KEMENTERIAN PENDIDIKAN DAN KEBUDAYAAN,
UNIVERSITAS NEGERI SURABAYA
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THE DECREE OF THE RECTOR OF UNIVERSITAS NEGERI SURABAYA
NUMBER 598/UN38/HK/AK/2020

CONCERNING
THE CONVERSION OF NATIONAL CREDIT SYSTEM TO EUROPEAN CREDIT TRANSFER SYSTEM

RECTOR OF UNIVERSITAS NEGERI SURABAYA,

Considering :

a. that International Accreditation is an acknowledgment of the quality of an educational institution by an authorized agency/organization according to the evaluation criteria of an accreditation institution;
b. that recognition of quality from external parties including input, process, output, outcomes, and quality assurance system in higher education;
c. that the government realizes the importance of higher education quality and there is a need to develop a holistic quality assurance system to improve academic quality in enhancing the quality standards of education, research, and services in Indonesia to meet the international standards continuously;
d. that it requires a credit equivalent (Credit Unit) applied by Universitas Negeri Surabaya toward the European credit transfer system to be counted when used to apply advance study in Europe;

Referring to :

1. Regulation of the Minister of Education and Culture Republic of Indonesia Number 26 of 2007 concerning Cooperation of Higher Education in Indonesia with Universities or Other Institutions Abroad;
2. Regulation of the Minister of Education and Culture Republic of Indonesia number 3 of 2020 concerning National Education Standards;
3. Regulation of the minister of Education and Culture Republic of Indonesia number 5 of 2020 concerning Accreditation of Study Programs and Higher Education;
4. Decree of the Minister of Education Republic of Indonesia number 83/P/2020 concerning International Accreditation Institutions and can be a reference for institutions to apply for international recognition/accreditation;
5. ECTS guidelines, European Union 2015;

DECIDING :

Stipulating	:	DECREE OF THE RECTOR OF THE STATE UNIVERSITY OF SURABAYA CONCERNING DETERMINATION OF THE EQUALITY OF THE UNESA SEMESTER CREDIT SYSTEM (SKS) AND THE EUROPEAN CREDIT TRANSFER SYSTEM (ECTS).
FIRST	:	For the Undergraduate Program, Base on the regulation of the minister of education and culture of Indonesia number 3 of 2020 concerning National Higher Education Standards, it is stated 1 CU equals to 170 minutes per week. Therefore, in one semester (14 weeks) 1 CU = 170 minutes x 14 = 2380 minutes or 39.67 hours. UNESA decided that 1 ECTS = 25 hours/semester, so that 1 CU = 1.59 ECTS (39.67/25).
SECOND	:	For magister program, 1 CU equals 240 minutes (50 minutes face to face and 90 minutes assignment, 100 minutes independently so 1 CU = 2.24 ECTS.
THIRD	:	For doctoral, 1 CU equals 270 minutes (50 minutes face-to-face and 100 minutes assignment, 120 minutes independently so 1 CU=2.52 ECTS.
FOURTH	:	The calculation of the determination of the credit score equation can be used for students who will transfer to UNESA or UNESA students who will go to education areas in Europe with the terms and conditions apply.
FIVE	:	This Rector's Decree comes into effect on June 10, 2019.

Stipulated in Surabaya
on 10 June 2020
THE RECTOR OF UNIVERSITAS NEGERI SURABAYA,

Sign

NURHASAN
NIP 196304291990021001

The copy corresponds to the original.
Vice Chancellor for General Affairs and Finance,

SUPRAPTO
NIP 196904021994031002

Attachment
DECREE OF THE RECTOR OF
SURABAYA STATE UNIVERSITY
NUMBER 1036/UN38/HK/KP/2020
About
DETERMINATION OF GUIDELINES FOR
THE TRANSFER OF INDEPENDENT
NATIONAL STUDENT EXCHANGE
CREDIT AT UNIVERSITAS NEGERI
SURABAYA IN 2020.

GUIDELINES FOR CREDIT TRANSFER AND INTERNATIONAL STUDENT EXCHANGE (*MANDIRI*)

UNIVERSITAS NEGERI SURABAYA
(STATE UNIVERSITY OF SURABAYA)
MINISTRY OF EDUCATION AND CULTURE
REPUBLIC OF INDONESIA
2020

CHAPTER I

INTRODUCTION

A. Background

The mobility and integration of trade and investment in Asia and the world are currently very fast, so that the increase in mobility of people between countries is also increasingly significant. This causes higher education to play an important role in developing human resources who are capable of creating and maintaining a global and knowledge-based society (Kemendikbud, 2020b).

The implementation of higher education as an inseparable part of the implementation of national education cannot be separated from the mandate of Article 31 paragraph (3) of the 1945 Constitution of the Republic of Indonesia, which reads: "The government strives for and implements a national education system, which increases faith, piety and noble character in the framework of the intellectual life of the nation, which is regulated by law". The role of higher education as providers of higher education services is very strategic and does not only open access to higher education as an implementation of its constitutional obligation to provide education. Higher education plays a role in developing capabilities and shaping the character and civilization of the nation to produce Indonesian human capital who believe and fear God Almighty, have noble character, are healthy, knowledgeable, capable, creative, innovative, independent, and become democratic citizens, as well as being responsible (Kemendikbud, 2020c).

This strategic role is carried out by universities with a number of challenges, both from internal and external environments. Internal challenges mainly come from higher education governance that has not been implemented according to the standards of good university governance as the national standards for higher education in general. The management of several tertiary institutions in Indonesia is still carried out conventionally, so there are still some of them that are not based on a strategic plan that leads to meeting the needs of stakeholders and strategic plans and / or national priorities developed by the Ministry of Education and Culture (Kemendikbud, 2020c).

The term "internationalization" has long been popular in higher education. Today, universities continue to compete to achieve this predicate. Likewise we are familiar with the terms "world ranking university", "cross-border education" or "transnational education". Given the significant role of knowledge in developing and promoting growth in various sectors, it is important to expand higher education (Varghese, 2008). Indonesia as one of the countries with a very large number of universities in the world must be able to adapt to this phenomenon (Kemendikbud, 2020b).

Merdeka Belajar Kampus Merdeka (MBKM) launched by the Ministry of Education and Culture is a framework to prepare students to become graduates who are strong, relevant to the needs of the times, and ready to become leaders with a high national spirit. Minister of education and Culture Decree No.3 of 2020 gives students the right to study 3 semesters outside their study program. Through this program, there are wide opportunities for students to enrich and increase their horizons and competences in the real world according to their interests and aspirations. We believe that learning can occur anywhere, the universe of learning is limitless, not only in classrooms, libraries and laboratories, but also in villages, industries and workplaces (Kemendikbud, 2020b).

Therefore, credit transfer is one of the programs that is part of Kampus Merdeka Policy to facilitate students in an effort to add and strengthen competencies through other study programs or other universities. To prepare students with global competence and also as an effort to anticipate the intense global competition in these various aspects, it is necessary to collaborate with universities abroad in the form of international credit transfers.

B. Description of the Credit Transfer Program

Academic credit transfer is the process of evaluating qualification components to determine overall / equivalence with other qualifications by pooling comparable credits for academic achievement and individual achievement. Credit Transfer is a mechanism for recognizing workload and achievement at a higher education institution with other higher education institutions. Transfer and Obtaining Credit is the recognition of the results of the educational process expressed in semester credit units or other measures to achieve learning competencies in accordance with the curriculum. Transfer of Credit Score and Obtaining Credit Score can be done between the same or different study programs. Study Program Participants are free to determine which courses will be transferred to the Study Program at Recipient Higher Education (Kemendikbud, 2020b).

Therefore, the Directorate General of Higher Education through the Directorate of Learning and Student Affairs organized a Credit Transfer Program as part of efforts to develop student competencies and insights. The International Credit Transfer Program is a process of recognition of the study load and learning outcomes that a student has obtained while in partner universities abroad (host university). In addition, through the International Credit Transfer Program, home universities in Indonesia can get to know, study various existing credit transfer systems such as the European Credit Transfer System, the ASEAN Credit Transfer System and the UMAP Credit Transfer System, and then implement and develop credit transfer system in accordance with the needs and regulations of higher education in Indonesia. However, along with the challenges of higher education in the era of the Industrial Revolution 4.0, an innovative Credit Transfer program is needed by integrating online learning. In 2020 there will be a COVID-19 pandemic which is endemic throughout the world including Indonesia, so that with this, the international credit transfer program will be held fully online / online (Kemendikbud, 2020b)

C. Legal Bases

Therefore, credit transfer is one of the programs that is part of Kampus Merdeka Policy to facilitate students in an effort to add and strengthen competencies through other study programs or other universities. To prepare students with global competence and also as an effort to anticipate the intense global competition in these various aspects, it is necessary to collaborate with universities abroad in the form of international credit transfers.

The academic credit transfer program is carried out based on the following laws and regulations:

1. Law Number 20 of 2003 concerning the National Education System (State Gazette of the Republic of Indonesia of 2003 Number 78, Supplement to the State Gazette of the Republic of Indonesia Number 4301);
2. Law Number 12 of 2012 concerning Higher Education (State Gazette of the Republic of Indonesia of 2012 Number 158, Supplement to the State Gazette of the Republic of Indonesia Number 5336);

3. Government Regulation Number 4 of 2014 concerning Implementation of Higher Education and Management of Higher Education (State Gazette of the Republic of Indonesia of 2014 Number 16, Supplement to State Gazette of the Republic of Indonesia Number 5500);
4. President Decree Number 13 of 2015 concerning the Ministry of Education and Culture (State Gazette of the Republic of Indonesia of 2015 Number 14); 5. Regulation of the Minister of Research, Technology and Higher Education Number 4 of 2017 concerning Guidelines for Cooperation in the Ministry of Research, Technology and Higher Education;
5. Minister of Education and Culture Decree Number 46 of 2019 concerning Details of Work Unit Tasks within the Ministry of Education and Culture;
6. Minister of Education and Culture Decree Number 3 of 2020 concerning National Higher Education Standards.

D. Program Objectives

The objectives of the academic credit transfer program are as follows:

1. Increasing national insight, integrity, solidarity, and a place for nationality glue among students throughout Indonesia, through intercultural learning.
2. Developing student leadership and soft skills with the character of Pancasila, so that they are ready to mingle cooperatively and competitively both at the national level and with other nations in the world for the sake of national dignity through integrated learning. 3. Providing opportunities for students to gain learning experience in other tertiary institutions through credit transfer / transfer and obtaining credit, by attending lectures, both within and outside of their study program as part of the independent learning program.
3. Improving the quality of higher education through strengthening the comparative advantage (academic excellences) of each university.
4. Implementing a distance education system (PJJ) for students in universities throughout the country to improve access and quality of information technology-based learning.
5. Supporting the Kampus Merdeka and Merdeka Belajar program, in order to strengthen and increase the competence of higher education graduates.

CHAPTER II

OBJECTIVES AND PRINCIPLES OF IMPLEMENTING TRANSFER PROGRAM

A. Objectives of Implementing Transfer Program

Through the opportunity to interact with students and foreign communities directly, it is expected that students will get more value through increased harmonization between hard skills and soft skills, expanding and strengthening networks, cooperation, socio-cultural understanding and internationalization of the Indonesian higher education system, and self-development as well as Continous self-Development for students. Institutionally, a paradigm shift in quality, network, and educational innovation will be the result of learning experiences in the context of self-development that can make a positive contribution to national development and national competitiveness at the international level in the 21st century (Kemendikbud, 2020b).

The learning process in Kampus Merdeka is a manifestation of student centered learning which is essential. Learning in Kampus Merdeka provides challenges and opportunities for the development of innovation, creativity, capacity, personality, and student needs, as well as developing independence in seeking and finding knowledge through reality and field dynamics such as ability requirements, real problems, social interactions, collaboration, self-management, performance demands, targets and achievements. Through an independent learning program that is well designed and implemented, the students' hard and soft skills will be formed strongly (Kemendikbud, 2020a).

Currently, there are many student exchanges with full credit transfers with partner universities abroad, but the credit transfer system between domestic universities is still very small. Student exchanges are held to shape student attitudes as stipulated in the Minister of Education and Culture Decree (Permendikbud) Number 3 of 2020, namely respecting cultural diversity, views, religions and beliefs, as well as other people's original opinions or findings; as well as working together and having social sensitivity and concern for the community and the environment. (Ministry of Education and Culture, 2020a) The objectives of student exchanges include: 1) Studying across campuses (at home and abroad), living with family on the destination campus, students' insights about Bhinneka Tunggal Ika will develop, cross-cultural and ethnic brotherhood will be stronger. 2) Building friendship of students between regions, ethnicities, cultures, and religions, thereby increasing the spirit of national unity and integrity. 3) Organizing the transfer of knowledge to cover educational disparities between domestic universities, as well as conditions of domestic and foreign higher education (Kemendikbud, 2020a).

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B. Principles of Implementing Transfer Program

The implementation of the Credit Transfer Program must comply with the provisions outlined in the administration of general higher education, the provisions of national law and applicable international law. The Credit Transfer Program is implemented based on 9 principles (Kemendikbud, 2020b): (1) legality; (2) clarity of objectives and results; (3) partnership, equality and togetherness; (4) national interests; (5) mutual respect and benefit; (6) upholding the principle of deliberation to reach consensus in every decision making; (7) planned; (8) can be accounted for; and (9) based on performance indicators, effective and efficient.

CHAPTER III

CREDIT TRANSFER PROGRAM IMPLEMENTATION REQUIREMENTS

A. General Requirements

In order to meet the requirements for implementing the credit transfer program, namely (Kemendikbud, 2020b):

a. Higher education institutions do not organize programs that are against the policies and regulations outlined by the Ministry of Education and Culture;
b. Higher education institutions already have policies and strategic plans regarding international cooperation;
c. Higher education institutions already have an International Affairs Office (KUI) or similar units; d. Universities already have SOPs for implementing international cooperation;
d. The tertiary institution is only allowed to carry out credit transfers with partner universities abroad that already have a Memorandum of Understanding or a Memorandum of Agreement;
e. Transferable credits can be in the form of a combination of courses, final assignments, industrial / field work practices (internships) or practical field experiences (PPL);
f. The minimum number of credits earned by students is equivalent to 6 credits;
g. International credit transfers are carried out online.

In implementing the Merdeka Belajar – Kampus Merdeka policy, the program "three semester study rights outside the study program", there are several general requirements that must be met by students and tertiary institutions, including the following: 1. Students come from an accredited Study Program. 2. Active students who are registered at PDDikti. Higher education institutions are expected to develop and facilitate the implementation of the Merdeka Belajar program by making academic guides. The programs implemented should be compiled and mutually agreed between universities and partners. Merdeka Belajar Program can be in the form of a national program that has been prepared by the Ministry or a program prepared by a tertiary institution registered with the Higher Education Database (Kemendikbud, 2020a).

B. Special Requirements

Participants Study Program is accredited by BAN-PT or the Independent Accreditation Institute (LAM) at least B (very good) according to the provisions of the applicable laws and have an active status; and b. The participant study program must admit all credits that have been taken by the Credit Transfer program participants in the study program at the receiving university (Kemendikbud, 2020b).

C. Student Requirements

Prospective students participating in the credit transfer program are selected by the university / study program proposing the following conditions:

1. Undergraduate (S1) and Postgraduate (S2 - S3) students;
2. Students participating in international credit transfer at least semester 3 (three) on current semester;
3. Registered and active as a student at PTN / PTS.

CHAPTER IV
FORM OF ACTIVITIES FOR IMPLEMENTING THE CREDIT TRANSFER PROGRAM

Some forms of learning activities that can be carried out within the framework of a learning exchange are as follows.

A. Requirements of Student Exchange between Study Programs at The Same University

1. Establishing cooperation with domestic and foreign universities or with scientific consortiums to organize credit transfers that students can participate in.
2. PT can allocate quotas for inbound students and outbound students (reciprocal / reciprocal).
3. If necessary, organizing student exchange selections that meet the principles of fairness for students.
4. Monitoring the implementation of student exchanges.
5. Assessing and evaluating the results of student exchanges for later recognition of student credits.
6. Reporting the results of learning activities to the Directorate General of Higher Education through the Higher Education Database.

B. Requirements of Student Exchange in The Same Study Programs at Different Universities

1. Establishing cooperation with domestic and foreign universities or with scientific consortiums to organize credit transfers that students can participate in.
2. Giving Guarantee on the implementation of student learning programs and student off-campus activities in accordance with the contract agreement.
3. PT can allocate quotas for inbound students and outbound students (reciprocal / reciprocal).
4. If necessary, organizing student exchange selections that meet the principles of fairness for students.
5. Organizing regular supervision of the student exchange process.
6. Carrying out quality assurance and manage the implementation of student exchanges.
7. Providing scores and final evaluation results to students to be recognized at their home college.
8. Reporting the results of learning activities to the Directorate General of Higher Education through the Higher Education Database.

C. Duty of The Target University

CHAPTER V
CONCLUSION

In order to prepare students to face social changes, culture, the world of work and rapid technological advances, student competencies must be prepared to be more relevant to the needs of the times. Link and match are not only with the world of industry and the world of work but also with a rapidly changing future. Higher education institutions are required to be able to design and implement innovative learning processes so that students can achieve learning outcomes including aspects of attitude, knowledge, and skills optimally and always relevant.

Established in Surabaya
on the date of 15 November 2020
REKTOR UNIVERSITAS NEGERI
SURABAYA,

ttd

NURHASAN
NIP 196304291990021001

The copy corresponds to the
original.
Vice Rector for General
Secretary and Finance,

SUPRAPTO
NIP 196904021994031002