New Student Admission ceremony (PMB).
- (7) The procedure for the bachelor's degree program admission is regulated in the Rector Regulation and the tuition fees for bachelor's degree program are regulated in the Rector Decree.

Section Four...

Section Four Dual Status

Article 17

- (1) Students are not allowed to be registered in 2 (two) or more study programs at Higher Education Institutions (PTN), unless they are involved in programs organized by the Indonesian Government through the Ministry.
- (2) If a student is known to be registered in more than one study program as referred to in paragraph (1) above, the Vice Rector for Academic and Student Affairs will send a warning letter to the person concerned to immediately determine his preferred study program with a copy to the Dean.
- (3) The written notification of the student's choice as referred to in paragraph (2) above is submitted by the student to the Vice Rector for Academic and Student Affairs with a copy to the Dean at the latest 20 (twenty) working days from the issuance of the warning letter.
- (4) The university will issue a Rector Decree regarding student resignation from one of the study programs.
- (5) If the choice of study program is not submitted within the specified time limit, the university will issue a Rector Decree regarding termination of the study relationship from the study program where the student is registered.

CHAPTER V CURRICULUM

Article 18

- (1) The curriculum for the bachelor's degree program is designed to produce graduates with competencies that are in accordance with the formulation of minimum learning outcomes, which is equivalent to 6 (six) qualifications in the KKNl.
- (2) The curriculum of the bachelor's degree program is implemented based on the competency of graduate learning outcomes which contains the formulation of general and specific attitudes, knowledge and skills equivalent to the level of 6 (six) qualifications in the KKNl.
- (3) The curriculum is evaluated regularly over a period of 3 (three) to 5 (five) years by the study program.
- (4) The curriculum is enacted in a Rector Decree after obtaining approval from the faculty senate.
- (5) In the condition that the course cannot be held due to certain reasons, and is replaced by other activities, the Dean is obliged to convert the activities into courses according to the number of credits

Article 19...

Article 19

- (1) The curriculum structure of the study program at the bachelor's degree level consists of:
 - a. compulsory courses are courses that must be included in the study program which are formulated to achieve key competencies; and
 - b. elective courses are courses that students choose from inside and/or outside of their study program to broaden their horizons and at the same time meet the minimum load requirements of a level of education.
- (2) National Compulsory Courses consist of:
 - a. Religion Study;
 - b. Pancasila and Civics
 - c. Indonesian Language;
- (3) University Compulsory Courses consist of:
 - a. English Language;
 - b. Sport;
 - c. Entrepreneurship;
 - d. Student Community Engagement (KKN);
 - e. Final Project
 - f. Internet of Things (IoT).
- (4) Elective courses as referred to in paragraph (1) point b, can be in the form of:
 - a. a set of courses in a group of other specialization courses;
 - b. a set of courses selected from various study programs within Undip. If necessary, elective courses can be taken from study programs at universities outside Undip that are accredited A (excellent), both accreditation of the study programs and institutions, or as stated in the cooperation agreement.
 - c. A set of activities that can be assessed in SKS units, such as internship, student exchange, village project, entrepreneurship, research, or community service conducted under the guidance of a lecturer appointed by the study program.
- (5) Compulsory courses in a study program must be the same, whether it is regular class, international class, or joint class.
- (6) Each bachelor's degree student must pass all compulsory courses and a number of elective courses that are included in the study program curriculum structure.
- (7) Each student can choose a combination of:
 - a. compulsory and elective courses in the study program;
 - b. compulsory courses and selected courses from various study programs/faculties/other universities.
- (8) Any combination chosen by students, the number of credits that can be taken must be within the study load limit for the bachelor's degree program.
- (9) The equivalent load in the form of credits for compulsory courses of study program does not include the final project/undergraduate thesis.

(10) The courses ...

- (10) The courses that can be taken in the short semester include retaking courses, remedial courses, new courses without a big practical/assignment, and/or courses outside the Higher Education Institution/internship and have met the prerequisites for courses set by the faculty.
- (11) The courses that cannot be taken in the short semester are the ones that are being taken in the current semester;
- (12) To fulfill the study period and study load, students can participate in:
 - a. learning outside the study program at Undip with a maximum of 20 (twenty) credits;
 - b. learning in the form of class at the same or different study programs at higher education institutions outside Undip or in the form of internships at non- higher education institutions with a maximum of 40 (forty) credits;
 - c. learning in study programs outside of Undip must be based on cooperation and have an A (Excellent) accreditation, both for the study programs and higher education institutions;
 - d. the learning process in other study programs at other higher education institutions and non-higher education institutions does not apply to study programs in the health sector;
 - e. the types of courses that can be taken in study programs at other higher education institutions or non-higher education institutions are regulated by each study program with a Rector Decree.

CHAPTER VI ENGLISH PROFICIENCY

Article 20

Students of bachelor's degree program are required to have English competence as evidenced by a Test of English as a Foreign Language (TOEFL) certificate with a score of 400 (four hundred) or equivalent, issued by an official institution recognized by the university.

CHAPTER VII STUDENT COMMUNITY ENGAGEMENT (KKN)

Article 21

- (1) The students of Bachelor's degree program are required to take part in KKN activities.
- (2) The requirements for KKN participants are students who have passed the course and have cumulative credits of at least 100 (one hundred) credits.

(3) The implementation...

- (3) The implementation of KKN is coordinated by the university and is further regulated in the applicable implementation guidebook.
- (4) The KKN implementation schedule is regulated in the academic calendar which is enacted by a Rector Decree.
- (5) The Rector can determine certain activities that are recognized and equalized with KKN, as outlined in the Rector Decree.
- (6) The procedures and requirements for KKN registration are further regulated in the Rector's Regulation.

CHAPTER VIII STUDY LOAD AND STUDY PERIOD

Article 22

- (1) The bachelor's degree education program from SMA/SMK/MA (High School Level) or equivalent is designed for a maximum of 7 (seven) academic years or 14 (fourteen) semesters with a study load of at least 144 (one hundred and forty four) credits including the final project or undergraduate thesis.
- (2) Transfer pathway education program implemented under a collaborative program is designed for a maximum of 5 (five) semesters with a study load of at least 144 (one hundred and forty four) credits, including credits recognized from the associate degree (Diploma 3) program.
- (3) Students of bachelor's degree program are required to take study load packages of a maximum of 22 (twenty two) credits in the first semester.
- (4) The study load of the final project or thesis is 4 (four) to 6 (six) credits.
- (5) The Rector can determine the activity/activities that can be equalized with the final project or thesis, which is outlined in the Rector Decree.
- (6) Activities that can be equalized as referred to in paragraph (5) include achievements in competitions at national and international levels, discoveries of extraordinary scientific works, and entrepreneurial activities in fields that are in accordance with the disciplines of the study program.

CHAPTER IX LECTURER, ACADEMIC ADVISOR, AND FINAL PROJECT ADVISOR

Section One Lecturer

Article 23

Lecturer's duties in the academic field include:

- a. planning lessons;
- b. carrying out classes;

c. carrying out...

- c. carrying out assessment of learning outcomes and submit course scores to the Academic Information System for Education, Research and Community Service (SIAP) according to the schedule specified in the academic calendar;
- d. compiling and evaluating test materials in order to obtain valid test materials in accordance with the learning objectives;
- e. carrying out management functions which include:
 - 1) setting the time allocation for classes;
 - 2) enforcing class discipline; and
 - 3) informing the test / exam / assignment scores to students.

Section Two Academic Advisor

Article 24

- (1) Each student has an academic advisor assigned by the faculty/study program.
- (2) Academic advisors for students of bachelor's degree program are permanent lecturers who hold a minimum of Master's degree.
- (3) Academic advisors are responsible for:
 - a. directing students to prepare study plans and giving consideration to choose courses to be taken;
 - b. approving the student IRS in SIAP;
 - c. giving consideration to students about the number of credits that can be taken;
 - d. monitoring the academic progress of students under the guidance.
- (4) If the academic advisor is unable to carry out his duties, the Head of the study program temporarily takes over the academic advisor's duties, but for IRS approval it is carried out by the Vice Dean for Academic and Student Affairs.
- (5) The implementation of the academic advisor's duties is one of the components of lecturer performance evaluation.

Section Three Final Project/Thesis Advisor

Article 25

- (1) Preparation of final project/undergraduate thesis is under the advising and evaluation of advisors.
- (2) The number of advisors for the final project/undergraduate thesis for 1 (one) student is 2 (two) people.

(3) Main advisor...

- (3) Main advisor requirements:
 - a. permanent lecturers with a minimum functional position as Assistant Professor with a master's degree or Instructor with a Doctoral degree or equivalent according to national education standards;
 - b. have a field of expertise relevant to the final project.
- (4) Second advisor requirements:
 - a. permanent lecturers or non-permanent lecturers, or experts from other institutions equivalent to master's education;
 - b. have a field of expertise relevant to the final project.
- (5) The head of the study program assigns a lecturer to be the advisor of the final project/undergraduate thesis for a student based on the expertise and workload of the lecturer concerned.
- (6) The assignment of the final project / undergraduate thesis advisor is determined by the Rector Decree according to the Dean's recommendation.
- (7) To ensure that the quality of the advising, the workload of the lecturer in advising the final project/undergraduate thesis is a maximum 10 (ten) students per semester.
- (8) The head of the study program periodically monitors and evaluates the advising process and if the advising process does not go well, the head of the study program can propose a replacement for the advisor.
- (9) Advising is carried out in a structured campus environment, at least 8 (eight) times in one semester, and must be recorded in a advising book.
- (10) The advisor of the final project/undergraduate thesis is obliged to make efforts to complete the advising of the final project/undergraduate thesis in a maximum of 1 (one) semester.

CHAPTER X ADMINISTRATIVE REGISTRATION AND ACADEMIC REGISTRATION

Article 26

- (1) Students must carry out administrative registration and academic registration to take part in academic activities in a semester.
- (2) Students have an active status if they have carried out administrative registration and academic registration.

Section One Administrative Registration

Article 27

- (1) Administrative registration is carried out at the beginning of the semester, by paying tuition fees through banks that cooperate with Undip and registering via online.

(2) Student...

- (2) Student administrative registration can be canceled if it turns out that the student is unable to meet the requirements of the evaluation stage.

Section Two
Academic Registration

Article 28

- (1) Academic registration is carried out by filling out the IRS online on SIAP according to the appropriate curriculum for the students.
- (2) The number of credits that can be taken is adjusted to the IPS in the last semester the student is active.
- (3) The maximum number of credits a student can take in each semester is as follows:

IPS in the previous semester	maximum credits that can be taken
<2.00	18
2.00 - 2.49	20
2.50 - 2.99	22
≥ 3.00	24

- (4) The provision in paragraph (3) does not apply to study programs that use a block system.
- (5) For study programs that use the block system, the maximum number of credits per semester must not exceed 24 (twenty four) credits.
- (6) The IRS will not be approved by the academic advisor if the students:
 - a. take courses which the course schedule conflicts with other courses;
 - b. take courses that the prerequisites have not met;
 - c. take credits exceeding the number of credits allowed;
 - d. take courses where the number of applicants exceed the provided capacity.
- (7) If the IRS is rejected, students are required to correct the IRS and submit it again for approval.
- (8) Student names will not be recorded in the course participant list if the IRS has not been approved.
- (9) Students whose names are not listed in the list of participants for a course are not allowed to take the course, exam and other activities in that course.
- (10) Course changes can be made by students no later than 2 (two) weeks after class activities have been started.
- (11) Course cancellations can be made by students no later than the 4th (fourth) week after class activities have been started.
- (12) Changes or cancellations of courses must obtain PA approval.

Section Three...

Section Three
Academic Calendar

Article 29

- (1) Academic calendar is a guideline that must be adhered to by faculties / study programs and academicians in the Undip environment in implementing the Three Pillars of Higher Education (*Tri Dharma Perguruan Tinggi*).
- (2) Academic calendar as referred to in paragraph (1) above is published 1 (once) a year in the form of a Rector Decree, and at least contains:
 - a. schedule of initial activities for new students;
 - b. schedule of administrative and academic registration of old students;
 - c. study period;
 - d. Student Community Engagement (KKN) schedule;
 - e. examination period and announcement of exam results;
 - f. semester internal evaluation schedule;
 - g. graduation schedule.

CHAPTER XI
CLASSES

Section One
Class System

Article 30

- (1) Classes can be held by face-to-face and through on line methods.
- (2) Online Class as referred to in paragraph 1 can be conducted at a maximum of 50 (fifty) percent of the total face-to-face classes for courses in the regular study program and 100 (one hundred) percent for Distance Education (PJJ) program courses.
- (3) For the university compulsory courses, online classes can also be held 100 (one hundred) percent of the total face-to-face meetings.
- (4) Every possible course can be converted into an online course (MOOC) that can be followed by public in general.
- (5) MOOC can be implemented in a package or block system and converted into courses with a certain number of credits.
- (6) The implementation of the learning process is prioritized by the SCL method.
- (7) The provisions related to paragraph (1), paragraph (2), paragraph (3), and paragraph (4) will be further regulated in the Rector Regulation.

Section Two...

Section Two Class Semester

Article 31

- (1) Classes in the bachelor's degree program are divided into 2 (two) semesters as stated in the university's academic calendar each year, and short semester can be held between odd and even semesters.
- (2) In one regular semester, an effective learning process is held for at least 16 (sixteen) weeks, including midterm and final semester exams.
- (3) The short semester as referred to in paragraph (1) is held:
 - a. for at least 8 (eight) weeks;
 - b. student workload is not more than 9 (nine) credits;
 - c. according to the student workload, to meet the learning outcomes that have been set.
- (4) If the short semester is held in the form of classes, face-to-face meetings are at least 16 (sixteen) times including the short semester midterm exam and short semester final exam.
- (5) Provisions related to short semester are further regulated in the Rector Regulation.

Section Three Class Schedule

Article 32

- (1) Towards the end of each semester, the faculty / study program sets a class schedule to run a curriculum.
- (2) The class schedule as referred to in paragraph (1) above includes at least:
 - a. course and class name;
 - b. course coordinator and class person in charge;
 - c. days and hours of classes;
 - d. place / room of classes;
 - e. lecturers.
- (3) A course can be held in several classes.

Section Four...

Section Four
Credits (sks)

Article 33

- (1) One (1) credit in the learning process in form of classes, responses, or tutorials, consists of:
 - a. face-to-face or online activities for 50 (fifty) minutes per week per semester;
 - b. structured assignment activities of 60 (sixty) minutes per week per semester; and
 - c. independent activities of 60 (sixty) minutes per week per semester.
- (2) One (1) credit in the learning process in form of a seminar or other similar form, consists of:
 - a. face-to-face or online activities for 100 (one hundred) minutes per week per semester; and
 - b. independent activities of 70 (seventy) minutes per week per semester.
- (3) Calculation of the learning load in a block system, module, or other forms is determined according to the needs in meeting the learning outcomes.
- (4) One (1) credit in the learning process in form of practicum, studio practice, workshop practice, field practice, research, community service, and/or other similar learning processes, has a duration of 170 (one hundred seventy) minutes per week per semester.
- (5) Course material in an education and training (*diklat*) organized by an institution that collaborates that collaborates with Undip can be recognized as a course with a certain number of credits.
- (6) A certified internship program for 1 semester can be recognized as a course with curriculum learning outcomes set by the study program.
- (7) The provisions related to paragraphs (5) and (6) are regulated by the respective faculties.

Section Five
Student Obligations

Article 34

- (1) Students are required to dress and behave politely while being in campus.
- (2) Students are prohibited from engaging in activities that interfere with, hinder, or demean the dignity of other academic communities.
- (3) Students are prohibited from carrying out activities that are against Pancasila, the 1945 Constitution, and disturb the integrity of the Republic of Indonesia.
- (4) Students are required to take active classes for at least 75 (seventy five) percent of the scheduled academic activities (fourteen face-to-face meetings), including remedial courses.

(5) Student absences...

- (5) Student absences from classes that are not due to an assignment from the faculty / school leader will count as absenteeism.
- (6) Students are considered to be present in the absence of lecturers in the teaching and learning process, at least 14 (fourteen) times of face-to-face meetings in 1 (one) semester.

CHAPTER XII

ASSESSMENT AND EVALUATION OF LEARNING OUTCOMES

Section One

Assessment of Learning Outcomes

Article 35

- (1) Assessment of student learning outcomes aims to measure the achievement of competencies determined by the study program.
- (2) Assessment of student learning outcomes must include hard skills and soft skills aspects that can be carried out in the form of:
 - a. written examinations, oral examinations and/or practical/skills exams, as well as portfolios;
 - b. final project can be in the form of a undergraduate thesis, or other equivalent forms;
 - c. based on certain reasons that can be accounted for, the assessment of learning outcomes can be carried out in other forms.
- (3) The final grade of learning outcomes is based on several assessment components and is set out in the formula set by each study program.
- (4) Scoring System
 - a. assessment of learning outcomes expressed in letters, using letters A, B, C, D, and E;
 - b. minimum passing grade for the final project/undergraduate thesis is B;
 - c. to convert numeric score into letter grade and weight letter grade, the following guidelines are used:

Numeric Score	Letter Grade	Weight Letter Grade
≥ 80	A	4.00
70 - 79.99	B	3.00
60 - 69.99	C	2.00
51 - 59.99	D	1.00
≤ 50.99	E	0.00

- d. students are declared to have passed the course, if they get a minimum grade of C;
- e. students scored E are required to repeat the learning program and exams in the regular semester or short semester.

f. students...

- f. students scored D, C and B can make improvements in the regular semester, or remedies in the current semester, or improvements in the short semester, and the grades used are the best scores;
- g. students who have repeated 3 (three) times and fulfilled the obligations as referred to in article 33 paragraph (2) as well as have completed the assignment given are entitled to a minimum C test score determined by the Head of the study program;
- h. if for some reason the score cannot be determined, then the TL value is given, which means "Incomplete" with a zero (0) weight score. If until the fulfillment of IRS in the following semester, the score is still in TL status (incomplete), the student is deemed not to have passed (E);
- i. the lecturer prioritizes the Benchmark Reference Assessment (PAP) approach;
- j. success rate:
 - 1) student success rate in one semester is stated by IPS;
 - 2) in the calculation of semester grade point average, the credit weight for each subject is only used once as a divider and the score used is the highest success score;
 - 3) semester grade point average calculations use the following formula:

$$IPS = \frac{\sum KN}{\sum K}$$
 where K is the amount of credits for each course, and N is the score of each course;
 - 4) GPA calculation uses the formula as mentioned above where K is the total number of credits that have been taken with the highest score and N is the score of all courses obtained;
- (5) Assessment of student learning outcomes is carried out periodically according to the curriculum.
- (6) Assessment of learning outcomes in each course is carried out in each semester.
- (7) The assessment is carried out based on the principles of suitability, accountability, transparency, honesty and fairness.
- (8) Aspects that are measured in the evaluation of learning outcomes are:
 - a. academic abilities that include cognitive, affective, and psychomotor aspects, which are tailored to the type and purpose of learning in each subject; and
 - b. behavioral skills, including academic honesty, discipline, politeness, ability to interact, and working together.
- (9) Exam Requirements
 - a. semester exam requirements:
 - 1. registered as participants in classes/learning activities, that is listed in the List of Class Participants (DPK);
 - 2. Has attended classes/learning activities at least 75 (seventy five) percent.

b. final project...

- b. final project/undergraduate thesis examination requirements
 - 1. has met the credit load required by the faculty / study program;
 - 2. has been declared free from plagiarism in the final project/undergraduate thesis through certain applications;
 - 3. has fulfilled all administrative requirements both at the faculty and university levels.
- (10) The exam requirements, exam schedule, validity of the exam participants and examination rules are further regulated by the faculty.
- (11) The test result scores are announced in accordance with the applicable regulations.
- (12) In the event that a lecturer or a team of lecturers does not immediately provide a semester exam result score within the specified time limit, or no later than 3 (three) days before the IRS filling schedule, the Dean may give a B grade to all students who meet the requirements as exam participants.

Section Two Evaluation of Learning Outcomes

Article 36

- (1) Evaluation of learning outcomes is assessment criteria that is carried out in stages towards the achievement of the GPA to determine the ability of students to continue their studies.
- (2) Evaluation of student learning outcomes for a course is carried out by a lecturer or a team of lecturers to monitor the process and development of student learning outcomes.
- (3) Evaluation can be carried out by observing, giving assignments, written examinations and / or oral examinations / presentations.
- (4) Exams can be held through quizzes, midterm exams, final semester exams, and final / thesis examinations.
- (5) Evaluation of the learning outcomes of bachelor's degree program students from high school or equivalent:
 - a. Phase I is carried out at the end of semester 3 (three) provided that:
 - 1. able to collect at least 35 (thirty five) credits with a GPA ≥ 2.50 (two point five zero);
 - 2. if they are able to collect > 35 (thirty five) credits, but the GPA is < 2.50 (two point five zero) then the highest score is taken up to 35 (thirty five) credits with a GPA ≥ 2.50 (two point five zero).
 - b. Phase II is carried out at the end of semester 7 (seven) with the following conditions:
 - 1. able to collect at least 85 (eighty five) credits with a GPA ≥ 2.75 (two point seven five);

2. if they...

2. if they are able to collect > 85 (eighty five) credits, but the GPA is < 2.75 (two point seven five) then the highest score is taken up to 85 (eighty five) credits with a GPA \geq 2.75 (two point seven five).
- c. Phase III is carried out at the end of the program
At the latest in the end of semester 14 (fourteen), students must have collected and passed all the credits set for the bachelor's degree program and a GPA \geq 2.00 (two point zero zero).
- (6) Evaluation of transfer pathway bachelor student learning outcomes:
 - a. Phase I is carried out at the end of semester 2 (two) provided that:
 1. able to collect at least 20 (twenty) credits with a GPA \geq 2.50 (two point five zero);
 2. if they are able to collect > 20 (twenty) credits, but the GPA is <2.50 (two point five zero) then the highest score is taken up to 20 (twenty) credits with a GPA \geq 2.50 (two point five zero).
 - b. Phase II is carried out at the end of semester 4 (four) with the following conditions:
 1. able to collect at least 40 (forty) credits with a GPA \geq 2.75 (two point seven five);
 2. if they are able to collect more than 40 (forty) credits, but GPA <2.75 (two point seven five) then the highest score is taken up to 40 (forty) credits with a GPA \geq 2.75 (two point seven five).
 - c. Phase III is carried out at the end of the program
At the latest in the end of semester 6 (six), students must have collected and passed all the credits set for the bachelor's degree program and a GPA \geq 2.00 (two point zero zero).
- (7) Students who fail to meet the evaluation requirements are considered unable to participate in academic activities.
- (8) Students as referred to in paragraph (7) above are advised to submit a resignation letter to the Rector through the Dean.
- (9) The university will issue a Rector Decree regarding student resignation from one of the study programs.
- (10) If a student does not submit an application for resignation, the university will issue a Rector Decree regarding termination of study relations.
- (11) Procedures for submitting resignation are listed in the Appendix of this Regulation.

Section Three Final Project/ Undergraduate Thesis

Article 37

- (1) The final project / undergraduate thesis is a course that can be taken after the student has completed at least 120 (one hundred and twenty) credits of courses and completed the prerequisite courses for this.

(2) The final project...

- (2) The final project / undergraduate thesis examination is carried out in a closed manner consisting of 2 (two) stages, namely a presentation by students and a question and answer session with a maximum time of 100 (one hundred) minutes.
- (3) The maximum number of thesis examiners is 3 (three) people.
- (4) In special circumstances, examiners who are not from academic circles but have expertise in related fields can be invited.
- (5) The Rector can determine a national and / or international scientific writing competition as a substitute for the final project / undergraduate thesis, which is outlined in the Rector Decree.

CHAPTER XIII STUDENT STATUS

Article 38

In each semester, students have one specific academic status including:

- a. active, is carrying out administrative registration and academic registration as well as actively participating in class activities;
- b. inactive (absent), is not carrying out administrative registration and / or academic registration;
- c. academic leave, is not carrying out academic activities for 1 (one) or 2 (two) semesters in a row or not consecutively with the approval of the Dean because of the request made by the students;
- d. academic leave for special reasons, is not carrying out academic activities for 1 (one) or 2 (two) consecutive semesters with the approval of the Dean due to unavoidable obstacles;
- e. study transfer is a change in the status of a student from one study program to another within Undip, as well as a transfer from a domestic or foreign PTN to Undip;
- f. Drop Out (DO) is a condition in which a student is unable to meet the minimum requirements to continue his studies, either for academic and / or non-academic reasons;
- g. graduated, that is, has fulfilled all administrative and academic requirements at Undip;
- h. resign, which is the right of every student to relinquish his status as Undip student which is determined by the Rector Decree of Undip after the person concerned submits a written application to the Dean;
- i. passed away, that is, not continue the studies because of died, based on a certificate / notification from the Dean.

CHAPTER XIV ...

CHAPTER XIV ACADEMIC LEAVE

Article 39

- (1) Academic leave is a period of not participating in academic activities for at least 1 (one) semester and a maximum of 2 (two) semesters, either consecutively or not.
- (2) Academic leave can only be given to students who have participated in academic activities for at least 2 (two) semesters, except for academic leave for special reasons.
- (3) Academic leave for special reasons is academic leave that is given because students experience unavoidable obstacles, including childbirth, carrying out state duties, university assignments or undergoing medical treatment which makes it impossible to participate in academic activities.
- (4) Leave is not counted as a study period.
- (5) Academic leave permission is not allowed for the previous semester (not retroactive).
- (6) Students who are on leave status are required to pay tuition fees of 50 (fifty) percent of the tuition fee per semester.
- (7) Academic leave that is submitted after the class period is considered as absenteeism, and the tuition fee that must be paid is 100 (one hundred) percent of the tuition fee per semester.

Article 40

- (1) Approval of academic leave by the Dean is issued in the form of a Permit Letter.
- (2) Students who are granted leave permission are not allowed to carry out academic activities.
- (3) In granting leave approval, the Dean submits copies to the Vice Rector for Academic and Student Affairs and the Vice Rector for Resources;
- (4) Students who are serving prison sentences / suspended sentences cannot apply for academic leave.

Article 41

- (1) Applications for academic leave are submitted by the student concerned to the Dean during the administrative registration period, by filling in the form available in the faculty academic administration section and attach:
 - a. academic transcripts;
 - b. proof of latest tuition fee payment;
 - c. photocopy of Student Identity Card (KTM); and
 - d. supporting documents.

(2) Based on...

- (2) Based on the leave permit from the Dean, the faculty system operator is obliged to update the student's status to leave before the administrative registration period ends.
- (3) The applicant makes a payment of 50 (fifty) percent of the semester tuition fees that will run and must be paid during the administrative registration period.
- (4) If the applicant has obtained a leave permit but does not pay the tuition fee which is his obligation during the registration period, the leave permit is canceled and the applicant's status changes to an inactive student (absent).

CHAPTER XV INACTIVE (ABSENT)

Article 42

- (1) Students who do not carry out administrative registration and / or academic registration will obtain inactive academic status (absent) in the current semester and the study period is calculated.
- (2) Students who are inactive (absent) as referred to in paragraph (1) above are required to pay tuition fees of 100 (one hundred) percent during the absent semester.
- (3) Students who are inactive (absent) for 2 (two) consecutive semesters or 4 (four) non-consecutive semesters are declared to have lost their status as students.

CHAPTER XVI STUDY TRANSFER

Article 43

Students can apply for a transfer of study to obtain credit transfer for courses that have been obtained in other study programs, both study programs within the university environment or other higher education institutions.

Section One Study Transfer in Undip Environment

Article 44

- (1) Students may have transfer of study at Undip if:
 - a. has completed academic activities for at least 2 (two) consecutive semesters;

b. comes from...

- b. comes from a study program that is in the same line and has the same accreditation or one level higher;
 - c. not due to breaking the rules of campus life or other similar reasons;
 - d. approved by the faculty, both the original faculty and the intended faculty, through consideration of the department and / or study program, taking into account the capacity and / or recognition of the courses that have been taken and / or the remaining of the study period;
 - e. application for transfer of study is submitted by students no later than 4 (four) weeks before the odd / even semester starts according to the academic calendar.
- (2) Transfer of study is only permitted once.
 - (3) Credible transferable courses must meet the following requirements:
 - a. contains materials that are equivalent to the courses contained in the curriculum of the study program that has been followed;
 - b. if the courses taken do not meet the criteria in point a, but are considered to support the achievement of competencies, they can be transferred to be credited as elective courses.
 - (4) The length of study that has been taken is still taken into account in the study period at the intended faculty / department / study program.
 - (5) Student study transfer is determined by the Rector Decree after obtaining approval from the intended faculty / department / study program.
 - (6) The procedure for submitting a transfer of study application at Undip is listed in the Appendix to this Regulation.

Section Two

Study transfer from other State Higher Education Institutions

Article 45

- (1) Undip accepts transfer students from other state higher education institutions (PTN) at the beginning of the odd semester.
- (2) Undip accepts transfer students from other state higher education institutions if:
 - a. the faculty / department / study program of the original higher education institutions must be of the same type and in line with the intended faculty / department / study program in the Undip environment and with an accreditation rating from the Board of National Accreditation for Higher Education (BAN-PT) / Independent Accreditation Institute for Higher education (LAM-PT) which is one level or higher;
 - b. not in the status of being issued / dropped out of study from another state higher education institutions;
 - c. never violated the rule of the campus in a university or faculty life or other similar reasons, which is stated by a certificate from the institution of origin;

d. the reasons for transfer...

- d. the reasons for transfer is due to following a husband / wife (confirmed by a certificate from the competent authority);
 - e. as a regional representative / state higher education institutions (strengthened by a letter of proposal from the Regional Government or the relevant Rector).
- (3) The length of study obtained at the original higher education institutions is at least 2 (two) semesters and / or a maximum of 8 (eight) semesters with the following conditions:

Length of Study	Number of credits	GPA
2 (two) semesters	36	≥ 3.00
4 (four) semesters	72	≥ 3.00
6 (six) semesters	108	≥ 3.00
8 (eight) semesters	135	≥ 3.00

- (4) The length of study that has been taken, is still taken into account during the study period at the intended faculty / department / study program.
- (5) Applications for study transfer program are submitted no later than 4 (four) weeks before the odd semester starts.
- (6) Approval of moving studies needs to consider the capacity of the faculty / department / study program at Undip, course conversion, and the remaining study period.
- (7) Student transfer study is determined by the Rector Decree after obtaining approval from the intended faculty / department / study program.
- (8) The Rector may enact other than the aforementioned provisions with special considerations, including:
 - a. political case;
 - b. riot;
 - c. security.
- (9) The procedure for submitting a study transfer application from another higher education institutions is regulated in the Appendix to this regulation.

Section Three Study Transfer from Overseas Higher Education Institutions

Article 46

- (1) Undip can accept transfer students from overseas higher education institutions at the beginning of every odd semester.
- (2) Undip accepts Indonesian / foreign transfer students from overseas higher education institutions recognized by the Directorate General of Higher Education, and has attended education for at least 2 (two) semesters, passed a placement test conducted by the intended study program and fulfilled the applicable regulations.
- (3) Applications for study transfer are submitted no later than 4 (four) weeks before the odd semester starts.

(4) For foreign...

- (4) For foreign students from overseas higher education institutions who will transfer their studies to become students at Undip, they must submit the following requirements:
 - a. curriculum vitae;
 - b. photocopies / copies of degree certificates and academic transcripts;
 - c. a certificate of guarantee of financing while attending education in Indonesia in the form of a bank account;
 - d. photocopy of a passport that is still valid for at least 1 (one) year;
 - e. a statement letter that the person concerned will not work while studying in Indonesia;
 - f. a statement letter that the person concerned will comply with the applicable laws and regulations in Indonesia;
 - g. recent photograph;
 - h. health certificate from the competent authority; and
 - i. Permit from the Directorate General of Higher Education.
- (5) For Indonesian students from overseas higher education institutions who will transfer their studies to become students at Undip, they must submit the following requirements:
 - a. curriculum vitae;
 - b. photocopies / copies of degree certificates and academic transcripts;
 - c. a statement letter that the person concerned will comply with the applicable laws and regulations in Indonesia;
 - d. recent photograph;
 - e. health certificate from the competent authority.

CHAPTER XVII DROP OUT

Article 47

- (1) Students of bachelor's degree programs are declared to have dropped out of study if:
 - a. unable to meet the requirements for the evaluation of learning outcomes as referred to in article 35;
 - b. declared unfit for further study on the basis of consideration of medical examination (both physical and mental health) from a team of doctors appointed by the heads of university;
 - c. receiving sanctions for serious academic violations; and / or
 - d. obtaining a court decision that has permanent legal force with a sentence of at least 2 (two) semesters.
- (2) Bachelor's degree program students who drop out of study as regulated in paragraph (1) letter a and b may:
 - a. submitting a resignation letter approved by the parents, acknowledged by the academic advisor / head of the study program and addressed to the Dean;

b. The Dean submits...

- B. The Dean submits a letter of request to the Rector to issue a Rector Decree regarding resignation;
 - c. The Rector, based on the recommendation of the Dean, issues a Rector Decree regarding resignation;
 - d. if within 2 (two) months since the student is declared not eligible for further study the student does not propose to resign, then the Rector issues a Rector Decree regarding termination of the study relationship.
- (3) Bachelor's degree program students who drop out of study as regulated in paragraph (1) letter c and d can:
- a. within 1 (one) month at the latest after the decision of the Undip legal team as outlined in the Rector Decree or the issuance of a court decision, the Dean submits an application letter to the Rector to issue a Rector Decree regarding termination of the study relationship;
 - b. The Rector, based on the recommendation of the Dean, issues a Rector Decree regarding termination of the study.

CHAPTER XVIII CLASSES FOR CREDIT TRANSFER STUDENTS

Section One Implementation of Twinning Program, Joint Degree, Double Degree and Credit Transfer

Article 48

- (1) Bachelor's degree program can be held through joint degrees, double degrees, and / or credit transfers with study programs in the country and abroad.
- (2) Joint degree and double degree programs are implemented by:
 - a. mutually acknowledging the student's graduations in a number of similar courses from Undip and partner higher education institutions;
 - b. taking and passing the courses, other than the courses as referred to in letter a required by Undip and partner higher education institutions;
 - c. held with partner higher education institutions on the same discipline of study programs;
 - d. students who will take the joint degree and double degree programs must have a GPA of more than 3.50 (three point five zero) and a minimum TOEFL score of 500 (five hundred) or an IELTS / TOEIC score according to the requirements of the Partner Higher Education Institutions;
 - e. the number of credits that must be taken at Undip is at least 50 (fifty) percent of the total study load;

f. study program...

- f. study program that organizes joint degree or double degree at Undip must be accredited at least B (Very Good);
 - g. partner study programs in the country must have at least the same accreditation as the study program at Undip.
- (3) Joint degree, double degree and / or credit transfer programs are carried out based on a Memorandum of Understanding (MoU) between Undip and partner higher education institutions.
 - (4) Partner higher education institutions in the country that can carry out educational cooperation must be accredited A (Excellent) and overseas higher education institutions must have a good reputation in their countries.
 - (5) The cooperation agreement for the implementation of joint degree, double degree and / or credit transfer is carried out by the faculty.

Section Two Implementation at Undip

Article 49

- (1) Students can apply to obtain credit transfers for courses obtained in other study programs, both study programs at Undip and other higher education institutions with the provisions as stated in Article 18 paragraph (4) letter b.
- (2) Payment of tuition fees for Undip students and students from other higher education institutions participating in joint degree, double degree and / or credit transfer programs is regulated in accordance with the cooperation agreement signed by both parties.
- (3) Students from other higher education institutions both from inside and outside the country who take part in the program joint degree, double degree and / or credit transfer or other similar programs must be registered as Undip students.
- (4) Credit transfer students from other higher education institutions both from within and outside the country can take several courses in the same study program.
- (5) At the end of the program, students who take part in the program as referred to in paragraph (2) above are required to submit a study report with the passing grade obtained, to be recognized as a course that has been taken and passed.
- (6) Course recognition for credit transfer students would be as follows:
 - a. proof of completing the student exchange program and credit transfer is a certificate signed by;
 - b. proof of completing the joint degree program is a degree certificate signed by the Rector of the University where students complete their studies;
 - c. proof of completing the Double Degree program are two degree certificates issued by each higher education institution.

(9) The study period...

- (7) The study period of credit transfer students is fully counted as the active student study period.
- (8) Students who take part in the credit transfer program have an active academic status and continue to carry out their registration.

CHAPTER XIX STUDENT ACADEMIC ACHIEVEMENTS

Section One Awarding Student Academic Achievement

Article 50

- (1) Students who get academic achievements both under the management of the Directorate General of Learning and Student Affairs (Belmawa) and outside the Director General of Belmawa at the national and international levels will be awarded special academic awards.
- (2) Special academic awards related to paragraph (1) will be regulated by a Rector Regulation.

CHAPTER XX GRADUATION

Article 51

- (1) Students are declared to have passed their studies based on the determination of graduation at the faculty.
- (2) The determination of graduation can be carried out through the judgement at the study program level.
- (3) Students are declared to have passed if they meet the following requirements:
 - a. have passed the final project/undergraduate thesis examination in front of examiners or board of examiners;
 - b. have submitted a revised version of final project/undergraduate thesis that passes the detection of anti-plagiarism with certain applications;
 - c. have the status of active student in that semester and does not exceed the maximum study period set by the university;
 - d. complete all administrative obligations including returning all borrowed library / laboratory collections;
 - e. have completed all obligations during the study period and / or assigned tasks in accordance with the curriculum set for the study program (including the final project that has been revised);
 - f. have uploaded a summary of the final project/undergraduate thesis on the Undip repository;
 - g. have English proficiency as evidenced by a TOEFL certificate with a score of 400 or equivalent.

(4) Students...

- (4) Students who do not submit the revision within 1 (one) month from the implementation of the final / thesis examination, are obliged to take another thesis exam.
- (5) Graduation after completing the bachelor's degree program can be awarded with or without predicates consisting of:
 - a. Satisfactory;
 - b. Very Satisfactory;
 - c. Cumlaude;
- (6) The graduation predicate "Satisfactory" is given if a student gets a GPA of 2.76 (two point seven six) up to 3.00 (three point zero zero).
- (7) The graduation predicate "Very Satisfactory" is given if a student gets a GPA of 3.01 (three point zero one) up to 3.50 (three point five zero).
- (8) The predicate "With Honor" (Cumlaude) is given if a student gets a GPA of 3.51 (three point five one) up to 4.00 (four point zero zero).
- (9) The Rector gives a certificate of appreciation to graduates with the Cumlaude predicate "with honor".

Section One Graduation ceremony

Article 52

- (1) Students who have been declared to have graduated from bachelor's degree program at Undip are entitled to attend the graduation ceremony in the graduation period, or at the latest 1 (one) period of graduation since they are declared graduated.
- (2) Students who have been declared to have graduated from the bachelor's degree program will receive an education degree certificate, academic transcript, Degree Certificate Accompaniment Letter (SKPI).
- (5) Procedures and requirements for attending graduation are listed in the Appendix to this rule.

Section Two Degree

Article 53

- (1) Bachelor's degree is a title given to Undip graduates who have passed the academic education of a bachelor's degree program.
- (2) The title and its abbreviation are further regulated in the Rector Decree of Undip.

CHAPTER XXI ADMINISTRATION OF LEARNING OUTCOMES

Section One Study Record (KHS)

Article 54

- (1) Study Record contains information about:
 - a. Undip logo;
 - b. name of Universitas Diponegoro;
 - c. full name of the KHS owner;
 - d. Student Identification Number (NIM);
 - e. study program name;
 - f. name of faculty;
 - g. place, date, month and year of issuance of KHS;
 - h. name, Employee Identification Number (NIP) and signature of the Vice Dean for Academic and Student Affairs;
 - i. faculty stamp;
 - j. all courses taken, credit weights and scores;
 - k. Semester Grade Point Average
 - l. GPA.
- (2) KHS is published in 4 (four) copies, each of which is given to students, academic advisors, parents / guardians and academic administration archives.
- (3) A valid KHS is the one that has been signed by the Academic Advisor.

Section Two Academic record

Article 55

- (1) Academic record is to record chronologically all the academic activities of a student since first enrolled as a university student until the end of study relations, whether due to graduation, drop out, or resign.
- (2) The academic status of students in each semester is recorded in the academic record.
- (3) Academic record is used as a source of information for students, academic advisors, and study programs about the success of student studies.
- (4) Academic record can be published for specific purposes at the request of students.
- (5) Academic record that will be used as referred to in paragraph (4) above is approved by the Vice Dean for Academic and Student Affairs.

Section Three...

Section Three Degree Certificate

Article 56

- (1) Degree certificate are given to students who have graduated from a study program after decided on the implementation of the graduation determination.
- (2) Degree Certificate contains information about:
 - a. National Degree Certificate Number (NINA);
 - b. Undip logo;
 - c. Undip name;
 - d. number of accreditation decision for higher education;
 - e. number of accreditation decision for study program;
 - f. full name of certificate holder;
 - g. place and date of birth of certificate holder;
 - h. Identity Number (NIK) or passport number for foreign students;
 - i. Student Identification Number;
 - j. higher education programs;
 - k. study program name;
 - l. awarded titles and their abbreviations;
 - m. graduation date, month and year;
 - n. place, date, month and year of issuance of certificate;
 - o. name, Employee Identification Number (NIP) and signature of the Rector and the Dean;
 - p. university stamp;
 - q. photo of the certificate holder in black and white sized 3 x 4.
- (3) Certificate are written in letters and sizes standardized by Undip.
- (4) The date of issuance of the certificate uses the date after the student has passed and met the graduation requirements as referred to in article 50.
- (5) The certificate is signed by the Rector and Dean.
- (6) Certificates are issued in Indonesian and can be translated into English on separate sheets, and signed by the Dean or the official who is appointed and authorized to translate.
- (7) Degree Certificate is issued once for each graduate.
- (8) If the certificate is lost or damaged, the certificate holder can request a Substitute certificate to replace the Degree Certificate.
- (9) Degree Certificate will be given if the students have fulfilled all administrative requirements at the faculty / study program level and / or at the university level.
- (10) The procedure, for issuing a Degree Certificate and its substitute certificate, is regulated in the Rector Regulation of Undip.

Section Four...

Section Four
Academic Transcript

Article 57

- (1) Academic transcripts are given to students who have graduated from a study program after being decided in a graduation determination forum.
- (2) Academic transcripts contain information about:
 - a. Undip name;
 - b. Undip logo;
 - c. academic transcript number;
 - d. name of faculty;
 - e. full name of the academic transcript holder;
 - f. place and date of birth of the academic transcript holder;
 - g. Identity Number (NIK);
 - h. Student Identification Number (NIM);
 - i. National Degree Certificate Number (NINA);
 - j. higher education programs;
 - k. study program name;
 - l. date, month and year of entry;
 - m. graduation date, month and year;
 - n. list of courses taken and passed, credit weight, and grades obtained since the first semester to the final semester;
 - o. Grade Point Average (GPA);
 - p. graduation predicate;
 - q. title of undergraduate thesis;
 - r. place, date, month and year of publication of the academic transcript;
 - s. name, Employee Identification Number (NIP) and signature of the Dean; and
 - t. faculty stamp;
 - u. photo of the transcript holder in black and white sized 3x4.
- (3) All courses taken by students, including repeated ones and those obtained via credit transfer, are included in the academic transcript.
- (4) Academic transcripts are written in letters and sizes standardized by Undip.
- (5) Academic transcripts are published in Indonesian and can be translated into English.
- (6) Academic transcripts are signed by the Dean or Vice Dean for Academic and Student Affairs.
- (7) Academic transcripts are published once for each graduate.
- (8) If the academic transcript is lost or damaged, the academic transcript holder can ask for a certificate to replace the academic transcript.
- (9) Academic transcripts will be given if students have fulfilled all administrative requirements at the faculty / school / study program level and / or at the university level.
- (10) The procedure for publishing academic transcripts is regulated in the Rector Regulation of Undip.

Section Five...

Section Five
Degree Certificate Accompaniment Letter (SKPI)

Article 58

- (1) Degree Certificate Accompaniment Letter (SKPI) are given to students who have graduated from a study program after being decided in a graduation determination forum.
- (2) SKPI contains information about:
 - a. Undip logo;
 - b. Undip name;
 - c. name of faculty;
 - d. study program;
 - e. SKPI number;
 - f. full name of the SKPI holder;
 - g. place and date of birth of the SKPI holder;
 - h. National Identity Number (NIK);
 - i. Student Identification Number (NIM);
 - j. date, month and year of entry;
 - k. graduation date, month and year;
 - l. National Degree Certificate Number (NINA);
 - m. awarded titles and their abbreviations;
 - n. Length of Study
 - o. total credits;
 - p. Grade Point Average (GPA);
 - q. Undip establishment decree;
 - r. Undip accreditation status and study programs accreditation status;
 - s. Academic education;
 - t. Bachelor's Degree Program;
 - u. Indonesian Qualifications Framework (KKNI) level;
 - v. admission requirements;
 - w. language of instruction;
 - x. scoring system;
 - y. type and further higher education;
 - z. learning outcomes of the study program graduates according to the graduate competence in a narrative manner;
 - aa. Competency certificates and / or soft skills;
 - bb. work competency ranking according to KKNI;
 - cc. schemes concerning higher education system;
 - dd. place, date, month and year of issuance of SKPI;
 - ee. name, Employee Identification Number (NIP) and signature of the Dean;
 - ff. faculty stamp.
- (3) SKPI issuance date is the date of issuance of the certificate.
- (4) SKPI are published in Indonesian and can be translated into English.

(5) SKPI is signed by...

- (5) SKPI is signed by the Dean or Vice Dean for Academic and Student Affairs.
- (6) SKPI is issued once for each graduate.
- (7) If the SKPI is lost or damaged, the SKPI holder can request a duplicate of SKPI.
- (8) SKPI will be given if the student has fulfilled all administrative requirements both at the faculty level and at the university level.
- (9) Provisions related to SKPI and SKPI replacement certificates are further regulated in the Rector Regulation.

CHAPTER XXII ACADEMIC DATA MANAGEMENT

Article 59

- (1) Management of academic data includes issuance, validation, announcement, storage, confidentiality and all matters related to archive management of all academic documents.
- (2) The Rector or the assigned official is responsible for managing academic data at the university level.
- (3) The dean or assigned official is responsible for managing academic data at the faculty level.
- (4) The head of the study program or the assigned official is responsible for managing academic data at the study program level.
- (5) Arrangement of academic data management will be further regulated by the Rector Regulation.

CHAPTER XXIII GUIDANCE AND COUNSELING

Article 60

- (1) For the students who have academic problems, the implementation of guidance and counseling is carried out at the faculty / study program level.
- (2) The implementation of guidance and counseling at the faculty / study program level is carried out by academic advisors, counselors or those appointed by the faculty, in the form of Faculty Student Consultation Agency (BKMF).
- (3) The implementation of guidance and counseling at the university level is carried out by counselors or those appointed by Undip in the University Student Consultation Agency (BKMU).
- (4) If the guidance and counseling at the faculty are not sufficient to solve the problem, it can be recommended / referred to BKMU.

CHAPTER XXIV...

CHAPTER XXIV ACADEMIC VIOLATIONS

Section One Types of Academic Violations

Article 61

- (1) Minor academic violations include:
 - a. cheating and / or fraudulent acts:
is an act intentionally or unintentionally, using or trying to use information materials or other study aids without any permission from the lecturer concerned in academic activities.
 - b. assistance or attempted assistance for minor academic violations: is an act intentionally or unintentionally, assisting or trying to help provide facilities or infrastructure that may lead to minor academic violations.
 - c. inclusion in minor academic violations:
is an act intentionally or unintentionally, cooperating with or participating in committing or ordering actions that cause minor academic violations.
- (2) Moderate academic violations are in the form of:
 - a. contract cheating:
is an act intentionally or unintentionally, replacing position or carrying out tasks or activities for the benefit of others, at the request of others or of their own will, in academic activities.
 - b. repetition of minor academic violations
 - c. assistance or attempted assistance for moderate academic violations: is an act intentionally or not, assisting or trying to help provide facilities or infrastructure that can lead to medium academic violations.
 - d. inclusion in moderate academic violations is:
is an act intentionally or not, cooperating or participating in committing or ordering actions that cause moderate academic violations.
- (3) Serious academic violations include:
 - a. plagiarism:
is an act intentionally or unintentionally in obtaining or trying to obtain credit or value for a scientific work, by quoting part or all of the work and / or scientific work of another party which is recognized as scientific work, without stating the source accurately and adequately.
 - b. forgery...

- b. forgery:
is an act intentionally or unintentionally, without the authorized permission to replace or modify / falsify symbols (stamps), letterheads and / or instruments in correspondence in academic administration, names, signatures, grades or academic transcripts, certificates, student identification cards, assignments, practicum reports, information, or reports within the scope of academic activities.
- c. gratification:
is giving a gift or promise, while it is known or it can be reasonably presumed that the gift or promise is given to motivate a lecturer or educational staff to do or not do something in his / her position, which is contrary to their obligations.
- d. bribery;
is an act intentionally or unintentionally, influencing or trying to influence others by means of cajoling, giving gifts or threats with the intention of influencing the assessment of their academic performance.
- e. insult / harassment:
is any kind of act that intentionally or unintentionally disturbs, hinders, or demeans the Republic of Indonesia, Pancasila, the 1945 Constitution, the Government, other academicians and officials within Undip;
- f. a criminal act punishable by imprisonment of 1 (one) year or more based on the prevailing laws and regulations.
- g. repetition of moderate academic violations.
- h. serious administrative and discipline violations:
is an act intentionally or unintentionally, either alone or in collaboration, committing an act that is contrary to the rules of order and administration issued by the Ministry of Research, Technology and Higher Education of the Republic of Indonesia.
- i. assistance or attempted assistance for minor academic violations: is an act intentionally or not, assisting or trying to help provide facilities or infrastructure that can lead to serious academic violations.
- j. inclusion in serious academic violations:
is an act intentionally or not, cooperating or participating in committing or ordering actions that cause serious academic violations.
- k. profanation of name:
is an act of using another person's name without permission for academic purposes;
- l. opposing or not supporting the ideology of Pancasila, the 1945 Constitution and NKRI.
- m. support and / or spread ideology other than Pancasila.

Section Two...

Section Two
Sanctions for Academic Violations

Article 62

- (1) Sanctions against students
 - a. sanctions for minor academic violations:
 1. stern warning orally by the lecturer / exam committee or in writing by the head of the faculty / school / department / study program.
 2. reduction in test scores and / or statements of failing in courses or academic activities carried out by the relevant lecturers, whether at the request of the faculty / school leaders / department heads / study program heads or not.
 - b. Sanctions for Moderate Academic Violations
The right / permit to participate in academic activities is temporarily revoked by the Undip leadership for a maximum of 2 (two) semesters.
 - c. Sanctions for Serious Academic Violations
as high as dismissal or expelled (permanently revoked student status) by the heads of Undip.
- (2) sanctions for alumni who are proven to have committed serious academic violations while studying at Undip
 - a. revocation of certificate, transcripts, and SKPI;
 - b. lost his right to continue his studies at Undip.
- (3) sanctions against lecturers or administrative staff who are involved in academic violations are determined based on the applicable laws and regulations.

Section Three
Procedure for Determination of Sanctions

Article 63

- (1) The procedure for determining sanctions against students who are later found to have committed minor academic violations is as follows:
 - a. determination of evidence of violation;
 - b. confirmation of evidence and violations by the lecturer / head of department / head of study program;
 - c. stipulation of sanctions by the lecturer / head of the department / head of the study program.
- (2) The procedure for imposing sanctions on students or alumni who are then suspected of committing moderate and serious academic violations is as follows:
 - a. The Dean appoints an investigation team to investigate and collect facts / data / information on the suspicion of moderate and / or serious academic violations;

b. the investigation team

...

- b. the investigation team is led by the Dean with the Vice Dean for Academic and Student Affairs as the secretary and the Head of the study program as the member;
 - c. the investigation team in order to investigate and collect facts / data / information has the authority to summon the related parties and ask for data, evidence of the alleged occurrence of moderate and / or serious academic violations;
 - d. The investigation results by the investigation team on the suspicion of moderate and / or serious academic violations are submitted to the Dean to be submitted to the heads of university;
 - e. after observing and considering the minutes of investigation report and collection of facts / data / information on the case, the heads of university and the law firm form a team to resolve the academic violations;
 - f. the academic violation settlement team consists of:
 - 1. heads of University
 - 2. 3 (three) legal experts appointed by the heads of the university upon the recommendation of the law firm
 - 3. the head of the reporting faculty
 - 4. administrative staff as registrar of the proceedings
 - g. during the trial process, students who are suspected of committing moderate and / or serious academic violations are given the right to defend themselves;
 - h. based on the results of a special session, the heads of leadership may decide on the imposition of sanctions against the student concerned by taking into account the weight or type of academic violation and the sanctions to be imposed.
- (3) The imposition of serious academic sanctions in the form of permanent termination of status as Undip students is as referred to in article 61 paragraph (1) letter c, especially for students who commit serious academic violations.
 - (4) If the serious academic violations as referred to in article 60 paragraph (3) above are not processed in court, then the imposition of the serious academic sanctions can still be enforced.
 - (5) In the event that a student who is suspected of committing a criminal offense as referred to in article 60 paragraph (3) letter f is serving a period of detention and/or has received a District Court ruling which states that the student is guilty, the heads of university may impose a temporary suspension for a maximum of 2 (two) semester and it counts as the study period.
 - (6) In the event that after the temporary suspension, it turns out that the student concerned is still in detention, the study period of the student concerned is neglected (temporarily not counted) until a court decision is issued which has permanent legal force.

(7) The Imposition of serious...

- (7) The imposition of serious academic sanctions in the form of permanent dismissal of the status as Undip students, especially for students who commit criminal acts as referred to in article 60 paragraph (3) letter f can only be imposed after a court decision has permanent legal force in which states that the student is guilty and is subject to criminal sanctions.
- (8) In the event that a student who is suspected of committing a criminal offense as referred to in article 60 paragraph (3) letter f in a legally binding court decision is still found guilty and subject to criminal sanctions, the study period during which the student concerned is detained and / or temporarily suspended, is counted as the study period.
- (9) Students who are subject to sanctions for committing academic violations at all levels, have the right to submit objections and / or administrative appeals with a period of 14 (fourteen) days since the notification of the academic sanction decision is received.

CHAPTER XXV DISCRETION

Article 64

The Rector of Undip may take certain policies outside the applicable provisions as long as they do not conflict with academic objectives.

CHAPTER XXVI TRANSITIONAL PROVISIONS

Article 65

- (1) The provisions contained in this regulation apply to all students of bachelor's degree program.
- (2) With the enactment of this Rector Regulation, the Rector Regulation Number 15 of 2017 on Academic Regulations for the Bachelor's Degree Program and Rector Regulation Number 7 of 2018 on Amendments to the Regulation of the Rector of Universitas Diponegoro Number 15 of 2017 on Academic Regulations in Education of Bachelor's Degree Program of Universitas Diponegoro are revoked and declared invalid.

CHAPTER XXVII ...

CHAPTER XXVII
CLOSING

Article 66

- (1) This academic regulation is used as the basis for preparing academic guidelines at the faculty level.
- (2) This regulation shall be effective since the date of enactment.

Enacted in Semarang
March 11, 2020

THE RECTOR OF UNIVERSITAS DIPONEGORO,

signed

PROF. DR. YOS JOHAN UTAMA, S.H., M.HUM.
NIP 196211101987031004

This Copy Conforms to the Original
Secretary of the University

signed

Prof. Dr. dr. Anies, M.Kes., PKK
NIP 195407221985011001

COPIES are submitted to:

1. Vice Rectors of Undip;
2. Deans of Faculty/School of Undip;
3. Heads of Institutions of Undip;
4. Heads of Bureau of Undip;
5. Head of Division of Education Affairs of Undip; and
6. The relevant parties.

APPENDIX
REGULATION OF THE RECTOR OF UNIVERSITAS
DIPONEGORO NUMBER 4 OF 2020
ON
ACADEMIC REGULATION IN EDUCATION FIELD
FOR BACHELOR'S DEGREE PROGRAM OF
UNIVERSITAS DIPONEGORO

A. PROCEDURES FOR RESIGNATION

1. Students submit for resignation in writing to the Dean of the Faculty and acknowledged by the Head of the Study Program by attaching the following files:
 - Copy of proof of payment for the last semester
 - Original Student Identity Card (KTM)
 - Temporary academic transcripts
 - Clearance letter of borrowing books from faculty and university libraries
2. Of the application for resignation approved by the Dean, it is made a recommendation / cover letter to the University to be processed by the Rector Decree, attached with a resignation application signed by the student and a copy of proof of payment of the last semester / recap of the history of tuition payments;
3. Academic and Student Affairs Administration Bureau (BAA) processes the Rector Decree on the resignation of the student;
4. The student is revoked his status as Undip student;
5. Completed.

B. PROCEDURES FOR STUDY TRANSFER AT UNDIP

1. Students apply for a transfer in writing to the Dean of the origin faculty by attaching:
 - Letter of consent from the parents / guardians / bearers of education fees and costs;
 - Letter of approval from the head of the intuition / office (for students in study assignments);
 - KHS (Study Record) per semester which contains grades, credits and GPA that were approved by the Vice Dean I.
2. If the faculty permits, the faculty makes a study transfer approval letter as well as an application for the issuance of a Rector Decree addressed to the university;
3. BAA checks the completeness of the application;
4. Applications that are in accordance with the Academic Regulations of Undip require consideration from the intended faculty;
5. The intended faculty will conduct a placement test and interview;
6. The intended faculty submits approval or refusal to study transfer to the university;
7. If the application for study transfer is not approved by the intended faculty, BAA makes an answer to the origin faculty;
8. If the application for study transfer is approved by the intended faculty:
 - BAA makes a Rector Decree on Transfer of Studies for the relevant student;
 - Students get a new NIM and report to the intended faculty;
 - The student's status is updated in the Academic Information System (SIAP) of Undip;

9. Completed.

C. PROCEDURES FOR STUDY TRANSFER FROM OTHER HIGHER EDUCATION INSTITUTIONS (PTN)

1. Students apply for a transfer in writing to the Rector with a copy of the intended Faculty Dean, enclosing:
 - Academic transcripts validated by the head of the origin Higher Education Institutions (PTN)
 - A statement letter from the origin PTN stating that the student is still active and registered as a student and is intended to transfer to Undip
 - Letter of consent from the parents / guardians / bearers of education fees and costs
 - Letter of approval from the head of the institution / office (for students who have worked)
2. BAA checks the completeness of the application;
3. Applications that are in accordance with the Academic Regulations of Undip require consideration from the intended faculty;
4. The intended faculty will conduct a placement test and interview;
5. The intended faculty submits approval or refusal to study transfer to the university;
 - If the application is approved, the faculty submits a letter of approval to the Vice Rector I
 - If the application is rejected, the Vice Rector I notifies the applicant
6. The application approved by the intended faculty is made a draft of the Rector Decree for Study Transfer by BAA;
7. Students get a new NIM and report to the intended faculty;
8. The student's status is updated in the Academic Information System (SIAP) of Undip;
9. Completed.

D. PROCEDURES AND CONDITIONS FOR ATTENDING GRADUATION

1. Registration of participants for graduation ceremony is carried out at the faculty;
2. The list of graduates (participants) names is received by the Academic and Student Affairs Administration Bureau at the latest 3 (three) weeks before the graduation ceremony day;
3. Registration of participants for the graduation ceremony shall be accompanied by 1 (one) colored photo with the following conditions:
 - a. The background color is red;
 - b. Photo sized 3 x 4 cm. Male graduate candidates should wear a tie.
 - c. Facing straight ahead
 - d. Not wearing black sunglasses
 - e. Both ears must be visible
 - f. Wearing the alma mater jacket
 - g. Not allowed to wear headgear
 - h. Photo for female students who wear a hijab/headscarf on official document / degree certificate, etc., in accordance with the circular letter of the Chief of General Staff of the Indonesian Armed Force number B/678.01/30/05/SET dated March 8, 1991 and Circular of the Director General of Higher Education, Department of Education and Culture addressed to the Leadership Council of Indonesian Ulema Council No. 4277 / D / T / 91 dated 1 October 1991 stated that:

- h.1. According to the instructions of the Ministry of Education and Culture, a female student, if she wishes, she can wear a headscarf that covers her ears in the photo.
- h.2. If in the future, for a purpose, a photo in which the person concerned is required not to wear a hijab/headscarf and/or show her ears, Universitas Diponegoro cannot replace the document and/or provide other information related to the identity of the person concerned because of the difficulty in ensuring it.

Academic attire at the graduation ceremony:

- a. Male:
 - Top: long sleeved white shirt
 - Bottom: black trousers with non-jeans material
 - Hair neatly styled
 - Footwear: formal shoes (not sports shoes)
 - Wearing a toga
- b. Female
 - Wearing a *kebaya* or national dress
 - Not allowed to wear trousers
 - The slit in the skirt should not be above the knee
 - For graduates who do not wear a headscarf, their hair must be tied in a bun (untied)
 - Footwear: flat shoes or high heels not more than 5 cm
 - Wearing a toga

Enacted in Semarang
March 11, 2020

RECTOR OF UNIVERSITAS DIPONEGORO,

signed

PROF. DR. YOS JOHAN UTAMA, S.H., M.HUM.
NIP 196211101987031004

This Copy Conforms to the Original
Secretary of the University

signed

Prof. Dr. dr. Anies, M.Kes., PKK
NIP 195407221985011001

COPY



REGULATION OF THE RECTOR OF UNIVERSITAS DIPONEGORO
NUMBER 28 OF 2020

ON

AMENDMENT TO RECTOR REGULATION NUMBER 4 OF 2020 ON
ACADEMIC REGULATION IN EDUCATION FIELD FOR
BACHELOR'S DEGREE PROGRAM OF UNIVERSITAS DIPONEGORO

BY THE GRACE OF GOD ALMIGHTY

THE RECTOR OF UNIVERSITAS DIPONEGORO

Considering: a. that based on the provisions of Article 38 paragraph (1) letter a of the Government Regulation of the Republic of Indonesia Number 52 of 2015 on the Statute of Universitas Diponegoro, the Rector prepares and/or determines the academic and non-academic operational policies;
b. that based on the provisions of Article 46 of the Government Regulation Number 52 of 2015 on the Statute of Universitas Diponegoro, the Academic Senate has the authority to give consideration to the academic provisions proposed by the Rector;
c. that Regulation of the Rector of Universitas Diponegoro Number 4 of 2020 on Academic Regulations in Education Field for Bachelor's Degree Program of Universitas Diponegoro has been issued;
d. that in its development, the Regulation of the Rector of Universitas Diponegoro Number 4 of 2020 on Academic Regulations in Education Field for Bachelor's Degree Program of Universitas Diponegoro needs to be adjusted;
e. that based on the considerations as referred to in letter a, letter b, letter c, and letter d, it is deemed necessary to enact a Rector Regulation on Amendment to the Rector Regulation Number 4 of 2020 on Academic Regulations in Education Field for Bachelor's Degree Program of Universitas Diponegoro.

In view of : 1. Law of the Republic of Indonesia Number 20 of 2003 on the National Education System (State Gazette of the Republic of Indonesia of 2003 Number 78, Supplement to the State Gazette of the Republic of Indonesia Number 4301);

2. Law...

2. Law of the Republic of Indonesia Number 12 of 2012 on Higher Education (State Gazette of the Republic of Indonesia of 2012 Number 158, Supplement to the State Gazette of the Republic of Indonesia Number 5336);
3. Government Regulation of the Republic of Indonesia Number 7 of 1961 on the Establishment of Universitas Diponegoro (State Gazette of the Republic of Indonesia of 1961 Number 25);
4. Government Regulation of the Republic of Indonesia Number 19 of 2005 on National Education Standards as last amended by Government Regulation Number 13 of 2013 on the Second Amendment to Government Regulation of the Republic of Indonesia Number 19 of 2005 on National Education Standards (State Gazette of the Republic of Indonesia of 2015 Number 45, Supplement to the State Gazette of the Republic of Indonesia Number 5670);
5. Government Regulation of the Republic of Indonesia Number 4 of 2014 on Education Implementation and Higher Education Management (State Gazette of the Republic of Indonesia of 2014 Number 16, Supplement to the State Gazette of the Republic of Indonesia Number 5500);
6. Government Regulation of the Republic of Indonesia Number 81 of 2014 on the Enactment of Universitas Diponegoro as a Legal Entity State University (State Gazette of the Republic of Indonesia of 2014 Number 302);
7. Government Regulation of the Republic of Indonesia Number 52 of 2015 on the Statute of Universitas Diponegoro (State Gazette of the Republic of Indonesia of 2015 Number 170, Supplement to the State Gazette Number 5721);
8. Regulation of the Minister of National Education of the Republic of Indonesia Number 17 of 2010 on the Prevention and Eradication of Plagiarism in Higher Education;
9. Regulation of the Minister of Education and Culture Number 73 of 2013 on the Implementation of the Indonesian Qualifications Framework for Higher Education (Official Gazette of the Republic of Indonesia of 2013 Number 831);
10. Regulation of the Minister of Research, Technology and Higher Education of the Republic of Indonesia Number 59 of 2018 on Higher Education Degree Certificates, Certificates of Competency, Professional Certificates, Academic Titles, and Procedures for Writing Academic Titles in Higher Education;
11. Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 3 of 2020 on National Higher Education Standards (Official Gazette of the Republic of Indonesia of 2020 Number 47);

14. Regulation...

12. Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 5 of 2020 on Accreditation of Study Programs and Higher Educations (Official Gazette of the Republic of Indonesia of 2020 Number 49);
13. Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 6 of 2020 on Admission of New Bachelor's Degree Students at State Higher Education Institutions (Official Gazette of the Republic of Indonesia of 2020 Number 50);
14. Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 7 of 2020 on Establishment, Amendment, Dissolution of State Higher Education Institutions, and Establishment, Amendment, Revocation of Permit for Private Higher Education (Official Gazette of the Republic of Indonesia of 2020 Number 51);
15. Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 25 of 2020 on Unit Standards for Higher Education Operational Costs at State Higher Education Institutions under the Ministry of Education and Culture (Official Gazette of the Republic of Indonesia of 2020 Number 642);
16. Decree of the Board of Trustees of Universitas Diponegoro Number 03/UN7.1/HK/2019 on the Appointment of the Rector of Universitas Diponegoro for the Period 2019-2024;
17. Regulation of the Rector of Universitas Diponegoro Number 2 of 2019 on Organization and Work Procedure of Elements under the Rector of Universitas Diponegoro as last amended by Rector Regulation of Universitas Diponegoro Number 16 of 2020 on the Second Amendment to Regulation of the Rector of Universitas Diponegoro Number 2 of 2019 on Organization and Work Procedure of Elements under the Rector of Universitas Diponegoro;
18. Rector Regulation Number 4 of 2020 on Academic Regulations in Education Field for Bachelor's Degree Program of Universitas Diponegoro;

- Observing :
1. Minutes of Consideration/Approval of the Academic Senate of Universitas Diponegoro Number: 256/UN7.2/BA/2020 dated 7 August 2020.
 2. Letter of Caretaker of Directorate General of Higher Education Number 546/E.E2/KR/2020 dated 26 May 2020 on Study Period based on National Standard of Higher Education (SN Dikti).

HAS DECIDED:

To enact : REGULATION OF THE RECTOR OF UNIVERSITAS DIPONEGORO ON THE AMENDMENT TO THE RECTOR REGULATION NUMBER 4 OF 2020 ON ACADEMIC REGULATIONS IN EDUCATION FIELD FOR BACHELOR'S DEGREE PROGRAM OF UNIVERSITAS DIPONEGORO.

Article I...

Article I

Several of the provisions in the Regulation of the Rector of Universitas Diponegoro Number 4 of 2020 on the Academic Regulations in Education of Bachelor's Degree Program of Universitas Diponegoro are amended as follows:

1. The provision of number 16 Article 1 is amended and to read as follows:

Article 1

In this Rector Regulation:

1. Ministry is the government apparatus in charge of government affairs in the field of higher education.
2. Minister is the minister who organizes government affairs in the field of higher education.
3. Directorate General of Higher Education is the Directorate General of the ministry in charge of government affairs in the field of higher education.
4. University is Universitas Diponegoro, hereinafter referred to as Undip, as a legal entity state university.
5. Rector is an Undip organ that leads the organization and management of Undip.
6. Academic Senate, hereinafter abbreviated as SA, is an Undip organ that establishes policies, provides considerations, and monitors supervision in the academic field.
7. Dean is the head of the faculty who is in charge of and responsible for the education implementation in each faculty.
8. Faculty is a set of supporting resources, which conducts and manages academic and professional education in one discipline cluster of scientific and technology.
9. Faculty Senate is an organ in the faculty level that is authorized to formulate policies, provide considerations, and supervise academic activities at the faculty level.
10. Department is an element of Faculty/School that supports the implementation of academic activities in one or several branches of science and technology in academic, professional, or vocational education.
11. Study Program is a unit of educational and learning activities that has certain curriculum and learning methods in one type of academic education, and/or professional education.
12. Lecturers are educators who teach Undip students.
13. Academic Advisor, hereinafter abbreviated as PA, is a lecturer appointed by the faculty to guide and direct students in preparing study plans in accordance with applicable regulations, as well as monitoring the academic progress of students under the guidance.
14. Thesis/Final project advisor is a lecturer who is appointed by the head of the study program to advise the preparation of students' thesis/final project.

15. Students...

15. Students are learning participants at higher education level at Undip.
16. Foreign students (international students) are learning participants at higher education level at Undip who are foreign nationals (WNA).
17. Academic community is an academic society consisting of Undip lecturers and students.
18. Academic Staff are members of the community who devote themselves and are appointed with the main task to support the implementation of higher education at Undip.
19. Academic education is an education that is directed primarily at the mastery of science, technology and/or art organized by higher schools, institutes and/or universities.
20. Bachelor's degree program is an academic education intended for graduates of secondary education or equivalent so that they are able to implement science and technology through scientific reasoning.
21. Transfer pathway program is a bachelor's degree level equivalent education program whose participants come from associate degree (D3) program graduates and are organized with certain consideration through a bridging process.
22. Fast track program is an accelerated study program that gives students the opportunity to complete their bachelor's degree and master's degree program within 5 (five) years.
23. Final project is a scientific work in the form of a undergraduate thesis or other forms in accordance with applicable regulations, which is one of the requirements for graduation is determined based on the study program curriculum.
24. Indonesian Qualifications Framework, hereinafter abbreviated as KKNl, is a competency qualification framework that can balance, equalize and integrate the education and job training as well as work experience in order to recognize work competencies in accordance with the job structure in various sectors.
25. Curriculum is a set of plans and arrangements regarding graduates learning outcomes, study materials, processes, and assessments used as the guidelines for the implementation of the study programs.
26. Massive Open Online Course (MOOC) is a learning system in the form of courses that can be converted into online courses.
27. Dual status is the position of a student within a certain period of time, having a registered status as a student in two or more regular study programs at State Higher Education Institutions (PTN).
28. Administrative registration is an activity carried out by students to obtain registered status at the university.
29. Academic registration is an activity of registering as a participant in classes, practicum, examinations and/or other academic activities in a study program by taking the courses offered in the semester concerned by filling in the Study Plan (IRS) online.

30. Study Plan...

31. Study Plan, hereinafter abbreviated as IRS, is a plan of academic activities to be carried out by a student during a certain semester.
32. SIAP is an information system as the database for Academic Education, Research, and Community Service activities.
33. Semester is a unit of time for academic activities starting from administrative registration to determination of graduation.
34. Semester Credit System, hereinafter abbreviated as SKS, is an education administration system using semester credit units to state the student workload, learning experience, lecturer workload, and program implementation load.
35. Credits, hereinafter abbreviated as sks, are the amount of time for learning activities imposed on students per week per semester in the learning process through various forms of learning or the amount of recognition for the success of students' achievement in participating in curricular activities in a study program.
36. Student-Centered Learning hereinafter abbreviated as SCL, is a learning system by placing students as the main actors in the learning process and lecturers as facilitators.
37. Student workload is the number of credits that students must take to meet the degree requirements.
38. Study period is the limit for completing the student workload in following the educational process in the study program.
39. Semester Grade Point Average, hereinafter abbreviated as IPS, is a measure of student academic achievement which is the weighted average value of the scores obtained by students each semester.
40. Grade Point Average, hereinafter abbreviated as GPA, is a measure of a student's ability in a certain period of time achieved by the student.
41. Student Community Engagement, hereinafter abbreviated as KKN, is a curricular, interdisciplinary academic activity of bachelor's degree program which aims to identify and help solve community problems by prioritizing community empowerment, and its activities must comply with graduate competence of study program, and its implementation shall be regulated by a Rector Decree;
42. Study Record, hereinafter abbreviated as KHS, is a record containing the grades of the course, the grade point average in the current semester and all credits that have been taken, and the GPA.
43. Determination of graduation is a forum at the faculty level to determine the graduation of a student who has met the curriculum requirements of the study program.
44. Graduation ceremony is a form of an academic ceremony held in an open forum for the university academic senate to inaugurate the graduates.
45. Degree Certificate is a document acknowledging learning achievement and/or completion of a higher education level after passing an exam administered by the higher education institution.

46. Stamp...

45. Stamp is a proof of document authentication, either in the form of wet or electronic stamps.
46. National Degree Certificate Number, hereinafter referred to as NINA, is numeric 15 (fifteen) digits, which apply nationally, issued through the National Certificate Numbering (PIN) system.
47. Academic transcripts are a collection of cumulative course scores that have been taken.
48. Degree Certificate Accompaniment Letter, hereinafter abbreviated as SKPI, is a document containing information on the fulfillment of graduate competencies in a higher education program.
49. Substitute certificate is a statement document that is valued the same as a degree certificate, academic transcript, professional certificate, or certificate of competence.
50. Credit transfer is the recognition of a number of study loads that have been obtained by a student at a higher education institution after the evaluation process by the credit transfer team at each faculty;
51. Credit Transfer System (CTS) is the transfer of credits from courses that are obtained from outside the study program, which is planned and systematically included in the curriculum of the study program, which can be taken both inside and outside Undip.
52. Student Exchange is Undip student exchange activity with other higher education institutions both local and international including academic and/or artistic activities based on an agreement between both parties.
53. Twinning Program is the development of the same study program between Undip and higher education institutions within and outside the country by synchronizing the curriculum of the two study programs in the context of carrying out a joint learning process;
54. Joint Program is a higher education implementation program based on cooperation between faculties or with other higher education institutions. Joint Program may produce a double degree or joint degree.
55. Double Degree is the double degree obtained from Undip and partner higher education institutions in the context of cooperation in the development of a study program and awarded 2 (two) degree certificates;
56. Joint Degree is a degree obtained from Undip or partner higher education institutions in the context of cooperation in the development of a study program and is awarded 1 (one) degree certificate;
57. Undip Study Program Outside Main Campus, hereinafter abbreviated as Undip PSDKU, is a study program held in an administrative district/city/administrative city which is not directly adjacent to Undip main campus;
58. Sanctions are acts of giving academic penalties for both academic and non-academic violations;
59. Educational Quality Assurance and Development Institute (LP2MP) is an academic element under the Rector that is in charge of conducting the development and quality assurance of education in the Undip environment, taking part in endeavoring and controlling the administration of necessary resources and other tasks set by the Rector.

60. Distance...

60. Distance Education, hereinafter referred to as PJJ, is a program held without face-to-face meetings, using Information and Communication Technology (ICT) as a supporting means of the learning process.
61. Internship is a job training activity for a specific job at a company or other institution during a period determined by the study program.
62. The 1945 Constitution is the 1945 Constitution of the Republic of Indonesia.
63. NKRI is the Unitary State of the Republic of Indonesia.

2. The provisions of Article 3 are amended and to read as follows:

Article 3

- (1) Bachelor's degree program is directed to produce graduates with key competencies in accordance with the respective study program profiles approved by the faculty senate.
- (2) The formulation of key competencies in accordance with the profile of the study program as referred to in paragraph (1) shall refer to the National Standards of Higher Education and Undip Education Philosophy, namely "*Logicam, Novetatum, ad Populum*" (The Latest and Best Logical Thinking for the Benefit of People).

3. The provisions of Article 5 are amended and to read as follows:

Article 5

- (1) Bachelor's degree program is organized by the faculty in the form of a study program in which the implementation must:
 - a. have a valid accreditation;
 - b. meet the quality standards according to the academic quality assurance system; and
 - c. have at least 5 (five) permanent lecturers in accordance with the applicable regulations;
- (2) New study programs must apply for accreditation in accordance with the applicable regulations.
- (3) Bachelor's degree program can be held in the form of regular classes, joint classes, international classes, PJJ and PSDKU.
- (4) Opening, closing, merging, and changing the name of the study program follow the applicable regulations.
- (5) In the implementation of learning, the faculty is obliged to provide facilities and good services for all students, including students with disabilities.
- (6) No discrimination against ethnicity, religion, race, and intergroup (SARA) for students to gain access to the learning, classes, and training provided by the university.

4. The sentence...

4. The sentence "International Class" in the Fourth Section is amended and to read as follows:

Section Four
International Class/ *International Undergraduate Program* (IUP)

5. Provisions of Article 8 are amended and to read as follows:

Article 8

- (1) International undergraduate program can only be held in a study program that organizes a bachelor's degree regular class with accreditation A.
- (2) International class is a bachelor's degree program conducted in English or other required languages as the medium of instruction.
- (3) International class can be held entirely by the university and/or in collaboration with partner universities abroad that have an international reputation equal to Undip and are accredited in their countries.
- (4) International class organized entirely by Undip, provides a single degree from the university.
- (5) International classes organized in cooperation with partner universities abroad can provide a double degree from Undip and from partner universities abroad.
- (6) International class, whether it provides single or double degree, must use the same curriculum as regular classes and produce graduates with the same learning outcomes.
- (7) The number of students in the international classes must not be more than the number of students in the regular class in the bachelor's degree program.
- (8) The implementation of International Class is obliged to establish Cooperation with Universities Abroad in the form of *Credit Transfer System* (CTS), *Joint Degree* or *Double Degree*.
- (9) In the implementation of International Class is in the form of *Single Degree* from Undip, graduates will be awarded an IUP Certificate from the Rector.

6. The provisions in Article 11 are amended and to read as follows:

Article 11

- (1) Study program can organize the *Fast Track* program with the implementation flow as listed in Appendix point F.
- (2) Bachelor's degree students can take the *Fast Track* program to take *by research* master's degree at the beginning of semester 7 (seven) or semester 8 (eight) and has obtained 124 (one hundred twenty four) credits with a minimum GPA of 3.51 (three point five one) at the beginning of semester 7 (seven).
- (3) Final project or undergraduate thesis must be completed at the end of semester 7 (seven) or the end of semester 8 (eight), according to the beginning of the semester as taking the program in paragraph (2).

(4) Student...

- (4) Student Identification Number (NIM) of Master's Degree Program is obtained after the students have passed the bachelor's degree program and met all graduation requirements.
 - (5) Students who do not meet the criteria in paragraph (2) and paragraph (3) cannot continue the *Fast Track* program.
7. The provisions of Article 13 are amended and to read as follows:

Article 13

Prospective bachelor's degree students who will register to take part in the selection process must meet the following requirements:

- a. Indonesian citizens (WNI) or foreign citizens (WNA) obtaining a study permit from the Ministry, and mastering the medium of instruction used in the classroom;
- b. graduated from high school or equivalent, including *home schooling*, or the package C equality program as evidenced by a certificate recognized by Undip; and
- c. pass the medical test as required by the chosen study program.
- d. further provisions regarding foreign students (international students) will be regulated by the Rector Regulation.

8. The provisions of Article 14 are amended and to read as follows:

Article 14

- (1) Prospective students for regular class and international class are high school graduates or equivalent whose degree certificate is not more than 3 (three) years from the date of issuance.
- (2) Prospective students for the joint class are determined based on *Memorandum of Understanding* (MoU) and Cooperation Agreement (PKS).
- (3) Prospective students from the linear Associate Degree Program (D3) can be accepted in the Bachelor's Degree Program through the established cooperation based on the *Memorandum of Understanding* (MoU) and Cooperation Agreement (PKS).

9. The provisions of Article 16 are amended and to read as follows:

Article 16

- (1) Prospective students are declared to have passed the selection if they meet the required conditions, both in the national selection and/or independent selection and pass the medical test as required by the chosen study program.
- (2) Prospective students who have passed the selection should make an administrative and academic registration according to the schedule set by the university.
- (3) Prospective students who do not carry out administrative registration according to the set schedule are considered to have resigned.

(4) Prospective...

- (4) Prospective students who are accepted through the new student admissions selection are not allowed to get recognition for the courses they have taken.
- (5) The recognition of courses that have been taken by transfer students and the transfer pathway program is determined by the Dean's Decree.
- (6) Prospective students who have graduated from D3 Program are required to participate in a non-credit matriculation program, in which the implementation is regulated by the study program in accordance with the Rector's decree.
- (7) Prospective students obtain an official status as Undip students after being inaugurated at the New Student Admission ceremony (PMB).
- (8) The procedure for the bachelor's degree program admission is regulated in the Rector Regulation and the tuition fees for bachelor's degree program are regulated in the Rector Decree.

10. The provisions of Article 19 are amended and to read as follows:

Article 19

- (1) The curriculum structure of the study program at the bachelor's degree level consists of:
 - a. compulsory courses are courses that must be included in the study program which are formulated to achieve key competencies; and
 - b. elective courses are courses that students choose from inside and/or outside of their study program to broaden their horizons and at the same time meet the minimum load requirements of a level of education.
- (2) National Compulsory Courses consist of:
 - a. Religion Study;
 - b. Pancasila;
 - c. Civics; and
 - d. Indonesian Language;
- (3) University Compulsory Courses consist of:
 - a. English Language;
 - b. Sport;
 - c. Entrepreneurship;
 - d. Student Community Engagement (KKN);
 - e. Final Project
 - f. Internet of Things (IoT).
- (4) Elective courses as referred to in paragraph (1) point b, can be in the form of:
 - a. a set of courses in a group of other specialization courses;
 - b. a set of courses selected from various study programs within Undip. If necessary, elective courses can be taken from study programs at universities outside Undip that are accredited A (excellent), both accreditation of the study programs and institutions, or as stated in the cooperation agreement; or

c. A set of...

- c. A set of activities that can be assessed in SKS units, such as internship, student exchange, village project, entrepreneurship, research, or community service conducted under the guidance of a lecturer appointed by the study program.
- (5) Compulsory courses in a study program must be the same, whether it is regular class, international class, or joint class.
- (6) Each bachelor's degree student must pass all compulsory courses and a number of elective courses that are included in the study program curriculum structure.
- (7) Each student can choose a combination of:
 - a. compulsory and elective courses in the study program;
 - b. compulsory courses and selected courses outside the various study programs/faculties/higher education institutions, the names of which are adjusted to the courses in the study program; or
 - c. elective courses taken outside other study programs/higher education institutions can be named according to the name of the courses in the selected higher education
- (8) Any combination chosen by students, the number of credits that can be taken must be within the study load limit for the bachelor's degree program.
- (9) The equivalent load in the form of credits for compulsory courses of study program does not include the final project/undergraduate thesis
- (10) The courses that can be taken in the short semester include retaking courses, remedial courses, new courses without a big practical/assignment, and/or courses outside the Higher Education Institution/internship and have met the prerequisites for courses set by the faculty.
- (11) The courses that cannot be taken in the short semester are the ones that are being taken in the current semester;
- (12) To fulfill the study period and study load, students can participate in:
 - a. learning outside the study program at Undip with a maximum of 20 (twenty) credits;
 - b. learning in the form of class at the same or different study programs at higher education institutions outside Undip or in the form of internships at non- higher education institutions with a maximum of 40 (forty) credits;
 - c. learning in study programs outside of Undip must be based on cooperation and have an A (Excellent) accreditation, both for the study programs and higher education institutions;
 - d. the learning process in other study programs at other higher education institutions and non-higher education institutions does not apply to study programs in the health sector;
 - e. the types of courses that can be taken in study programs at other higher education institutions or non-higher education institutions are regulated by each study program with a Rector Decree.

11. The provision...

12. The provisions of Article 25 are amended and to read as follows:

Article 25

- (1) Preparation of final project/undergraduate thesis under the advising and evaluation of final project/ undergraduate thesis advisors.
- (2) The number of advisors of final project/undergraduate thesis for 1 (one) student is 1 (one) person and a maximum of 2 (two) people.
- (3) The requirement for the main advisor is a permanent lecturers with a minimum functional position as Assistant Professor with a master's degree or equivalent according to the National Education Standards.
- (4) Second advisor requirements:
 - a. permanent lecturers or non-permanent lecturers, or experts from other institutions equivalent to master's education; or
 - b. have a field of expertise relevant to the final project.
- (5) The head of the study program assigns a lecturer to be the advisor of the final project/undergraduate thesis for a student based on the expertise and workload of the lecturer concerned.
- (6) The assignment of advisor of final project/undergraduate thesis for permanent lecturers from within the Faculty is determined by the Dean's Decree according to the proposal of the Head of the Study Program.
- (7) The assignment of advisor of final project/undergraduate thesis for adjunct lecturers and / or lecturers from outside the faculty at Undip is determined by a Rector's Decree according to the Dean's proposal.
- (8) To ensure the quality of the advisors, the workload of the lecturer in advising the final project/undergraduate thesis is a maximum of 10 (ten) students per semester.
- (9) The head of the study program periodically monitors and evaluates the advising process and if the advising process does not go well, the head of the study program can propose a replacement for the advisor.
- (10) The advising is carried out in a structured campus environment, at least 8 (eight) times in one semester, and must be recorded in a advising book.
- (11) The advisor of the final project/undergraduate thesis is obliged to make efforts to complete the advising of the final project/undergraduate thesis in a maximum of 1 (one) semester.

13. The provisions of Article 30 are amended and to read as follows:

Article 30

- (1) Classes can be held with face-to-face and through on line methods.
- (2) On line classes as referred to in paragraph 1 can be carried out at a maximum of 50 (fifty) percent of the total face-to-face classes for courses in the regular study program and 100 (one hundred) percent for PJJ program courses.
- (3) For university compulsory courses, on line classes can also be held 100 (one hundred) percent of the total face to face.

(4) Every...

- (4) Every possible course can be converted into an on line course (MOOC) that can be followed by the general public.
- (5) MOOC can be implemented in a package or block system and converted into courses with a certain number of credits.
- (6) Implementation of the learning process using the case study method (*case method*) / *project-based learning* and SCL.
- (7) 50 (fifty) percent of the courses in each study program are obliged to use *case method/project-based learning*.
- (8) The provisions related to paragraph (1), paragraph (2), paragraph (3), and paragraph (4) will be further regulated by Rector Regulation.

14. The provisions of Article 35 are amended and to read as follows:

Article 35

- (1) Assessment of student learning outcomes aims to measure the achievement of competencies determined by the study program.
- (2) Assessment of student learning outcomes must include the aspects of *hard skill* and *soft skills* which can be carried out in the form of:
 - a. written examinations, oral examinations and/or practical/skills exams, as well as portfolios; and
 - b. final project can be in the form of a undergraduate thesis, or other equivalent forms.
 - c. based on certain reasons that can be accounted for, the assessment of learning outcomes can be carried out in other forms.
 - d. the load of the learning outcomes assessment component based on case studies (*case method*) of *project-based learning* at least 50 (fifty) percent.
- (3) The final grade of learning outcomes is based on several assessment components and is set out in the formula set by each study program.
- (4) Scoring Systems
 - a. assessment of learning outcomes are expressed in letters, namely using letters A, B, C, D, and E.
 - b. minimum passing grade for the final project/undergraduate thesis is B.
 - c. to convert numerical grade into letter grade and weight letter grade, the following guidelines are used:

Numerical Grade	Letter Grade	Weights Letter Grade
≥ 80	A	4.00
70 - 79.99	B	3.00
60 - 69.99	C	2.00
51 - 59.99	D	1.00
≤ 50.99	E	0.00

- d. students are declared to have passed the course, if they get a minimum grade of C.
- e. students who score E are required to repeat the learning program and exams in the regular semester or intermediate semester.

f. students...

- f. students who score D, C and B can make improvements in the regular semester, or remedies in the current semester, or improvements in the intermediate semester, and the grades used are the best scores.
- g. students who have repeated 3 (three) times and fulfilled the obligations as referred to in paragraph (2) and have completed the assignment given are entitled to a minimum C test score determined by the Head of the study program.
- h. if for some reason the score cannot be determined, then the TL value is given which means "Incomplete" with a zero weight score (0). If the IRS score is still incomplete in the following semester, the student is deemed not to have passed (E).
- i. the lecturer prioritizes the Benchmark Assessment Reference (PAP) approach.
- j. success rate:
 - 1) the rate of student success in one semester is stated by IPS.
 - 2) in the calculation of semester grade point average, the credit weight for each subject is only used once as a divider and the score used is the highest success score.
 - 3) IPS calculations use the following formula:

$$IPS = \frac{\sum KN}{\sum K}$$
 where K is the amount of credits for each course, and N is the score of each course.
 - 4) calculation of GPA uses the formula as mentioned above where K is the total number of credits that have been taken with the highest score and N is the score of all courses obtained.
- (5) Assessment of student learning outcomes is carried out periodically according to the curriculum.
- (6) Assessment of learning outcomes in each course is carried out in each semester.
- (7) The assessment is carried out based on the principles of suitability, accountability, transparency, honesty and fairness.
- (8) Aspects that are measured in the evaluation of learning outcomes are:
 - a. academic abilities that include cognitive, affective, and psychomotor aspects, which are adjusted to the type and purpose of learning in each subject; and
 - b. behavioral skills, including academic honesty, discipline, politeness, ability to interact, and working together.
- (9) Exam Requirements
 - a. semester exam requirements:
 - 1) registered as participants in classes / learning activities, namely listed in the List of Class Participants (DPK); and
 - 2) has attended classes / learning activities at least 75 (seventy five) percent.
 - b. final examination /undergraduate thesis requirements:
 - 1) has met the credit load required by the faculty / study program;
 - 2) has...

- 2) has been declared free from plagiarism in the final project/undergraduate thesis through certain applications;
 - 3) has met all administrative requirements both at the faculty level and at the university level; and
 - 4) pass the verification or are declared eligible in the National Certificate Numbering (PIN) system.
- (10) The exam requirements, exam schedule, validity of the exam participants and examination rules are further regulated by the faculty.
 - (11) The test result scores are announced in accordance with the applicable regulations.
 - (12) In the event that a lecturer or a team of lecturers does not immediately provide a semester exam result score within the specified time limit, or no later than 3 (three) days before the IRS filling schedule, the Dean may give a B grade to all students who meet the requirements as exam participants.

15. The provisions of Article 39 are amended and to read as follows:

Article 39

- (1) Academic leave is a period of not participating in academic activities for at least 1 (one) semester and a maximum of 2 (two) semesters, either consecutively or not.
- (2) Academic leave can only be given to students who have participated in academic activities for at least 2 (two) semesters, except for academic leave for special reasons.
- (3) Academic leave for special reasons is academic leave that is given because students experience unavoidable obstacles, including childbirth, carrying out state duties, university assignments or undergoing medical treatment which makes it impossible to participate in academic activities.
- (4) Leave is not counted as a period of study.
- (5) Academic leave permission is not allowed for the previous semester (not retroactive).
- (6) Students who are on leave status are exempt from paying tuition fees per semester during leave.
- (7) Academic leave that is submitted after the class period is considered as absenteeism, and the tuition fee that must be paid is 100 (one hundred) percent of the tuition fee per semester.

16. The provisions of Article 41 are amended and to read as follows:

Article 41

- (1) Applications for academic leave are submitted by the student concerned to the Dean during the administrative registration period, by filling in the form available in the faculty academic administration section and attach:
 - a. academic transcripts;
 - b. proof of payment of the last tuition fee and / other valid levies;
 - c. photocopy of Student Identity Card (KTM); and
 - d. supporting documents.

(2) Based on...

- (2) Based on the leave permit from the Dean, the faculty system operator is obliged to update the student's status to leave before the administrative registration period ends.

17. The provisions of Article 47 are amended and to read as follows:

Article 47

- (1) Bachelor's degree programs are declared to have dropped out of study if:
 - a. unable to meet the requirements for the evaluation of learning outcomes as referred to in article 36;
 - b. declared unfit for further study on the basis of consideration of health tests (both physical and mental health) from a team of doctors appointed by the Rector;
 - c. receive sanctions for serious academic violations; and / or
 - d. obtains a court decision that has permanent legal force with a sentence of at least 2 (two) semesters.
- (2) Bachelor's degree program who drop out of study as stipulated in the paragraph (1) letters a and b can:
 - a. submit a resignation letter approved by the parents, it is known that the academic advisor / head of the study program is addressed to the Dean.
 - b. The Dean submits a letter of request to the Rector to issue a Rector's Decree regarding resignation.
 - c. Based on the recommendation of the Dean, the Rector issues a Rector's Decree regarding resignation.
 - d. if within 2 (two) months from when it is declared not eligible for further study, the student does not propose to resign, then the Rector issues a Rector's Decree regarding termination of the study relationship.
- (3) Students of bachelor's degree program who drop out of study as stipulated in the paragraph (1) letters c and d can:
 - a. within 1 (one) month at the latest after the decision of the Undip legal team as outlined in the Rector's Decree or the issuance of a court decision, the Dean submits an application letter to the Rector to issue a Rector's Decree regarding termination of the study relationship.
 - b. Based on the recommendation of the Dean, the Rector issues a Rector's Decree regarding termination of the study relationship.

18. The provisions of Article 49 are amended and to read as follows:

Article 49

- (1) Students can apply to obtain credit transfers for courses obtained in other study programs, both study programs at Undip and other higher education institutions with the provisions as stated in Article 19 paragraph (4) letter b.

(2) Payment...

- (2) Payment of tuition fees for Undip students and students from other higher education institutions participating in joint degree, double degree and / or credit transfer programs is regulated in accordance with the cooperation agreement signed by both parties.
- (3) Students from other higher education institutions both from inside and outside the country who take part in the program joint degree, double degree and / or credit transfer or other similar programs must be registered as Undip students.
- (4) Students who take credit transfer and course conversion programs from other universities both from within and outside the country can take several courses in the same or different study programs.
- (5) At the end of the program, students who take part in the program as referred to in paragraph (2) above are required to submit a study report with the passing grade obtained, to be recognized as a course that has been taken and passed.
- (6) Course recognition for credit transfer students would be as follows:
 - a. proof of completing the student exchange program and credit transfer is a certificate signed by;
 - b. proof of completing the joint degree program is a degree certificate signed by the Rector of the University where students complete their studies;
 - c. proof of completing the Double Degree program are two degree certificates issued by each higher education institution.
- (7) The study period of credit transfer students is fully counted as the active student study period.
- (8) Students who take part in the credit transfer program have an active academic status and continue to carry out their registration.

19. The provisions of Article 51 are amended and to read as follows:

Article 51

- (1) Students are declared to have passed their studies based on the determination of graduation at the faculty.
- (2) The determination of graduation can be carried out through the judgement at the study program level.
- (3) Students are declared to have passed if they meet the following requirements:
 - a. have passed the final project/undergraduate thesis examination in front of examiners or a board of examiners;
 - b. have submitted a revised final project/undergraduate thesis that escapes the detection of anti-plagiarism with certain applications;
 - c. passed anti-plagiarism detection with certain applications if the similarity is not more than 25 (twenty five) percent;
 - d. have the status of an active student in that semester and does not exceed the maximum study period set by the university;

e. complete...

- e. complete all administrative obligations including returning all borrowed library / laboratory collections;
 - f. have completed all obligations during the study period and / or assigned tasks in accordance with the curriculum set for the study program (including the final project that has been revised);
 - g. have passed all the courses as referred to in Article 35 paragraph (9) letter b. number 1;
 - h. have uploaded a summary of the final project/undergraduate thesis in the Undip repository; and
 - i. have the ability to speak English as evidenced by a TOEFL certificate with a score of 400 or other evidence of the required language skills.
- (4) Graduation after completing the bachelor's degree program can be awarded with predicates consisting of:
- a. Good;
 - b. Satisfactory;
 - c. Very Satisfactory; or
 - d. (*Cum laude*);
- (5) The predicate of passing "Good" is given if you get a GPA of 2.00 (two point zero zero) up to 2.75 (two point seven five).
- (6) The graduation predicate "Satisfactory" is given if you get a GPA of 2.76 (two point seven six) up to 3.00 (three point zero zero).
- (7) The graduation predicate "Very Satisfactory" is given if you get a GPA of 3.01 (three point zero one) up to 3.50 (three point five zero).
- (8) The predicate for passing Cumlaude is given if you get a GPA of 3.51 (three point five one) up to 4.00 (four point zero zero).
- (9) The predicate Cumlaude is given if the study period in relevant is a maximum of 10 semesters.
- (10) The Rector gives a certificate of appreciation to graduates with the predicate (*Cum laude*).

20. The provisions of Article 54 are amended and to read as follows:

Article 54

- (1) Academic Achievement Record contains information about:
- a. Undip logo;
 - b. name of Universitas Diponegoro;
 - c. full name of the KHS owner;
 - d. Student Registration Number (NIM);
 - e. study program;
 - f. faculty name;
 - g. place, date, month and year of issuance of KHS;
 - h. name, Employee Identification Number (NIP) and signature of the Vice Dean for Academic and Student Affairs;
 - i. faculty seal;
 - j. all courses taken, semester credit system weight and score;
 - k. Semester grade point average (IPS); and
 - l. GPA.

(2) KHS...

- (2) KHS is published in 4 (four) copies, each of it is given to students, academic advisors, parents / guardians and academic administration archives.
- (3) A valid KHS is the one that has been signed by the Vice Dean for Academic and Student Affairs.

21. Provisions of Article 52 are amended and to read as follows:

Article 52

- (1) Undip holds a graduation ceremony for at least 4 (four) graduation periods in 1 (one) year.
- (2) The graduation ceremony can be hold online and/or offline.
- (3) Students who have been declared to have graduated from bachelor's degree education at Undip are entitled to attend the graduation ceremony in the graduation period, or at the latest 1 (one) period of graduation since they are declared graduated.
- (4) Students who have passed the bachelor's degree program will receive a degree certificate, academic transcript, SKPI.
- (5) Students who have passed can only graduate if they have obtained NINA and meet the requirements specified in the issuance of the degree certificate.
- (6) The procedures and requirements for attending graduation are listed in the Appendix of this regulation.

22. Provisions of Article 57 are amended and to read as follows:

Article 57

- (1) Academic transcripts are given to students who have graduated from a study program after being decided in a graduation determination forum.
- (2) Academic transcripts contain information about:
 - a. Undip name;
 - b. Undip logo;
 - c. academic transcript number;
 - d. full name of the academic transcript holder;
 - e. place and date of birth of the academic transcript holder;
 - f. Student Registration Number (NIM);
 - g. Certificate Number;
 - h. higher education programs;
 - i. study program;
 - j. graduation date, month and year;
 - k. a list of courses taken and passed, semester credit system weight, and grades obtained, from the first semester to the final semester;
 - l. Grade point average

m. graduation...

- m. graduation predicate;
 - n. place, date, month and year of publication of the academic transcript;
 - o. name, Employee Identification Number (NIP) and signature of the Dean; and
 - p. faculty seal;
- (3) All courses taken by students, including repeat ones and those obtained via credit transfer, are included in the academic transcript.
 - (4) Academic transcripts are written in letters and sizes standardized by Undip.
 - (5) Academic transcripts are published in Indonesian and can be translated into English.
 - (6) Academic transcripts are signed by the Dean or Vice Dean of Academic and Student Affairs.
 - (7) Academic transcripts are published once for each graduate.
 - (8) If the academic transcript is lost or damaged, the owner of the academic transcript can ask for a certificate to replace the academic transcript.
 - (9) Academic transcripts will be submitted if students have met all administrative requirements at the faculty / study program level and / or at the university level.

23. Provisions of Article 61 are amended and to read as follows:

Article 61

- (1) All kinds of academic violations in the teaching and learning process at Universitas Diponegoro will be subject to sanctions according to the provisions.
- (2) The types and procedures for examining and imposing sanctions for academic violations are regulated in the Undip Rector Regulation.

24. The provisions of Article 62 are deleted;

25. The provisions of Article 63 are deleted;

26. Provisions of Article 65 are amended and to read as follows:

Article 65

With the enactment of this Rector's Regulation, then:

- (1) All regulations governing academics remain valid as long as they do not conflict with this Rector Regulation.
- (2) The provisions of Article 19 paragraph (2) regarding national compulsory courses also apply to students class 2020.
- (3) Pancasila and Citizenship courses that apply to students class 2020 are divided into 2 (two) courses, namely:
 - a. Pancasila course; and
 - b. Citizenship course,
 each of which weighs 2 (two) credits
- (4) The number of credits in Pancasila and Citizenship courses currently being undertaken by students class 2020 if more than 2 (two) credits or less than 2 (two) credits are adjusted to 2 (two) credits.

(5) Regulation...

- (5) Regulation of the Rector of Universitas Diponegoro Number 178 / PER / UN7 / 2012 on the Implementation of the Acceleration Program Excellence Scholarships (*Fast Track*) at Universitas Diponegoro is revoked and declared invalid.
- (6) All processes that occurring based on the provisions of Rector Regulation Number 4 of 2020 on Academic Regulations for Bachelor's Degree Programs can continue as long as they do not conflict with this Rector Regulation.
- (7) Rector Regulation Number 4 of 2020 on Academic Regulations for Bachelor's Degree Programs remains in effect as long as it does not conflict with this Rector Regulation.
- (8) Rector Regulation Number 15 of 2017 on Academic Regulations for Bachelor's Degree Programs as last amended by Rector Regulation Number 7 of 2018 on Amendments to Rector Regulation Number 15 of 2017 on Academic Regulations for Bachelor's Degree Programs are stated to remain valid as long as they do not conflict with this Rector Regulation.

27. The provisions in Appendix D is amended and to read as follows:

D. PROCEDURES AND REQUIREMENTS FOR ATTENDING GRADUATION

1. Registration of participants in the graduation ceremony is carried out at the faculty.
2. Procedures of participating in graduation ceremony:
 - a. Students fill out the graduation registration form through the information system that has been provided; and
 - b. Upload the required documents.
3. Requirements for participating in graduation ceremony:
 - a. Graduation Statement Letter signed by the Dean;
 - b. Passport photo 3 x 4 cm;
 - c. Photocopy of ID card;
 - d. Proof of payment of UKT and SPI;
 - e. Clearance letter of borrowing books from faculty and university libraries signed by the Head of the Library; and
 - f. A signed statement of correctness of identity form on a stamp duty.
4. The list of names of graduates (participants) who will graduate at the latest has been received by the Academic and Student Affairs Administration Bureau 3 (three) weeks before the graduation ceremony day.
5. Registration of participants in the graduation ceremony shall be attached by 1 (one) passport photo, with provisions:
 - a. The background color is red;
 - b. Photo sized 3 x 4 cm. Male graduate candidates should wear a tie.
 - c. Facing straight ahead
 - d. Not wearing black sunglasses
 - e. Both ears must be visible
 - f. Wearing the alma mater jacket
 - g. Not allowed to wear headgear; and




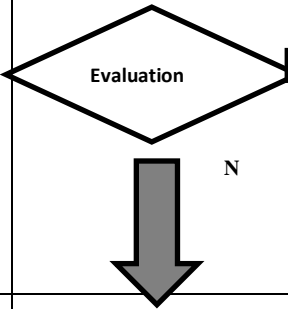
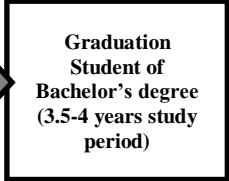
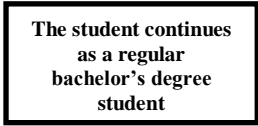

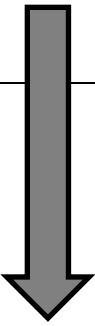

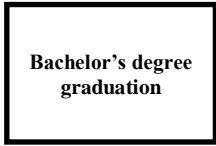
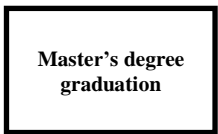
h. Photo...

- h. Photo for female students who wear a hijab/headscarf on official document / degree certificate, etc., in accordance with the circular letter of the Chief of General Staff of the Indonesian Armed Force number B/678.01/30/05/SET dated March 8, 1991 and Circular of the Director General of Higher Education, Department of Education and Culture addressed to the Leadership Council of Indonesian Ulema Council No. 4277 / D / T / 91 dated 1 October 1991 stated that:
 - h.1. According to the instructions of the Ministry of Education and Culture, a female student, if she wishes, she can wear a headscarf that covers her ears in the photo.
 - h.2. If in the future, for a purpose, a photo in which the person concerned is required not to wear a hijab/headscarf and/or show her ears, Universitas Diponegoro cannot replace the document and/or provide other information related to the identity of the person concerned because of the difficulty in ensuring it.
- 6. Academic attire at the graduation ceremony:
 - a. Male:
 - Top: long sleeved white shirt;
 - Bottom: black trousers with non-jeans material;
 - Hair neatly styled;
 - Footwear: formal shoes (not sports shoes); and
 - Wearing a toga.
 - b. Female:
 - Wearing a *kebaya* or national dress;
 - Not allowed to wear trousers;
 - The slit in the skirt should not be above the knee;
 - For graduates who do not have a headscarf/hijab, their hair must be tied in a bun (untied);
 - Footwear: flat shoes or high heels not more than 5 cm; and
 - Wearing a toga.
- 7. In the event that a graduate does not meet the requirements as referred to in numbers 1 to 6 above, the graduation committee may refuse the person concerned to attend the graduation.

27. Additional...

27. Additional provision of Letter E in the Appendix:

E. Flow of *Fast Track* Program Implementation at Universitas Diponegoro

SMT S1	SMT S2	Bachelor's Degree Program	Master's Degree Program	Description
1-6	-			<ul style="list-style-type: none"> The Student Identity Number (NIM) is registered as a Bachelor's degree Student Tuition Fee (UKT) of Bachelor's degree level
7-8	-			<ul style="list-style-type: none"> The Student Identity Number (NIM) is registered as a Bachelor's degree student The initial condition of semester 7 is minimum 124 credits with 3.51 of GPA Tuition Fee (UKT) of Bachelor's degree level
End of semester 7 or 8	-			<p>The evaluation of Fast Track students:</p> <ul style="list-style-type: none"> In the end of semester 7 or 8, students must finish their undergraduate thesis to continue to Master's Degree Level If the student is not passed the evaluation, the student is given the opportunity to continue the Bachelor's degree program as regular student
-	1			<ul style="list-style-type: none"> Graduate/Bachelor's Degree Graduation NIM transfer
-	2-3			<ul style="list-style-type: none"> Tuition Fee (UKT) of Master's Degree Level
-	-3			<ul style="list-style-type: none"> Fulfill the minimum study period of Master's Degree Level, namely 1,5 years Publication requirement are met (1 reputable International journal)

Article II

The Rector Regulation shall come into effect as from the date of its enactment.

Enacted in Semarang
December 28, 2020

RECTOR OF UNIVERSITAS DIPONEGORO,

signed

PROF. DR. YOS JOHAN UTAMA, S.H., M.HUM.
NIP 196211101987031004

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Secretary of the University

signed

Prof. Dr. dr. Anies, M.Kes., PKK
NIP 195407221985011001



COPY

**REGULATION OF THE RECTOR OF UNIVERSITAS DIPONEGORO
NUMBER 5 OF 2020**

ON

**ACADEMIC REGULATION IN EDUCATION FIELD
FOR POSTGRADUATE PROGRAM OF UNIVERSITAS DIPONEGORO**

BY THE GRACE OF GOD ALMIGHTY

THE RECTOR OF UNIVERSITAS DIPONEGORO

- Considering:
- a. that in order to realize the vision of Universitas Diponegoro to be a leading research university and be able to compete globally, the academic education of bachelor's degree level must be able to become the basis of development of science and technology in order to produce excellent researches in national scope as well as receive recognition at international level;
 - b. that of the Regulation of the Rector of Universitas Diponegoro Number 209 / PER / UN7 / 2012 on Academic Regulations in Education Field of Universitas Diponegoro, it is necessary to improve and adapt to new laws and policies;
 - c. that based on the provisions of Article 46 of the Government Regulation Number 52 of 2015 on the Statute of Universitas Diponegoro, the Academic Senate has the authority to give consideration to the academic provisions proposed by the Rector;
 - d. that as an embodiment, it is necessary to enact Rector Regulation on Academic Regulations in Education Field for Postgraduate Program of Universitas Diponegoro;
- In view of:
1. Law of the Republic of Indonesia Number 20 of 2003 on the National Education System (State Gazette of the Republic of Indonesia of 2003 Number 78, Supplement to the State Gazette of the Republic of Indonesia Number 4301);
 2. Law of the Republic of Indonesia Number 12 of 2012 on Higher Education (State Gazette of the Republic of Indonesia of 2012 Number 158, Supplement to the State Gazette of the Republic of Indonesia Number 5336);

3. Government Regulation...

3. Government Regulation of the Republic of Indonesia Number 7 of 1961 on the Establishment of Universitas Diponegoro (State Gazette of the Republic of Indonesia of 1961 Number 25);
4. Government Regulation of the Republic of Indonesia Number 19 of 2005 on National Education Standards as last amended by Government Regulation Number 13 of 2013 on the Second Amendment to Government Regulation of the Republic of Indonesia Number 19 of 2005 on National Education Standards (State Gazette of the Republic of Indonesia of 2015 Number 45, Supplement to the State Gazette of the Republic of Indonesia Number 5670);
5. Government Regulation of the Republic of Indonesia Number 4 of 2014 on Education Implementation and Higher Education Management (State Gazette of the Republic of Indonesia of 2014 Number 16, Supplement to the State Gazette of the Republic of Indonesia Number 5500);
6. Government Regulation of the Republic of Indonesia Number 81 of 2014 on the Enactment of Universitas Diponegoro as a Legal Entity State University (State Gazette of the Republic of Indonesia of 2014 Number 302);
7. Government Regulation of the Republic of Indonesia Number 52 of 2015 on the Statute of Universitas Diponegoro (State Gazette of the Republic of Indonesia of 2015 Number 170, Supplement to the State Gazette Number 5721);
8. Regulation of the Minister of National Education of the Republic of Indonesia Number 17 of 2010 on the Prevention and Eradication of Plagiarism in Higher Education;
9. Regulation of the Minister of Education and Culture Number 73 of 2013 on the Implementation of the Indonesian Qualifications Framework for Higher Education (Official Gazette of the Republic of Indonesia of 2013 Number 831);
10. Regulation of the Minister of Research, Technology and Higher Education of the Republic of Indonesia Number 59 of 2018 on Higher Education Degree Certificates, Certificates of Competency, Professional Certificates, Academic Titles, and Procedures for Writing Academic Titles in Higher Education;
11. Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 3 of 2020 on National Higher Education Standards (Official Gazette of the Republic of Indonesia of 2020 Number 47);
12. Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 5 of 2020 on Accreditation of Study Programs and Higher Educations (Official Gazette of the Republic of Indonesia of 2020 Number 49);

13. Regulation...

13. Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 6 of 2020 on Admission of New Bachelor's Degree Students at State Higher Education Institutions (Official Gazette of the Republic of Indonesia of 2020 Number 50);
14. Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 7 of 2020 on Establishment, Amendment, Dissolution of State Higher Education Institutions, and Establishment, Amendment, Revocation of Permit for Private Higher Education (Official Gazette of the Republic of Indonesia of 2020 Number 51);
15. Decree of the Board of Trustees of Universitas Diponegoro Number 03/UN7.1/HK/2019 on the Appointment of the Rector of Universitas Diponegoro for the Period 2019-2024;
16. 18. The Regulation of the Rector of Universitas Diponegoro Number 2 of 2019 on the Organization and Work Procedure of the Elements under the Rector of Universitas Diponegoro.

Observing : Minutes of Consideration/Approval of the Academic Senate of Universitas Diponegoro Number: 370/UN7.2/BA/2019 dated 25 November 2019

HAS DECIDED:

To enact : REGULATION OF THE RECTOR OF UNIVERSITAS DIPONEGORO ON ACADEMIC REGULATIONS IN EDUCATION FIELD FOR POSTGRADUATE PROGRAM OF UNIVERSITAS DIPONEGORO.

CHAPTER I GENERAL PROVISIONS

Article 1

In this Rector Regulation:

1. Ministry is the government apparatus in charge of government affairs in the field of higher education.
2. Minister is the minister who organizes government affairs in the field of higher education.
3. Directorate General of Higher Education is the Directorate General of the ministry in charge of government affairs in the field of higher education.
4. University is Universitas Diponegoro, hereinafter referred to as Undip, as a legal entity state university.
5. Rector is an Undip organ that leads the organization and management of Undip.

6. Academic Senate...

6. Academic Senate, hereinafter abbreviated as SA, is an Undip organ that establishes policies, provides considerations, and monitors supervision in the academic field.
7. Dean is the head of the faculty who is in charge of and responsible for the education implementation in each faculty.
8. Faculty is a set of supporting resources, which conducts and manages academic and professional education in one discipline cluster of scientific and technology.
9. School is the element of academic implementer at the Faculty level that is responsible to conduct and/or coordinate multidisciplinary master's degree programs, professional programs, or vocational programs.
10. Faculty Senate is an organ in the faculty level that is authorized to formulate policies, provide considerations, and supervise academic activities at the faculty level.
11. Department is an element of Faculty/School that supports the implementation of academic activities in one or several branches of science and technology in academic, professional, or vocational education.
12. Study Program is a unit of educational and learning activities that has certain curriculum and learning methods in one type of academic education, and/or professional education.
13. Lecturers are educators who teach Undip students.
14. Postgraduate Program is an academic and/or vocational education intended for bachelor's degree or equivalent so that they are able to practice Science, Technology and Arts through scientific reasoning and research.
15. Master Program is an academic education intended for graduates of bachelor's degree or equivalent so that they are able to implement and develop science, technology and art through scientific reasoning and research.
16. Fast track Program is an accelerated study program that gives students the opportunity to complete bachelor's degree and master's degree programs within 5 (five) years.
17. Doctoral program is an academic education intended for graduates of master programs or equivalent so that they are able to discover, create, and/or contribute to the development and practice of Science and Technology through scientific reasoning and research.
18. By Course postgraduate program is the administration of programs that prioritize face-to-face structured classes.
19. By Research postgraduate program is the implementation of programs that prioritize research and publication activities.

20. Academic...

20. Academic Advisor, hereinafter abbreviated as PA, is a lecturer appointed by the faculty to guide and direct students in preparing study plans in accordance with applicable regulations, as well as monitoring the academic progress of students under the guidance.
21. Students are learning participants at higher education level at Undip.
22. Foreign students are learning participants at higher education level at Undip who are foreign nationals (WNA).
23. Academic community is an academic society consisting of Undip lecturers and students.
24. Academic education is education that is directed primarily at the mastery of science, technology and/or art organized by higher schools, institutes and/or universities.
25. Research is an activity carried out according to scientific principles and methods systematically to obtain information, data, and explanation related to understanding and proving the truth or untruth of an assumption and/or hypothesis in the field of science and technology and drawing scientific conclusions for the purpose of scientific, technology and art development.
26. Master's thesis is an academic work of in-depth research result that results in the development of science, technology and art which is carried out independently by master students.
27. Master's thesis advisors are lecturers who are in charge of guiding students to prepare research proposals up to the writing of a master's thesis.
28. Doctoral dissertation is an academic scientific paper of in-depth study and/or research result which results on novelty of science, technology and art carried out independently by doctoral students.
29. Promovendus is a doctoral student who prepares a doctoral dissertation to be defended in a closed examination session.
30. Promoter and co-promoter are lecturers / researchers who have the duty to guide doctoral students' doctoral dissertations.
31. Nationally accredited journal is a journal that meets the accreditation criteria set by the ministry.
32. Reputable international journals are Scopus/Clarivate analysis-indexed journals with minimum quartile level of Q4.
33. Science and Technology Index (SINTA) is a portal that contains the measurement of the performance of Science and Technology which includes the performance of researchers, writers, authors, journal, science and technology institutions performance.
34. The H-index is an index that attempts to measure both the productivity and impact of the work published by a scientist or scholar. This index is based on the number of scientific papers produced by a scientist and the number of citations received from other publications.

35. Indonesian...

35. Indonesian Qualification Framework, hereinafter abbreviated as KKNl, is a competency qualification framework that can balance, equalize and integrate the education and job training as well as work experience in order to recognize work competencies in accordance with the job structure in various sectors.
36. Curriculum is a set of plans and arrangements regarding graduates learning outcomes, study materials, processes, and assessments used as the guidelines for the implementation of the study programs.
37. Massive Open Online Course (MOOC) is a learning system in the form of courses that can be converted into online courses.
38. The Education of Master to Doctorate for Outstanding Bachelors or abbreviated as PMDSU is an accelerated education program given to graduates with extraordinary abilities and meet the qualifications to become a Doctor with an education period of 4 (four) years.
39. Sandwich Program is a program intended for postgraduate students who are currently pursuing a doctorate level to conduct research both in the field and in laboratories at partner universities in accordance with the cooperation agreement.
40. Dual status is the position of a student within a certain period of time, having a registered status as a student in two or more regular study programs at State Higher Education Institutions (PTN).
41. Administrative registration is an activity carried out by students to obtain registered status at the university.
42. Academic registration is an activity of registering as a participant in classes, practicum, examinations and/or other academic activities in a study program by taking the courses offered in the semester concerned by filling in the Study Plan (IRS) online.
43. Study Plan, hereinafter abbreviated as IRS, is a plan of academic activities to be carried out by a student during a certain semester.
44. SIAP is an information system as the database for Academic Education, Research and Community Service activities.
45. Semester is a unit of time for academic activities starting from administrative registration to determination of graduation.
46. Credits, hereinafter abbreviated as SKS, is an education administration system using credit hour to state the student workload, learning experience, lecturer workload, and program implementation load.
47. Credits, hereinafter abbreviated as SKS, are the amount of time for learning activities imposed on students per week per semester in the learning process through various forms of learning or the amount of recognition for the success of students' achievement in participating in inside or outside study program activities that are arranged in curriculum.

48. Student workload...

48. Student workload is the number of credits that students must take to meet the degree requirements.
49. Study period is the limit for completing the student workload in following the educational process in the study program.
50. Semester Grade Point Average, hereinafter abbreviated as IPS, is a measure of student academic achievement which is the weighted average value of the scores obtained by students each semester.
51. Grade Point Average, hereinafter abbreviated as GPA, is a measure of a student's ability in a certain period of time achieved by the student.
52. Study Record, hereinafter abbreviated as KHS, is a record containing the grades of the course, the grade point average in the current semester and all credits that have been taken, and the GPA.
53. Determination of graduation is a forum at the faculty level to determine the graduation of a student who has met the curriculum requirements of the study program.
54. Graduation ceremony is a form of an academic ceremony held in an open forum for the university academic senate to inaugurate the graduates.
55. Degree Certificate is a document acknowledging learning achievement and/or completion of a higher education level after passing an exam administered by the higher education institution.
56. National Degree Certificate Number, hereinafter referred to as NINA, is numeric 15 (fifteen) digits, which apply nationally, issued through the National Certificate Numbering (PIN) system.
57. Academic transcripts are a collection of cumulative course scores that have been taken.
58. Degree Certificate Accompaniment Letter, hereinafter abbreviated as SKPI, is a document containing information on the fulfillment of graduate competencies in a higher education program.
59. Substitute certificate is a statement document that is valued the same as a degree certificate, academic transcript, professional certificate, or certificate of competence.
60. Student Centered Learning hereinafter abbreviated as SCL is a learning system by placing students as the main actors in the learning process and lecturers as facilitators.
61. Sit in are students who are administratively registered at Undip, with the main activity of attending classes, but are not burdened with academic activities consisting of examinations, research and other assignments.
62. Credit transfer is the recognition of a number of student workloads that have been obtained by a student at a higher education institution after the evaluation process by the credit transfer team at each faculty.

63. *Credit...*

63. Credit Transfer System (CTS) is the transfer of credits from courses that are obtained from outside the study program, which is planned and systematically included in the curriculum of the study program, which can be taken both inside and outside Undip.
64. Student Exchange is Undip student exchange activity with other higher education institutions both local and international including academic and/or artistic activities based on an agreement between both parties.
65. Twinning Program is the development of the same study program between Undip and higher education institutions within and outside the country by synchronizing the curriculum of the two study programs in the context of carrying out a joint learning process;
66. Joint Program is a higher education implementation program based on cooperation between faculties or with other higher education institutions. Joint Program may produce a double degree or joint degree.
67. Double Degree is the double degree obtained from Undip and partner higher education institutions in the context of cooperation in the development of a study program and awarded 2 (two) degree certificates;
68. Joint Degree is a degree obtained from Undip or partner higher education institutions in the context of cooperation in the development of a study program and is awarded 1 (one) degree certificate;
69. Undip Study Program Outside Main Campus, hereinafter abbreviated as Undip PSDKU, is a study program held in an administrative district/city/administrative city which is not directly adjacent to Undip main campus;
70. Sanctions are acts of giving academic penalties for both academic and non-academic violations;
71. Educational Quality Assurance and Development Institute (LP2MP) is an academic element under the Rector that is in charge of conducting the development and quality assurance of education in the Undip environment, taking part in endeavoring and controlling the administration of necessary resources and other tasks set by the Rector.
72. Distance Education, hereinafter referred to as PJJ, is a program held without face-to-face meetings, using Information and Communication Technology (ICT) as a supporting means of the learning process.
73. Internship is a job training activity for a specific job at a company or other institution during a period determined by the study program.
74. The 1945 Constitution is the 1945 Constitution of the Republic of Indonesia.
75. NKRI is the Unitary State of the Republic of Indonesia

CHAPTER II EDUCATIONAL OBJECTIVES OF POSTGRADUATE PROGRAM

Article 2

- (1) The Master Degree Program aims to produce scientists or intellectuals who believe and have devotion to God Almighty, with ethical, cultured, able to enter and/or create jobs and develop themselves to be professionals, and have the ability to develop and implement science, technology, art, and culture.
- (2) Doctoral Program aims to produce scientists or intellectuals who believe and have devotion to God Almighty, with ethical, cultured, able to discover, create and/or contribute to the development and practice of science, technology, art and culture through reasoning and scientific research.

Article 3

- (1) Master Degree Program is directed to produce graduates with competencies in accordance with level 8 (eight) in the KKNl and according to the profile of each study program approved by the faculty/school senate.
- (2) Doctoral Program is directed to produce graduates with competencies in accordance with level 9 (nine) of KKNl and according to the profile of each study program approved by the faculty/school senate.

CHAPTER III IMPLEMENTATION OF POSTGRADUATE PROGRAMS

Section One Postgraduate Program

Article 4

- (1) Postgraduate Program is implemented by the faculty in the form of a study program in which the implementation must:
 - a. have an operating license;
 - b. meet the quality standards according to the academic quality assurance system;
 - c. have at least 5 (five) permanent lecturers in accordance with the applicable regulations.
- (2) The implementation of postgraduate program education can be performed by course and/or by research.

(3) Admissions for...

- (3) Admissions for new students of the Postgraduate program can be carried out in odd and even semesters as determined in the university's academic calendar each year.
- (4) The implementation of the master program education can be performed through the Fast Track program.
- (5) Master program can be implemented in the form of regular classes, cooperation classes, international classes, and PSDKU.
- (6) Master program of International class and PSDKU can only be implemented in study programs that implement an A accredited regular class master program.
- (7) Doctoral program can be implemented in the form of regular classes, joint classes and Education of Master to Doctorate for Outstanding Bachelors (PMDSU).
- (8) Opening, closing, merging, and changing the name of the study programs follow the applicable regulations.
- (9) In the implementation of learning, the faculty is obliged to provide facilities and good services for all students, including students with disabilities.

Section Two Joint Class

Article 5

- (1) Joint class is an educational program held on based on Memorandum of Understanding (MoU) or a cooperation agreement between Undip and other institutions or agencies in order to meet the needs of Human Resources (HR) in accordance with the specifications of the relevant institutions or agencies.
- (2) Joint class curriculum is designed specifically according to needs without departing from the provisions required by the Government/Ministry.

Section Three International Class

Article 6

- (1) International class is a postgraduate program implemented in English as the medium of instruction.
- (2) International class can be held entirely by universities and/or in collaboration with partner universities abroad that have an international reputation equal to Undip and are accredited in their countries.
- (3) International class organized entirely by Undip, provides a single degree from the university.

(4) International class...

- (4) International classes organized in cooperation with partner universities abroad can provide a double degree from Undip and from partner universities abroad.
- (5) Any cooperation with partner universities abroad must first obtain approval from the Academic Senate.
- (6) International classes, whether it provides single or double degrees, must use the same curriculum as regular classes of at least 50 (fifty) percent and produce graduates with the same learning outcomes.

Section Four Study Program Outside Main Campus (PSDKU) Class

Article 7

- (1) The opening of PSDKU class is addition of the number of study programs in the same fields/disciplines of science and technology with the existing study programs at Undip's main campus.
- (2) The study program that will open PSDKU class has organized the same study programs at Undip's Main Campus with an A accreditation or excellent grade.
- (3) The opening, change, and closure of PSDKU class are carried out in accordance with the applicable laws.
- (4) The provisions related to PSDKU are further regulated in the Rector Regulation.

Section Five Distance Education (PJJ)

Article 8

- (1) PJJ can only be held in study programs that hold regular class programs and accredited A.
- (2) PJJ students may take courses from other universities that organize PJJ and get an assessment of learning outcomes according to the agreed agreement.
- (3) The opening, change, and closure of the PJJ class are carried out in accordance with the applicable laws.
- (4) The provisions related to PJJ are further regulated in the Rector Regulation.

Section Six...

Section Six
Fast Track Program

Article 9

- (1) Fast track program is an accelerated study program that gives students the opportunity to complete bachelor's degree and master's degree program within 5 (five) years.
- (2) Master education program that is allowed to organize the fast track program is a by research master program.
- (3) Bachelor's degree students may take the Fast Track program to take the master's degree by research at the beginning of semester 7 (seven) and have obtained 124 (one hundred twenty four) credits with a minimum GPA of 3.51 (three point five one).
- (4) Final project or undergraduate thesis must be completed in semester 8 (eight).
- (5) Student Identification Number (NIM) of master's degree program is obtained after students pass the bachelor's degree program and meet all graduation requirements.
- (6) Students who do not meet the criteria in paragraph (2) and paragraph (3) cannot continue the Fast Track program.

Section Seven
Master to Doctorate for Outstanding Bachelors

Article 10

- (1) Education of Master to Doctorate for Outstanding Bachelors or PMDSU is a doctoral education program with prospective students from bachelor's degree graduates.
- (2) The duration of the PMDSU study is 4 (four) years with the first 1 (one) year for the master education period and the rest 3 (three) years for the doctoral education program period.
- (3) When students participating in PMDSU, as referred to in paragraph (2), are declared to not meet the academic requirements to continue to the doctoral program, they are given the opportunity to complete the master degree program only.
- (4) If students participating in PMDSU meet the academic requirements, they can immediately continue the doctoral degree program without completing the master degree program.
- (5) The doctoral education program allowed for PMDSU is a by research doctoral degree program.
- (6) PMDSU students are required to publish at least 3 (three) articles that have been accepted/published in reputable international journals and at least 2 (two) articles published in reputable international conferences or accredited national journals of at least Sinta 2 (two).

CHAPTER IV...

CHAPTER IV STUDENT ADMISSION OF POSTGRADUATE PROGRAM

Article 11

- (1) The admission of prospective and new students for the Postgraduate program is carried out through the selection process organized by the university.
- (2) The implementation of new student selection is coordinated by the Educational Quality Assurance and Development Institute (LP2MP) according to the schedule set by the university.

Section One Registration Requirements

Article 12

Prospective students of postgraduate program who will register to take part in the selection process must meet the following requirements:

- a. Prospective students for the master program are students from accredited Higher Education Institutions with a minimum GPA of 2.75 (two point seven five) or equivalent and other special requirements determined by each study program;
- b. Prospective doctoral students are graduates of a master's degree or equivalent from Higher Education Institutions of which the study program has at least B accreditation, with a GPA higher than or equal to 3.00 (three point zero zero), and other special requirements determined by each study program.

Section Two Requirements for Foreign Students

Article 13

- (1) Requirements for students with Foreign Nationality (WNA) who want to register to be Postgraduate students at Undip must complete the following requirements:
 - a. Curriculum Vitae;
 - b. Copies of degree certificates including academic transcripts that have been legalized by authorized officials;
 - c. Have an Indonesian Language Proficiency Test / UKBI certificate for regular programs;
 - d. International class participants are required to have a certificate Test of English as a Foreign Language (TOEFL) with a minimum score of 500 or an equivalent IELTS / TOEIC score;

e. Certificate...

- e. A certificate of financing guarantee while attending education in Indonesia in the form of bank account/sponsorship;
 - f. Have a health insurance that are applies internationally
 - g. Have a passport that is valid for at least 1 (one) year;
 - h. Make a statement that the person concerned will comply with the prevailing laws and regulations in Indonesia;
 - i. Submit a recent photograph;
 - j. Submit a health certificate from the competent authority;
 - k. Have a research plan for prospective Doctoral program students.
- (2) It is possible for foreign students to take part in academic activities for a certain period of time after fulfilling the licensing requirements applicable in Indonesia.

Section Three Capacity

Article 14

- (1) The capacity of each study program is determined in the Rector Decree by taking into account the capabilities of the facilities, infrastructure and human resources.
- (2) The number of student capacity admitted to each study program follows the provisions enacted in the Rector Decree regarding capacity.
- (3) The use of facilities and infrastructure as well as resources owned is regulated by the Dean by taking into account joint use, both for internal use by the faculty and by the university as a whole.
- (4) Study programs that may accept new students are study programs whose operating license or accreditation is still valid.
- (5) The implementation of new student admission for postgraduate degree program is 2 (two) times in 1 (one) academic year under the coordination of LP2MP.
- (6) The implementation of special programs will be further regulated in the Rector Regulation.

Section Four Passed in Selection

Article 15

- (1) Prospective students are declared to have passed the selection if they meet the required conditions and pass the medical tests as required by the chosen study program.

(2) Prospective students...

- (2) Prospective students who have passed the selection should make an administrative and academic registration according to the schedule set by the university.
- (3) Prospective students who do not carry out administrative registration according to the set schedule are considered to have resigned.
- (4) Prospective students who are accepted through the new student admissions selection are not allowed to get recognition for the courses they have taken.
- (5) The recognition of courses that have been taken by transfer students and the transfer pathway program is determined by the Dean Decree.
- (6) Prospective students obtain an official status as Undip students after being inaugurated at the New Student Admission ceremony (PMB).
- (7) Prospective students who graduate from the Vocational Program or outside their field of scientific disciplines are required to participate in a non-credit matriculation program in which the implementation is regulated by the study program in accordance with the Rector's decree.

CHAPTER V ADMINISTRATIVE REGISTRATION AND ACADEMIC REGISTRATION

Article 16

- (1) Students must apply for administrative registration and academic registration to take part in academic activities in a semester.
- (2) Students have an active status if they have applied for administrative registration and academic registration.

Section One Administrative Registration

Article 17

- (1) Administrative registration is carried out at the beginning of the semester, by paying tuition fees in banks that cooperate with Undip and registering via online.
- (2) Student administrative registration can be canceled if it turns out that the student is unable to meet the applicable requirements.

Section Two...

Section Two
Academic Registration

Article 18

- (1) Academic registration is carried out by filling in the IRS through SIAP online according to the applicable curriculum to these students.
- (2) The IRS will not be approved by an academic advisor if the students:
 - a. take courses of which the schedule conflicts with other courses;
 - b. take courses of which the prerequisites have not met;
 - c. take credits exceeding the number of credits allowed;
 - d. take courses where the number of applicants exceeds the capacity provided.
- (3) If the IRS is rejected, students are required to correct the IRS and submit it again for approval.
- (4) Student names will not be recorded in the course participant list if the IRS has not been approved.
- (5) Students whose names are not listed in course participant are not allowed to take part in classes, exams and other activities in the course except sit in students.
- (6) Courses can only be changed by students no later than 2 (two) weeks after class activities have started.
- (7) Cancellations of course can be made by students no later than the end of the 4th (fourth) week after class activities have started.
- (8) Changes or cancellations of courses must obtain PA approval.

Section Three
Academic Calendar

Article 19

- (1) Academic calendar is a guideline that must be adhered to by faculties / study programs and academicians in the Undip environment in implementing the Three Pillars of Higher Education (*Tri Dharma Perguruan Tinggi*).
- (2) The academic calendar as referred to in paragraph (1) is published 1 (once) a year in Undip Rector Decree.

CHAPTER VI...

CHAPTER VI CURRICULUM

Article 20

- (1) Curriculum of the Postgraduate Program is designed to produce graduates with competencies in accordance with the formulation of minimum learning outcomes, which is equivalent to level 8 (eight) for Master Program and 9 (nine) for Doctorate Program according to KKNl qualifications.
- (2) The total curriculum load for the Master Program is 36 (thirty six) to 42 (forty two) credits and the Doctoral Program is 42 (forty two) to 50 (fifty) credits.
- (3) The curriculum in the Postgraduate program consists of by course and by research curricula for students.
- (4) Postgraduate program curriculum is prepared by the study program and submitted to the Dean for approval from the Faculty/School Senate.
- (5) Curriculum for the Postgraduate program is submitted by the Dean to the Rector for approval from the Academic Senate.
- (6) Every change in the curriculum must be verified and codified by LP2MP.
- (7) The curriculum is evaluated regularly over a period of three to five years by the study program with the Faculty/School Quality Assurance Team.
- (8) The curriculum is determined by Undip Rector Decree.
- (9) To fulfill the study period and accomplish the workload, students can attend to:
 - a. learning outside the study program at Undip with a maximum of 4 (four) credits;
 - b. learning in the form of classes at the same or different study programs in higher education institutions outside Undip with the condition that it has A accreditation (Excellent) or a non-higher education institutions with a maximum of 6 (six) credits;
 - c. learning outside Universitas Diponegoro must be based on cooperation;
 - d. learning process in other study programs at different higher education institutions and non-higher education institutions does not apply to study programs in the health sector;
 - e. courses in which the type of the courses can be taken in study programs at other higher education institutions or non-higher education institutions are regulated by each study program with the Rector decree.

CHAPTER VII...

CHAPTER VII STUDY PERIOD

Article 21

- (1) Study period of Master Program is a maximum of 4 (four) academic years/8 (eight) semesters and the Doctoral program is a maximum of 7 (seven) academic years/14 (fourteen) semesters.
- (2) Students who are unable to complete their studies in accordance with the stipulated provisions are obliged to submit their resignation or proposed termination of study relations by the Faculty.
- (3) The minimum study period allowed to graduate and get NINA is required to be equal to half the maximum study period minus 1 (one) semester.

CHAPTER VIII MASTER'S THESIS AND DOCTORAL DISSERTATION

Article 22

- (1) Master's Thesis and Doctoral Dissertation are prepared on the basis of research results under the advising of the Advisor Team.
- (2) Research for master's thesis and doctoral dissertation can be carried out after obtaining the approval of the research proposal board of examiner.
- (3) The writing procedures and systematics of the master's thesis and doctoral dissertation are further regulated by the University.

CHAPTER IX ACADEMIC ADVISORS, MASTER'S THESIS/DOCTORAL DISSERTATION ADVISORS AND EXAMINERS TEAM

Section One Academic Advisor

Article 23

- (1) Each student has an academic advisor assigned by the faculty/study program.
- (2) Academic advisors for students of postgraduate program are permanent lecturers who hold a minimum of Doctoral degree.
- (3) Academic advisors are responsible for:
 - a. directing students to prepare study plans and giving consideration to choose courses to be taken;
 - b. approving the student IRS in SIAP;
 - c. giving...

- c. giving consideration to students about the number of credits that can be taken;
 - d. monitoring the academic progress of students under the guidance.
- (4) If the academic advisor is unable to carry out his duties, the Head of the study program temporarily takes over the academic advisor's duties, but for IRS approval it is carried out by the Vice Dean for Academic and Student Affairs.

Section Two Master's Thesis and Doctoral Dissertation Advisors

Article 24

- (1) The preparation of master's thesis and doctoral dissertation of students is under the advising and evaluation of advisor.
- (2) The maximum number of master thesis advisors is 2 (two) and 3 (three) for doctoral dissertation advisor.
- (3) Requirements for first and second advisor of the master program:
 - a. First advisor is a permanent Undip lecturer with a minimum functional position as Lector with a Doctoral degree and has a field of expertise relevant to the master's thesis;
 - b. Second advisor is a lecturer or expert with a Doctoral degree who has a field of expertise relevant to the master's thesis.
- (4) Requirements for the main advisor or promoter for doctoral program:
 - a. Permanent Undip lecturers having a Doctoral degree with a functional position as Professor and/or Associate Professor and having field of expertise in accordance with the doctoral dissertation;
 - b. For a promoter with a Doctoral degree and a functional position, the Associate Professor must have experience in writing articles in accredited national journals or internationally journals as lead authors;
 - c. For the PMDSU program, the promoter is required to have an H-index of at least 4 (four) for exact fields and a minimum H-index of 2 (two) for non-exact fields.
- (5) Requirements for a doctoral program companion or co-promoter:
 - a. Permanent Undip lecturers with doctoral degrees with a minimum functional assistant professor, or lecturers/experts from other institutions / universities who hold a doctoral degrees;
 - b. Has a field of expertise relevant to the doctoral dissertation.
- (6) The assignment of a master's thesis and doctoral dissertation advisors can be made in the first semester and determined by the Dean Decree.
- (7) The head of the study program periodically monitors the advising process and can replace the advisor if the implementation of the advising is not going well.
- (8) Advising is carried out in a structured manner, at least 4 (four) times in one semester, and must be recorded in the advising book.

Section Four...

Section Four
Requirements for Doctoral Dissertation and Master's
Thesis Board of examiner

Article 25

- (1) Master's thesis and doctoral dissertation examiner is a lecturer with doctoral degree and with a minimum functional position as academic assistant professor, or expert with a doctoral degree.
- (2) The formation of a master's thesis and doctoral dissertation board of examiner is proposed by the head of the study program with the consideration of the advisor team which is determined by the Dean Decree.
- (3) Master's thesis examiners of Master program consist of 4 (four) to 5 (five) examiners including the advisor.
- (4) Doctoral dissertation examiners of Doctoral program consist of 5 (five) to 6 (six) examiners including external examiners and advisors with the implementation of the examination led by the Dean or Lecturers appointed to represent.
- (5) If a member of the examining team is absent, the head of the study program can assign a replacement.
- (6) If conflicts arise between the student and the advisor or board of examiner, it is resolved by the academic advisor team formed by the Dean.

CHAPTER X
CLASSES

Section One
Class System

Article 26

- (1) Classes can be held by face-to-face and through on line methods.
- (2) Online Class as referred to in paragraph 1 can be conducted at a maximum of 50 (fifty) percent of the total face-to-face classes for courses in the regular study program and 100 (one hundred) percent for Distance Education (PJJ) program courses.
- (3) For the university compulsory courses, online classes can also be held 100 (one hundred) percent of the total face-to-face meetings.
- (4) Every possible course can be converted into an online course (MOOC) that can be followed by public in general.
- (5) MOOC can be implemented in a package or block system and converted into courses with a certain number of credits.
- (6) The implementation of the learning process is prioritized by the SCL method.
- (7) The provisions related to paragraph (1), paragraph (2), paragraph (3), and paragraph (4) will be further regulated in the Rector Regulation.

Section Two...

Section Two
Credits (SKS)

Article 27

- (1) One (1) credit in the learning process in form of classes, responses, or tutorials, consists of:
 - face-to-face or online activities for 50 (fifty) minutes per week per semester;
 - structured assignment activities of 60 (sixty) minutes per week per semester; and
 - independent activities of 60 (sixty) minutes per week per semester.
- (2) One (1) credit in the learning process in form of a seminar or other similar form, consists of:
 - a. face-to-face or online activities for 100 (one hundred) minutes per week per semester; and
 - b. independent activities of 70 (seventy) minutes per week per semester.
- (3) Calculation of the learning load in a block system, module, or other forms is determined according to the needs in meeting the learning outcomes.
- (4) One (1) credit in the learning process in form of practicum, studio practice, workshop practice, field practice, research, community service, and/or other similar learning processes, has a duration of 170 (one hundred seventy) minutes per week per semester.
- (5) In one regular semester, an effective learning process is held for at least 16 (sixteen) weeks, including midterm and final semester exams.

Section Three
By Course Program

Article 28

By course postgraduate program requires students to:

- a. Attend to structured courses with a load of 21 (twenty one) to 25 (twenty five) credits for master program and 10 (ten) credits for doctoral program;
- b. Perform research and master's thesis writing with a load of 12 (twelve) to 14 (fourteen) credits for master programs and doctoral dissertations with a load of 28 (twenty eight) credits to 30 (thirty) credits for doctoral programs;
- c. The stages in master's thesis writing include: proposal writing, research, report writing, and master's thesis examination;
- d. The stages in writing a doctoral dissertation include: writing proposals, research, writing reports, test results, feasibility exams and closed exams;

e. Master...

- e. Master program students are required to carry out the publication before the results exam as proven by LoA (Letter of Acceptance) at least 1 article in a reputable international journal or national journal accredited by Sinta 4 or indexed international seminar proceedings with a weight of 3 (three) credits;
- f. Doctoral program students are required to carry out the publication before the closed examination as proven by LoA (Letter of Acceptance) at least 1 article in a reputable international journal with a weight of 7 (seven) credits and indexed international seminar proceedings or Sinta 3 accredited national journal with a weight of 3 (three) credits.

Section Four By Research Program

Article 29

By research program requires students to:

- a. Follow a college preparation orientation with a 4 (four) to 6 (six) credits for master program which includes material on the preparation of research proposals, writing scientific articles and presentation techniques;
- b. If necessary, doctoral program students can be asked by their advisor to take part to sit in within research supporting classes organized by the study program itself or other study programs (master / doctoral degrees) at Universitas Diponegoro;
- c. The stages in master's thesis writing include writing a proposal with a weight of 3 (three) credits, research with a weight of 13 (thirteen) to 17 (seventeen) credits, seminar results with a weight of 3 (three) credits, and a master's thesis examination with a weight of 6 (six) credits;
- d. The stages in writing a doctoral dissertation include writing a proposal with a weight of 3 (three) credits, research with a weight of 13 (thirteen) to 21 (twenty one) credits, a result seminar of research or a feasibility exam with a weight of 3 (three) credits, and a closed exam with a weight of 6 (six) credits;
- e. Master program students are required to carry out the publication before the results exam as proven by LoA (Letter of Acceptance) at least 1 (one) article in a reputable international journal with a weight of 7 (seven) credits;
- f. Doctoral program students are required to carry out the publication before the closed examination as proven by LoA (Letter of Acceptance) at least 2 (two) articles in a reputable international journal with a weight of 14 (fourteen) credits and indexed international seminar proceedings or Sinta 3 accredited national journal with a weight of 3 (three) credits;
- g. The names of advisor or promoter are entitled to be listed in the publication made by the students.

Section Five...

Section Five
Student Obligations

Article 30

- (1) Students are required to dress and behave politely while being in campus.
- (2) Students are prohibited from engaging in activities that interfere with, hinder, or demean the dignity of other academic communities.
- (3) Students are prohibited from carrying out activities that are against Pancasila, the 1945 Constitution, and disturb the integrity of the Republic of Indonesia.
- (4) Students are required to take active classes for at least 75 (seventy five) percent of the scheduled academic activities.
- (5) Student absences from classes that are not due to an assignment from the faculty / school leader will count as absenteeism.
- (6) Students are considered to be present in the absence of lecturers in the teaching and learning process, at least 14 (fourteen) times of face-to-face meetings in 1 (one) semester.

CHAPTER XI
CLASSES FOR CREDIT TRANSFER STUDENTS

Section One
Implementation of Education Program of Twinning Program, Joint Degree, Double Degree and Credit Transfer

Article 31

- (1) Postgraduate education can be held through joint degrees, double degrees, and / or credit transfers with study programs in the country and abroad.
- (2) Joint degree and double degree programs are implemented by:
 - a. mutually acknowledging the student's graduations in a number of similar courses from Undip and partner higher education institutions;
 - b. taking and passing the courses, other than the courses as referred to in letter a required by Undip and partner higher education institutions;
 - c. held with partner higher education institutions on the same discipline of study programs;
 - d. students who will take the joint degree and double degree programs must have a GPA of more than 3.50 (three point five zero) and a minimum TOEFL score of 500 (five hundred) or an IELTS / TOEIC score according to the requirements of the Partner Higher Education Institutions;
 - e. the number of credits that must be taken at Undip is at least 50 (fifty) percent of the total study load;

f. publication...

- f. publication outputs from the postgraduate program through joint degree or double degree must involve Undip advisor lecturers and partner universities;
 - f. study program that organizes joint degree or double degree at Undip must be accredited at least B (Very Good);
 - g. partner study programs in the country must have at least the same accreditation as the study program at Undip.
- (3) Joint degree, double degree and / or credit transfer programs are carried out based on a Memorandum of Understanding (MoU) between Undip and partner higher education institutions.
 - (4) Partner higher education institutions in the country that can carry out educational cooperation must be accredited A (Excellent) and overseas higher education institutions must have a good reputation in their countries.
 - (3) The cooperation agreement for the implementation of joint degree, double degree and / or credit transfer is carried out by the faculty.

Section Two Implementation at Undip

Article 32

- (1) Students can apply to obtain credit transfer for courses obtained in other study programs, whether study programs at Undip or other higher education institutions that at least have the same accreditation with the study program to be followed.
- (2) Students who take part in credit transfer programs whether national or international are recognized for their grades and semester credits through the conversion of courses recorded in academic transcripts.
- (3) If the scores and credits of courses taken in the credit transfer program cannot be converted as referred to in paragraph (2), then the grades and credits are recognized and added to the academic transcript.
- (4) Courses that can be transferred can be obtained from sandwich program, educational programs that have been followed before, whether study programs within Undip or outside of Undip which are recognized.
- (5) Courses must contain material that is equivalent to the courses in the curriculum of the study program being followed.
- (6) The study workload that can be transferred to the postgraduate program is a maximum of 35 (thirty five) percent of the total study workload that must be taken in the study program that is being followed.
- (7) The courses, both the number of credits and the score transferred, will be evaluated by the team in the study program and determined by the Dean Decree.
- (8) Students who take part in the credit transfer program have an active academic status and continue to carry out their registration.

CHAPTER XII...

CHAPTER XII
ASSESSMENT AND EVALUATION OF LEARNING OUTCOMES

Section One
Assessment of Learning Outcomes

Article 33

- (1) Assessment of student learning outcomes aims to measure the achievement of competencies determined by the study program.
Assessment of student learning outcomes must include hard skills and soft skills aspects that can be carried out in the form of:
- a. written examinations, oral examinations or portfolio examinations;
 - b. based on certain reasons that can be accounted for, the assessment of learning outcomes can be carried out in other forms.
- (2) The final grade of learning outcomes is based on several assessment components and is set out in the formula set by each study program.
- (3) Scoring System
- a. assessment of learning outcomes expressed in letters, using letters A, B, C, D, and E;
 - b. minimum passing grade for the thesis/dissertation is B;
 - c. to convert numeric score into letter grade and weight letter grade, the following guidelines are used:

Numerical Grade	Letter Grade	Weight Letter Grade
80-100	A	4.00
70 - 79.99	B	3.00
60 - 69.99	C	2.00
50 - 59.99	D	1,00
≤ 49.99	E	0.00

- d. students scored E are required to repeat the learning program and exams in the regular semester;
- e. students obtaining score D, C, and B can make improvements in the regular semester, remedies in the current semester, and the grade used is the best scores;
- f. if for some reason the score cannot be determined, then the TL value is given, which means "Incomplete" with a zero (0) weight score. If until the fulfillment of IRS in the following semester, the score is still in TL status (incomplete), the student is deemed not to have passed (E);
- g. the lecturer prioritizes the Benchmark Reference Assessment (PAP) approach rather than Norm Referenced Evaluation (PAN);

h. success rate...

- h. success rate:
- student success rate in one semester is stated by IPS;
 - in the calculation of semester grade point average, the credit weight for each subject is only used once as a divider and the score used is the highest success score;
 - semester grade point average calculations use the following formula:
- $$IPS = \frac{\sum KN}{\sum K}$$
- where K is the amount of credits for each course, and N is the score of each course;
- GPA calculation uses the formula as mentioned above where K is the total number of credits that have been taken with the highest score and N is the score of all courses obtained;
- (4) Assessment of learning outcomes in each course is carried out in each semester.
- (5) The assessment is carried out based on the principles of suitability, accountability, transparency, honesty and fairness.

Section Two Examination Stages and Requirements

Article 34

- (1) The examination stages for master program students include:

No	Stages	Requirements	Board of Examiner
1	Proposal seminar / research proposal examination	has received approval from the Advisor Team and the Head of Study Program	consists of an advisor and 1 (one) to 2 (two) examiner(s)
2	Examination of result seminar of master's thesis research	has completed the research, and the research report manuscript has been approved by the Advisor Team and the Head of Study Program	consists of an advisor and 1 (one) to 2 (two) examiner(s)
3	Master's thesis examination	has received approval for master's thesis manuscript from the advisor team	consists of an advisor and 2 (two) to 3 (three) examiners

(2) Examination...

(2) Examination stages for doctoral program students include:

No	Stages	Requirements	Board of Examiner
1	Proposal seminar / research proposal examination	has received approval from the Advisor Team and the Head of Study Program	consists of an advisor and 1 (one) to 2 (two) examiner(s)
2	Examination of result seminar of doctoral dissertation research	has completed the research, and the research report manuscript has been approved by the Advisor Team and the Head of the Study Program	consists of an advisor and 1 (one) to 2 (two) examiner(s)
3	Examination of the feasibility assessment of doctoral dissertation manuscript	has completed a doctoral dissertation manuscript approved by the Advisor/Promoter Team and the head of the Study Program	conducted by a team of feasibility assessors consisting of 5 (five) to 6 (six) examiners, consisting of the chief of examiner (dean/head of study program), and member of examiners including 1 (one) external examiner.
4	Closed Examination	has received approval for the doctoral dissertation manuscript from the Promoter Team and the Head of the Study Program	consists of 5 (five) to 6 (six) examiners, including 1 (one) external examiner who comes from outside Undip

(3) The time limit between the implementation of the Doctoral Dissertation Manuscript Feasibility Assessment to the Closed Examination is a maximum of 1 (one) month for minor revision, while for major revision is a maximum of 2 (two) months. If it exceeds the specified time limit, Promovendus is obliged to retake the examination (the Feasibility Assessment or Closed Examination).

(4) Before...

- (4) Before master's thesis/doctoral dissertation examination is carried out, students must attach a revised master's thesis/doctoral dissertation sheet according to the feedback given by the examiner(s) signed by the examiner(s) and the advisor team, then attached together with the master's thesis / doctoral dissertation manuscript.
- (5) All stages of the examination can only be carried out if:
 - a. students have passed all courses / research;
 - b. students have completed all administrative obligations;
 - c. students have been declared to not contain plagiarism using certain applications by the study program.
- (6) The exam schedule, validity of the exam participants and examination rules are further regulated by the study program.
- (7) The examination result scores are announced in accordance with the applicable regulations.

Section Three Evaluation of Learning Outcomes

Article 35

- (1) Evaluation of learning outcomes is assessment criteria that is carried out in stages towards the achievement of the GPA to determine the ability of students to continue their studies.
- (2) Evaluation of student learning outcomes for a course is carried out by a lecturer or a team of lecturers to monitor the process and development of student learning outcomes.
- (3) Evaluation can be carried out by observing, giving assignments, written examinations and / or oral examinations / presentations;
- (4) Evaluation of learning outcomes of master program students:
 - a. Phase I is carried out at the end of semester 2 (two) with the following conditions:
 1. If students have the ability to speak English proven by a TOEFL / IELTS / TOEIC certificate;
 2. If students are able to collect at least 18 (eighteen) credits with a GPA \geq 3.25 (three point two five);
 3. if students are able to collect > 18 (eighteen) credits, but GPA < 3.25 (three point two five) then the highest score is taken up to 18 (eighteen) credits with a GPA \geq 3.25 (three point two five).
 - b. Phase II is carried out at the end of the program
At the latest at the end of semester 8 (eight), students must have collected and passed all the credits set for the master program and a GPA \geq 3.00 (three point zero zero)
- (5) Evaluation of students learning outcomes of by course doctoral program:
 - a. Phase I is carried out at the end of semester 3 (three) provided that students have:
 1. completed all classes by obtaining grade from each lecturer;
 2. completed the research proposal exam (proposal).

b. Phase II ...

- b. Phase II is carried out at the end of semester 7 (seven), students must have completed a draft of doctoral dissertation research report and have carried out 1 (one) international seminar or publication in an accredited national journal;
 - c. Phase III is carried out at the end of the program, no later than at the end of semester 14 (fourteen), students must have passed all courses and completed the final dissertation exam as required for a doctoral program with a minimum GPA of 3 (three).
 - d. Students must have 1 (one) article that has been accepted/published in a reputable international journal.
- (6) Evaluation of students learning outcome of by course doctoral program:
- a. Phase I is carried out at the end of semester 2 (two) provided that students have completed the research proposal exam (proposal);
 - b. Phase II is carried out at the end of semester 7 (seven), students must have completed a draft of doctoral dissertation research report and have carried out 1 (one) international seminar or publication in an accredited national journal;
 - c. Phase III is carried out at the end of the program, no later than at the end of semester 14 (fourteen), students must have passed all courses and completed the final doctoral dissertation exam as required for a doctoral program with a minimum GPA of 3 (three).
 - d. Students must have 2 (two) articles that have been accepted/published in a reputable international journal.
- (7) Evaluation of students learning outcome of doctoral program through PMDSU:
- a. Phase I is carried out at the end of semester 2 (two) provided that students have:
 - 1. Completed all classes by obtaining the scores from each lecturer;
 - 2. Completed a research proposal exam (proposal) to meet the qualification requirements for the doctoral program.
 - b. Phase II is carried out at the end of semester 3 (three) provided that students have:
 - 1. Completed the first research and published it in a reputable international journal;
 - 2. Prepared research proposals for by research doctoral programs;
 - 3. If based on the evaluation conducted by the Head of the Study Program and the Team of Promoters on PMDSU, it is stated that the student does not have the qualifications to continue to the doctoral program, then the student is given 1 (one) year to complete the master program;
 - 4. For students who meet the qualifications, the students can continue to the doctoral program.
 - c. Phase III is carried out at the end of semester 7 (seven), students must have completed a draft of doctoral dissertation research report and have carried out 1 (one) international seminar or publication in an accredited national journal;

d. Phase IV ...

- d. Phase IV is carried out at the end of the program, no later than at the end of semester 10 (ten), students must have passed all courses and completed the final doctoral dissertation exam as required for a doctoral program with a minimum GPA of 3.50 (three point five zero).
 - e. In the 4 (four) years study period, PMDSU students must have 3 (three) articles that have been accepted/published in reputable international journals and 2 (two) articles in reputable indexed proceedings or accredited national journals.
- (8) Students who fail to meet the evaluation requirements are considered unable to participate in academic activities.
 - (9) Students as referred to in paragraph (8) are advised to submit a resignation letter to the Rector through the Dean.
 - (10) If the students do not submit an application for resignation, the university will issue a Master's Decree regarding termination of study relations.
 - (11) Procedures for submitting resignation are listed in the Appendix of this Regulation.

CHAPTER XIII STUDENT STATUS

Article 36

In each semester, students have one specific academic status including:

- a. active, is carrying out administrative registration and academic registration as well as actively participating in class activities;
- b. inactive (absent), is not carrying out administrative registration and / or academic registration;
- c. academic leave, is not carrying out academic activities for 1 (one) or 2 (two) semesters in a row or not consecutively with the approval of the Dean because of the request made by the students;
- d. academic leave for special reasons, is not carrying out academic activities for 1 (one) or 2 (two) consecutive semesters with the approval of the Dean due to unavoidable obstacles;
- e. study transfer is a change in the status of a student from one study program to another within Undip, as well as a transfer from a domestic or foreign PTN to Undip;
- f. Drop Out (DO) is a condition in which a student is unable to meet the minimum requirements to continue his studies, either for academic and / or non-academic reasons;

g. graduated ...

- g. graduated, that is, has fulfilled all administrative and academic requirements at Undip;
- h. resign, which is the right of every student to relinquish his status as Undip student which is determined by the Rector Decree of Undip after the person concerned submits a written application to the Dean;
- i. passed away, that is, not continue the studies because of died, based on a certificate / notification from the Dean.

CHAPTER XIV ACADEMIC LEAVE

Article 37

- (1) Academic leave is a period of not participating in academic activities for at least 1 (one) semester and a maximum of 2 (two) semesters, either consecutively or not.
- (2) Academic leave can only be given to students who have participated in academic activities for at least 2 (two) semesters, except for academic leave for special reasons.
- (3) Academic leave for special reasons is academic leave that is given because students experience unavoidable obstacles, including childbirth, carrying out state duties, university assignments or undergoing medical treatment which makes it impossible to participate in academic activities.
- (4) Leave is not counted as a study period.
- (5) Academic leave permission is not allowed for the previous semester (not retroactive).
- (6) Students who are on leave status are required to pay tuition fees of 50 (fifty) percent of the tuition fee per semester.
- (7) Academic leave that is submitted after the class period is considered as absenteeism, and the tuition fee that must be paid is 100 (one hundred) percent of the tuition fee per semester.

Article 38

- (1) Approval of academic leave by the Dean is issued in the form of a Permit Letter.
- (2) Students who are granted leave permission are not allowed to carry out academic activities.
- (3) In granting leave approval, the Dean submits copies to the Vice Rector for Academic and Student Affairs and the Vice Rector for Resources;
- (4) Students who are serving prison sentences / suspended sentences cannot apply for academic leave.

Article 39...

Article 39

- (1) Applications for academic leave are submitted by the student concerned to the Dean during the administrative registration period, by filling in the form available in the faculty academic administration section and attach:
 - a. academic transcripts;
 - b. proof of latest tuition fee payment;
 - c. photocopy of Student Identity Card (KTM); and
 - d. supporting documents.
- (2) Based on the leave permit from the Dean, the faculty system operator is obliged to update the student's status to leave before the administrative registration period ends.
- (3) The applicant makes a payment of 50 (fifty) percent of the semester tuition fees that will run and must be paid during the administrative registration period.
- (4) If the applicant has obtained a leave permit but does not pay the tuition fee which is his obligation during the registration period, the leave permit is canceled and the applicant's status changes to an inactive student (absent).

CHAPTER XV INACTIVE (ABSENT)

Article 40

- (1) Students who do not carry out administrative registration and / or academic registration will obtain inactive academic status (absent) in the current semester and the study period is calculated.
- (2) Students who are inactive (absent) as referred to in paragraph (1) above are required to pay tuition fees of 100 (one hundred) percent during the absent semester.
- (3) Students who are inactive (absent) for 2 (two) consecutive semesters or 4 (four) non-consecutive semesters are declared to have lost their status as students.

CHAPTER XVI STUDY TRANSFER

Article 41

Students can apply for a transfer of study to obtain credit transfer for courses that have been obtained in other study programs, both study programs within the university environment or other higher education institutions.

Section One...

Section One
Study Transfer in Undip Environment

Article 42

- (1) Students may have transfer of study at Undip if:
 - a. Students have completed academic activities for at least 1 (one) semester;
 - b. comes from a study program that is in the same line and has the same accreditation or one level higher;
 - c. not due to breaking the rules of campus life or other similar reasons;
 - d. Students have approval from the faculty, either the original faculty or the intended faculty, through consideration of the department and/or study program, with due regard to the capacity and/or the results of the recognition of the courses that have been taken and/or the remainder of the study period;
 - b. application for transfer of study is submitted by students no later than 4 (four) weeks before the odd / even semester starts according to the academic calendar.
- (2) Transfer of study is only permitted once.
- (3) Credible transferable courses must meet the following requirements:
 - a. contains materials that are equivalent to the courses contained in the curriculum of the study program that has been followed;
 - e. if the courses taken do not meet the criteria in paragraph 3 point a, but are considered to support the achievement of competencies, they can be transferred to be credited as elective courses.
- (2) The length of study that has been taken is still taken into account in the study period at the intended faculty / department / study program.
- (3) Student study transfer is determined by the Rector Decree after obtaining approval from the intended faculty / department / study program.
- (4) The procedure for submitting a transfer of study application at Undip is listed in the Appendix to this Regulation.

Section Two
Study transfer from other State Higher Education Institutions

Article 43

- (1) Undip accepts transfer students from other state universities if:
 - a. faculty/school/department/study program of the original higher education institutions must be in the same line with the intended faculty/school/department/study program at Undip and with an accreditation rating from the Board of National Accreditation for Higher Education (BAN-PT)/Independent Accreditation Institute for Higher education (LAM-PT) which is at the same level or higher;

b. not in ...

- b. not in the status of being issued / dropped out of study from another state higher education institutions;
 - c. never violated the rule of the campus in a university or faculty life or other similar reasons, which is stated by a certificate from the institution of origin.
- (2) The length of study that has been taken, is still taken into account during the study period at the intended faculty / department / study program.
- (3) Applications for study transfer program are submitted no later than 4 (four) weeks before the odd semester starts.
- (4) Approval of moving studies needs to consider the capacity of the faculty / department / study program at Undip, course conversion, and the remaining study period.
- (5) Student transfer study is determined by the Rector Decree after obtaining approval from the intended faculty / department / study program.
- (6) The Rector may enact other than the aforementioned provisions with special considerations, including:
 - a. political case;
 - b. riot;
 - c. security.
- (7) The procedure for submitting a study transfer application from another higher education institutions is regulated in the Appendix to this regulation.

Section Three Study Transfer from Overseas Higher Education Institutions

Article 44

- (1) Undip can accept transfer students from overseas higher education institutions at the beginning of every odd semester.
- (2) Undip accepts Indonesian / foreign transfer students from overseas higher education institutions recognized by the Directorate General of Higher Education, and has attended education for at least 2 (two) semesters, passed a placement test conducted by the intended study program and fulfilled the applicable regulations.
- (3) Applications for study transfer are submitted no later than 4 (four) weeks before the odd semester starts.
- (4) For foreign students from overseas higher education institutions who will transfer their studies to become students at Undip, they must submit the following requirements:
 - a. curriculum vitae;
 - b. photocopies / copies of degree certificates and academic transcripts;
 - c. a certificate of guarantee of financing while attending education in Indonesia in the form of a bank account;

d. photocopy of passport...

- d. photocopy of a passport that is still valid for at least 1 (one) year;
 - e. a statement letter that the person concerned will not work while studying in Indonesia;
 - f. a statement letter that the person concerned will comply with the applicable laws and regulations in Indonesia;
 - g. recent photograph;
 - h. health certificate from the competent authority; and
 - i. Permit from the Directorate General of Higher Education.
 - j. health insurance that applies internationally
- (5) For Indonesian students from overseas higher education institutions who will transfer their studies to become students at Undip, they must submit the following requirements:
- a. curriculum vitae;
 - b. photocopies / copies of degree certificates and academic transcripts;
 - c. a statement letter that the person concerned will comply with the applicable laws and regulations in Indonesia;
 - d. recent photograph;
 - e. health certificate from the competent authority.

CHAPTER XVI DROP OUT

Article 45

- (1) Postgraduate students are declared to have dropped out of study if:
- a. unable to meet the requirements for the evaluation of learning outcomes as referred to in article 35 paragraphs (4), (5), (6), (7);
 - b. The students are declared to no feasible to continue the study on the basis of consideration of health tests (both physical and mental health) from a team of doctors appointed by the head of university;
 - c. receiving sanctions for serious academic violations; and / or
 - d. obtaining a court decision that has permanent legal force with a sentence of at least 2 (two) semesters.
- (2) Postgraduate students who are declared as drop out as stipulated in paragraph (1) letters a and b are able to:
- a. submitting a resignation letter approved by the parents, acknowledged by the academic advisor / head of the study program and addressed to the Dean;
 - b. The Dean submits a letter of request to the Rector to issue a Rector Decree regarding resignation;
 - c. The Rector, based on the recommendation of the Dean, issues a Rector Decree regarding resignation;
 - c. if within 2 (two) months since the student is declared not eligible for further study the student does not propose to resign, then the Rector issues a Rector Decree regarding termination of the study relationship.

(3)Postgraduate...

- (3) Postgraduate students who drop out of study as regulated in paragraph (1) letter c and d can:
 - a. within 1 (one) month at the latest after the decision of the Undip legal team as outlined in the Rector Decree or the issuance of a court decision, the Dean submits an application letter to the Rector to issue a Rector Decree regarding termination of the study relationship.
 - b. The Rector, based on the recommendation of the Dean, issues a Rector Decree regarding termination of the study.

CHAPTER XVII GRADUATION

Article 46

- (1) Students are declared to have passed their studies based on the determination of graduation at the faculty.
- (2) Determination of graduation can be carried out through judicium at the faculty/school/study program level.
- (3) Master program students are declared to have passed if they meet the following requirements:
 - a. have been declared to have passed the master's thesis examination by the board of examiners;
 - b. have submitted a revised master's thesis, which have been approved by the board of examiner and have passed the anti-plagiarism detection with certain applications;
 - c. have met the determined publication requirements;
 - d. Minimum GPA is 3.00 (three point zero zero);
 - e. have the status of an active student in that semester and do not exceed the maximum study period set by the university;
 - f. have completed all administrative obligations including returning all borrowed library/laboratory collections;
 - g. have completed all obligations during the study period and/or assigned assignments in accordance with the curriculum set for the study program (including the revised master's thesis);
 - h. have uploaded the master's thesis summary to Undip repository .
- (4) Doctoral program students are declared to have passed if they meet the following requirements:
 - a. have passed the doctoral dissertation exam in front of the board of examiner in a closed exam;
 - b. have submitted a revised doctoral dissertation which has been approved by the board of examiner and have passed the anti-plagiarism detection with certain applications;
 - c. have met the determined publication requirements;
 - d. Minimum GPA is 3.00 (three point zero zero);
 - e. have the status of an active student in that semester and do not exceed the maximum study period set by the university;
 - f. have completed all administrative obligations including returning all borrowed library / laboratory collections;

g. have completed ...

- g. have completed all obligations during the study period and/or assigned task in accordance with the curriculum set for the study program (including the revised doctoral dissertation);
- h. have uploaded the doctoral dissertation summary to Undip repository .
- (4) Graduation after completing the postgraduate program can be awarded with or without a predicate consisting of:
 - a. Satisfactory;
 - b. Very Satisfactory;
 - c. Cumlaude.
- (5) The graduation predicated as "satisfactory" is when the GPA is 3.00 (three point zero zero) up to 3.50 (three point five zero).
- (6) The graduation predicated as "very satisfying" is when the GPA is 3.51 (three point five one) up to 3.75 (three point seven five).
- (7) The graduation predicated as cumlaude is when the GPA is 3.76 (three point seven six) up to 4.00 (four point zero zero).
- (8) The Rector gives a certificate of appreciation to graduates with the predicate of cumlaude.

Section One Graduation Ceremony

Article 47

- (1) Undip holds a graduation ceremony for at least 4 (four) graduation periods in 1 (one) year.
- (2) Students who have passed are entitled to attend the graduation ceremony in the graduation period, or at the latest 1 (one) period since graduation.
- (3) Students who have passed will receive a degree certificate, academic transcript, and a Degree Certificate Accompaniment Letter (SKPI).
- (4) Procedures and requirements for attending graduation are listed in the Appendix of this provision.

Section Two Degree

Article 48

- (1) Master degree is a title given to Undip graduates who have passed the academic education of a master program;
- (2) Doctoral Degree is a title given to Undip graduates who have passed the academic education of a doctoral program;
- (3) The title and its abbreviation are further regulated in the Undip Rector's Decree.

CHAPTER XVIII...

CHAPTER XVIII
ADMINISTRATION OF LEARNING
OUTCOMES

Section One
Study Record (KHS)

Article 49

- (1) KHS contains information about:
 - a. Undip logo;
 - b. name of Universitas Diponegoro;
 - c. full name of the KHS owner;
 - d. Student Registration Number (NIM);
 - e. study program;
 - f. faculty/school name;
 - g. place, date, month and year of issuance of KHS;
 - h. name, Employee Identification Number (NIP) and signature of the Vice Dean for Academic and Student Affairs;
 - i. faculty/school seal;
 - j. all courses taken, semester credit weight and score;
 - k. Semester Grade Point Average (IPS);
 - l. GPA
- (2) KHS is published in 4 (four) copies, each of which is given to students, academic advisors, and academic administration archives.
- (3) A valid KHS is the one that has been signed by the Vice Dean for Academic and Student Affairs.

Section Two
Academic Record

Article 50

- (1) Academic record is to record chronologically all the academic activities of a student since first enrolled as a university student until the end of study relations, whether due to graduation, drop out, or resign.
- (2) The academic status of students in each semester is recorded in the academic record.
- (3) Academic record is used as a source of information for students, academic advisors, and study programs about the success of student studies.
- (4) Academic record can be published for specific purposes at the request of students. Academic record that will be used as referred to in paragraph (4) above is approved by the Vice Dean for Academic and Student Affairs.

Section Three...

Section Three
Degree Certificates

Article 51

- (1) Degree certificate are given to students who have graduated from a study program after decided on the implementation of the graduation determination.
- (2) Degree Certificate contains information about:
 - a. (National Degree certificate Number);
 - b. Undip logo;
 - c. Undip name;
 - d. Number of accreditation decision for higher education;
 - e. Number of accreditation decision for study program;
 - f. full name of the degree certificate holder;
 - g. g. place and date of birth of certificate holder;
 - h. Identity Number (NIK) or passport number for foreign students;
 - i. Student Identification Number;
 - j. higher education programs;
 - k. study program name;
 - l. awarded titles and their abbreviations;
 - m. graduation date, month and year;
 - n. place, date, month and year of issuance of certificate;
 - o. name, Employee Identification Number (NIP) and signature of the Rector and the Dean;
 - p. university stamp;
 - q. photo of the degree certificate holder.
- (3) Certificate are written in letters and sizes standardized by Undip.
- (4) The date of issuance of the certificate uses the date after the student has passed and met the graduation requirements as referred to in Article 46 paragraph (3) and (4).
- (5) The certificate is signed by the Rector and Dean.
- (6) Certificates are issued in Indonesian and can be translated into English on separate sheets, and signed by the Dean or the official who is appointed and authorized to translate.
- (7) Degree Certificate is issued once for each graduate.
- (8) If the certificate is lost or damaged, the certificate holder can request a Substitute certificate to replace the Degree Certificate.
- (9) Degree Certificate will be given if the students have fulfilled all administrative requirements at the faculty / study program level and / or at the university level.
- (10) The procedure, for issuing a Degree Certificate and its substitute certificate, is regulated in the Rector Regulation of Undip.

Section Four...

Section Four
Academic Transcript

Article 52

- (1) Academic transcripts are given to students who have graduated from a study program after being decided in a graduation determination forum.
- (2) Academic transcripts contain information about:
 - a. Undip name;
 - b. Undip logo;
 - c. academic transcript number;
 - d. name of faculty;
 - e. full name of the academic transcript holder;
 - f. place and date of birth of the academic transcript holder;
 - g. Identity Number (NIK);
 - h. Student Identification Number (NIM);
 - i. National Degree Certificate Number (NINA);
 - j. higher education programs;
 - k. study program name;
 - l. date, month and year of entry;
 - m. graduation date, month and year;
 - n. list of courses taken and passed, credit weight, and grades obtained since the first semester to the final semester;
 - o. Grade Point Average (GPA);
 - p. graduation predicate;
 - q. title of undergraduate thesis;
 - r. place, date, month and year of publication of the academic transcript;
 - s. name, Employee Identification Number (NIP) and signature of the Dean; and
 - t. faculty stamp;
 - u. photo of the transcript holder in black and white sized 3x4.
- (3) All courses taken by students, including repeated ones and those obtained via credit transfer, are included in the academic transcript.
- (4) Academic transcripts are written in letters and sizes standardized by Undip.
- (5) Academic transcripts are published in Indonesian and can be translated into English.
- (6) Academic transcripts are signed by the Dean or Vice Dean for Academic and Student Affairs.
- (7) Academic transcripts are published once for each graduate.
- (8) If the academic transcript is lost or damaged, the academic transcript holder can ask for a certificate to replace the academic transcript.
- (9) Academic transcripts will be given if students have fulfilled all administrative requirements at the faculty / school / study program level and / or at the university level.
- (10) The procedure for publishing academic transcripts is regulated in the Rector Regulation of Undip.

Section Five...

Section Five
Degree Certificate Accompaniment Letter (SKPI)

Article 53

- (1) Degree Certificate Accompaniment Letter (SKPI) are given to students who have graduated from a study program after being decided in a graduation determination forum.
- (2) SKPI contains information about:
 - a. Undip logo;
 - b. Undip name;
 - c. name of faculty;
 - d. study program;
 - e. SKPI number;
 - f. full name of the SKPI holder;
 - g. place and date of birth of the SKPI holder;
 - h. National Identity Number (NIK);
 - i. Student Identification Number (NIM);
 - j. date, month and year of entry;
 - k. graduation date, month and year;
 - l. National Degree Certificate Number (NINA);
 - m. awarded titles and their abbreviations;
 - n. Length of Study
 - o. total credits;
 - p. Grade Point Average (GPA);
 - q. Undip establishment decree;
 - r. Undip accreditation status and study programs accreditation status;
 - s. Academic education;
 - t. higher education programs;
 - u. Indonesian Qualifications Framework (KKNi) level;
 - v. admission requirements;
 - w. language of instruction;
 - x. scoring system;
 - y. type and further higher education;
 - z. learning outcomes of the study program graduates according to the graduate competence in a narrative manner;
 - aa. Competency certificates and / or soft skills;
 - bb. work competency ranking according to KKNi;
 - cc. schemes concerning higher education system;
 - dd. place, date, month and year of issuance of SKPI;
 - ee. name, Employee Identification Number (NIP) and signature of the Dean;
 - ff. faculty stamp.
- (3) SKPI issuance date is the date of issuance of the certificate.
- (4) SKPI are published in Indonesian and can be translated into English.
- (5) SKPI is signed by the Dean or Vice Dean for Academic and Student Affairs

(6)SKPI...

- (6) SKPI is issued once for each graduate.
- (7) If the SKPI is lost or damaged, the SKPI holder can request a duplicate of SKPI.
- (8) SKPI will be given if the student has fulfilled all administrative requirements both at the faculty level and at the university level.
- (9) Provisions related to SKPI and SKPI replacement certificates are further regulated in the Rector Regulation.

CHAPTER XIX ACADEMIC DATA MANAGEMENT

Article 54

- (1) Management of academic data includes issuance, validation, announcement, storage, confidentiality and all matters related to archive management of all academic documents.
- (2) The Rector or the assigned official is responsible for managing academic data at the university level.
- (3) The dean or assigned official is responsible for managing academic data at the faculty level.
- (4) The head of the study program or the assigned official is responsible for managing academic data at the study program level.
- (5) Arrangement of academic data management will be further regulated by the Rector Regulation.

CHAPTER XX GUIDANCE AND COUNSELING

Article 55

- (1) For the students who have academic problems, the implementation of guidance and counseling is carried out at the faculty / study program level.
- (2) The implementation of guidance and counseling at the faculty/school/study program level is carried out by academic advisors, counselors or those appointed by the faculty.
- (3) The implementation of guidance and counseling at the university level is carried out by counselors or those appointed by Undip in the University Student Consultation Agency (BKMU).
- (4) If the guidance and counseling at the faculty are not sufficient to solve the problem, it can be recommended / referred to BKMU.

CHAPTER XXI ...

CHAPTER XXI ACADEMIC VIOLATIONS

Section One Types of Academic Violations

Article 56

- (1) Minor academic violations include:
 - a. cheating and / or fraudulent acts:
is an act intentionally or unintentionally, using or trying to use information materials or other study aids without any permission from the lecturer concerned in academic activities.
 - b. assistance or attempted assistance for minor academic violations: is an act intentionally or unintentionally, assisting or trying to help provide facilities or infrastructure that may lead to minor academic violations.
 - c. inclusion in minor academic violations:
is an act intentionally or unintentionally, cooperating with or participating in committing or ordering actions that cause minor academic violations.
- (2) Moderate academic violations are in the form of:
 - a. contract cheating:
is an act intentionally or unintentionally, replacing position or carrying out tasks or activities for the benefit of others, at the request of others or of their own will, in academic activities.
 - b. repetition of minor academic violations
 - c. assistance or attempted assistance for moderate academic violations: is an act intentionally or not, assisting or trying to help provide facilities or infrastructure that can lead to medium academic violations.
 - d. inclusion in moderate academic violations is:
is an act intentionally or not, cooperating or participating in committing or ordering actions that cause moderate academic violations.
- (3) Serious academic violations include:
 - a. plagiarism:
is an act intentionally or unintentionally in obtaining or trying to obtain credit or value for a scientific work, by quoting part or all of the work and / or scientific work of another party which is recognized as scientific work, without stating the source accurately and adequately.
 - b. forgery...

- b. forgery:
is an act intentionally or unintentionally, without the authorized permission to replace or modify / falsify symbols (stamps), letterheads and / or instruments in correspondence in academic administration, names, signatures, grades or academic transcripts, certificates, student identification cards, assignments, practicum reports, information, or reports within the scope of academic activities.
- c. gratification:
is giving a gift or promise, while it is known or it can be reasonably presumed that the gift or promise is given to motivate a lecturer or educational staff to do or not do something in his / her position, which is contrary to their obligations.
- d. bribery;
is an act intentionally or unintentionally, influencing or trying to influence others by means of cajoling, giving gifts or threats with the intention of influencing the assessment of their academic performance.
- e. insult / harassment:
is any kind of act that intentionally or unintentionally disturbs, hinders, or demeans the Republic of Indonesia, Pancasila, the 1945 Constitution, the Government, other academicians and officials within Undip;
- f. a criminal act punishable by imprisonment of 1 (one) year or more based on the prevailing laws and regulations.
- g. repetition of moderate academic violations.
- h. serious administrative and discipline violations:
is an act intentionally or unintentionally, either alone or in collaboration, committing an act that is contrary to the rules of order and administration issued by the Ministry of Research, Technology and Higher Education of the Republic of Indonesia.
- i. assistance or attempted assistance for minor academic violations: is an act intentionally or not, assisting or trying to help provide facilities or infrastructure that can lead to serious academic violations.
- j. inclusion in serious academic violations:
is an act intentionally or not, cooperating or participating in committing or ordering actions that cause serious academic violations.
- k. profanation of name:
is an act of using another person's name without permission for academic purposes;
- l. opposing or not supporting the ideology of Pancasila, the 1945 Constitution and NKRI.
- m. support and / or spread ideology other than Pancasila.

Section Two...

Section Two
Sanctions for Academic Violations

Article 57

- (1) Sanctions against students
 - a. sanctions for minor academic violations:
 1. stern warning orally by the lecturer / exam committee or in writing by the head of the faculty / school / department / study program.
 2. reduction in test scores and / or statements of failing in courses or academic activities carried out by the relevant lecturers, whether at the request of the faculty / school leaders / department heads / study program heads or not.
 - b. Sanctions for Moderate Academic Violations
The right / permit to participate in academic activities is temporarily revoked by the Undip leadership for a maximum of 2 (two) semesters.
 - c. Sanctions for Serious Academic Violations
as high as dismissal or expelled (permanently revoked student status) by the heads of Undip.
- (2) sanctions for alumni who are proven to have committed serious academic violations while studying at Undip
 - a. revocation of certificate, transcripts, and SKPI;
 - b. lost his right to continue his studies at Undip.
- (3) sanctions against lecturers or administrative staff who are involved in academic violations are determined based on the applicable laws and regulations.

Section Three
Procedure for Determination of Sanctions

Article 58

- (1) The procedure for determining sanctions against students who are later found to have committed minor academic violations is as follows:
 - a. determination of evidence of violation;
 - b. confirmation of evidence and violations by the lecturer / head of department / head of study program;
 - c. stipulation of sanctions by the lecturer / head of the department / head of the study program.
- (2) The procedure for imposing sanctions on students or alumni who are then suspected of committing moderate and serious academic violations is as follows:
 - a. The Dean appoints an investigation team to investigate and collect facts / data / information on the suspicion of moderate and / or serious academic violations;

b.the investigation...

- b. the investigation team is led by the Dean with the Vice Dean for Academic and Student Affairs as the secretary and the Head of the study program as the member;
 - c. the investigation team in order to investigate and collect facts / data / information has the authority to summon the related parties and ask for data, evidence of the alleged occurrence of moderate and / or serious academic violations;
 - d. The investigation results by the investigation team on the suspicion of moderate and / or serious academic violations are submitted to the Dean to be submitted to the heads of university;
 - e. after observing and considering the minutes of investigation report and collection of facts / data / information on the case, the heads of university and the law firm form a team to resolve the academic violations;
 - f. the academic violation settlement team consists of:
 - 1. heads of University
 - 2. 3 (three) legal experts appointed by the heads of the university upon the recommendation of the law firm
 - 3. the head of the reporting faculty
 - 4. administrative staff as registrar of the proceedings
 - g. during the trial process, students who are suspected of committing moderate and / or serious academic violations are given the right to defend themselves;
 - h. based on the results of a special session, the heads of leadership may decide on the imposition of sanctions against the student concerned by taking into account the weight or type of academic violation and the sanctions to be imposed.
- (3) The imposition of serious academic sanctions in the form of permanent termination of status as Undip students is as referred to in article 57 paragraph (1) letter c, especially for students who commit serious academic violations.
 - (4) If the serious academic violations as referred to in article 56 paragraph (3) above are not processed in court, then the imposition of the serious academic sanctions can still be enforced.
 - (5) In the event that a student who is suspected of committing a criminal offense as referred to in article 56 paragraph (3) letter f is serving a period of detention and/or has received a District Court ruling which states that the student is guilty, the heads of university may impose a temporary suspension for a maximum of 2 (two) semester and it counts as the study period.
 - (6) In the event that after the temporary suspension, it turns out that the student concerned is still in detention, the study period of the student concerned is neglected (temporarily not counted) until a court decision is issued which has permanent legal force.

(7)The Imposition of...

- (7) The imposition of serious academic sanctions in the form of permanent dismissal of the status as Undip students, especially for students who commit criminal acts as referred to in article 55 paragraph (3) letter f can only be imposed after a court decision has permanent legal force in which states that the student is guilty and is subject to criminal sanctions.
- (8) In the event that a student who is suspected of committing a criminal offense as referred to in article 55 paragraph (3) letter f in a legally binding court decision is still found guilty and subject to criminal sanctions, the study period during which the student concerned is detained and / or temporarily suspended, is counted as the study period.
- (9) Students who are subject to sanctions for committing academic violations at all levels, have the right to submit objections and / or administrative appeals with a period of 14 (fourteen) days since the notification of the academic sanction decision is received.

CHAPTER XXII DISCRETION

Article 59

The Rector of Undip may take certain policies outside the applicable provisions as long as they do not conflict with academic objectives.

CHAPTER XXIII TRANSITIONAL PROVISIONS

Article 60

- (1) The provisions contained in this regulation apply to all students of master and doctoral degree programs.
- (2) With the enactment of this Rector Regulation, Regulation of Rector Number 209/PER/UN7/2012 on Academic Regulations in Education Field of Universitas Diponegoro and Regulation of Rector Number 1 of 2016 on Publication Obligations for Masters and Doctoral Students at Universitas Diponegoro are revoked and declared invalid.

CHAPTER XXIII...

CHAPTER XXIII
CLOSING

Article 61

- (1) This academic regulation is used as the basis for preparing academic guidelines at the faculty/school levels.
- (2) This regulation shall be effective since the date of enactment.

Enacted in Semarang
March 19, 2020

THE RECTOR OF UNIVERSITAS DIPONEGORO,
signed

PROF. DR. YOS JOHAN UTAMA, S.H., M.HUM.
NIP 196211101987031004

This Copy Conforms to the Original
Secretary of the University

signed

Prof. Dr. dr. Anies, M.Kes., PKK
NIP 195407221985011001

COPIES are submitted to:

1. Vice Rectors of Undip;
2. Deans of Faculty/School of Undip;
3. Heads of Institutions of Undip;
4. Heads of Bureau of Undip;
5. Head of Division of Education Affairs of Undip; and
6. The relevant parties.

APPENDIX
REGULATION OF THE RECTOR OF UNIVERSITAS
DIPONEGORO NUMBER 5 OF 2020
ON
ACADEMIC REGULATION IN EDUCATION FIELD
FOR POSTGRADUATE PROGRAM OF
UNIVERSITAS DIPONEGORO

A. PROCEDURES FOR RESIGNATION

1. Students submit for resignation in writing to the Dean of the Faculty and acknowledged by the Head of the Study Program by attaching the following files:
 - Copy of proof of payment for the last semester
 - Original Student Identity Card (KTM)
 - Temporary academic transcripts
 - Clearance letter of borrowing books from faculty and university libraries
2. Of the application for resignation approved by the Dean, it is made a recommendation / cover letter to the University to be processed by the Rector Decree, attached with a resignation application signed by the student and a copy of proof of payment of the last semester / recap of the history of tuition payments;
3. Academic and Student Affairs Administration Bureau (BAA) processes the Rector Decree on the resignation of the student;
4. The student is revoked his status as Undip student;
5. Completed.

B. PROCEDURES FOR STUDY TRANSFER AT UNDIP

1. Students apply for a transfer in writing to the Dean of the origin faculty by attaching:
 - Letter of consent from the parents / guardians / bearers of education fees and costs;
 - Letter of approval from the head of the intuition / office (for students in study assignments);
 - KHS (Study Record) per semester which contains grades, credits and GPA that were approved by the Vice Dean I.
2. If the faculty permits, the faculty makes a study transfer approval letter as well as an application for the issuance of a Rector Decree addressed to the university;
3. BAA checks the completeness of the application;
4. Applications that are in accordance with the Academic Regulations of Undip require consideration from the intended faculty;
5. The intended faculty will conduct a placement test and interview;
6. The intended faculty submits approval or refusal to study transfer to the university;
7. If the application for study transfer is not approved by the intended faculty, BAA makes an answer to the origin faculty;
8. If the application for study transfer is approved by the intended faculty:
 - BAA makes a Rector Decree on Transfer of Studies for the relevant student;
 - Students get a new NIM and report to the intended faculty;
 - The student's status is updated in the Academic Information System (SIAP) of Undip;

9. Completed.

C. PROCEDURES FOR STUDY TRANSFER FROM OTHER HIGHER EDUCATION INSTITUTIONS (PTN)

1. Students apply for a transfer in writing to the Rector with a copy of the intended Faculty Dean, enclosing:
 - Academic transcripts validated by the head of the origin Higher Education Institutions (PTN)
 - A statement letter from the origin PTN stating that the student is still active and registered as a student and is intended to transfer to Undip
 - Letter of consent from the parents / guardians / bearers of education fees and costs
 - Letter of approval from the head of the institution / office (for students who have worked)
2. BAA checks the completeness of the application;
3. Applications that are in accordance with the Academic Regulations of Undip require consideration from the intended faculty;
4. The intended faculty will conduct a placement test and interview;
5. The intended faculty submits approval or refusal to study transfer to the university;
 - If the application is approved, the faculty submits a letter of approval to the Vice Rector I
 - If the application is rejected, the Vice Rector I notifies the applicant
6. The application approved by the intended faculty is made a draft of the Rector Decree for Study Transfer by BAA;
7. Students get a new NIM and report to the intended faculty;
8. The student's status is updated in the Academic Information System (SIAP) of Undip;
9. Completed.

D. PROCEDURES AND CONDITIONS FOR ATTENDING GRADUATION

1. Registration of participants for graduation ceremony is carried out at the faculty;
2. The list of graduates (participants) names is received by the Academic and Student Affairs Administration Bureau at the latest 3 (three) weeks before the graduation ceremony day;
3. Registration of participants for the graduation ceremony shall be accompanied by 1 (one) colored photo with the following conditions:
 - a. The background color is red;
 - b. Photo sized 3 x 4 cm. Male graduate candidates should wear a tie.
 - c. Facing straight ahead
 - d. Not wearing black sunglasses
 - e. Both ears must be visible
 - f. Wearing the alma mater jacket
 - g. Not allowed to wear headgear
 - h. Photo for female students who wear a hijab/headscarf on official document / degree certificate, etc., in accordance with the circular letter of the Chief of General Staff of the Indonesian Armed Force number B/678.01/30/05/SET dated March 8, 1991 and Circular of the Director General of Higher Education, Department of Education and Culture addressed to the Leadership Council of Indonesian Ulema Council No. 4277 / D / T / 91 dated 1 October 1991 stated that:

- h.1. According to the instructions of the Ministry of Education and Culture, a female student, if she wishes, she can wear a headscarf that covers her ears in the photo.
- h.2. If in the future, for a purpose, a photo in which the person concerned is required not to wear a hijab/headscarf and/or show her ears, Universitas Diponegoro cannot replace the document and/or provide other information related to the identity of the person concerned because of the difficulty in ensuring it.

Academic attire at the graduation ceremony:

- a. Male:
 - Top: long sleeved white shirt
 - Bottom: black trousers with non-jeans material
 - Hair neatly styled
 - Footwear: formal shoes (not sports shoes)
 - Wearing a toga
- b. Female
 - Wearing a *kebaya* or national dress
 - Not allowed to wear trousers
 - The slit in the skirt should not be above the knee
 - For graduates who do not wear a headscarf, their hair must be tied in a bun (should not be untied)
 - Footwear: flat shoes or high heels not more than 5 cm
 - Wearing a toga

Enacted in Semarang
March 19, 2020

RECTOR OF UNIVERSITAS DIPONEGORO,

signed

PROF. DR. YOS JOHAN UTAMA, S.H., M.HUM.
NIP 196211101987031004

This Copy Conforms to the Original
Secretary of the University

signed

Prof. Dr. dr. Anies, M.Kes., PKK
NIP 195407221985011001



REGULATION OF THE RECTOR OF UNIVERSITAS DIPONEGORO
NUMBER 29 OF 2020

ON

AMENDMENT TO RECTOR REGULATION NUMBER 5 OF 2020 ON
ACADEMIC REGULATION IN EDUCATION FIELD FOR
POSTGRADUATE PROGRAM OF UNIVERSITAS DIPONEGORO

BY THE GRACE OF GOD ALMIGHTY

THE RECTOR OF UNIVERSITAS DIPONEGORO

- Considering:
- a. that based on the provisions of Article 38 paragraph (1) letter a of the Government Regulation of the Republic of Indonesia Number 52 of 2015 on the Statute of Universitas Diponegoro, the Rector prepares and/or determines the academic and non-academic operational policies;
 - b. that based on the provisions of Article 46 of the Government Regulation Number 52 of 2015 on the Statute of Universitas Diponegoro, the Academic Senate has the authority to give consideration to the academic provisions proposed by the Rector;
 - c. that Regulation of the Rector of Universitas Diponegoro Number 5 of 2020 on Academic Regulation in Education Field for Postgraduate Program of Universitas Diponegoro has been issued;
 - d. that in its development, the Regulation of the Rector of Universitas Diponegoro Number 5 of 2020 on Academic Regulation in Education Field for Postgraduate Program of Universitas Diponegoro needs to be adjusted;
 - e. that based on the considerations as referred to in letter a, letter b, letter c, and letter d, it is deemed necessary to enact a Rector Regulation on Amendment to Rector Regulation Number 5 of 2020 on Academic Regulation in Education Field for Postgraduate Program of Universitas Diponegoro.
- In view of :
- 1. Law of the Republic of Indonesia Number 20 of 2003 on the National Education System (State Gazette of the Republic of Indonesia of 2003 Number 78, Supplement to the State Gazette of the Republic of Indonesia Number 4301);
 - 2. Law of the Republic of Indonesia Number 12 of 2012 on Higher Education (State Gazette of the Republic of Indonesia of 2012 Number 158, Supplement to the State Gazette of the Republic of Indonesia Number 5336);
 - 3. Government...

3. Government Regulation of the Republic of Indonesia Number 7 of 1961 on the Establishment of Universitas Diponegoro (State Gazette of the Republic of Indonesia of 1961 Number 25);
4. Government Regulation of the Republic of Indonesia Number 19 of 2005 on National Education Standards as last amended by Government Regulation Number 13 of 2013 on the Second Amendment to Government Regulation of the Republic of Indonesia Number 19 of 2005 on National Education Standards (State Gazette of the Republic of Indonesia of 2015 Number 45, Supplement to the State Gazette of the Republic of Indonesia Number 5670);
5. Government Regulation of the Republic of Indonesia Number 4 of 2014 on Education Implementation and Higher Education Management (State Gazette of the Republic of Indonesia of 2014 Number 16, Supplement to the State Gazette of the Republic of Indonesia Number 5500);
6. Government Regulation of the Republic of Indonesia Number 81 of 2014 on the Enactment of Universitas Diponegoro as a Legal Entity State University (State Gazette of the Republic of Indonesia of 2014 Number 302);
7. Government Regulation of the Republic of Indonesia Number 52 of 2015 on the Statute of Universitas Diponegoro (State Gazette of the Republic of Indonesia of 2015 Number 170, Supplement to the State Gazette Number 5721);
8. Regulation of the Minister of National Education of the Republic of Indonesia Number 17 of 2010 on the Prevention and Eradication of Plagiarism in Higher Education;
9. Regulation of the Minister of Education and Culture Number 73 of 2013 on the Implementation of the Indonesian Qualifications Framework for Higher Education (Official Gazette of the Republic of Indonesia of 2013 Number 831);
10. Regulation of the Minister of Research, Technology and Higher Education of the Republic of Indonesia Number 59 of 2018 on Higher Education Degree Certificates, Certificates of Competency, Professional Certificates, Academic Titles, and Procedures for Writing Academic Titles in Higher Education;
11. Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 3 of 2020 on National Higher Education Standards (Official Gazette of the Republic of Indonesia of 2020 Number 47);
12. Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 5 of 2020 on Accreditation of Study Programs and Higher Educations (Official Gazette of the Republic of Indonesia of 2020 Number 49);
13. Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 7 of 2020 on Establishment, Amendment, Dissolution of State Higher Education Institutions, and Establishment, Amendment, Revocation of Permit for Private Higher Education (Official Gazette of the Republic of Indonesia of 2020 Number 51);

14. Regulation...

14. Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 25 of 2020 on Unit Standards for Higher Education Operational Costs at State Higher Education Institutions under the Ministry of Education and Culture (Official Gazette of the Republic of Indonesia of 2020 Number 642);
15. Decree of the Board of Trustees of Universitas Diponegoro Number 03/UN7.1/HK/2019 on the Appointment of the Rector of Universitas Diponegoro for the Period 2019-2024;
16. Regulation of the Rector of Universitas Diponegoro Number 2 of 2019 on Organization and Work Procedure of Elements under the Rector of Universitas Diponegoro as last amended by Rector Regulation of Universitas Diponegoro Number 16 of 2020 on the Second Amendment to Regulation of the Rector of Universitas Diponegoro Number 2 of 2019 on Organization and Work Procedure of Elements under the Rector of Universitas Diponegoro;
17. Rector Regulation Number 5 of 2020 on Academic Regulation in Education Field for Postgraduate Program of Universitas Diponegoro;

- Observing :
1. Minutes of Consideration/Approval of the Academic Senate of Universitas Diponegoro Number: 257/UN7.2/BA/2020 dated 7 August 2020.
 2. Letter of Caretaker of Directorate General of Higher Education Number 546/E.E2/KR/2020 dated 26 May 2020 on Study Period based on National Standard of Higher Education (SN Dikti).

HAS DECIDED:

To enact : REGULATION OF THE RECTOR OF UNIVERSITAS DIPONEGORO ON THE AMENDMENT TO THE RECTOR REGULATION NUMBER 5 OF 2020 ON ACADEMIC REGULATION IN EDUCATION FIELD FOR POSTGRADUATE PROGRAM OF UNIVERSITAS DIPONEGORO.

Article I

Several of the provisions in the Regulation of the Rector of Universitas Diponegoro Number 5 of 2020 on the Academic Regulation in Education Field for Postgraduate Program of Universitas Diponegoro are amended as follows:

1. The provision of Article 1 is amended and to read as follows:

Article 1

In this Rector Regulation:

1. Ministry is the government apparatus in charge of government affairs in the field of higher education.
2. Minister is the minister who organizes government affairs in the field of higher education.

3. Directorate General...

3. Directorate General of Higher Education is the Directorate General of the ministry in charge of government affairs in the field of higher education.
4. University is Universitas Diponegoro, hereinafter referred to as Undip, as a legal entity state university.
5. Rector is an Undip organ that leads the organization and management of Undip.
6. Academic Senate, hereinafter abbreviated as SA, is an Undip organ that establishes policies, provides considerations, and monitors supervision in the academic field.
7. Dean is the head of the faculty who is in charge of and responsible for the education implementation in each faculty.
8. Faculty is a set of supporting resources, which conducts and manages academic and professional education in one discipline cluster of scientific and technology.
9. School is a faculty-level academic implementing element in charge of organizing and/or coordinating multidisciplinary postgraduate, professional or vocational programs.
10. Faculty Senate is an organ in the faculty level that is authorized to formulate policies, provide considerations, and supervise academic activities at the faculty level.
11. Department is an element of Faculty/School that supports the implementation of academic activities in one or several branches of science and technology in academic, professional, or vocational education.
12. Study Program is a unit of educational and learning activities that has certain curriculum and learning methods in one type of academic education, and/or professional education.
13. Lecturers are educators who teach Undip students.
14. Postgraduate Program is an academic and/or vocational education intended for bachelor's degree or equivalent so that they are able to practice Science, Technology and Arts through scientific reasoning and research.
15. Master Program is an academic education intended for graduates of bachelor's degree or equivalent so that they are able to implement and develop science, technology and art through scientific reasoning and research.
16. Doctoral program is an academic education intended for graduates of master programs or equivalent so that they are able to discover, create, and/or contribute to the development and practice of Science and Technology through scientific reasoning and research.
17. Fast track Program is an accelerated study program that gives students the opportunity to complete bachelor's degree and master's degree programs within 5 (five) years.
18. By Course postgraduate program is the administration of programs that prioritize face-to-face structured classes.

19. By Research...

19. By Research postgraduate program is the implementation of programs that prioritize research and publication activities.
20. Academic Advisor, hereinafter abbreviated as PA, is a lecturer appointed by the faculty to guide and direct students in preparing study plans in accordance with applicable regulations, as well as monitoring the academic progress of students under the guidance.
21. Students are learning participants at higher education level at Undip.
22. Foreign students are learning participants at higher education level at Undip who are foreign nationals (WNA).
23. Academic community is an academic society consisting of Undip lecturers and students.
24. Academic Staff are members of the community who devote themselves and are appointed with the main task to support the implementation of higher education at Undip.
25. Academic education is education that is directed primarily at the mastery of science, technology and/or art organized by higher schools, institutes and/or universities.
26. Research is an activity carried out according to scientific principles and methods systematically to obtain information, data, and explanation related to understanding and proving the truth or untruth of an assumption and/or hypothesis in the field of science and technology and drawing scientific conclusions for the purpose of scientific, technology and art development.
27. Master's thesis is an academic work of in-depth research result that results in the development of science, technology and art which is carried out independently by master students.
28. Master's thesis advisors are lecturers who are in charge of guiding students to prepare research proposals up to the writing of a master's thesis.
29. Doctoral Dissertation's advisor are lecturers in charge of guiding students to prepare research proposals up to writing the dissertation.
30. Doctoral dissertation is an academic scientific paper of in-depth study and/or research result which results on novelty of science, technology and art carried out independently by doctoral students.
31. Promovendus is a doctoral student who prepares a doctoral dissertation to be defended in a closed examination session.
32. Promoter and co-promoter are lecturers / researchers who have the duty to guide doctoral students' doctoral dissertations.
33. Nationally accredited journal is a journal that meets the accreditation criteria set by the ministry.
34. Reputable international journals are Scopus/Clarivate analysis-indexed journals with minimum quartile level of Q4.

35. Science and Technology Index...

35. Science and Technology Index (SINTA) is a portal that contains the measurement of the performance of Science and Technology which includes the performance of researchers, writers, authors, journal, science and technology institutions performance.
36. The H-index is an index that attempts to measure both the productivity and impact of the work published by a scientist or scholar. This index is based on the number of scientific papers produced by a scientist and the number of citations received from other publications.
37. Indonesian Qualification Framework, hereinafter abbreviated as KKNI, is a competency qualification framework that can balance, equalize and integrate the education and job training as well as work experience in order to recognize work competencies in accordance with the job structure in various sectors.
38. Curriculum is a set of plans and arrangements regarding graduates learning outcomes, study materials, processes, and assessments used as the guidelines for the implementation of the study programs.
39. Massive Open Online Course (MOOC) is a learning system in the form of courses that can be converted into online courses.
40. The Education of Master to Doctorate for Outstanding Bachelors or abbreviated as PMDSU is an accelerated education program given to graduates with extraordinary abilities and meet the qualifications to become a Doctor with an education period of 4 (four) years.
41. Sandwich Program is a program intended for postgraduate students who are currently pursuing a doctorate level to conduct research both in the field and in laboratories at partner universities in accordance with the cooperation agreement.
42. Administrative registration is an activity carried out by students to obtain registered status at the university.
43. Academic registration is an activity of registering as a participant in classes, practicum, examinations and/or other academic activities in a study program by taking the courses offered in the semester concerned by filling in the Study Plan (IRS) online.
44. Study Plan, hereinafter abbreviated as IRS, is a plan of academic activities to be carried out by a student during a certain semester.
45. SIAP is an information system as the database for Academic Education, Research and Community Service activities.
46. Semester is a unit of time for academic activities starting from administrative registration to determination of graduation.
47. Semester Credit System, hereinafter abbreviated as SKS, is an education administration system using semester credit units to state the student workload, learning experience, lecturer workload, and program implementation load.

48. Credits...

48. Credits, hereinafter abbreviated as sks, are the amount of time for learning activities imposed on students per week per semester in the learning process through various forms of learning or the amount of recognition for the success of students' achievement in participating in curricular activities in a study program.
49. Student workload is the number of credits that students must take to meet the degree requirements.
50. Study period is the limit for completing the student workload in following the educational process in the study program.
51. Semester Grade Point Average, hereinafter abbreviated as IPS, is a measure of student academic achievement which is the weighted average value of the scores obtained by students each semester.
52. Grade Point Average, hereinafter abbreviated as GPA, is a measure of a student's ability in a certain period of time achieved by the student.
53. Study Record, hereinafter abbreviated as KHS, is a record containing the grades of the course, the grade point average in the current semester and all credits that have been taken, and the GPA.
54. Determination of graduation is a forum at the faculty level to determine the graduation of a student who has met the curriculum requirements of the study program.
55. Graduation ceremony is a form of an academic ceremony held in an open forum for the university academic senate to inaugurate the graduates.
56. Degree Certificate is a document acknowledging learning achievement and/or completion of a higher education level after passing an exam administered by the higher education institution.
57. Stamp is a proof of document authentication, either in the form of wet or electronic stamps.
58. National Degree Certificate Number, hereinafter referred to as NINA, is numeric 15 (fifteen) digits, which apply nationally, issued through the National Certificate Numbering (PIN) system.
59. Academic transcripts are a collection of cumulative course scores that have been taken.
60. Degree Certificate Accompaniment Letter, hereinafter abbreviated as SKPI, is a document containing information on the fulfillment of graduate competencies in a higher education program.
61. Substitute certificate is a statement document that is valued the same as a degree certificate, academic transcript, professional certificate, or certificate of competence.
62. Student-Centered Learning hereinafter abbreviated as SCL, is a learning system by placing students as the main actors in the learning process and lecturers as facilitators.
63. Sit in are students who are administratively registered at Undip, with the main activity of attending classes, but are not burdened with academic activities consisting of examinations, research and other assignments.

64. Credit transfer...

64. Credit transfer is the recognition of a number of student workloads that have been obtained by a student at a higher education institution after the evaluation process by the credit transfer team at each faculty.
65. Credit Transfer System (CTS) is the transfer of credits from courses that are obtained from outside the study program, which is planned and systematically included in the curriculum of the study program, which can be taken both inside and outside Undip.
66. Student Exchange is Undip student exchange activity with other higher education institutions both local and international including academic and/or artistic activities based on an agreement between both parties.
67. Twinning Program is the development of the same study program between Undip and higher education institutions within and outside the country by synchronizing the curriculum of the two study programs in the context of carrying out a joint learning process;
68. Joint Program is a higher education implementation program based on cooperation between faculties or with other higher education institutions. Joint Program may produce a double degree or joint degree.
69. Double Degree is the double degree obtained from Undip and partner higher education institutions in the context of cooperation in the development of a study program and awarded 2 (two) degree certificates;
70. Joint Degree is a degree obtained from Undip or partner higher education institutions in the context of cooperation in the development of a study program and is awarded 1 (one) degree certificate;
71. Undip Study Program Outside Main Campus, hereinafter abbreviated as Undip PSDKU, is a study program held in an administrative district/city/administrative city which is not directly adjacent to Undip main campus;
72. Sanctions are acts of giving academic penalties for both academic and non-academic violations;
73. Educational Quality Assurance and Development Institute (LP2MP) is an academic element under the Rector that is in charge of conducting the development and quality assurance of education in the Undip environment, taking part in endeavoring and controlling the administration of necessary resources and other tasks set by the Rector.
74. Distance Education, hereinafter referred to as PJJ, is a program held without face-to-face meetings, using Information and Communication Technology (ICT) as a supporting means of the learning process.
75. Internship is a job training activity for a specific job at a company or other institution during a period determined by the study program.
76. The 1945 Constitution is the 1945 Constitution of the Republic of Indonesia.
77. NKRI is the Unitary State of the Republic of Indonesia.

2. The provisions...

2. The provisions of Article 3 are added by 1 (one) paragraph after paragraph (2), and to read as follows:

Article 3

- (1) Master Degree Program is directed to produce graduates with competencies in accordance with level 8 (eight) in the KKNl and according to the profile of each study program approved by the faculty/school senate.
- (2) Doctoral Program is directed to produce graduates with competencies in accordance with level 9 (nine) of KKNl and according to the profile of each study program approved by the faculty/school senate.
- (3) Graduate competencies must meet the learning outcomes in accordance with KKNl according to the National Higher Education Standards, which are divided into Attitude Competencies, General Competencies, Knowledge Competencies and Special Competencies.

3. Provisions of Article 4 are amended and to read as follows:

Article 4

- (1) Postgraduate Program is implemented by the faculty in the form of a study program in which the implementation must:
 - a. have an operating license;
 - b. meet the quality standards according to the academic quality assurance system;
 - c. have at least 5 (five) permanent lecturers in accordance with the applicable regulations;
- (2) Postgraduate education programs include:
 - a. regular;
 - b. PMDSU;
 - c. fast track; and
 - d. other programs determined by the Rector Decree.
- (3) Class administration in the context of postgraduate education includes:
 - a. regular;
 - b. international; and
 - c. other forms enacted by the Rector.
- (4) The implementation of the Postgraduate program can be carried out in the Main Campus and or outside the Main Campus.
- (5) The implementation of postgraduate program education can be performed by course and/or by research.
- (6) Admissions for new students of the Postgraduate program can be carried out in odd and even semesters as set out in the university's academic calendar each year.
- (7) Master program of International class and PSDKU can only be implemented in study programs that implement an A accredited regular class master program.
- (8) Opening, closing, merging, and changing the name of the study programs follow the applicable regulations.

(9) In the implementation...

- (9) In the implementation of learning, the faculty is obliged to provide facilities and good services for all students, including students with disabilities.
- (10) There is no difference in treatment based on ethnicity, religion, race and intergroup (SARA) for students to gain access to the learning, classes and training provided by the university.

4. Between Article 4 and Article 5, 1 (one) Article, namely Article 4a is inserted and to read as follows:

Article 4a

- (1) Regular class is an educational program organized by Universitas Diponegoro without involving other parties, using Indonesian as the main medium of instruction.
- (2) Regular class curriculum is designed according to needs without leaving the provisions required by the Government / Ministry.

5. The provisions of Article 6 are amended and to read as follows:

Article 6

- (1) International class is a postgraduate program conducted in English or other required languages as the medium of instruction.
- (2) International class can be held entirely by universities and/or in collaboration with partner universities abroad that have an international reputation equal to Undip and are accredited in their countries.
- (3) International class organized entirely by Undip, provides a single degree from the university.
- (4) International classes organized in cooperation with partner universities abroad can provide a double degree from Undip and from partner universities abroad.
- (5) International classes, whether it provides single or double degrees, must use the same curriculum as regular classes of at least 50 (fifty) percent and produce graduates with the same learning outcomes.

6. The provisions of Article 7 are amended and to read as follows:

Article 7

- (1) The opening of PSDKU class is addition of the number of study programs in the same fields/disciplines of science and technology with the existing study programs at Undip's main campus.
- (2) The study program that will open PSDKU class has organized the same study programs at Undip's Main Campus with an A accreditation or excellent grade.

(3) The opening...

- (3) The opening, change, and closure of PSDKU class are carried out in accordance with the applicable laws.
- (4) The provisions related to PSDKU are further regulated in the Rector Regulation.

7. The provisions of Article 8 are amended and to read as follows:

Article 8

- (1) PJJ can only be held in study programs that hold regular class programs and accredited A.
- (2) PJJ students may take courses from other universities that organize PJJ and get an assessment of learning outcomes according to the agreed agreement.
- (3) The opening, change, and closure of the PJJ class are carried out in accordance with the applicable laws.
- (4) The provisions related to PJJ are further regulated in the Rector Regulation.

8. The provisions of Article 9 are amended and to read as follows:

Article 9

- (1) Fast track program is an accelerated study program that gives students the opportunity to complete bachelor's degree and master's degree program within 5 (five) years.
- (2) Master education program that is allowed to organize the fast track program is a by research master program.
- (3) The provisions regarding the implementation of Fast Track will be further regulated by the Rector Regulation.

9. The provisions of Article 10 are added by 1 (one) paragraph after paragraph (6), and to read as follows:

Article 10

- (1) Education of Master to Doctorate for Outstanding Bachelors or PMDSU is a doctoral education program with prospective students from bachelor's degree graduates.
- (2) The duration of the PMDSU study is 4 (four) years with the first 1 (one) year for the master education period and the rest 3 (three) years for the doctoral education program period.
- (3) When students participating in PMDSU, as referred to in paragraph (2), are declared to not meet the academic requirements to continue to the doctoral program, they are given the opportunity to complete the master degree program only.
- (4) If students participating in PMDSU meet the academic requirements, they can immediately continue the doctoral degree program without completing the master degree program.

(5) The doctoral education...

- (5) The doctoral education program allowed for PMDSU is a by research doctoral degree program.
- (6) PMDSU students are required to publish at least 3 (three) articles that have been accepted/published in reputable international journals and at least 2 (two) articles published in reputable international conferences or accredited national journals of at least Sinta 2 (two)
- (7) The flow related to PMDSU implementation is described in Appendix 2.

10. The provisions of Article 12 are amended and to read as follows:

Article 12

The prospective students of postgraduate program who will register to take part in the selection process must meet the following requirements:

- a. prospective students of the master degree program are graduates of bachelor's degree in academic education programs or applied sciences, who come from higher education institutions accredited minimum B or overseas universities that have DIKTI (Higher Education) equivalency with a minimum GPA of 2.75 (two point seven five) or equivalent and other special requirements determined by each study program.
- b. prospective doctoral students are graduates of master's degree in academic programs or applied sciences, who come from higher education institutions of which the study programs are accredited minimum B or overseas universities that have DIKTI (Higher Education) equivalency, with a GPA higher than or equal to 3.00 (three point zero zero) or equivalent, and other special requirements as determined by each study program.

11. The provisions of Article 17 are amended and to read as follows:

Article 17

- (1) Administrative registration is carried out at the beginning of the semester, by paying tuition fees in banks that cooperate with Undip and registering via online.
- (2) Student registration can be canceled if it turns out that the student is unable to meet the applicable requirements.
- (3) For new students, the cancellation of student registration is made by canceling the student identification number.
- (4) The cancellation of the student identification number for new students as referred to in paragraph (3) can be made in the event that the new student does not meet the predetermined requirements, except for the Rector Decree regarding the postponement of classes and or other administrative obligations.
- (5) The further provisions regarding postponement of classes and other administrative obligations as referred to in paragraph (4) are enacted by the Rector.

12. The provisions...

12. The provisions of Article 24 are amended and to read as follows:

Article 24

- (1) The preparation of master's thesis and doctoral dissertation of students is under the advising and evaluation of advisor.
- (2) The maximum number of master thesis advisors is 2 (two) and 3 (three) for doctoral dissertation advisor.
- (3) Requirements for first and second advisor of the master program:
 - a. First advisor is a permanent Undip lecturer with a minimum functional position as Lector with a Doctoral degree and has a field of expertise relevant to the master's thesis;
 - b. Second advisor is a lecturer or expert with a Doctoral degree who has a field of expertise relevant to the master's thesis.
- (4) Requirements for the main advisor or promoter for doctoral program:
 - a. Permanent Undip lecturers having a Doctoral degree with a functional position as Professor and/or Associate Professor and having field of expertise in accordance with the doctoral dissertation;
 - b. For a promoter with a Doctoral degree and a functional position, the Associate Professor must have experience in writing articles in accredited national journals or internationally journals as lead authors;
 - c. For the PMDSU program, the promoter is required to have an H-index of at least 4 (four) for exact fields and a minimum H-index of 2 (two) for non-exact fields.
- (5) Requirements for a doctoral program companion or co-promoter:
 - a. Permanent Undip lecturers with doctoral degrees with a minimum functional assistant professor, or lecturers/experts from other institutions / universities who hold a doctoral degrees;
 - b. Has a field of expertise relevant to the doctoral dissertation; and
 - c. Has the experience in writing articles in accredited national journals or reputable international journals as first author.
- (6) The assignment of a master's thesis and doctoral dissertation advisors can be made in the first semester and determined by the Dean Decree.
- (7) The head of the study program periodically monitors the advising process and can replace the advisor if the implementation of the advising is not going well.
- (8) Advising is carried out in a structured manner, at least 4 (four) times in one semester, and must be recorded in the advising book.

d. The provisions of Article 26 are amended and to read as follows:

Article 26

a. Classes can be held by face-to-face and through on line methods.

b. Online...

- (2) Online Class as referred to in paragraph 1 can be conducted at a maximum of 50 (fifty) percent of the total face-to-face classes for courses in the regular study program and 100 (one hundred) percent for Distance Education (PJJ) program courses.
- (3) For the university compulsory courses, online classes can also be held 100 (one hundred) percent of the total face-to-face meetings.
- (4) Every possible course can be converted into an online course (MOOC) that can be followed by public in general.
- (5) MOOC can be implemented in a package or block system and converted into courses with a certain number of credits.
- (6) The implementation of the learning process is prioritized by the SCL method.
- (7) The provisions related to paragraph (1), paragraph (2), paragraph (3), and paragraph (4) will be further regulated in the Rector Regulation.

e. The provisions of Article 29 are amended and to read as follows:

Article 29

By research program requires students to:

- a. follow a college preparation orientation with an overall weight equal to at least 4 (four) credits and a maximum of 6 (six) credits for the master's program which includes material on the preparation of research proposals, writing scientific articles and presentation techniques whose forms of activity are regulated by the faculty / school;
- b. for the doctoral program, the provisions of the preparatory course orientation program as referred to in letter a shall not apply;
- c. if necessary, doctoral program students can be asked by their advisor to sit-in in research supporting classes organized by the study program itself or other study programs (master's / doctoral degree) at Universitas Diponegoro;
- d. the stages in master's thesis writing include writing a proposal with a weight of 3 (three) credits, research with a weight of 13 (thirteen) to 17 (seventeen) credits, result seminar with a weight of 3 (three) credits, and master's thesis examination with a weight of 6 (six) credits;
- e. the stages in writing a doctoral dissertation include writing a proposal with a weight of 3 (three) credits, research with a weight of 13 (thirteen) to 21 (twenty one) credits, results seminar of research or a feasibility exam with a weight of 3 (three) credits, and closed exam with a weight of 6 (six) credits;
- f. master's degree program students are required to carry out international publications before results exam proven by LoA (Letter of Acceptance) at least 1 (one) article in a reputable international journal affiliated with Undip with a weight of 7 (seven) credits;
- g. doctoral program students are required to carry out the publication before the closed exam as evidenced by the LoA (Letter of Acceptance) at least 2 (two) articles in reputable international journals affiliated with Undip with a weight of 14 (fourteen) credits and indexed international seminar proceedings or national journals at least 3 (three) accredited Sinta with a weight of 3 (three) credits; and
- h. the advisor or promoter has the right to be named in the publication made by the student.

f. Provision...

15. The provisions of Article 34 are amended and to read as follows:

Article 34

- (1) Examination of master's degree program includes the stages as mentioned in the letter G in the appendix.
- (2) Examination of doctoral program includes the stages as mentioned in the letter H in the appendix.
- (3) The time limit between the implementation of the Doctoral Dissertation Manuscript Eligibility Assessment to the Closed Examination is a maximum of 1 (one) month for minor revision, while for major revision maximum 2 (two) months.
- (4) If it exceeds the stipulated time limit, Promovendus is obliged to carry out a re-examination (Eligibility Assessment or Closed Examination).
- (5) Before the master's thesis/doctoral dissertation exam is carried out, students must attach a revised master's thesis/doctoral dissertation sheet according to the input of the board of examiners signed by the examiners and the advising team, then attached together with the master's thesis /doctoral dissertation manuscript.
- (6) All stages of the examination can only be carried out if:
 - a. students have passed all courses / research;
 - b. have completed all administrative obligations;
 - c. have been declared free from plagiarism through certain applications by the study program; and
 - d. pass the verification or are declared eligible in the National Certificate Numbering (PIN) system.
- (7) The exam schedule, the validity of the examinees and the examination rules will be further regulated by the study program.
- (8) The test result scores are announced in accordance with the applicable regulations.

16. The provisions of paragraph (4) in Article 35 are amended and to read as follows:

Article 35

- (1) Evaluation of learning outcomes is assessment criteria that is carried out in stages towards the achievement of the GPA to determine the ability of students to continue their studies.
- (2) Evaluation of student learning outcomes for a course is carried out by a lecturer or a team of lecturers to monitor the process and development of student learning outcomes.
- (3) Evaluation can be carried out by observing, giving assignments, written examinations and / or oral examinations / presentations;
- (4) Evaluation of learning outcomes of master program students:
 - a. phase I is carried out at the end of semester 2 (two) provided that:
 1. Already have the ability to speak English as evidence by a TOEFL certificate with a score of 450 or equivalent IELTS / TOEIC;
 2. If students are be able to collect at least 18 (eighteen) credits with a GPA \geq 3.25 (three point two five); or

3. If students...

3. if students are able to collect > 18 (eighteen) credits, but GPA < 3.25 (three point two five) then the highest score is taken up to 18 (eighteen) credits with a GPA \geq 3.25 (three point two five).
 - b. Phase II is carried out at the end of the program, at the latest at the end of semester 8 (eight), students must have collected and passed all the credits set for the master program and a GPA \geq 3.00 (three point zero zero).
- (5) Evaluation of students learning outcomes of by course doctoral program:
- a. phase I is carried out at the end of semester 3 (three) provided that the students have:
 1. Completed all classes by obtaining grade from each lecturer.
 2. Completed the research proposal exam (proposal).
 3. Already had the ability to speak English which can be proven by a TOEFL certificate score of 500 or equivalent IELTS / TOEIC.
 4. Had the ability to speak Indonesian for foreign (international) students with the lowest score of 375/intermediate.
 - b. Phase II is carried out at the end of semester 7 (seven), students must have completed a draft of doctoral dissertation research report and have carried out 1 (one) international seminar or publication in an accredited national journal;
 - c. Phase III is carried out at the end of the program, no later than at the end of semester 14 (fourteen), students must have passed all courses and completed the final dissertation exam as required for a doctoral program with a minimum GPA of 3.00 (three point zero zero).
 - d. Students must have 1 (one) article that has been accepted/published in a reputable international journal.
- (6) Evaluation of students learning outcome of by course doctoral program:
- a. phase I is carried out at the end of semester 2 (two) provided that the student has completed the research proposal exam (proposal).
 - b. already have the ability to speak English which can be proven by a TOEFL certificate score of 500 or equivalent IELTS / TOEIC.
 - c. phase II is carried out at the end of semester 7 (seven), students must have completed a draft of doctoral dissertation research report and have carried out 1 (one) international seminar or publication in an accredited national journal.
 - d. phase III is carried out at the end of the program, that at the latest at the end of semester 14 (fourteen), students must have passed all courses and completed the final doctoral dissertation exam as required for a doctoral program with a minimum GPA of 3.00 (three point zero zero).
 - e. students must have 2 (two) articles that have been accepted/published in a reputable international journal.
 - f. in the event that a student does not meet the evaluation requirements, supervising will be carried out by the study program.
- (7) Evaluation of doctoral program student learning outcomes through PMDSU:
- a. phase I is carried out at the end of semester 2 (two) provided that the students have:
 1. Completed all classes by obtaining grade from each lecturer;

2. Completed...

2. Completed a research proposal exam (proposal) to meet the qualification requirements for the doctoral program; and
 3. Already had the ability to speak English which can be proven by a TOEFL certificate score of 500 or equivalent IELTS / TOEIC.
- b. phase II is carried out at the end of semester 3 (three) provided that the students have:
1. Completed the first research and publish it in a reputable international journal;
 2. Prepared a research proposal for doctoral program by research;
 3. If based on the evaluation conducted by the Head of the Study Program and the Promoter Team on PMDSU students, it is stated that the student does not have the qualifications to continue to the doctoral program, then the student is given 1 (one) year to complete the master's program; and
 4. For students who meet the qualifications, they can continue to the doctoral program.
- c. phase III is carried out at the end of semester 7 (seven), students must have completed a draft of doctoral dissertation research report and have carried out 1 (one) international seminar or publication in an accredited national journal.
- d. phase IV is carried out at the end of the program, that at the latest at the end of semester 10 (ten), students must have passed all courses and completed the final doctoral dissertation exam as required for a doctoral program with a minimum GPA of 3.50 (three point five zero).
- e. In the 4 (four) year study period, PMDSU students must have 3 (three) articles that have been accepted/published in reputable international journals and 2 (two) articles in reputable indexed proceedings or accredited national journals.
- (8) Students who fail to meet the evaluation requirements are considered unable to participate in academic activities.
- (9) Students as referred to in paragraph (8) above are advised to submit a resignation letter to the Rector through the Dean.
- (10) If a student does not submit an application for resignation, the university will issue a Rector Decree regarding termination of study.
- (11) Procedures for submitting resignation are listed in the Appendix to this Regulation.

17. The provisions of Article 37 are amended and to read as follows:

Article 37

- (1) Academic leave is a period of not participating in academic activities for at least 1 (one) semester and a maximum of 2 (two) semesters, either consecutively or not.
- (2) Academic leave can only be given to students who have participated in academic activities for at least 2 (two) semesters, except for academic leave for special reasons.

(3) Academic leave...

- (3) Academic leave for special reasons is academic leave that is given because students experience unavoidable obstacles, including childbirth, carrying out state duties, university assignments or undergoing medical treatment which makes it impossible to participate in academic activities.
- (4) Leave is not counted as a study period.
- (5) Academic leave permission is not allowed for the previous semester (not retroactive).
- (6) Students who are on leave status are exempt from paying tuition fees per semester during leave.
- (7) Academic leave that is submitted after the class period is considered as absenteeism, and the tuition fee that must be paid is 100 (one hundred) percent of the tuition fee per semester.

18. The provisions of paragraph (3) and paragraph (4) of Article 39 are deleted and to read as follows:

Article 39

- (1) Applications for academic leave are submitted by the student concerned to the Dean during the administrative registration period, by filling in the form available in the faculty academic administration section and attach:
 - a. academic transcripts;
 - b. proof of latest tuition fee payment;
 - c. photocopy of Student Identity Card (KTM); and
 - d. supporting documents.
- (2) Based on the leave permit from the Dean, the faculty system operator is obliged to update the student's status to leave before the administrative registration period ends.

19. The provisions of Article 46 are amended and to read as follows:

Article 46

- (1) Students are declared to have passed their studies based on the determination of graduation at the faculty.
- (2) Determination of graduation can be carried out through judicium at the faculty/school/study program level.
- (3) Master program students are declared to have passed if they meet the following requirements:
 - a. have been declared to have passed the master's thesis examination board of examiners;
 - b. have submitted the revised version of the master's thesis which has been approved by board of examiners;
 - c. do not commit plagiarism in accordance with the applicable provisions;
 - d. have met the publication requirements that have been determined;
 - e. Minimum GPA of 3.00 (three point zero zero);
 - f. have the status of an active student in that semester and does not exceed the maximum study period set by the university;

g. complete...

- g. complete all administrative obligations including returning all borrowed library/laboratory collections;
 - h. have completed all obligations during the study period and/or assigned tasks in accordance with the curriculum set for the study program (including the master's thesis that has been revised); and
 - i. have uploaded the master's thesis summary to Undip repository.
- (4) Students of doctoral degree program are declared to have passed if they meet the following requirements:
- a. have passed the doctoral dissertation exam in front of the board of examiner in a closed exam;
 - b. have submitted a doctoral dissertation revision that has been approved by the Promoter Team;
 - c. do not commit plagiarism in accordance with the applicable provisions;
 - d. have met the publication requirements that have been determined;
 - e. Minimum GPA of 3.00 (three point zero zero);
 - f. have the status of an active student in that semester and does not exceed the maximum study period set by the university;
 - g. complete all administrative obligations including returning all borrowed library/laboratory collections;
 - h. have completed all obligations during the study period and/or assigned tasks in accordance with the curriculum set for the study program (including the dissertation that has been revised); and
 - i. have uploaded the doctoral dissertation summary to Undip repository.
- (5) Graduation after completing the postgraduate can be awarded with predicates consisting of:
- a. Satisfactory;
 - b. Very Satisfactory;
 - c. Cumlaude
- (6) The graduation predicate "Satisfactory" is given for a GPA of 3.00 (three point zero zero) up to 3.50 (three point five zero).
- (7) The graduation predicate "Very Satisfactory" is given for a GPA of 3.51 (three point five one) up to 3.75 (three point seven five).
- (8) The predicate for passing Cumlaude is given for a GPA of 3.76 (three point seven six) up to 4.00 (four point zero zero).
- (9) The Cum laude predicate is provided with the following conditions:
- a. Master's thesis/doctoral dissertation with A score and has published articles in accordance with the provisions;
 - b. the maximum study period is 6 (six) semesters for the master's degree program; or
 - c. the study period is no longer than 9 (nine) semesters for the doctoral program.
- (10) The Rector gives a certificate to graduates with Cumlaude predicate.

20. The provisions of Article 47 are amended and to read as follows:

Article 47

- (1) Undip holds a graduation ceremony for at least 4 (four) graduation periods in 1 (one) year.
- (2) The graduation...

- (2) The graduation ceremony can be hold online and/or offline.
- (3) Students who have been declared to have graduated from bachelor's degree education at Undip are entitled to attend the graduation ceremony in the graduation period, or at the latest 1 (one) period of graduation since they are declared graduated.
- (4) Students who have passed the bachelor's degree program will receive a degree certificate, academic transcript, SKPI.
- (5) Procedures and requirements for attending graduation ceremony are listed in the Appendix to this regulation.

21. Provisions of Article 52 are amended and to read as follows:

Article 52

- (1) Academic transcripts are given to students who have graduated from a study program after being decided in a graduation determination forum.
- (2) Academic transcripts contain information about:
 - a. Undip name;
 - b. Undip logo;
 - c. academic transcript number;
 - d. full name of the academic transcript holder;
 - e. place and date of birth of the academic transcript holder;
 - f. Student Registration Number (NIM);
 - g. Certificate Number;
 - h. higher education programs;
 - i. study program;
 - j. graduation date, month and year;
 - k. a list of courses taken and passed, semester credit system weight, and grades obtained, from the first semester to the final semester;
 - l. Grade point average
 - m. graduation predicate;
 - n. place, date, month and year of publication of the academic transcript;
 - o. name, Employee Identification Number (NIP) and signature of the Dean; and
 - p. faculty seal;
- (3) All courses taken by students, including repeat ones and those obtained via credit transfer, are included in the academic transcript.
- (4) Academic transcripts are written in letters and sizes standardized by Undip.
- (5) Academic transcripts are published in Indonesian and can be translated into English.
- (6) Academic transcripts are signed by the Dean or Vice Dean of Academic and Student Affairs.
- (7) Academic transcripts are published once for each graduate.
- (8) If the academic transcript is lost or damaged, the owner of the academic transcript can ask for a certificate to replace the academic transcript.

Academic transcripts will be submitted if students have met all administrative requirements at the faculty / study program level and / or at the university level

22. Provisions...

22. Provisions of Article 56 are amended and to read as follows:

Article 56

- (1) All kinds of academic violations in the teaching and learning process at Universitas Diponegoro will be subject to sanctions according to the provisions.
- (2) The types and procedures for examining and imposing sanctions for academic violations are regulated in the Undip Rector Regulation

23. Provisions in Article 57 are removed.

24. Provisions in Article 58 are removed.

25. Provisions of Article 60 are amended and to read as follows:

Article 60

With the enactment of this Rector Regulation, then:

- a. All regulations governing academics remain valid as long as they do not conflict with this Rector Regulation.
- b. All processes occurring based on the provisions of the Rector Regulation Number 5 of 2020 on Academic Regulation for Postgraduate Programs can continue as long as they do not conflict with this Rector Regulation no later than 1 (one) year from the enactment of this regulation.

26. The provisions in Appendix D is amended and to read as follows:

D. PROCEDURES AND REQUIREMENTS FOR ATTENDING GRADUATION

1. Registration of participants in the graduation ceremony is carried out at the faculty.
2. Procedures of participating in graduation ceremony:
 - a. Students fill out the graduation registration form through the information system that has been provided; and
 - b. Upload the required documents.
3. Requirements for participating in graduation ceremony:
 - a. Graduation Statement Letter signed by the Dean;
 - b. Passport photo 3 x 4 cm;
 - c. Photocopy of ID card;
 - d. Proof of payment of UKT and SPI;
 - e. Clearance letter of borrowing books from faculty and university libraries signed by the Head of the Library; and
 - f. A signed statement of correctness of identity form on a stamp duty.
4. The list of names of graduates (participants) who will graduate at the latest has been received by the Academic and Student Affairs Administration Bureau 3 (three) weeks before the graduation ceremony day.

5. Registration...

5. Registration of participants in the graduation ceremony shall be attached by 1 (one) passport photo, with provisions:
 - a. The background color is red;
 - b. Photo sized 3 x 4 cm. Male graduate candidates should wear a tie.
 - c. Facing straight ahead
 - d. Not wearing black sunglasses
 - e. Both ears must be visible
 - f. Wearing the alma mater jacket
 - g. Not allowed to wear headgear; and
 - h. Photo for female students who wear a hijab/headscarf on official document / degree certificate, etc., in accordance with the circular letter of the Chief of General Staff of the Indonesian Armed Force number B/678.01/30/05/SET dated March 8, 1991 and Circular of the Director General of Higher Education, Department of Education and Culture addressed to the Leadership Council of Indonesian Ulema Council No. 4277 / D / T / 91 dated 1 October 1991 stated that:
 - h.1. According to the instructions of the Ministry of Education and Culture, a female student, if she wishes, she can wear a headscarf that covers her ears in the photo.
 - h.2. If in the future, for a purpose, a photo in which the person concerned is required not to wear a hijab/headscarf and/or show her ears, Universitas Diponegoro cannot replace the document and/or provide other information related to the identity of the person concerned because of the difficulty in ensuring it.
6. Academic attire at the graduation ceremony:
 - a. male:
 - Top: long sleeved white shirt;
 - Bottom: black trousers with non-jeans material;
 - Hair neatly styled;
 - Footwear: formal shoes (not sports shoes); and
 - Wearing a toga.
 - b. female:
 - Wearing a *kebaya* or national dress;
 - Not allowed to wear trousers;
 - The slit in the skirt should not be above the knee;
 - For graduates who do not have a headscarf/hijab, their hair must be tied in a bun (untied);
 - Footwear: flat shoes or high heels not more than 5 cm; and
 - Wearing a toga.
7. In the event that a graduate does not meet the requirements as referred to in numbers 1 to 6 above, the graduation committee may refuse the person concerned to attend the graduation.

27. Additional...

27. Additional provision of Letter E in the Appendix:
D.Flow of Fast Track Program Implementation at Universitas Diponegoro.

SMT S1	SMT S2	Bachelor's Degree Program	Master's Degree Program	Description
1-6	-	<div>Student is registered and take Bachelor's degree program</div>		<ul style="list-style-type: none"> The Student Identity Number (NIM) is registered as a Bachelor's degree student Tuition Fee (UKT) of Bachelor's degree level
7-8	-	<div>Research And Undergraduate Thesis</div>	<div>Sit in Student in Master's degree Program</div>	<ul style="list-style-type: none"> The Student Identity Number (NIM) is registered as a Bachelor's degree student The initial condition of semester 7 is minimum 124 credits with 3.51 of GPA Tuition Fee (UKT) of Bachelor's degree level
End of semester 7 or 8	-	<div>Evaluation</div>	<div>Graduation Student of Bachelor's degree (3.5-4 years study period)</div>	The evaluation of Fast Track students: <ul style="list-style-type: none"> In the end of semester 7 or 8, students must finish their undergraduate thesis to continue to Master's Degree Level If the student is not passed the evaluation, the student is given the opportunity to continue the Bachelor's degree program as regular student
-	1	<div>The student continues as a regular bachelor's degree student</div>	<div>Student is registered in Master's degree program by research and starts the Master degree research</div>	<ul style="list-style-type: none"> Graduate/Bachelor's Degree Graduation NIM transfer
-	2-3		<div>Research and Master's Thesis</div>	<ul style="list-style-type: none"> Tuition Fee (UKT) of Master's Degree Level
-	-3	<div>Bachelor's degree graduation</div>	<div>Master's degree graduation</div>	<ul style="list-style-type: none"> Fulfill the minimum study period of Master's Degree Level, namely 1,5 years Publication requirement are met (1 reputable International journal)

28. Additional provision of Letter F in the Appendix:

E. Flow of PMDSU Education Program Implementation at Universitas Diponegoro.

SMT	Master's Degree Program	Doctoral Degree Program	Description
1-2	<div>Student is registered and take Master's degree program</div>		<ul style="list-style-type: none">The Student Identity Number (NIM) is registered as a Master's degree StudentTuition Fee (UKT) of Master's degree Level
3	<div>Research And Master's Thesis</div>	<div>Sit in Student in Doctoral degree Program</div>	<ul style="list-style-type: none">The Student Identity Number (NIM) is registered as a Master's degree studentThe initial condition of semester 7 is minimum 124 credits with 3.51 of GPATuition Fee (UKT) of Bachelor's Degree Level
End of semester 3	<div>Evaluation</div>	<div>Graduation Student of Master's degree (1,5 years study period)</div>	<p>The evaluation of PMDSU students:</p> <ul style="list-style-type: none">In the end of semester 3, students must finish their master thesis to continue to Doctoral degree level If the student is not passed the evaluation, the student is given the opportunity to continue the Master's degree program as regular student
4	<div>The student continues as a regular Master's degree student</div>	<div>Student is registered in Doctoral degree program and starts the Doctoral degree research</div>	<ul style="list-style-type: none">BAA automatically transfers the data of student from Master's degree to Doctoral degree and changes the Doctoral degree NIMTuition Fee (UKT) of Doctoral degree
5-8		<div>Research and Disertation</div>	<ul style="list-style-type: none">Tuition Fee (UKT) of Doctoral degree
9		<div>Doctoral degree graduation</div>	<ul style="list-style-type: none">Fulfill the minimum study period of Doctoral degree level, namely 3 yearsPublication requirement are met (3 reputable International journal and minimum 1 national proceeding/journal of Doctoral degree)

29. Additional...

29. Additional provisions to Letter G in Appendix:

(1) G. The examination stages for master program students include:

No	Stages	Requirements	Board of Examiners
1	Proposal seminar / research proposal examination	has received approval from the Advisor Team and the Head of Study Program	consists of an advisor and 1 (one) to 2 (two) examiner(s)
2	Examination of result seminar of master's thesis research	has completed the research, and the research report manuscript has been approved by the Advisor Team and the Head of Study Program	consists of an advisor and 1 (one) to 2 (two) examiner(s)
3	Master's thesis examination	has received approval for master's thesis manuscript from the advisor team	consists of an advisor and 2 (two) to 3 (three) examiners

30. Additional provision of Letter H in the Appendix:

31. H. Examinations stages for doctoral program student include:

No	Stages	Requirements	Board of Examiners
1	Proposal seminar / research proposal examination	has received approval from the Advisor Team and the Head of Study Program	consists of an advisor and 1 (one) to 2 (two) examiner(s)
2	Examination of result seminar of doctoral dissertation research	has completed the research, and the research report manuscript has been approved by the Advisor Team and the Head of the Study Program	consists of an advisor and 1 (one) to 2 (two) examiner(s)
3	Examination of the feasibility assessment of doctoral dissertation manuscript	has completed a doctoral dissertation manuscript approved by the Advisor/Promoter Team and the head of the Study Program	conducted by a team of feasibility assessors consisting of 5 (five) to 6 (six) examiners, consisting of the chief of examiner (dean/head of study program), and member of examiners including 1 (one) external examiner.
4	Closed Examination	has received approval for the doctoral dissertation manuscript from the Promoter Team and the Head of the Study Program	consists of 5 (five) to 6 (six) examiners, including 1 (one) external examiner who comes from outside Undip

Article II

The Rector Regulation shall come into effect as from the date of its enactment.

Enacted in Semarang
December 28, 2020

RECTOR OF UNIVERSITAS DIPONEGORO,

signed

PROF. DR. YOS JOHAN UTAMA, S.H., M.HUM.
NIP 196211101987031004

This Copy Conforms to the Original
Secretary of the University

signed

Prof. Dr. dr. Anies, M.Kes., PKK
NIP 195407221985011001