

DECISION OF RECTOR OF UNIVERSITY OF INDONESIA

Number: 838A/SK/R/UI/2006

CONCERNING

ADMINISTRATION OF STUDENTS' STUDY ACHIEVEMENT  
OF UNIVERSITY OF INDONESIA

THE RECTOR OF UNIVERSITY OF INDONESIA

Considering:

- a. that University of Indonesia since academic year of 2006/2007 has applied a system of academic administration using next generation academic information system (SIAK NG) for all education hierarchy in University of Indonesia;
- b. that documenting students' study result constitutes a part of SIAK NG system;
- c. that in relation with points a and b above, it is necessary to stipulate with Rector decision on administration of students' study result in University Of Indonesia.

- In view of:
1. Law Number 20 of 2003 on National Education System;
  2. Government Regulation Number 60 of 1999 on Higher Education;
  3. Government Regulation Number 61 of 1999 on Stipulation of State University as State Legal Entity;
  4. Government Regulation Number 152 of 2000 on Stipulation of University of Indonesia as State Owned Legal Entity;

5. Decision of National Education Minister No. 045/U/2002 on Curriculum of Higher Education;
6. Decision of National Education Minister No. 232/U/2000 on Guidance for Composing Higher Education Curriculum and Evaluation of Students' Study Result;
7. Decision of Board of Trustee Assembly of University of Indonesia Number 007/SK/MWA-UI/2002 on Appointment of Rector of University of Indonesia;
8. Decision of Board of Trustee Assembly of University of Indonesia Number 006/SK/MWA-UI/2004 on Academic Education Curriculum of University of Indonesia.
9. Decision of Rector of University of Indonesia Number 478/SK/R/UI/2004 on Evaluation of Students' Study Achievement of University of Indonesia.

HAS DECIDED

To stipulate: DECISION OF RECTOR OF UNIVERSITY OF INDONESIA ON ADMINISTRATION OF STUDENTS' ACHIEVEMENT OF UNIVERSITY OF INDONESIA

GENERAL PROVISIONS

Article 1

In this Decision the meaning of:

1. University shall be University of Indonesia as State Legal Entity;
2. Student shall be registered education participant and joining education program conducted by University of Indonesia.
3. Application of Academic Information System Next Generation (SIK-NG) shall be the application with web-based used to assist supporting academic activity in University of Indonesia and can be accessed by users connected to internet network;
4. Administration of students study achievement shall be documentation activity of students' study achievement using SIK NG in the form of semester score list, academic record and academic transcript;
5. Semester Score List shall be document of lecture subject score that has been taken by a student in University of Indonesia in one semester;
6. Academic Record shall be document of lecture subject score which has been taken by a student during his study in University of Indonesia;
7. Academic Transcript shall be document of lecture subject of a student which has been stated as passing from a certain education hierarchy in University of Indonesia;
8. Directorate of Education shall be management support element in academic administration area which is under and directly responsible to Deputy Rector of Academic Area.

#### Semester Score List

##### Article 2

- (1) Semester score list is issued at the end of every semester after all lecture subject scores have been entered into SIK NG;

- (2) Semester score list provides information on student's identity (name, number and latest education), academic advisor, faculty, study program, specialization/concentration, education hierarchy, lecture subject code, name of lecture subject, semester credit unit (SKS), letter score, semester achievement index (IPS), and cumulative achievement index (IPK);
- (3) Semester score list can only be issued in the form of print-out at a request of student according to the need;
- (4) Valid semester score list is the one that has been signed by education administrative unit of faculty/postgraduate program.

### Evaluation System and Achievement Index

#### Article 3

- (1) Evaluation system in University of Indonesia uses letters of A; A-; B+; B; B-; C+, C; C-; D; E each has value of 4.00; 3.70; 3.30; 3.00; 2.70; 2.30; 2.00; 1.70; 1.00 and 0(zero);
- (2) Lecture subjects that have not been completed such as practical work, seminar, skripsi, thesis and dissertation is given with BS score letters, and not counted in collection of SKS, IPS and IPK;
- (3) SKS being transferred is given with TK score letters (Credit Transfer) with stipulation that those being counted in academic transcript are only total SKS quantity being transferred;
- (4) A number of lecture subjects exempted not to be taken by a student such as lecture subjects in matriculation program are given with DB score letters without SKS (zero SKS);
- (5) A student's study result score that cannot be stipulated due to a valid reason, for temporary is given I letter

score (incomplete) with stipulation that I score is not counted in semester achievement index in within at the latest one month it has to be changed into letter score other than I or if after one month there is no stipulation, then the I score letter will change into E score letter;

- (6) Active student who does not take part academic activity according to the prevailing stipulations in one semester shall be given E score;
- (7) Students who do not take semester final exam will be recorded with T score and counted in semester achievement index (zero value);
- (8) For students who repeat lecture subjects that have received C minimum score so that such lecture subject has two scores which both have C minimum score, then SKS and both scores are counted in IPK evaluation;
- (9) For students due to any valid reason get leave permit in current semester, all lecture subjects being taken will be deleted and recorded as leave status.

#### Article 4

- (1) Achievement index constitutes a measuring tool for student's study result in a lecture;
- (2) Achievement index is counted every semester end consisting of semester achievement index (IPS) and cumulative achievement index (IPK);
- (3) Dimension of achievement index (IP) can be counted by multiplication between lecture subject credit value amount by weight value of each lecture subject, divided by credit value quantity of lecture subjects being taken;
- (4) Dimension of IPS is obtained from all lecture subjects taken by a student in one semester, except lecture subjects that have BS and TK score letters;

- (5) Dimension of IPK is obtained from all lecture subjects with C value or better than C, except lecture subjects that have BS, TK, T and DB score letters.

#### Academic Record

##### Article 5

- (1) Academic record is used as information source for students, academic advisor, and study program on students' study success;
- (2) Academic record can be printed by the concerned student, academic advisor, and faculty/postgraduate program education administration unit according to the need;
- (3) Academic record can be issued for certain need at a student's request;
- (4) Academic record which is used as mentioned in clause (3) above is validated by Deputy Dean of Faculty academic area /Postgraduate Program Deputy Chairperson.

#### Academic Transcript

##### Article 6

- (1) Academic transcript provides information on student's identity, previous education, education hierarchy, study program, specialization/concentration, lecture subject list together with lecture subject code, letter score, required SKS quantity, obtained SKS quantity, IPK, students' study achievement per semester, title of skripsi/thesis/dissertation, certificate number and year of passing;
- (2) All lecture subjects taken by a student will be entered into academic transcript;
- (3) Status of a student who is on leave as well as not active in a certain semester is recorded in academic transcript;

- (4) IPK mentioned in academic transcript is calculated from all lecture subjects with C score or better than C, except for BS, TK, T and DB letter scores;
- (5) Academic transcript is issued in 2 (two) languages namely Indonesian and English Languages;
- (6) Academic transcript is issued only once as supplement of student's graduation of University of Indonesia.

### Transitory Provisions

#### Article 7

- (1) IPK calculation for class of 2005 and previous students who graduated in 2006 and subsequently adhere to the following provisions:
  - a. For students who repeat lecture subjects that have C score, the one that will be counted in IPK calculation is SKS and latest score only;
  - b. It is not allowed to delete lecture subjects that have been taken and/or have got minimum C score;
  - c. Scores of E, D, TK, BS, T and DB are recorded in academic transcript.
- (2) Calculation of IPK for students who graduated before 2006 follows the provisions as regulated by each faculty.

### Closing

#### Article 8

- (1) Other things not yet regulated in this Rector Decision shall be further regulated separately;
- (2) This Decision shall be effective on the date being stipulated with provision if in the future there is an error in this Decision, correction will be made accordingly.

Issued in Jakarta

On 20<sup>th</sup> December 2006

Rector,

Signed,

Usman Chatib Warsa

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