



# FACT SHEETS

## Undergraduate Program

### Incoming Exchange Students

### 2017/2018

FEB UGM is member of





**AAPBS**  
Association of Asia-Pacific Business Schools






**ASEAN**  
University  
Network



**FACT SHEET 2017/2018 for INCOMING EXCHANGE STUDENTS**  
**UNDERGRADUATE PROGRAM,**  
**FACULTY ECONOMICS AND BUSINESS, UNIVERSITAS GADJAH MADA**

GENERAL INFORMATION	
<b>University</b>	Universitas Gadjah Mada (UGM) <a href="http://www.ugm.ac.id">http://www.ugm.ac.id</a>  <b>Rector:</b> Prof. Ir. Dwi Karita Karnawati, M.Sc., Ph.D. 
<b>Faculty</b>	Faculty of Economics and Business (FEB) <a href="http://www.feb.ugm.ac.id">http://www.feb.ugm.ac.id</a>  <b>Dean:</b> Eko Suwardi, M.Sc., Ph.D. 
<b>Program</b>	<b>International Undergraduate Program</b> <a href="http://feb.ugm.ac.id/iup/">http://feb.ugm.ac.id/iup/</a>  <b>Chair of Management Department:</b> Amin Wibowo, MBA., Ph.D. <b>Deputy Chair of Management Department:</b> Dr. C Budi Santoso, M.Bus.  <b>Chair of Accounting Department:</b> Sony Warsono, MAFIS., Ak., CA., Ph.D. <b>Deputy Chair of Accounting Department</b> Syaiful Ali, MIS, Ph.D., Ak., CA.  <b>Chair of Economics Department</b> Prof. Dr. Lincoln Arsyad, M.Sc. <b>Deputy Chair of Economics Department</b> Eny Sulistyanningrum, M.A., Ph.D.
<b>Address, Phone, Fax, &amp; Email</b>	<b>International Undergraduate Program FEB UGM</b> Jl. Sosio Humaniora, Bulaksumur 55281 Tel.: +62 274 548510 ext. 123, 112, 333, 334 / Fax.: +62 274 557243 E-Mail: <a href="mailto:oia.feb@ugm.ac.id">oia.feb@ugm.ac.id</a> / <a href="mailto:akadfeb@gmail.com">akadfeb@gmail.com</a>
<b>Academic Level</b>	Undergraduate level
ADMISSION & CONTACT	
<b>Application procedure</b>	The future international students coming to study within the program of double degree or exchange should be officially nominated by the host universities, not on individual basis. Tuition fee will be applied for free movers (international students coming to study in individual basis).

<p><b>Contact Person</b> (Incoming &amp; Outgoing Students)</p>	    	<p>Wieda Herdiana, S.S. Coordinator Office of International Affairs Email: <a href="mailto:widaherdiana@ugm.ac.id">widaherdiana@ugm.ac.id</a> Tel.: +62 274 548510 Ext 333</p> <p>Yulia Ramadika, A.Md. Staff Office of International Affairs Email: <a href="mailto:oia.feb@ugm.ac.id">oia.feb@ugm.ac.id</a> Tel.: +62 274 548510 Ext 333</p> <p>Jayanti Mahadewi, A.Md. Staff Office of International Affairs Email: <a href="mailto:oia.feb@ugm.ac.id">oia.feb@ugm.ac.id</a> Tel.: +62 274 548510 Ext 334</p>	
<p><b>Qualifications</b></p>	<ul style="list-style-type: none"> <li>• Be nominated by our University's partner</li> <li>• Have TOEFL ITP score min. 550 or IELTS 6.0 (for double degree students) and TOEFL ITP min. 500 or IELTS 5.5 (for exchange students)</li> <li>• Have completed minimum two years at the home universities</li> </ul>		
<p><b>Required Document to be sent for application</b></p>	<ol style="list-style-type: none"> <li>1. Student Exchange/DD Application Form</li> <li>2. Admission form</li> <li>3. Nomination letter from home University</li> <li>4. Copy of academic transcript</li> <li>5. Passport size photos (4 pieces)</li> <li>6. Copy of Passport (minimum validity is 24 months after finishing study at FEB UGM)</li> <li>7. Curriculum Vitae (resume, personal data)</li> <li>8. Statement of good health from applicant's doctor</li> <li>9. Personal Statement</li> <li>10. Statement of financial guarantor</li> <li>11. Proof of TOEFL ITP or IELTS score (meet the requirement)</li> </ol>		
<p><b>Deadline Application For Exchange</b></p>	<p>We should receive all required document before:</p> <ul style="list-style-type: none"> <li>• <b>August 31</b> for Semester of <a href="#">January - June</a></li> <li>• <b>March 31</b> for Semester of <a href="#">August - December</a></li> </ul>		
<p><b>Duration for Exchange</b></p>	<p><b>One semester (14 weeks):</b> 7 weeks of courses, 2 weeks of mid exam 7 weeks of courses, 1 week of exam break, 3 weeks of final exam.</p>		
<p><b>Course Registration</b></p>	<p>One week prior the semester starts</p>		

<b>Tuition Fee</b>	<p>Students from our University's partner with MOU: Non-refundable service fee is applied. Tuition fee is exempted during the exchange period.</p> <p>Students from non-partner university: Non-refundable service fee and tuition fee are all applied. Please contact oia.feb@ugm.ac.id for further information.</p>												
<b>ACADEMICS</b>													
<b>Academic Calendar 2016/2017</b>	<p>❖ <b>August 2017 – January 2018</b> Orientation: 1<sup>st</sup> week of August 2017 Semester period: 2<sup>nd</sup> week of August 2017 – last week of December 2017</p> <p>❖ <b>February 2018 – June 2018</b> Orientation: 3<sup>rd</sup> week of January 2018 Semester period: 3<sup>rd</sup> week of January 2018 – third week of June 2018</p>												
<b>Available Courses in English</b>	Courses offered in Accounting, Management, and Economics (available in separate sheet)												
<b>IUP FEB UGM Credit Hours</b>	Each course weighs three credits. One credit course is composed of 50 minutes of lecture, 50 minutes of structured assignment, and 50 minutes of independent study. Therefore, a three credit course will include a weekly learning activities; 150 minutes of lectures, 150 minutes of structured assignment, and 150 minutes of independent study.												
<b>Course for Exchange students</b>	Incoming Exchange students are free to choose courses from available courses regardless of their study field. International students may consult with their academic advisor at home university for the course selection. The minimum number of credit to be taken is 9 credits (3 courses) and the maximum is 18 credits (6 courses).												
<b>Teaching Methods</b>	Students are strongly advised to prepare the course materials before. The teaching methods applied at the undergraduate program will be mostly done by lectures. Students will be asked to be actively involved during the lecture. Students' participation in terms of individual/group presentation, mini research projects, or quizzes are all found in many subjects offered at the undergraduate program. Tutorial classes can be given for certain subjects depending the type of the course. Seminar classes are offered every semester. Within it, students are expected to work with research articles, present their insights and finding upon reading the articles. They are also encouraged to involve in the class discussion, and prepare a literature paper upon the completion of the lecture meeting.												
<b>Grading Systems</b>	<table border="1" data-bbox="391 1671 786 1892"> <thead> <tr> <th>Score</th> <th>Grade</th> </tr> </thead> <tbody> <tr> <td>90 – 100</td> <td>A</td> </tr> <tr> <td>85 – 89</td> <td>A-</td> </tr> <tr> <td>81 – 84</td> <td>B+</td> </tr> <tr> <td>70 – 80</td> <td>B</td> </tr> <tr> <td>65 – 69</td> <td>B-</td> </tr> </tbody> </table>	Score	Grade	90 – 100	A	85 – 89	A-	81 – 84	B+	70 – 80	B	65 – 69	B-
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<b>Class Size</b>	Class size typically ranges between 15 to 30 students																																						
<b>Course Schedule</b>	Schedule is prepared for every period showing the start and the finish time for each class. Detail mid and final exam are included. Classes are usually scheduled in timeslot running from 07:00 to 19:00, Monday to Friday. Each meeting lasts for 150 minutes. International students will be able to look at the schedule as well as the exams directly at <a href="https://academics.feb.ugm.ac.id/login.php">https://academics.feb.ugm.ac.id/login.php</a> (username and password will be given in the orientation day)																																						
<b>Student service</b>	<ul style="list-style-type: none"> <li>• Students have access to computer lab, Wireless Internet, and the Library, and</li> <li>• There are also numerous student clubs managed by FEB UGM students; Futsal, Basketball, Soccer, Hiking, traditional dance, etc.</li> </ul>																																						
<b>Insurance &amp; Visa</b>																																							
<b>Insurance</b>	Universitas Gadjah Mada provides health insurance (Takaful) for all students (both local and international). International Students can choose to purchase Takaful insurance as stated in their Letter of Offer (LO) or to bring their own Insurance from their home country. The insurance should cover health, accident, and life. For non-degree students, they have to bring their own insurance from their home country.																																						
<b>Visa</b>	<p>The type of visa for studying purposes will use Limited Stay Visa/VITAS. OIA FEB UGM will assist the process to obtain it. It takes 4 months in order to get the appropriate visa, the procedure is as follows:</p> <ol style="list-style-type: none"> <li>1. International students will get an Offer Letter to pay for non-refundable service fee upon submitting the application.</li> <li>2. The letter of acceptance is issued upon completing the service fee payment.</li> <li>3. The application will be then processed for a study permit at the ministry of National Education and Culture. The process takes up to 1-2 months.</li> <li>4. The calling visa/visa authorization can be processed once the study permit is</li> </ol>																																						

	<p>available. Such process will take 6-8 weeks. The visa authorization will be telexed to the Indonesian embassy as appointed by the students.</p> <p><b>Please note that calling visa/visa authorization IS NOT A VISA.</b> It is a permission from our immigration office in Jakarta that the pertinent student is allowed to apply for VITAS/temporary stay visa for study purpose.</p> <p>5. A copy of calling visa is released as a proof and is required to have when submitting the documents to apply for VITAS at the Indonesian embassy.</p>												
<b>Living in Yogyakarta</b>													
<b>Further services for exchange and Double Degree students</b>	<ul style="list-style-type: none"> <li>• OIA FEB UGM collaborates with students organization called GLF (Global Leadership Forum) to provide assistances for international students related to the accommodation, buddy program, cultural integration day, tandem learning and other assistance needed.</li> <li>• Every international student will be paired with one FEB student to help him/her finding an accommodation and first establishment in Yogyakarta. The international student will also get help for Indonesian language and culture program.</li> </ul>												
<b>Cost of Living</b>	<p>For International students, you need approximately +- USD 500 per month to cover your living and study expenses, housing included.</p> <table border="1" data-bbox="391 783 1040 1005"> <thead> <tr> <th>Items</th> <th>Estimation Cost (monthly basis)</th> </tr> </thead> <tbody> <tr> <td>Accommodation</td> <td>IDR1,000,000 – IDR5,000,000</td> </tr> <tr> <td>Transportation</td> <td>IDR500,000 – IDR1,000,000</td> </tr> <tr> <td>Meals</td> <td>IDR1,000,000 – IDR2,000,000</td> </tr> <tr> <td>Telephone</td> <td>IDR500,000</td> </tr> <tr> <td>Books &amp; Study</td> <td>IDR300,000 – IDR1,000,000</td> </tr> </tbody> </table> <p>However, these figures are monthly forecast expenses, the expenses will depend on your life-style.</p>	Items	Estimation Cost (monthly basis)	Accommodation	IDR1,000,000 – IDR5,000,000	Transportation	IDR500,000 – IDR1,000,000	Meals	IDR1,000,000 – IDR2,000,000	Telephone	IDR500,000	Books & Study	IDR300,000 – IDR1,000,000
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<b>Accommodation</b>	<p><b>On Campus:</b>  <a href="http://www.residence.ugm.ac.id/">http://www.residence.ugm.ac.id/</a>  <a href="http://www.be3.com/en-us/asia/indonesia/yogyakarta/wisma_mmugm_hotel.html?cur=IDR">http://www.be3.com/en-us/asia/indonesia/yogyakarta/wisma_mmugm_hotel.html?cur=IDR</a></p>												
<b>Transportation</b>	<p>You do not have to worry about transportation you can take when you are in Yogyakarta. There are so many kinds of transportation: <i>becak</i> (pedicab), <i>andong</i> (four-wheeled carriage drawn by two horses), <i>ojek</i> (motorcycle taxi), taxis, buses, and Trans Jogja buses. Of course you can rent a bicycle, motorcycle, or car if you want to. For your information, the roads in Yogyakarta are busy, especially in business hours. Many Yogyakartaans ride motorcycles to get around the city. Some others certainly prefer to drive their cars.</p>												

# COURSE LIST

## MANAGEMENT DEPARTMENT

Fall (I)		Spring (II)	
Finance			
Course	Code	Course	Code
Indonesian Language and Culture	BDU1105	Indonesian Language and Culture	BDU1105
Indonesian Values and Ideology	UNU1100	Indonesian Values and Ideology	UNU1100
Business Environment: Sociology & Politics	SPD1303	Business Environment: Sociology & Politics	SPD1303
Portfolio Management and Investment Analysis	MAN3103	Portfolio Management and Investment Analysis	MAN3103
International Business	MAN3506	International Business	MAN3506
Business Communication and Negotiation	MAN4513	Business Communication and Negotiation	MAN4513
Entrepreneurship	MAN3510	Business Plan	MAN3503
Business Ethics	MAN3509		
Risk Management	MAN3106		

Marketing			
Course	Code	Course	Code
Indonesian Language and Culture	BDU1105	Indonesian Language and Culture	BDU1105
Indonesian Values and Ideology	UNU1100	Indonesian Values and Ideology	UNU1100
Business Environment: Sociology & Politics	SPD1303	Business Environment: Sociology & Politics	SPD1303
Portfolio Management and Investment Analysis	MAN3103	Portfolio Management and Investment Analysis	MAN3103
International Business	MAN3506	International Business	MAN3506
Business Communication and Negotiation	MAN4513	Business Communication and Negotiation	MAN4513
Entrepreneurship	MAN3510	Business Plan	MAN3503
Business Ethics	MAN3509	Service Marketing	MAN3207
Global Marketing	MAN3203		
E-Marketing	MAN2206		
Marketing in Management	MAN2204		
Consumer Behavior	MAN3204		

<b>Operation</b>			
<b>Course</b>	<b>Code</b>	<b>Course</b>	<b>Code</b>
Indonesian Language and Culture	BDU1105	Indonesian Language and Culture	BDU1105
Indonesian Values and Ideology	UNU1100	Indonesian Values and Ideology	UNU1100
Business Environment: Sociology & Politics	SPD1303	Business Environment: Sociology & Politics	SPD1303
Portfolio Management and Investment Analysis	MAN3103	Portfolio Management and Investment Analysis	MAN3103
International Business	MAN3506	International Business	MAN3506
Business Communication and Negotiation	MAN4513	Business Communication and Negotiation	MAN4513
Entrepreneurship	MAN3510	Business Plan	MAN3503
Business Ethics	MAN3509		
Project Management	MAN3403		
International Operation Management	MAN3406		
Operation and Innovation Management	MAN2402		

<b>HRM - Management</b>			
<b>Course</b>	<b>Code</b>	<b>Course</b>	<b>Code</b>
Indonesian Language and Culture	BDU1105	Indonesian Language and Culture	BDU1105
Indonesian Values and Ideology	UNU1100	Indonesian Values and Ideology	UNU1100
Business Environment: Sociology & Politics	SPD1303	Business Environment: Sociology & Politics	SPD1303
Portfolio Management and Investment Analysis	MAN3103	Portfolio Management and Investment Analysis	MAN3103
International Business	MAN3506	International Business	MAN3506
Business Communication and Negotiation	MAN4513	Business Communication and Negotiation	MAN4513
Entrepreneurship	MAN3510	Business Plan	MAN3503
Business Ethics	MAN3509	Human Resource Management	MAN3302
Cross Cultural Management	MAN3303	Strategic Management	MAN3305
International HRM	MAN2307		
Organizational Behavior	MAN2301		



## COURSE LIST ECONOMICS DEPARTMENT

Semester			
Fall (I)		Spring (II)	
Course	Code	Course	Code
Indonesian Language and Culture	BDU1105	Indonesian Language and Culture	BDU1105
Indonesian Values and Ideology	UNU1100	Indonesian Values and Ideology	UNU1100
Business Environment: Sociology & Politics	SPD1303	Business Environment: Sociology & Politics	SPD1303
Business Communication and Negotiation	MAN4513	Business Communication and Negotiation	MAN4513
Entrepreneurship	MAN3510	Business Plan	MAN3503
International Business	MAN3506	International Business	MAN3506
Indonesian Economy	EKO3104	Indonesian Economy	EKO3104
Development Economics	EKO2601	Introduction to Economics 2 (Macroeconomics)	EKO1106
Industrial Economics	EKO3501		

## COURSE LIST ACCOUNTING DEPARTMENT

Semester			
Fall (I)		Spring (II)	
Course	Code	Course	Code
Indonesian Language and Culture	BDU1105	Indonesian Language and Culture	BDU1105
Indonesian Values and Ideology	UNU1100	Indonesian Values and Ideology	UNU1100
Business Environment: Sociology & Politics	SPD1303	Business Environment: Sociology & Politics	SPD1303
International Business	MAN3506	International Business	MAN3506
Business Communication and Negotiation	MAN4513	Business Communication and Negotiation	MAN4513
Entrepreneurship	MAN3510	Business Plan	MAN3503
Portfolio Theory and Investment Analysis	AKU4612	Portfolio Theory and Investment Analysis	AKU4612
Business and (Accounting) Profession Ethics	AKU3610	Business and (Accounting) Profession Ethics	AKU3610
Financial Statement Analysis	AKU3106	Financial Statement Analysis	AKU3106
System Information Technology	AKU2402	Accounting Information System	AKU2403