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INDONESIA STUDENT VISA

and it's arrangement

VISA *is* stay permit arrangement

“... 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

Type of Visa

Diplomatic Visa

Given for diplomatic purpose

Duty Visa

Given for official duty, but not diplomatic purpose

Visit Visa

Given for short visit purpose(s)

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

Limited Stay Visa

The proper visa to study @BINUS

International student @BINUS UNIVERSITY must use a proper study visa:

**Limited Stay Permit for Study Purpose,
index code: C 316**

to support their stay permit during the study period

Procedure | During Admission Period

Required Documents (for visa purpose):

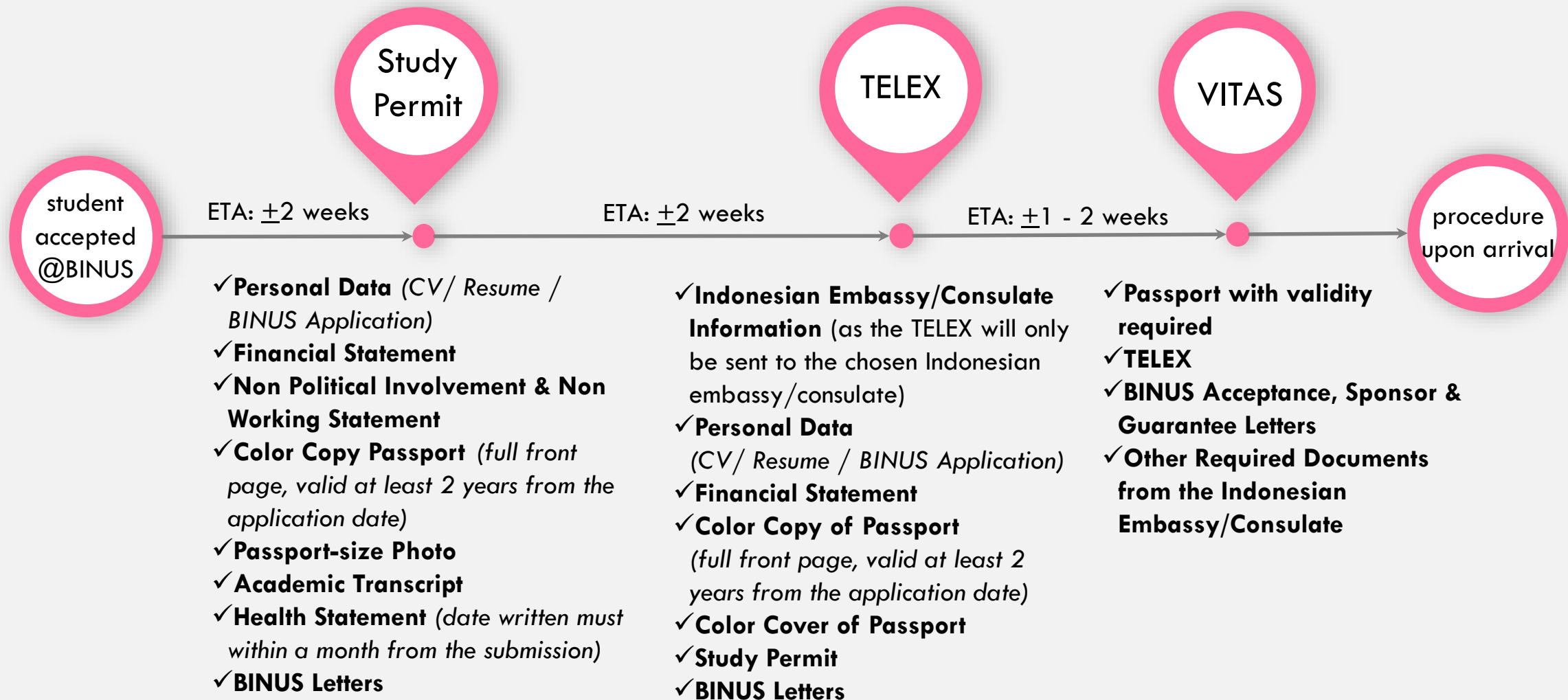
- Personal Data
(CV/ Resume / BINUS Application)
- Financial Statement
(Bank Statement / USD 1500)
- Non-Political Involvement & Non-Working Statement
- Color Copy Passport
(full front page, valid at least 2 years from the application date)
- Passport-size Photo
- Academic Transcript
- Health Statement
(date written must within a month from the submission)

Type of Visa	Min Passport Validity	Remark
Limited Stay Permit Visa, for 6-month duration	12 months	Recommended for Short Mobility Students (program less or up to 60 days)
Limited Stay Permit Visa, for 12-month duration	18 months	Recommended for Exchange/Study Abroad/Internship Students (program less or up to 6 months)
	24 months	Recommended for Exchange/Study Abroad Students: <ul style="list-style-type: none"> • Fall/Odd & Spring/Even (Sep to Aug); or • Spring/Even & Fall/Odd (Feb to Feb) (program less or up to 12 months)
Limited Stay Permit Visa, for 24-month duration	30 months	Recommended for Full Degree Students, both fee paying and scholarship students. (degree program)

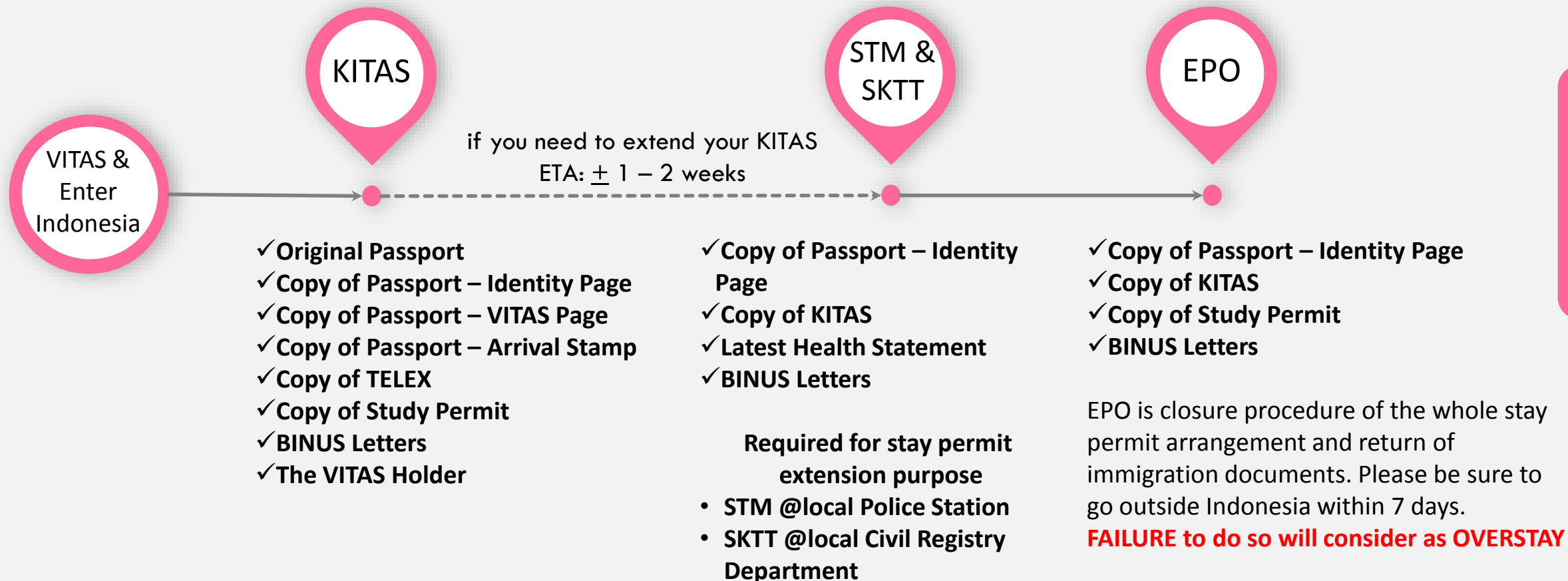
Source:

**PP No.31 Year 2013 About Immigration
(PP No.31 Tentang Keimigrasian), Article 103**

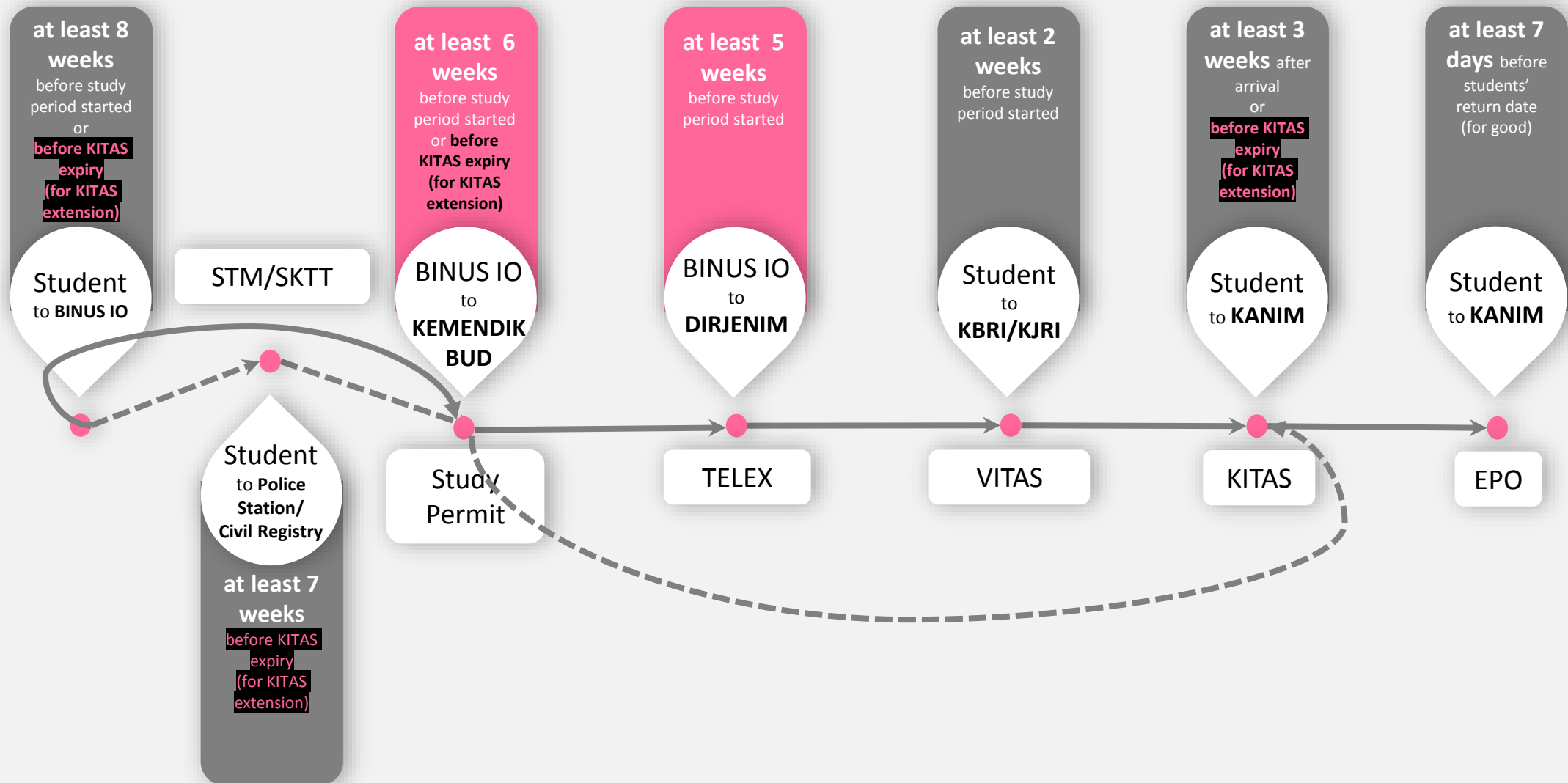
Procedure | Prior Arrival



Procedure | Upon Arrival & the After



Timeline | Overall Procedures



Information | VISA Expenses

Visa Expenses = [TELEX & VISA] + [KITAS] Fees


TELEX & VISA	Fee
TELEX issuance	IDR 200,000 / issuance/ person
VITAS	USD 150 / person
Others	Fee
Illegal stay fine	IDR 1,000,000 / person / day

KITAS, for 6 months duration	Fee
e-KITAS, 6 months	IDR 1,000,000
MERP, 6 months	IDR 600,000
KITAS, for 6 months duration	IDR 1,600,000
KITAS, for 12 months duration	Fee
e-KITAS, 12 months	IDR 1,500,000
MERP, 12 months	IDR 1,000,000
KITAS, for 12 months duration	IDR 2,500,000
KITAS, for 24 months duration	Fee
e-KITAS, 24 months	IDR 2,000,000
MERP, 24 months	IDR 1,750,000
KITAS, for 24 months duration	IDR 3,750,000

Source:

PP No.28 Tahun 2019
Tentang Jenis dan Tarif atas PNB
(Penerimaan Negara Bukan Pajak)

Information | Sample of Paper-works



KEMENTERIAN RISET, TEKNOLOGI DAN PENDIDIKAN TINGGI
DIREKTORAT JENDERAL KELEMBAGAAN ILMU PENGETAHUAN, TEKNOLOGI DAN PENDIDIKAN TINGGI
Gedung D Lantai 6, Jalan Jenderal Sudirman, Pintu Satu - Senayan,
Jakarta - 10270
Telepon : (021) 57946063 - Fax. (021) 57946062

Nomor : 0298/CS.4/PI/XI/2018 26 Nov 2018
Perihal : Persetujuan Ijin Belajar Baru mahasiswa asing
a.n Ms. Yun Yae Bin
w.n Korea Selatan

Yth. Direktur/Rektor/ Ketua Universitas Bina Nusantara
Di Tempat

Merujuk surat dari International Office Manager Universitas Bina Nusantara nomor 1506 tanggal 31 Oktober 2018 perihal seperti tersebut pada pokok surat, dengan hormat kami sampaikan bahwa ditinjau dari aspek akademik Direktorat Jenderal Kelembagaan Iptek dan Dikti, Kementerian Riset, Teknologi dan Pendidikan Tinggi dapat menyetujui Ijin Belajar Baru mahasiswa asing atas nama:

Sample of Study Permit
issued by the Ministry of Research, Technology,
and Higher Education, Republic of Indonesia

Surat persetujuan ini diterbitkan dengan ketentuan-ketentuan sebagai berikut: Mematuhi Hukum yang berlaku di Indonesia, Mematuhi Peraturan Perguruan Tinggi, dan Tidak Bekerja selama Belajar di Indonesia
Ditjen Kelembagaan IPTEK-DIKTI mempunyai kewenangan untuk mencabut izin belajar ini apabila yang bersangkutan melakukan penyimpangan atau penyalahgunaan izin. Atas perhatian dan kerja sama yang baik, kami sampaikan terima kasih.






Ditandatangani Secara Elektronik Oleh :
a.n. Direktur Pembinaan Kelembagaan Perguruan Tinggi
uh. Kepala Sub Direktorat Kerjasama Perguruan Tinggi
Kepala Seksi Kerjasama Luar Negeri
Adhrial Rafaddin
NIP. 197504212008121003

Tembusan: Kantor Imigrasi Terkait

Catatan :
• UU ITE No. 11 Tahun 2008 Pasal 5 ayat 1
"Informasi Elektronik dan/atau Dokumen Elektronik dan/atau hasil cetaknya merupakan alat bukti hukum yang sah"
• Dokumen ini telah ditandatangani secara elektronik menggunakan sertifikat elektronik yang diterbitkan BSR
• Dokumen ini dapat dibuktikan keabsahannya dengan memindai QRCode yang telah tersedia menggunakan Aplikasi Vero DS yang dapat diunduh melalui Google Playstore.



KEMENTERIAN HUKUM DAN HAM RI
DIREKTORAT JENDERAL IMIGRASI
JL. HR. Rasuna Said Kav. X-6/8
Jakarta Selatan 12940

Jakarta, 26 Desember 2018

Yth,
BINUS UNIVERSITY
JL. KH. SYAHIDAN NO.9 RT.006/-12
KELURAHAN PALMERAH, KECAMATAN PALMERAH
JAKARTA BARAT
Alamat email : binus1981@yahoo.com

Hal : **PEMBERITAHUAN PERSETUJUAN VISA**

Sehubungan dengan permohonan saudara nomor 3322001351807485 untuk mendatangi:


Sample of TELEX
issued by the Indonesian Directorate General of
Immigration Office, Jakarta – Indonesia

NO	NAMA	JALAN
1	CARL IMI.2	45

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

Perwakilan R.I di : DEN HAAG
Jenis persetujuan visa : TINGGAL TERBATAS
Indeks : C316

Demikian, agar maklum.



KEPALA SUB DIREKTORAT VISA
PASI VISA KUNJUNGAN

WARYU HIDAYAT, AMD.IM, SH, M.SI
NIP. 198010082000021001

Informasi:

- Persetujuan Ini Berlaku Selama 60 (enam puluh) hari.
- Setelah Tiba Di Indonesia, Harap Mengajukan Permohonan Ijin Tinggal Terbatas Ke Laman Itas Online Pada: <http://isitinggal.imigrasi.go.id/IT-online/>.
- Untuk verifikasi keabsahan dokumen ini silahkan kunjungi: <http://visa.imigrasi.go.id>.

Information | Sample of Paper-works

Sample of **VITAS**

index code: **C316, STUDY VISA**

The proper type of visa for study purpose for every international students @BINUS UNIVERSITY

TELEX number

the number is
the stay permit arrangement
(for TELEX-VITAS-KITAS application)

maximum stay duration

according to the
stay permit arrangement

Reg No. 2A1327A4686-R
IMI.2.GR.01 05.07.2017 10PR.316

Date Of Issue
06.11.2017

Must Be Used Before
04.02.2018

Maximum Stay
6 MONTH(S)

Visa Type SINGLE ENTRY
C316 / STUDY VISA

The VITAS' validity to enter Indonesia using this paperwork

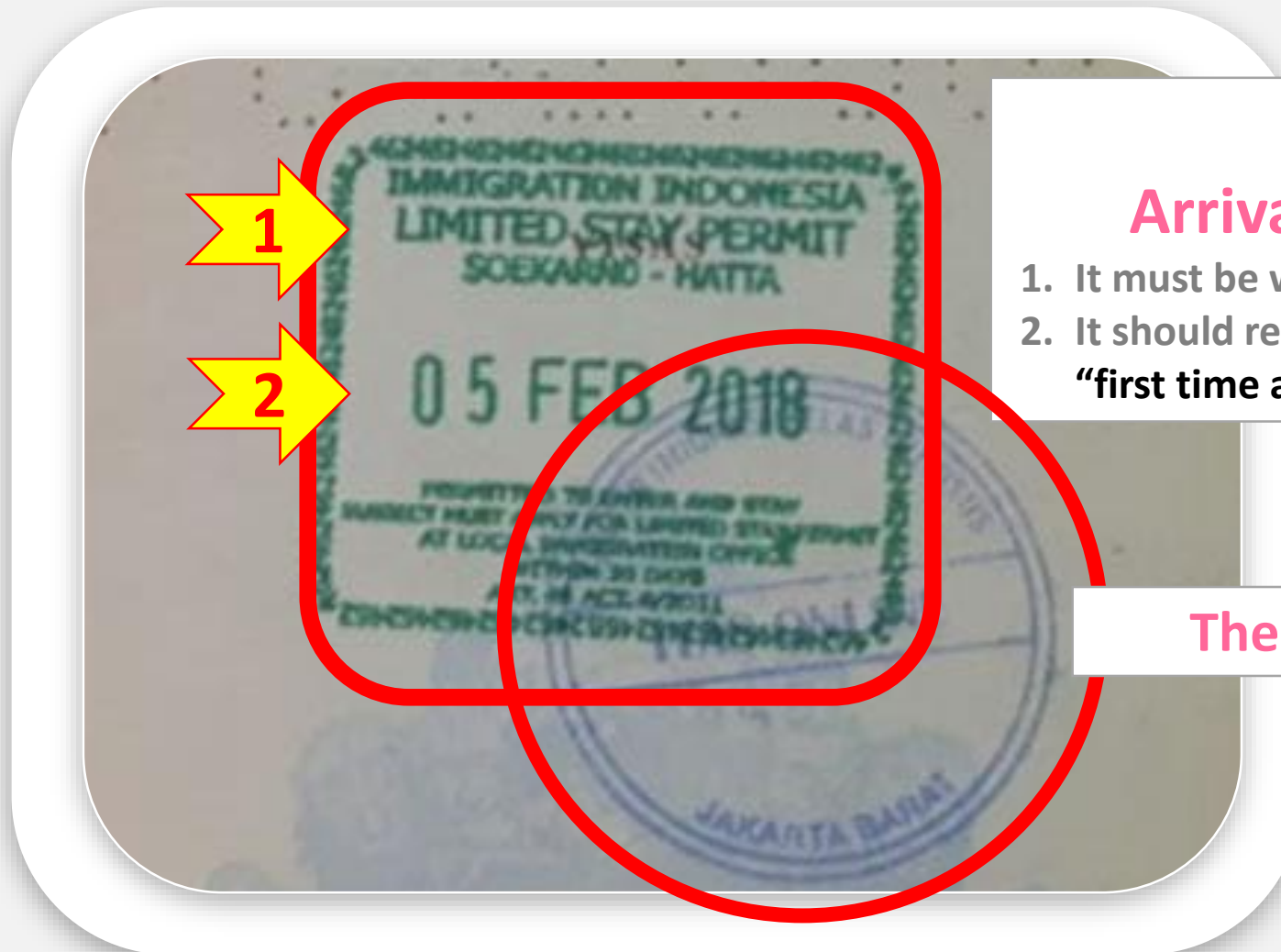
This date does not mean the whole stay permit
arrangement validity

Penyusunan YAYASAN BINA NUSANTARA
WORK PROHIBITED. BEARER MUST REPORT TO LOCAL IMMIGRATION OFFICE
WITHIN 30 DAYS AFTER ARRIVAL TO OBTAIN LIMITED STAY PERMIT

YAYASAN BINA NUSANTARA
or **BINUS UNIVERSITY**
is your visa sponsor

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

Information | Sample of Paper-works



Sample of Arrival Stamp/Sticker

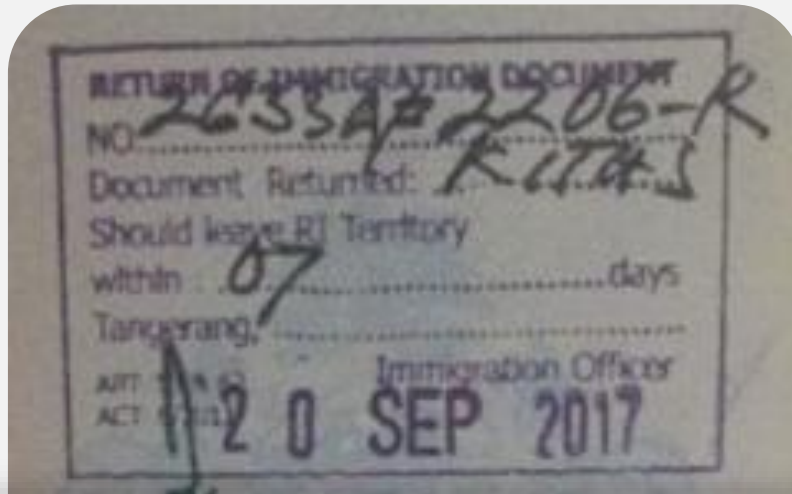
1. It must be written **“LIMITED STAY PERMIT”**
2. It should record the date according to **“first time arrival date in Indonesia”**

The KITAS proof-process

Information | Sample of Paper-works

[illegible]

Information | Sample of Paper-works



RETURN OF IMMIGRATION DOCUMENT

Please be sure to go outside Indonesia
within 7 days

FAILURE to do so will consider as
ILLEGAL STAY

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.**

Updates | due to Covid-19 Pandemic

BINUS Academic Activities

- Based on the [Joint Ministerial Decree](#) on Organizing Teaching-Learning Activities in the New Academic Year of 2020/2021 during the COVID-19 pandemic, our Odd Semester 2020/2021 will be conducted virtually until further notice.

Indonesian Visa and Stay Permit

- Indonesian government is still restricting the issuance of new stay permit for foreigners, we are unable to process students' immigration documents for visa purpose. New orders or policies can be issued at any time.

Various Situation & Cases

due to Covid-19 Pandemic

- **If you are still in your home country (outside Indonesia)**
 - Please wait for updates from us about when to start the visa process
 - Our teaching-learning activities (Odd Semester 2020/2021) will be conducted virtually, so just follow the lectures from your home and stay safe
- **If you are from calling visa countries (Afghanistan, Cameroon, Guinea, Israel, Liberia, Niger, Nigeria, North Korea, Somalia)**
 - The visa process will take longer, because we need to process an additional permission from the Directorate General of Immigration
- **If you are already in Indonesia but having other institution as your visa sponsor**
 - You need to change the visa sponsor; we will guide you & help monitoring the process
- **If you have other type of visa (visit visa, visa on arrival)**
 - You need to change to visa type, we will guide you & help monitoring the process
- **If you have KITAP (*Kartu Ijin Tinggal Tetap* – Permanent Residence Permit), Ijin Tinggal Diplomatik**
 - You still need to have the Study Permit; please submit supporting documents so we can help you processing the Study Permit

Next Action

- To complete our documentation, please send your documents in JPG or PDF format, no later than **Wed, 9 Sep 2020** to Ms. Meriyah (Meriyah@binus.edu) :
 - Scan of Passport (all pages - colored)
 - Scan of KITAS/KITAP/Diplomatic visa
 - Contact of your visa agent (if you have any)

Note: for your reference, list of document needed will be emailed to you

Team | BINUS Visa Team



Ms. Meriyah

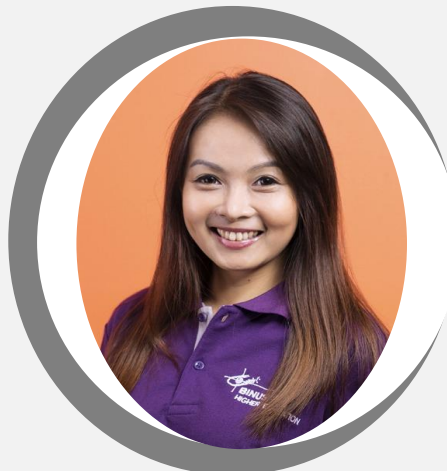
Intl. Mobility Operations Officer

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M : +62-878-8268-0297

O : BINUS Anggrek, 3rd Fl., R.331



Ms. Laily Alfa Citra

BINUS International Office Manager

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M : +62-878-801-801-78

O : BINUS Anggrek, 3rd Fl., R.331

Contact Us

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