



What is visa?

Who needs visa?

How about you?

Why you need KITAS?

When to do what?

Where to get them?

What is visa?

Visa is a stay permit plan

“... Visa adalah keterangan tertulis yang diberikan oleh pejabat yang berwenang di Perwakilan Republik Indonesia atau di tempat lain yang ditetapkan oleh Pemerintah Republik Indonesia yang memuat persetujuan bagi Orang Asing untuk melakukan perjalanan ke Wilayah Indonesia dan menjadi dasar untuk pemberian Izin Tinggal.”

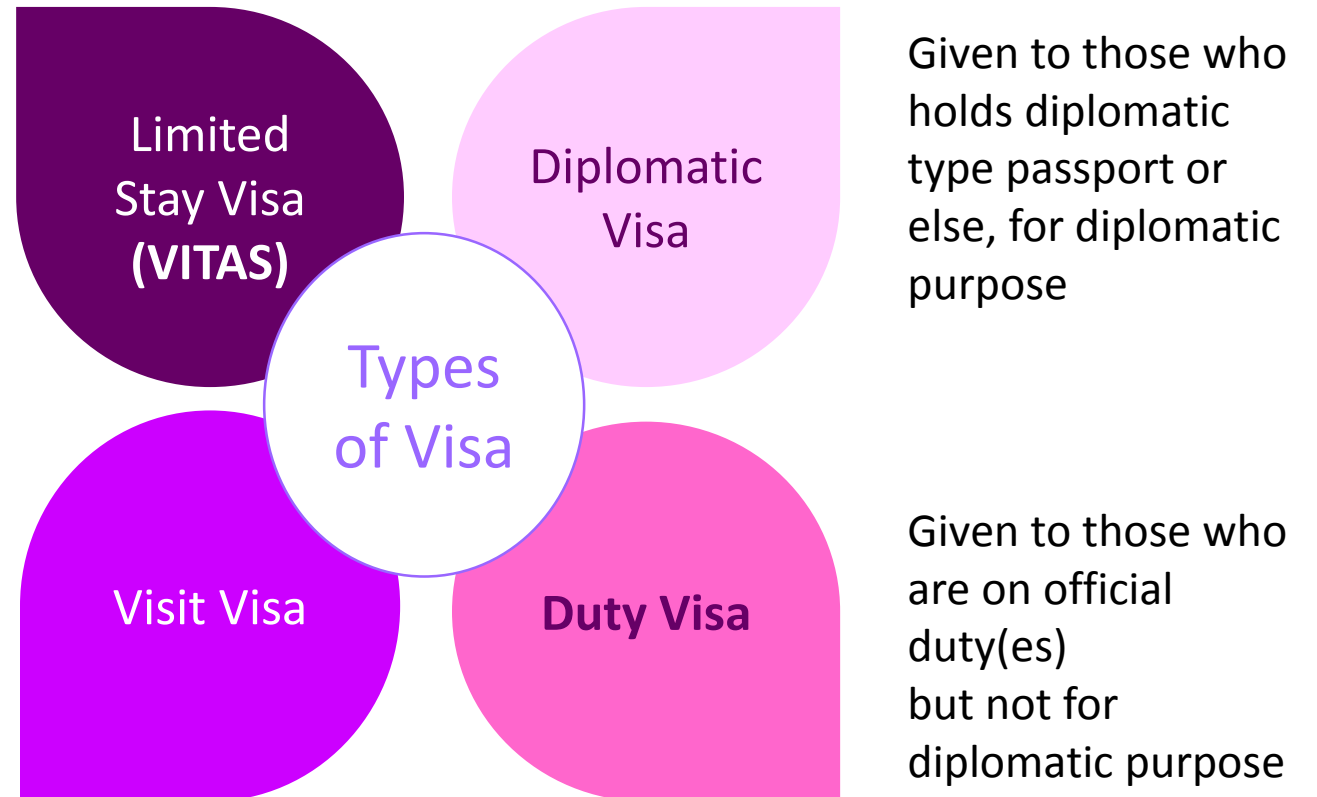
Undang-Undang Republik Indonesia Nomor 6 Tahun 2011 Tentang Keimigrasian

Who need visa?

Given to those who plan to stay at least and/or more than 6 months, for working purpose OR non-working purpose

Given for **short visit purpose(s)**

- Free pass visa
- Visa on Arrival
- Visit Visa (index code: 211, 212)



How about you?

As an ***international student***,
your visa to enter Indonesia must be
the Limited Stay Visa

VITAS FOR STUDY PURPOSE
(index code: **C316**)

How about you?

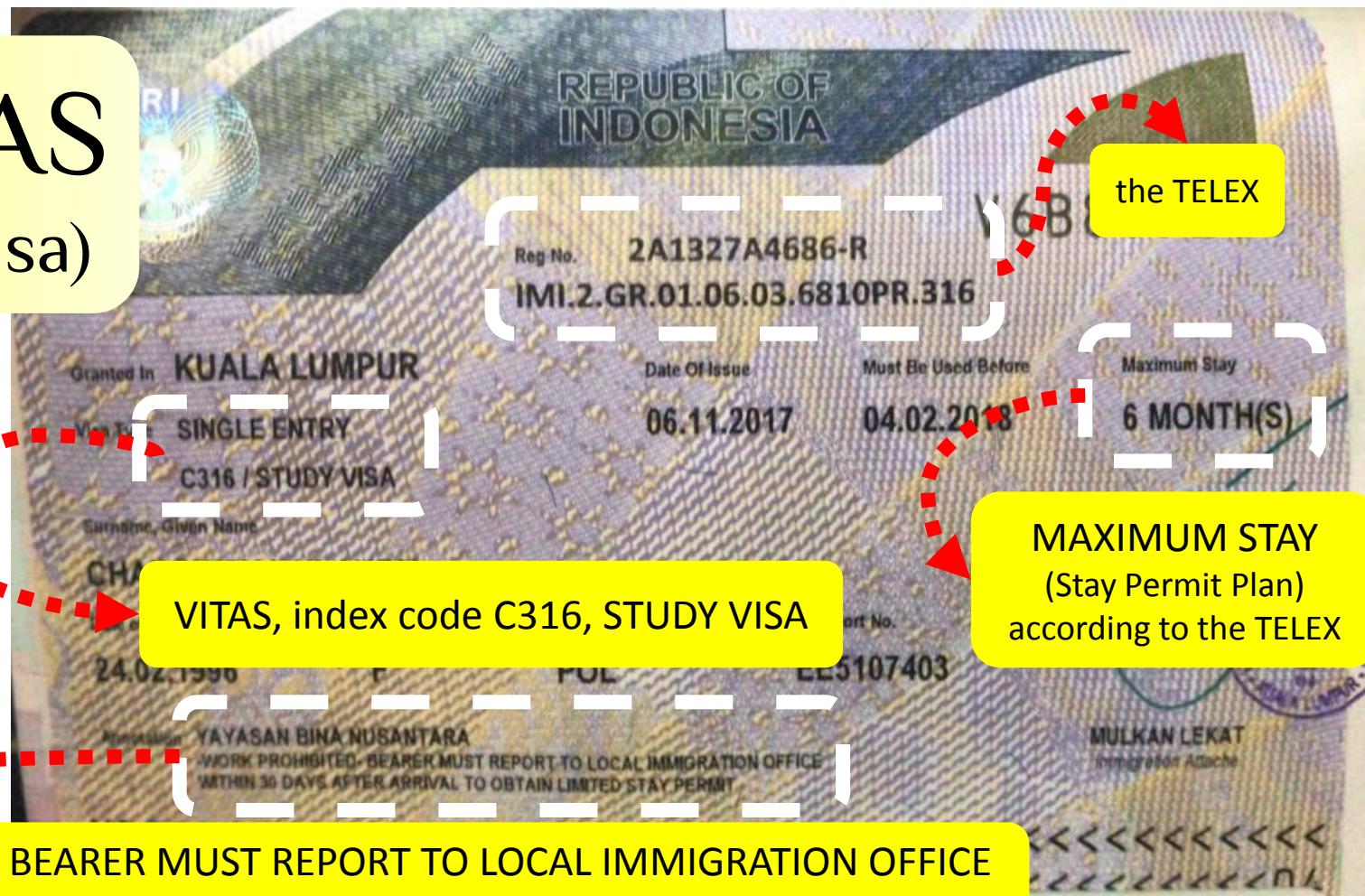
VITAS
(the visa)

the TELEX

VITAS, index code C316, STUDY VISA

MAXIMUM STAY
(Stay Permit Plan)
according to the TELEX

- WORK PROHIBITED - BEARER MUST REPORT TO LOCAL IMMIGRATION OFFICE
WITHIN 30 DAYS AFTER ARRIVAL TO OBTAIN LIMITED STAY PERMIT



How about you?

Remember your visa is **WORK PROHIBITED**, and you **MUST PRESENT YOURSELF** to the local governed immigration office to record necessarily records, such as fingerprints, and to obtain & confirm your stay permit.

Arrival Stamp



Please be sure to report **at least** three (3) weeks after arrival to avoid inconvenience.

FAILURE to do report will cause
OVERSTAYING

Why you need KITAS?

Remember

the VITAS is

- WORK PROHIBITED -
BEARER MUST REPORT
TO LOCAL IMMIGRATION OFFICE
**WITHIN 30 DAYS AFTER
ARRIVAL TO OBTAIN
LIMITED STAY PERMIT**

KITAS is
a stay permit
(confirmation) card

Why you need KITAS?

KEMENTERIAN HUKUM DAN HAK ASASI MANUSIA
REPUBLIK INDONESIA
KANTOR WILAYAH DKI JAKARTA
KANTOR IMIGRASI KLAS I KHUSUS JAKARTA BARAT
JL. POS KOTA NO. 4

IZIN TINGGAL TERBATAS ELEKTRONIK
ELECTRONIC LIMITED STAY PERMIT

NIORA : J1U1MKT49003
Permit Number : 2C41JB0023 R
Stay/Multiple Entries Permit Expiry : 19-08-2017

IB



Kementerian Hukum & HAM Republik Indonesia
Direktorat Jenderal Imigrasi
Kartu Ijin Tinggal Terbatas Elektronik (e-KITAS)

NIORA
E1GAA49708
Full Name
HARRY JOSEPH RADCLIFFE
Nationality Date Of Birth Sex
GBR 03-03-1972 M
Permit Number
2C21E16597-M
Date Of Expiry
09-01-2015
Tanda tangan/signature

Full Name : MOHD SHAFIQ BIN SAMUEL SANTO
Place / Date of Birth : JOHOR / 20-12-1990
Passport Number / Date of Expiry : A30859050 / 28-02-2019
Nationality : MALAYSIA
Sex : MALE
Address : JL. WAY SEPUTIH V NO.2 RT 003/001 TANJUNG DUREN SELATAN
Occupation : MURAHANAN #00000000000000000000

Notice:

1. According to Article 71 Act Number 6 Year 2011 concerning Immigration, every changes of civil status, citizenship, occupation, Guarantor, or change of address must be reported to Local Immigration Office in an immediate period of time.
2. This Limited Stay Permit (Electronic) must be attach to the bearer's Passport at all times.
3. For further information please do not hesitate to contact Local Immigration Office or do visit our website: www.imigrasi.go.id.

Jakarta Barat, 07-02-2017

Head of Klas I Khusus Jakarta Barat Immigration Office.

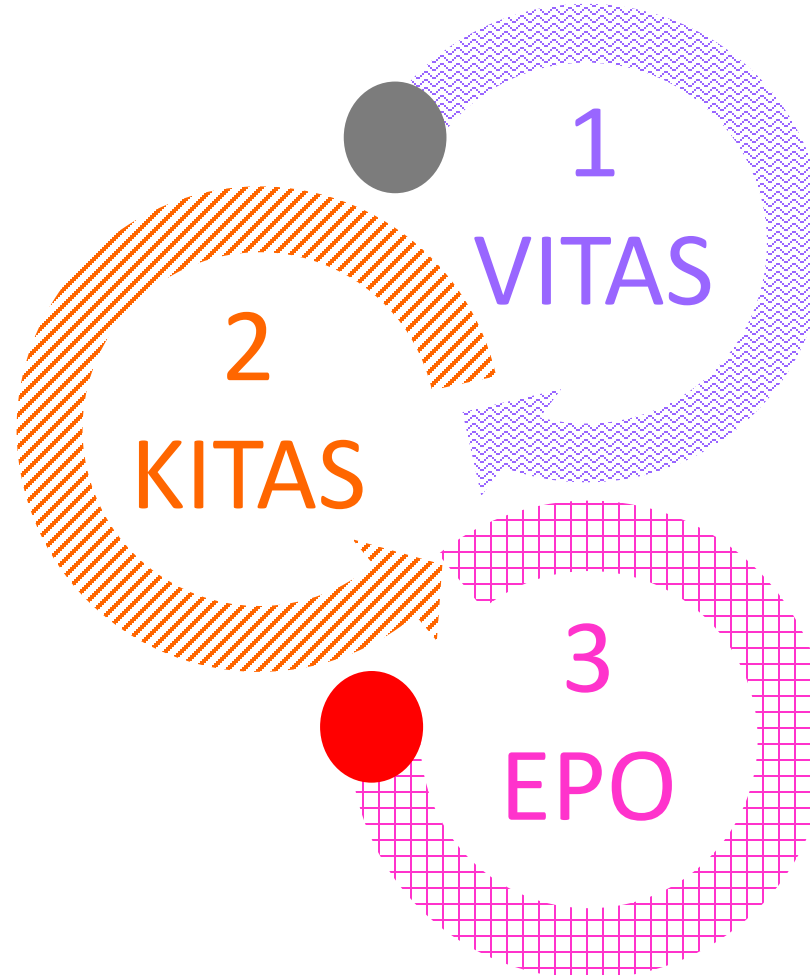
According to Article 71 Act Number 6 Year 2011 concerning Immigration, every changes of civil status, citizenship, occupation, guarantor, a change of address must be reported in local governed Immigration Office in an immediate period of time

This Limited Stay Permit (Electronic) must be attach to the bearer's Passport at all times

When to do what?

UPON ARRIVAL

Student go to the local governed immigration office to do all necessary records **within 30* days**



PRIOR ARRIVAL

BINUS (study permit, TELEX)
Student (VITAS,
once the TELEX ready)

END OF PROGRAM

Student go to the local governed immigration office to remove visa relationship with BINUS. Student **MUST GO OUTSIDE Indonesia within 7 days once the EPO stamp has been put**



RETURN OF IMMIGRATION DOCUMENT

Please be sure to go outside Indonesia **within 7 days**.

FAILURE to do so will consider as
OVERSTAYING

When to do what?

EPO (EXIT PERMIT ONLY)

Student go to the local governed immigration office to remove visa relationship with BINUS. Student **MUST GO OUTSIDE Indonesia within 7 days** once the EPO stamp has been put.

Can I just don't do EPO?

It's up to you. **However, if refuse to do EPO procedure**, you will face inconvenience upon your next visit to Indonesia. **You're at your own risk.**

Where to get them?



KEMENTERIAN HUKUM DAN HAM RI
DIREKTORAT JENDERAL IMIGRASI
Jl. H. Ratna Said Kav. 2-6/8
Jakarta Selatan 12940

Jakarta, 02 Agustus 2017

Yth,
YAYASAN BINA NUSANTARA
Jl. R.H. SYAHIDAN NO. 9
Alamat email : binus1991@yahoo.com

Hal : **PEMBERITAHUAN PERSETUJUAN VISA**

Sehubungan dengan permohonan saudara nomor 3322001208701279 untuk mendatangkan warga negara asing dengan data sebagai berikut:

NO	NAMA & NO PENGUSAHAAN	JENIS KELAMIN & TGL. BLM & THN LAHIR	KEBANGSAAN & NO PASPOR	LAGA TINGGAL & MORA
1	MEHDI LAZIRI IMI.2.GR.01.06.03.7920MR.916	Pria 10/04/1998	ISR A01604252	6 bulan IMGRSU1989

Maka dengan ini kami beritahukan bahwa permohonan saudara dimaksud telah dikabulkan dengan penguasaan Direktur Jenderal Imigrasi, kepada:

Pewakilan R.I di : RABAT
Jenis persetujuan visa : TINGGAL TERBATAS
Indeks : C316

Demikian, agar maklum.

AN. KEPALA SUB DIREKTORAT VISA
DIREKTORAT JENDERAL IMIGRASI
TINGGAL TERBATAS
ANDRI PRANSONO, AMD.IT., SH. M.A.P
NIP. 198308012001121001

Informasi:

1. Persetujuan Ini Berlaku Selama 2 (Dua) Bulan.
2. Setelah Tiba Di Indonesia, Harap Mengajukan Permohonan Izin Tinggal Terbatas Ke Laman Itas Online Pada: <http://ainternational.imigrasi.go.id/it-online/>.
3. Untuk verifikasi keabsahan dokumen ini silahkan kunjungi: <http://visa.imigrasi.go.id>.



VITAS

- At the chosen Indonesian embassy/consulate
- Required docs + TELEX



KITAS

- At the local governed immigration office
- Within 30 days of arrival

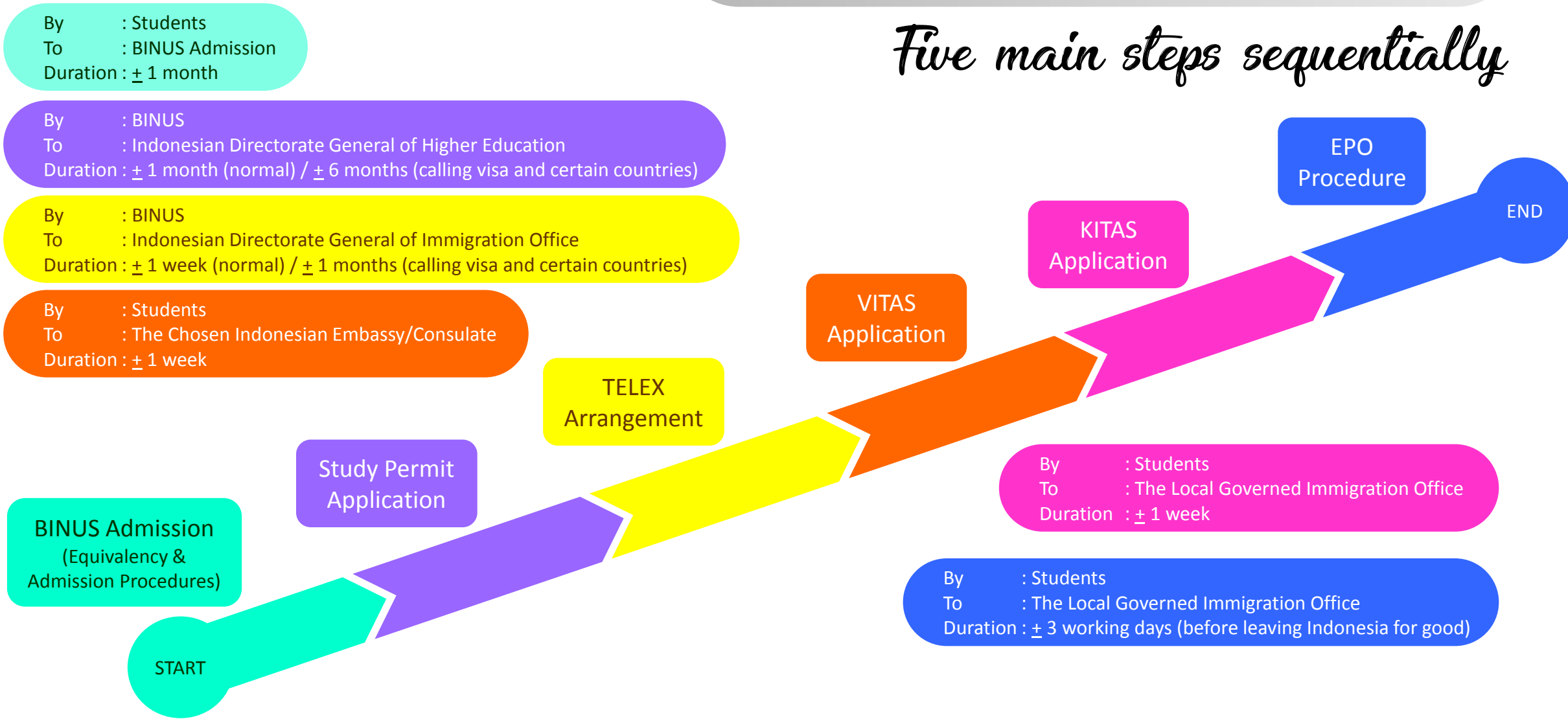


EPO

- At the local governed immigration office
- Must go outside Indonesia within 7 days

Processes & its details

Five main steps sequentially



Docs Required

KITAS

- ✓ Passport
- ✓ BINUS Acceptance, Sponsor & Guarantee Letters
- ✓ Domicile Letter from Sub-District
- ✓ YOU

VITAS

- ✓ Passport with validity required
- ✓ TELEX (Letter of Authorization Confirmation from the Indonesian Directorate General of Immigration Office, Jakarta)
- ✓ BINUS Acceptance, Sponsor & Guarantee Letters
- ✓ Other Required Documents from the Indonesian Embassy/Consulate

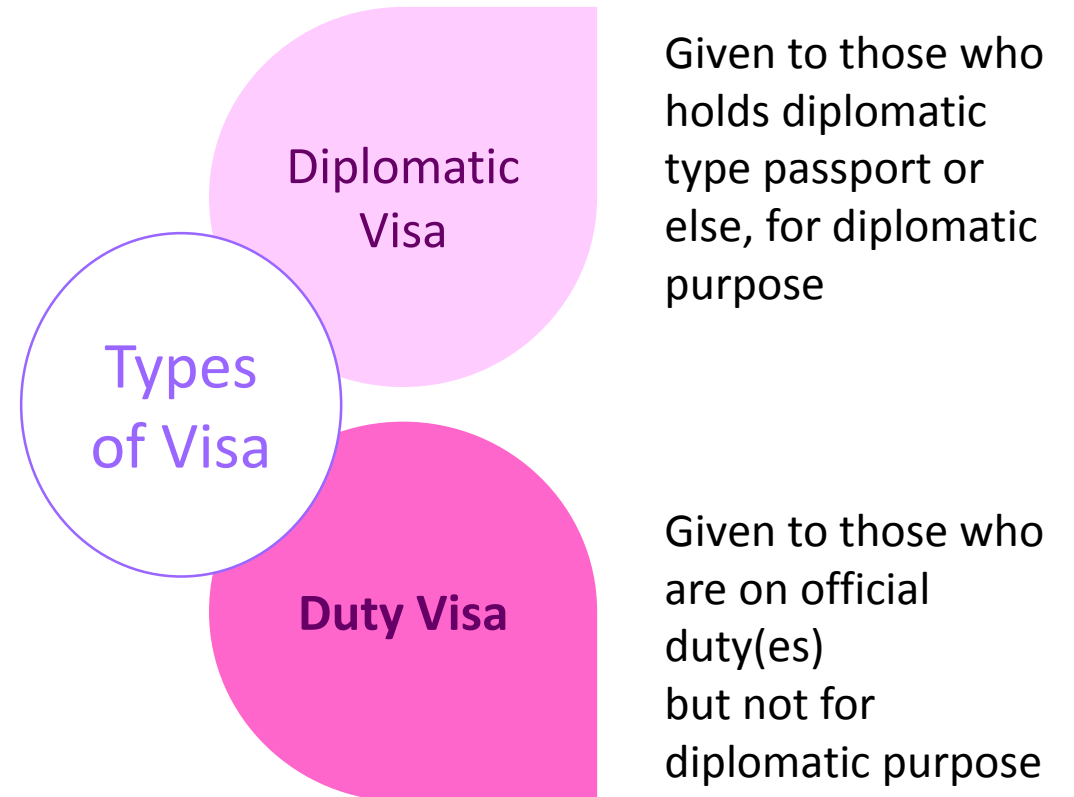
STUDY PERMIT

- ✓ BINUS Acceptance Letters
- ✓ Personal Data (CV/Resume)
- ✓ Financial Statement
- ✓ Non Political Involvement & Non Working Statement
- ✓ Color Copy Passport (full front page, valid at least 2 years from the application date)
- ✓ Passport-size Photo
- ✓ Academic Transcript
- ✓ Health Statement (date written must within a month from the submission)

Else what if?

*Please check with
your sponsor whether
you need the student visa*

Both types are arranged by
the Indonesian Ministry of Foreign Affairs



Else what if?

Given for
short visit purpose(s)

- Free pass visa
- Visa on Arrival
- Visit Visa (index code: 211, 212)

Types
of Visa

Visit Visa

CHANGE IT!! Please visit our office for the details

Else what if?

Limited
Stay Visa
(VITAS)

Types
of Visa

Already have KITAS
from different
sponsor?

ALSO CHANGE IT!! *Please visit our office for the details*



Question on visa?

Consultation & Visiting Hours
Monday to Friday
1-5 PM

International Office

BINUS UNIVERSITY
Anggrek Campus, Room 331 (3rd floor)
Jl. Kebon Jeruk Raya No. 27, Jakarta Barat, 11530
T. +62 21 534-5830 ext. 1322/1323/1324
E. io@binus.edu