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“little steps for wide vision”
Why Come To Indonesia?

Indonesia is an archipelago in South-East Asia consisting of over 17,500 islands with a population of over 238 million people. With a rich history and cultural influences ranging from Indian, Arabic, Chinese and European sources the country is host to many ethnic groups. This huge cultural diversity encourages a huge variety of popular sports, stunning textiles and fashion, and exquisite food! From the incredible forest strewn mountains and volcanoes that litter the horizon wherever you look, to the miles of beautiful beach that encapsulate the Western man's ideas of paradise, Indonesia is sure to capture the imagination of anyone wishing to come here.

With 300 different ethnic groups speaking 742 distinct languages and dialects, there is so much to learn here in Indonesia. Whether you are interested in experiencing different cultures or you are a linguist searching for a challenge, there is always something new to learn not too far away! The national motto is 'Unity in Diversity', so it is clear to see the welcoming nature of such a friendly nation.

With its unique geography, immense size and tropical climate, Indonesia is home to the world's second highest level of biodiversity. Throughout many of its islands, such as Bali, Sumatra, Java and Borneo, large species such as the tiger, rhinoceros, orangutan and elephant can be found, if you know where to look! Due to its position on the edges of the Pacific, Eurasian and Australian tectonic plates, Indonesia is the platform for numerous volcanoes which make up many of the striking landscapes you can see here. Indonesia is home to over 20% of the world's coral reefs, over 3,000 species of fish, 600 species of coral, deep water trenches, volcanic sea mounts, World War 2 wrecks and an endless variety of macro life. There are plenty of diving opportunities throughout Indonesia to see this stunning underwater world.

As it lies along the equator it has an extremely tropical climate with two dominant seasons, the wet season and the dry season. The temperature, however, stays relatively constant around 30 degrees all year round.
Why Sukabumi, West Java?

The Sukabumi Regency is spread out in the southern part of West Java province and it is one of the widest regency areas in West Java. Sukabumi means “The earth who gives a pleasure”; the area has been popular for a long time because of its beautiful nature, cool climate and friendly, religious inhabitants.

With its location you not only have a beautiful place to live, but also a central located position to visit other famous places and cities as turtle beach, a big amount of different mountains, beaches to swim, dive and surf, and hot springs. Moreover you also have big cities like Bandung, Jakarta & Bogor who are easy reachable with car or bus within a few hours.
Our College

Welcome To Nusa Putra

Nusa Putra aims to become a gathering place for learning and discussion between generations, a birthplace of great leaders who are empathetic, creative in finding new ideas, innovative in life and consistent with lofty ideals to maintain the moral perfection. Building a robust generation is not easy, and that is why Nusa Putra continues to fix the existing deficiencies, improving learning models, lecturers and facilities for more comfort. Nusa Putra students are invited to collaborate in the world of academic networks and professional organizations to help them build a successful career after graduation. Several universities and students abroad have international cooperation with Nusa Putra College in order to help students absorb new knowledge about professional networks between countries. Students from the UK, Finland, Hungary, Portugal, Germany, Lithuania and Spain have studied and had internships in Nusa Putra College.

Study Program

- Informatics Engineering
- Information System Engineering
- Civil Engineering
- Visual Communications Design
- Electrical Engineering
- Mechanical Engineering
International Office of Nusa Putra College was established in January 2014 as a Division to assist international students and scholars with their requirements as foreigners in Indonesia. The primary goal of International office is to help make the life of our international students and scholars easier and more comfortable, so that they can concentrate well on their academic activities throughout the duration of their stay in Indonesia. International Office also aims to transform Nusa Putra College into a world class university through international programs that will improve the quality and competitiveness of the college both nationally and internationally.

Meet Our Team

Anggy Pradifitha J S.Pd, M.T  
IRO Director

Iyus Maulana ST, MT  
IRO Vice Director

Yorsiantani P Astin, BSc  
IRO Manager

Usman Dienmur, Ss  
IRO Treasury manager

M. Rizki  
IRO Staff /Coordinator
Study Indonesia Program (SIP)

Studies, Semesters, and Application Deadline

International students studying in Sukabumi, West Java takes part in the SIP (Study Indonesia Program) conducted in English. The aim of this program is to give you a complete understanding of Indonesia and on a larger scale, South-east Asia. This program is perfect for someone who plans to live and study in West Java region or just wants to learn more about it. During 6 months, the student will learn about different aspect of Indonesia (history, culture, politics, philosophy, language, arts, etc.) and Southeast Asia (economy, business, etc.). This is your perfect chance to discover a new culture and get ready for the ASEAN (Association of Southeast Asian Nations) free trade market.

Program Duration (6 Months)
Semester dates:
(I) 1 September 2015 - 28 February 2016
(II) 1 March 2016 - 31 August 2016
Application deadline:
Semester I: 31 May 2015
Semester II: 30 November 2015

Study Subject

- Economy and Business of Indonesia.
- The Indonesian History, Ethnology, Culture and Social Exchange.
- Indonesian Politics and the Governments Of South-East Asia.
- Philosophy Of Indonesia and Civic Education.
- Indonesian Language.
- Sundanese Art, Dance, Music and Culture.

To Whom Is The Program Intended For?

The goal of SIP program is to increase the student’s knowledge of Indonesia and Asia in an international and stimulating environment. The student who participates in the program are able to combine academics with a multitude of exotic free time activities and unforgettable experiences that benefit their future.

The study abroad period will be seen as an asset when entering the job market and competing for jobs later on in life.

Tuition fee:
US$ 3,500

No tuition fee when applying through SIP scholarship program
Course detail: Economy and Business of Indonesia

**Course Description**
The course covers macro and micro economic issues in South-East Asia and Indonesia in particularly relevant for students and business people to gain better understanding of local business practices. The discussion focuses on the business environment in Indonesia and how different business entities growing in this environment.

**Objectives**
Until the end of the course, the students are expected to have a basic understanding of Indonesian economic, business environment and practices. The specific objectives of the course are as follows:
1. To understand the economic and business environment of Indonesia
2. To comprehend the business practices in Indonesia
3. To understand the main economic resources of Indonesia
4. To identify the main issues of Indonesian Economy and Business
5. To identify the Indonesian economic potential and constraints
6. To understand the banking and investment system in Indonesia
7. To understand the role of culture in business

**Assessment Methods**
Classroom participation, including the assignments, group discussion, paper presentation, middle semester exam and final exam.

**Lecture topics**
1. Introduction to Indonesian Economy
2. Indonesian Business Environment
3. Economic Development in Indonesia
4. Culture in Business
5. Banking System in Indonesia
6. Indonesian Economic Policy
7. Indonesian Economic Resources
8. Middle Semester Exam
9. Human Resources Development and Labor Relations
10. Investment in Indonesia
11. Role of International Funding in Indonesian Economy
12. Marketing of Indonesian Products
13. Indonesian Export and Import
14. Indonesian Market
15. Indonesian Gross Domestic Product
16. Final Exam

**References**
2. Bulletin of Indonesian Studies, (Vol. 1 to now) Canberra : Indonesian Project, Asian Pacific Audit, the Australian National University, Canberra, Australia.
Course detail: The Indonesian History, Ethnology, Culture and Social Exchange

Course Description

The course provides a basic understanding of Indonesian history, ethnology, culture and traditions. The course covers Indonesian geography as Islamic Country, prehistory and cultural contacts between Indonesia, India, Islamic Countries and Europe. Sundanese culture and tradition is included in addition. The main topics discussed in the course are outlined below.

This course examines the culture that exists in Indonesia. Study of Indonesian culture begins with an understanding of the concepts of culture, historical development of Indonesian culture and what are the characteristics of it. The understanding of Indonesian culture can expand the horizons of students. During the course they can see Indonesia as multi-ethnic, multi-culture and multi-religious nation.

Social exchange examines fundamental the cultural phenomenon as a system and its tendency constantly changing according to the accumulation of human needs. Culture as a comprehensive form which involves the relationship of the various forms of value, activities and materials with elements of universal culture, where almost all the human activity and productivity is oriented towards the system of cultural values derived from religious values, philosophy, customs, science, and art.

Objectives

The improvement of student’s knowledge about Indonesian history, ethnology, cultural and social exchange in general in particular in West Java.

Assessment Methods

Classroom participation, including the assignments, group discussion, paper presentation, middle Semester exam, and final exam.

References

Course Description
The course is based on the slides presented during classes as well as the map of South-East Asia. Core material for Indonesian politics and the governments in South-East Asia, concerning the development of the realities of politics and the governments in South-East Asia, whether in the form of thought leaders and prime politics and government of each country in South-East Asia.

Objectives
1. Knowledge of Indonesian Politics and South-East Asian governments.
2. Being able to explain the politic issues and the government of the countries in South-East Asia.
3. Being able to compare the development of inter-state politics and the government in South-East Asia.

Assessment Methods
Classroom participation, including the assignments, group discussion, paper presentation, middle semester exam and final exam.

References
References or learning materials may include books, journals, reports, articles referring to politics and government in the countries of Southeast Asia and the interaction between these countries.
- History of South-east Asia, D.G.E. Hall.
- South-East Asia: An Introductory History Illustrated, Milton Osborne.
- South-East Asian Build: The Development and Assessment Regarding contrast, Donald W. Pryer.
- International Relations in South-east Asia, Bambang Cipto.
- ASEAN Cooperation: Background, Developments and Future, Syamsumar DAM & Riswandi.
- Asian Countries and People, Volume 3, Dep. Education and Culture Writing Team.
- Identity on Social Change Political Islam, John L. Esposito and John O. Voll.
- The rise of Islam in South-east Asia, Saiful Muzani.
- Historiography and religious Reform in Brunei during the Period 1912-1959, Iik Atirin Mansurnoor.
- A History of Islamic Societies, Ira M. Lapidus.
- Law of Islam in Southeast Asia, M.B. Hooker.
- Crush Malaysia, Efantino F. & Arifin SN.
Course detail: Philosophy Of Indonesia and Civic Education

**Course Description**
Students are given materials about policy, law and state administration, human rights, clear political system, Government, democratic culture, geopolitical and geo-strategic.

**Objectives**
Until the end of the course, the students are expected to understand the basic of Pancasila and Civic Education. The specific objectives of the course are as follows:
- Motivate to improve the law and human right aplication.
- Motivate to follow democratic system of government, making it clear authoritative.
- Support the creation of academic culture.
- Maintain inter-religious harmony and able to work in the midst of a pluralistic Indonesian society.

**Assessment Methods**
Classroom participation, including the assignments, group discussion, paper presentation, middle semester exam and final exam.

**Lecture topics**
1. Discuss syllabus, Course Introduction to Philosophy of Indonesia and civic education.
2. Pancasila as the basic and philosophy of Indonesia
3. Bhineka Tunggal Ika (Unity in Diversity)
4. National Identity
5. Political and National strategy
6. Regional Autonomy
7. The Clear Democratic and Politic System of Government
8. Middle Semester Exam
9. Election System
10. Democracy Culture
11. Civil Society
12. Law System
13. Human Rights Enforcement
14. Geopolitical
15. Geo-strategic
16. Final Exam

**References**
Course Description

The main topic of the language course is oral expression and comprehension. Language fast classes are aimed at basic vocabularies in survival skills, fast progress grammar and conversation. Discuss grammatical issues include the word order as well as past, present and future tenses.

Objectives

The course focused on training students in conversational skills in Indonesian language as well as teaching the basic grammar of it.

Assesment Methods

Classroom participation, including the assignments, group discussion, paper presentation, middle semester exam and final exam.

Lecture topics

1. Using Q-words for asking personal information: person's name (siapa?), place of stay (di mana?), place of origin (dari mana?), length of stay (berapa lama?)
2. Numbers from: 1 to 1,000,000, alphabet.
3. Introduction: greetings, leave-taking and small talk (acknowledging, excusing, and complimenting)
4. Asking for the name of an object (apa?) – Object Sighted; How to say it in Indonesian -Object Visualized; Yes-no Question (Apakah + negative bukan)
5. Negation: for nouns (bukan), verbs and adjectives (tidak); exercises on Apa? and Apakah? Bukan and tidak
6. Personal pronouns (saya-I, Anda-you and dia-he or she)
7. Time indicators (sudah, belum, sedang, akan, masih, ketermin, hari ini, besok, sekarang, dulu, tadi, dan nanti
8. Middle Semester Test
9. Shopping, prices, bargaining: At the book store; At the market
10. Transporations: Asking the fare, calling for a stop.
11. Times: Jam berapa sekarang? (What’s the time?)
12. Days of the week, dates of the month, and months of the year
13. Verbs types: barestem verbs, ber-verbs, and me-verbs
14. Reading: Talking about family.
15. The usage of: Ada and adalah
16. Final Exam

References

Course detail: Sundanese Art, Dance, Music and Culture

Course Description

Sundanese art and culture grows in the soul of Sundanese people. Sundanese culture is known for its culture that upholds manners. In general, the character of Sundanese people is being jolly, welcoming (soméah), smiling, gentle, and very respectful towards parents.

There are some teachings in Sundanese culture on the way to the primacy of life. The ethos and character of Sunda person is “cager”, “bager”, “singer”, and “pinter”, which can mean “cured” (sane), good, healthy (strong) and intelligent.

Cultural values, Sundanese culture have certain characteristics that distinguish it from other cultures. In general, society or Tatar Sunda, West Java is known as a gentle society, religion, and deeply spiritual. This trend was, as in the proverb compassion penance and reparation foster grindstones; love one another (emphasis compassion), mutually enhance or improve themselves (through education and sharing knowledge), and protect each other (mutual maintain safety).

Objectives

Till the end of the course, the students are expected to understand the basic of Sundanese Art and Culture. The specific objectives of the course are as follows:
1. Understand Sundanese Art and Culture.
2. Comprehend culture aspect of Sundanese society.
3. Know how to play Sundanese music instruments.
4. Know how to dance Sundanese traditional dance.
5. Know how to use Sundanese language in a daily communication.
6. Know many kinds of Sundanese typical food.

Lecture topics

1. Sundanesse (West java) language.
2. West java “Wayang Golek” making (Visit Sukuraga)
3. Sukabumi Traditional Cloths “Batik Ikat” making (Visit Bale barudak)
4. Sukabumi Traditional Cloths “Batik Tulis” making (Visit Lokatmala)
5. Learn and practice West java traditional music “Angklung”. (Visit Katineung Ati)
6. Learn and practice West java traditional music “Gamelan” (Visit Sukuraga)
7. West java culture heritage “Serentaun” (Visit Cipta gelar)
8. Middle Semester Test.
9. Learn and practice west java traditional martial art “pencak silat”.
10. Learn and Practice west java traditional dance ” Jaipong “ (Visit Catrik Palagan)
11. West java ancient culture and history (Visit Gunung Padang megalithic site)
12. Learn and practice sukabumi food “Mochi” Making (Visit Kaswari)
14. Sukabumi war histoy (visit museum bojong kokosan).
15. learn about Turtle conservation (visit ujung genteng beach).
16. Final Exam.

Assesment Methods

Outdoor Classroom participation, including structured assignments, group discussions, practical Sundanese art study, art show, and final exam.

References

SIP Scholarship

The Scholarship Cover
Scholarship will cover:
• Accommodation (Private bedroom, free WiFi, kitchen)
Student will receive:
• Pocket Money : 1.500.000 IDR / Month

Indonesian living costs compared to Europe or US are extremely cheap, up to $2 you can get decent lunch. The participant is advised to bring enough money for unexpected additional expenses in Indonesia.

Qualifications Of Applications
Each participant has to fulfill these requirements:
• Maximum 25 years of age.
• Should take a part time job (assist academic staff/lecturer in Nusa Putra)
• Completed secondary education or its equivalent.
• In good health as proved by Medical Certificate.
• Able to communicate in English and willing to learn Bahasa.
• Have basic knowledge of the field you are applying for.
• The Applicant should register through the following procedures

How to Get The Scholarship
1. Convince us with a motivation letter, why do you deserve this scholarship? Send it with your CV and photo of yourself to: iro@nusaputra.ac.id
2. After we received your motivation letter and CV, we'll set up a Skype interview.
3. When you finished the interview our company will contact you after few days for the final result.

Tips for the applying process
- Make clear why you choose Indonesia for going abroad.
- Prove us that you are willing to learn bahasa indonesia language and maybe even know already some words.
- Do you already have experience with other cultures? This could mean a big plus for you
- Limited scholarships! Your chance to get this incredible experience for free grows if you apply as soon as possible

Apply SIP Scholarship here:
http://iro.nusaputra.ac.id/study-indonesia-program/apply-here
Summer Course Program (SCP)

Why you should choose SCP?

In the summer course program, students will work together with the local Indonesian students. At first, that might be a challenge for the international student, but helping each other and making projects together will allow the student to understand the Indonesian culture and to help each other. The bonding with local student will be strong and even long lasting friendship may happen. The Indonesian people have strong relation with their schools and their classmates they had in the past.

Outside the school hours they even are willing to show the foreign student around, and invite them to meet their families and share a dinner as the Indonesian hospitality is famous for that. Beside the study itself, there is also many other things to discover in south east Indonesia. Rafting, sightseeing, visit waterfall or even visit traditional Sundanese village and see how they live. As soon as you step out the Campus it is an adventure to find your way in the streets and discover the many food stands alongside the street. The culinary trip is unforgettable, it starts as soon you get hungry. It is sometimes a challenge to find your way with the public transportation, it's just a matter of time to get used to it. All of that makes it an nice adventure and an very long lasting experience.

SCP program details

These courses are designed to encourage students to analyze the racial, cultural and ethnic diversity of the Indonesia. Students will learn how these complex issues influence the way we handle issues and problems as individuals, in the community, and in the country. Summer is an ideal time to take one of these important courses. Our summer programs offers eligible students from all over the country and around the world the opportunity to engage in challenging academic work in the company of peers who share their exceptional abilities and love of learning. While the focus is on rigorous academics and learning, the social experience that results from bringing these students together is an integral part of the program.
Program possibilities

The program is variable from 1 to 3 months and mixed with study tour. During this period you will be accomodated at our guest hose with running water, free internet and a walking distance from campus.

Tuition fee*

<table>
<thead>
<tr>
<th>Duration</th>
<th>Fee</th>
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<tbody>
<tr>
<td>1 month</td>
<td>US$ 2000</td>
</tr>
<tr>
<td>2 months</td>
<td>US$ 2700</td>
</tr>
<tr>
<td>3 months</td>
<td>US$ 3300</td>
</tr>
</tbody>
</table>

*included accomodation; food 2 times per day; transportation to the places in study program

1 month program available dates:
2015: 20 July – 20 August; 30 August – 30 September

2 months program available dates:
2015: 20 July – 19 September
2016: 11 January – 11 March, 4 April – 4 June, 12 July – 12 September, 11 October – 11 December

3 months program available dates:
2015: 8 June – 6 September
2016: 2 February – 2 May, 12 July – 12 October

Apply 4 Months before program start

29th - 30th day

Apply SCP here: http://iro.nusaputra.ac.id/summer-course-program/apply-here
Indonesian for Non-native Speakers Program (BIPA)

Indonesian for non-native speakers program (BIPA-program) is designed to train participants to use standard Indonesian language in listening, speaking, reading, and writing. Through this program, the participants will not only be able to develop their language skills in both the classroom and on the street but also learn first-hand about Indonesian society and culture.

The program offers an easy and flexible way of learning Bahasa Indonesia. Students will be involved in various tasks of self-directed learning with computer-assisted materials actively communicate in both written and spoken Bahasa Indonesia. BIPA Nusa Putra provides three levels of study with individual curriculum and goals.

**BIPA Purposes**

- To enhance knowledge, skills, and experiences and develop international friendship.
- To provide training of national and foreign languages.
- To be informed of the Indonesian language and cultures.
- To widen networks with other institutions both at the national and international levels.
- To supplement language study with Indonesian cultural practices.
- To increase self-confidence.
- Indonesia is a big and economy. Take the Indonesian language to your advantage and impress future business partners.
Elementary level (BIPA 1)

The elementary level aims to give basic competence to use Bahasa Indonesia both formal and informal. Cultural awareness also be given to enhance the communication skills. Bahasa Indonesia in various contexts. You will surely earn basic competence in using Bahasa Indonesia at the end of this level.

Elementary level (BIPA 2)

At this level, participants learn to employ different styles of spoken and written Bahasa Indonesia, as well as to study Indonesia's state, administrative, and citizenship systems. You will achieve this competence through discussion, oral presentation, and descriptive writing. You will be introduced to a variety of important language functions, including commands, offers, refusals, and invitations.

Elementary level (BIPA 3)

At this level, participants learn to participate in discussion, write essay in Indonesian, and study topics related to Indonesian society and culture (e.g. history, religion, tradition, etc).

Course Length and Meetings

<table>
<thead>
<tr>
<th>Level</th>
<th>Course Length</th>
<th>Meetings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elementary Level BIPA1</td>
<td>50 Hours</td>
<td>2 times / week</td>
</tr>
<tr>
<td>Elementary Level BIPA2</td>
<td>50 Hours</td>
<td>2 times / week</td>
</tr>
<tr>
<td>Elementary Level BIPA3</td>
<td>50 Hours</td>
<td>2 times / week</td>
</tr>
</tbody>
</table>

Schedule of Classes

- Monday & Thursday : (09.00 – 11.00 WIB) or (13.00 – 15.00 WIB)
- Tuesday & Friday : (09.00 – 11.00 WIB) or (13.00 – 15.00 WIB)

Dates and Application deadline

Program Duration ( 4 Months)/Semester
Semester dates : Semester I : 1 October 2015 - 31 January 2016
Semester II : 1 April 2016 - 31 July 2016
Application deadline : Semester I : 30 June 2015
Semester II : 31 December 2015

Tuition Fee

US$ 1,000 /semester

Apply BIPA here : http://iro.nusaputra.ac.id/bipa/apply-here
We offer a meaningful and challenging way for university students, gap breakers and graduates to gain professional development, specialized in Indonesia and immerse yourself in this beautiful and friendly country! You will not only gain valuable work experience, but you will also have a chance to understand the Asian culture and learn the local language. Our internship in Indonesia is aimed to university students and graduates with the appropriate skills, experience from a variety of sectors. We offer a wide variety of work in public relation, marketing and administration.

**What You Can Expect**

- Practical international work experience in your field of interest.
- A reference from your employer upon completion of your internship.
- An opportunity to broaden your perspective and worldview.
- An opportunity to learn and participate in local cultural activities (e.g.: sports, music, cooking).
- Memorable travel experiences with the chance to see the exotic sites in Indonesia.
- The possibility to make lifelong friends from around the globe.
- A valuable work experience that strengthens your resume, exhibiting your diligence, independence and intercultural experiences.
- A great way to develop and support your self-confidence and interpersonal skills.

**Visa Assistance**

Participants may stay up to 60 days on a social cultural visa. You can extend the social visa up to 180 days. Please contact the local Indonesian embassy or consulate to check details, please note that any visa fees are the responsibility of the applicant. And, while we can assist you during the process, ultimately it is your responsibility to ensure that you have obtained the appropriate visa for your work experience. We have no control over the visa process and cannot guarantee that your visa application will be accepted.
What Will You Get?

- A free of charge private bedroom with a carefully selected and pre-screened host family or shared dormitory at our guest house provided by our local partner.
- Study Indonesia program: Indonesian language lessons, art, culture and literature.
- Arrival assistance & orientation.
- Airport pickup and transfer to your accommodation. Introductions to your host family, employer, city and the new cultural settings.
- Before your departure, we will send you useful tips, advices and information to prepare you for the amazing adventure of living and working in Indonesia.
- Enjoy occasionally social, cultural activities and excursions. Some excursions may require additional transportation and entrance fees.
- Internship completion certificate.
- Visa assistance, we will assist you in obtaining documentation needed due to your visa purpose by providing an invitation letter from our organization.
- Pocket money during your stay (1,500,000 IDR/Month).

Dates and Application deadline

Program Duration (6 Months)
Term dates:
Term I: 1 September 2015 - 28 February 2016
Term II: 1 March 2016 - 31 August 2016

Application deadline:
Term I: 31 May 2015
Term II: 30 November 2015

How To Get

Send your C.V. and motivation letter (150 words minimum) to: iro@nusaputra.ac.id upon receipt of your application, our coordinator will contact you for a 20-30 minute of Skype interview. Once we accept you into our program, you will receive an invitation letter due to your visa application process.

Contact buys.marco@gmail.com if you have any questions left for Internship.

Completed Documentation

Once you are accepted in our internship program, applicants should obtain:
- Intern program application & agreement.
- Copy of your passport (information page only).
- University/college transcript (if any).
- Copies of diploma or certificates related to field of interest (if applicable).
- Doctor’s note verifying that you are in excellent mental and physical health.
- One full-length photo of yourself.

Apply AIP here: http://iro.nusaputra.ac.id/aip/apply-here

Nusa Putra College Of Technology 20
To apply for the Nusa Putra SIP, SCP, BIPA, AIP program, participant must submit a complete application package that includes all the following items:

- Completed admission application form.
- Copy of academic transcript and certificates.
- Copy of passport valid at least 18 months from time of arrival in Indonesia.
- Curriculum vitae/resume
- Color photograph

The documents of applicants should be sent to: iro@nusaputra.ac.id

Applicants must obtain a “Sosial Budaya Visa / social culture Visa” prior to their arrival into Indonesia. To apply for this Visa you’ll need a valid return ticket, a sponsor letter that our Local partner in Indonesia will provide. To organize this you will need to scan and email us a Color photocopy of your passport.

Participants may stay up to 60 days on a social Cultural visa. Please contact the local Indonesian Embassy or Consulate to check details. Please note that any visa fees are under the responsibility of the applicant. We can assist you during the process, but it is ultimately your responsibility to ensure that you have obtained the appropriate visa for your scholarship program. Nusa Putra College has no control over the visa process and cannot guarantee that your visa application will be accepted.

Nusa Putra does not provide the International airfare to Indonesia or from your home country but we provide the transportation from Jakarta Airport to our Campus.
**General Regulations**

**Rights**

1. Nusa Putra will assist Students by getting the legal permit / Visa by Providing sponsorship letter.

2. Students may seek assistance from Nusa Putra College to find a house/room to rent.

3. Students who complete our scholarship program will receive a completion letter and certificate from Nusa Putra College.

**Obligation**

1. Students must sign a statement letter provided by Nusa Putra College.

2. Students are requested to inform Nusa Putra College about the date and exact time of arrival to Indonesia and also the flight number in order to arrange pick up from the airport.

3. Students must arrive in Indonesia a day before the Orientation Program.

4. Students will be responsible for their accommodation and immigration expenses.

5. Students must follow the study until the end of the program.

6. Students must write final report to the Nusa Putra College after finishing the study in Indonesia.

7. Students must have travel insurance. Student will also have Ministry of Education and Culture provides medical/health care for 200,000 IDR/month/student (two hundred rupiah), which is included in the monthly stipend.

8. Participate in Campus outdoor activities.
Academic Regulations

Class Room Rules

a. Students must dress courteously and with decency during their study in classroom and on Campus (sleeveless tops, shorts, and sandals are prohibited).
b. Cellphones must be turned off during study in the classroom.
c. 10 Minutes before the class start.

Classroom Attendance

a. The minimum class attendance is 75% of the total class session per month. Any students who fail to meet the attendance requirement in a certain month are not entitled to the monthly allowance for the subsequent month.
b. Only students with the minimum class attendance of 75% of the total class sessions for a semester are eligible to sit for the final/Achievement test.
c. Permission for not attending a class session are given to the Head of Academics only for the following condition:
   > Illness (a doctor’s written statement must be presented)
   > Parents/Family visit (allowable maximum class absence is 1 week)
   > Immigration matters
   > On duties assigned by the Nusa Putra College
   > Other acceptable excuses

Sanctions

a. Any participants who fail to meet the minimum attendance requirement of 75% of the total class sessions in the previous month are not entitled to the monthly allowance for the subsequent month.
b. Any participants who fail to meet the minimum attendance requirement of 75% of the total class sessions in the semester are not eligible to sit for an achievement test and/or receive a certificate.
c. Any participants who commit a violation against the other academic regulations will be given a letter of Reprimand 1 (SP1), the participants will be given a Letter of Reprimand 2 (SP2).
d. Nusa Putra College may revoke the Sponsorship Letter for any participants upon any violation of regulations or upon the completion of term of study.

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Academic Activities

a. Altering the selected field of study is not permitted
b. Scholarship Program is granted to each participant only for one time and therefore no extension of study.
c. Travelling out of Indonesia during academic period of study is not permitted, except for emergency, such as: unexpected death or severe illness of parents and completion of study/graduation ceremony in the origin country.
d. Travelling out of Indonesia is only permitted for one time during the academic holidays (allowable maximum leave is 1 week).
e. Participants must submit a written final report to Nusa Putra College upon their completion of study in Indonesia.

Issuance Of Certificates

Only participants who meet the academic requirements and sit for the achievement test of their study awarded a certificate of study or a statement of study completion.
Non Academic Regulations

Legal
a. Must comply with the prevailing laws and regulations of the Republic of Indonesia.
b. Must comply with the existing regulations of Nusa Putra College
c. Must not work/earn a living while studying in Indonesia.
d. Must not engage in political and criminal activities.
e. Must not get involved with drug trafficking (either as a drug abuser or trafficker)

Social
a. Must not bring along any family members or friends even if it is at their own expenses during the study (visits are fine).
b. Must not perform immoral acts.
c. Must not be in a state of pregnancy.
d. Must be able to adapt and interact with the surrounding people and culture.
e. Must not perform any activities related to certain indoctrination.

Sanctions
a. Any participants who commit a violation against laws and regulations of the Republic of Indonesia are subject of sanctions in accordance with the prevailing laws and regulations of the Republic of Indonesia.
b. Any participants who commit a violation against any social norms and values will be given a letter of reprimand. The second violation results in the student being deported.

Administrative Financial Regulations
1. Any participants who intend to terminate their term of study before the program ends are only entitled to the allowance for the month they have to leave to their origin country.
2. Participants receive their monthly allowance in the first week of each month providing the participants meet the minimum attendance requirement of 75% of the total class sessions in the previous month.
3. Participants will receive their monthly allowance providing that they remain in Indonesia during their academic period of study and academic holidays.
4. Participants must submit their original passport and other immigration upon their arrival in Indonesia to the Nusa Putra college for taking photocopies (and safekeeping if the student wants that). The participants will be provided with a copy of the documents and statement of document safekept by Nusa Putra college.
Galleries

International Class

Pelabuhan Ratu Beach

Citarik Rafting

Ujung Genteng Turtle Beach

Sawer Waterfall Swimming

Buni Ayu Cave Journey
Things To See in Sukabumi

Cikaso Waterfall, Surade-Sukabumi

Surfing at Sawarna Beach, Bayah-Sukabumi

Gunung Padang Megalitic Site, Cianjur-Sukabumi

Situ Gunung Lake, Kadudampit-Sukabumi

Gede Mountain National Park, Sukabumi

Rock Natural Hotspring, Cisolok-Sukabumi
Previous International Student

Afonso Cabral L (Portugal)  
Catolica-Lisbon School Of Business and Economics

Tira Lucy Risnandar (Australia)  
South Wales University

Anna-Zsofia C (Hungary)  
Budapesti gazdasagi foiskola (BGF) University

Arto Sillanpaa (Finland)  
University of Aberdeen

Jocelyn Hickey (Scotland)  
Newcastle University

Philipe Jacques-Belair (Canada)  
Universite de Montreal

General Information:  
A Quick Heads Up!

-Safety Issues
Although the shifting political situation in Indonesia isn’t usually an issue for foreigners, or ‘bule’ as it is known here, just be aware not to involve yourself or take inappropriate photos.

- “Hey Mister!”
Here you will get hundreds of shouts from young children, stall sellers and the general public of “Hey Mister!”, whether you are male or female! So although at the start it may seem cute, you will have to get used to it, and be ready to take a lot of pictures with local people.

-Bathing
Although the traditional method of bathing in Indonesia is the “bak mandi”, where you use a plastic scoop to throw water over yourself from a basin, there are usually showers in most accommodations.

- Visa Application
The visa you will need is the single-entry, socio-cultural visit visa. The maximum length of stay is 60 days, and then whilst you are in Indonesia you are able to apply for up to 4 month long extensions.
Contact Us:

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Website: www.iro.nusaputra.ac.id