

### UNIVERSITY PARTNER PROFILE

BACKGROUND INFORMATION		
Full Name of Institution		
English Name of Institution (if applicable)		
Full address		
Location details (City Center, Province, etc)		
Campus Google Map Link		
Year established		
Website		
Type of Institution (Private/ Public)		
List of Majors/Faculties available		
Facilities (Library, Auditorium, Computer Lab, Canteen, Clinic, etc)		
Classroom (Size/Capacity)		
Student population	Total number of students	
	No. of international/exchange students	
Tuition/Course Fee (per semester)		
Other Fees (Please specify)		

ACADEMIC INFORMATION			
Academic Calendar		1 <sup>st</sup> Intake	2 <sup>nd</sup> Intake
	Nomination Deadline		
	Document completion deadline		
	Arrival Period		
	Orientation Day		
	Start of Classes		
	End of Classes		
	Exams (Mid/Final)		
Holidays			
Number of students allowed for exchange per semester			
Minimum number of credits per semester			
Maximum number of credits per semester			
Grading Composition			
Credit Description	Number of credit per course		
	Number of contact hours in a week (for each credit)		
	Number of teaching week in a		

	semester	
Course syllabus for all subjects available for student exchange (with # of credits)		

LIVING ABROAD		
Accommodation	Type (Shared room, apartment, dorm type, etc)	
	Proximity to campus	
	Proximity to establishments (convenient stores, hospital, mall, etc)	
	Approx. cost per month	
	Facilities	
	Application Deadline	
	Website	
Transportation options & Costs		
Estimated cost of living per month		
Flight/transportation	Entry point airport	
	Means of going to the university/accommodation	
	Arrival pick up service	
Insurance		
Visa Regulations	Kind of visa	
	Duration of processing	
	Documents required	
Indonesian Student Association	Name of Association	
	Contact (Email/Number)	
Support for Exchange Students		

CONTACT INFORMATION		
Department in-charge for Student Exchange		
Main contact person for Student Exchange	Name	
	Position	
	Email	
	Direct Phone Number	
Other contact person for Student Exchange	Name	
	Position	
	Email	
	Direct Phone Number	
For general inquiries		