

**Q1. Full name of your institution in English**

University of Indonesia

Official name: UNIVERSITAS INDONESIA

Q2. Student quota: number of exchange students you can accommodate from Waseda University

5

Q3. Categories of exchange students you will accept

In general, you must:

Students from all major from home university though at UI student will enrolled at the Faculty of Humanities and Faculty of Economics

have completed at least one year of full-time study at the time of application

be recommended by your faculty, proven with a recommendation letter signed by the dean of the faculty

have achieved a minimum GPA of 3.0 or higher (on a 4-point scale, or its equivalent)

be able to actively communicate in English, proven with minimum TOEFL score of 500 or its equivalent on other system

Required Documents

For application, you need to submit the following documents

Certificate of enrollment from your university

Certified university transcript (in English)

2 (two) letter of recommendation

1 (one) copy of passport

Certificate of health

Statement of financial guarantee

2 (two) current passport photos

A statement of purpose (in Bahasa Indonesia/English, 500 words, explaining your purpose of study)

1 (one) copy of evidence of English proficiency (min. TOEFL score of 500, IELTS of 5.5)

Completed Learning Agreement (if credit transfer is needed)

Completed housing form

Q4. Study Period

<http://www.ui.ac.id/en/admission/page/guidelines-for-students>

1 September – End of January

Q5. Is enrollment open to students of any nationality including your own country? If "no", please specify all restrictions.

We are open for any nationality except Indonesian

Q6. GPA requirement on the 4-point scale (Please also indicate any other specific requirements regarding grades.)

minimum GPA 3.0 on the 4 point scale

Q7. TOEFL requirements: Please specify required minimum scores on PBT and iBT. Please add section-score requirements if there are any.

For international classes

**Minimum ~~PBT 500~~ TOEFL ITP510, PBT510, iBT64, TOEIC600, IELTS5.0
iBT 55**

Exchange students may be considered for taking classes in international programs, if the desired courses (in the regular programs) are not offered for some reasons. However, it is important to note that attendance in the international class will be subject to approval of the program director or relevant professor.

TOEIC	TOEFL Paper	TOEFL CBT	TOEFL IBT	IELTS	Cambridge Exam	CEFR	VEC Online Score
	437 - 473	123 - 150	41 - 52	4.0	PET	B1	54 - 57
405 - 600	477 - 510	153 - 180	53 - 64	4.5 - 5.0	PET (IELTS 4.5)	B1 (IELTS 4.5)	58 - 65
					FCE (IELTS 5.0)	B2 (IELTS 5.0)	
Top Score	Top Score	Top Score	Top Score	Top Score	Top Score	Top Level	Top Score
990	677	300	120	9	100	C2	100

Q7-a. How many class hours per week of the beginner local language courses (other than English) do you have?

Not applicable

Q8. What kind of accommodation is available? (Housing fee is covered by Waseda University.)

We don't have enough rooms in on-campus university dormitory, and the priority is also given to students from eastern part of Indonesia, so we usually suggest exchange students to find off-campus accommodation but we can assist them to find the accommodation (estimated fee: USD \$ 250-300/month)
 We will book the accommodation for your students at the Apartment that located within walking distance from the university. Please find attached the accommodation information.

Q9. How much will estimated living cost be for a month stay? Please tell us a rough overall amount in your currency.

Minimum IDR 6,100,000

Q9-a. Please break down the overall amount answered in Q9.

Expenses	Estimated Cost in IDR	Estimated Cost in USD
Housing	Rp 2,500,000	\$ 250
Meals	Rp 2,000,000	\$ 200
Daily needs	Rp 800,000	\$ 80
Books & Supplies	Rp 150,000	\$ 15
Transportation	Rp 500,000	\$ 50
Communication	Rp 150,000	\$ 15
Total	Rp 6,100,000	\$610

Q10. Number of courses you would recommend an exchange student should take during one semester

Not more than 15 credits

Q11. Insurance plan: Is an exchange student required to purchase a compulsory insurance plan (e.g., health insurance plan) designated by your university or country? If "yes", how much does it cost?

<p>Our students exchange has to have a health insurance prior their arriving to UI although we did not require our students to take one particular insurance provider. Exchange students have to arrange their health insurance coverage prior to leaving their home countries. It is the responsibility of the students to arrange their own medical insurance to protect against medical expenses during their exchange. They will be required to show their respective insurance policy and cover after they arrived at UI.</p> <p>Exchange students will be issued exchange student ID cards and are entitled to free on-campus clinical services and basic dental treatment at concessionary rates.</p>
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Q11-a. If your answer to Q11 is "yes", is a waiver available, provided that the student purchases an insurance plan designated by Waseda University? Please state specific "conditions" if any.

Our university did not recommend any particular health insurance provider. You can recommend any health insurance for your students as long as it covers health and accidents if happen.

Q12. Application documents

- 1. A completed application form**
- 2. A nomination letter from home institute**
- 3. 2 references in signed and sealed envelopes**
- 4. An official transcript of academic records (to be issued by the institute presently being attended)**
- 5. An English proficiency score record (for non-native speaker of English)***
- 6. A copy of passport**
- 7. Study plan / description of academic interests (on a separate sheet of A4-sized paper)**
- 8. Eight 1-inch-colored photos (with blue background) taken no more than six months in polite attire or a civil servant's uniform, signed on the reverse side, one of which should be attached to the application form.**

*** It is required for the exchange student who would like to study in International Program.**

Q13. Any comments and other useful information (e.g., visa, orientation, local information)

Important Dates for Odd Semester Academic Year 2014/15

Semester period	1 September 2014 - 2 January 2015
Pick up arrangements	17-19 August 2014
Orientation day	20 August 2014
Registration for non degree program	21 August 2014

Visa

Please be advised that a tourist visa is not recommended for this program. We recommend your students to take Socio Cultural Visa before their leave their home country. The International Office at your home university is to help you in obtaining the appropriate visa to enter the country where your host university is located. The host university (UI) will give you a Letter of Acceptance to help with obtaining a visa. After you get your Socio Cultural Visa, we will process your study permit. The process of your study permit can be done at home country or after arriving Indonesia. However, you are expected to cover the visa fees determined by the respective embassy for the Socio Cultural visa and for your study permit.

