



MINISTRY OF EDUCATION, CULTURE,  
RESEARCH AND TECHNOLOGY  
**UNIVERSITAS SUMATERA UTARA**  
Jalan dr. T. Mansur No. 9 USU Medan Campus  
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DECREE OF THE RECTOR OF UNIVERSITAS SUMATERA UTARA

NUMBER 1607/UN5.1.R/SK/SPB/2023

ON

THE GUIDELINES FOR CALCULATING THE CONVERSION OF EUROPEAN CREDIT TRANSFER AND  
ACCUMULATION SYSTEM (ECTS) STUDY LOAD FOR STUDENTS AT  
UNIVERSITAS SUMATERA UTARA

RECTOR OF UNIVERSITAS SUMATERA UTARA

Considering : a. That in order to achieve the vision of Universitas Sumatera Utara, which is "to become a higher education institution with academic excellence as a benchmark for the advancement of science capable of competing in the global arena";

b. That accreditation is a recognition of the quality of an educational institution granted by an authorized body/organization according to the assessment criteria of that institution;

c. That international accreditation is based on criteria that serve as benchmarks for quality dimensions and have been agreed upon at the international level;

d. That to fulfill the points a, b, and c above, it is necessary to regulate this in a Rector's Decision of Universitas Sumatera Utara.

In view of : 1. Law Number 20 of 2003 on 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 14 of 2005 on the Teachers and Lecturers (State Gazette of the Republic of Indonesia of 2005 Number 157, Supplement to the State Gazette of the Republic of Indonesia Number 4586);

3. Law Number 12 of 2012 on the 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);

4. Government Regulation Number 4 of 2014 on the Implementation of Higher Education and Management of Higher Education (State Gazette of the Republic of Indonesia of 2014 Number 16, Supplement to the State Gazette of the Republic of Indonesia Number 5500);

5. Government Regulation Number 16 of 2014 on the Statute of Universitas Sumatera Utara (State Gazette of the Republic of Indonesia of 2014 Number 42, Supplement to the State Gazette of the Republic of Indonesia Number 5510);

6. Government Regulation Number 26 of 2015 on the Forms and Mechanisms of Funding for Legal Entity State Universities (State Gazette of the Republic of Indonesia of 2015 Number 110, Supplement to the State Gazette of the Republic of Indonesia Number 5699) as amended by Government Regulation Number 8 of 2020 on Amendments to Government Regulation Number 26 of 2015 on the Forms and Mechanisms of Funding for Legal Entity State Universities (State Gazette of the Republic of Indonesia, 2020, Supplement to the State Gazette of the Republic of Indonesia Number 6461 and State Gazette of the Republic of Indonesia Number 5500)



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7. Government Regulation Number 57 of 2021 on National Education Standards (State Gazette of the Republic of Indonesia of 2021 Number 87, Supplement to the State Gazette of the Republic of Indonesia Number 6676) as amended by Government Regulation Number 4 of 2022 on Amendments to Government Regulation Number 57 of 2021 on National Education Standards (State Gazette of the Republic of Indonesia of 2022 Number 14, Supplement to the State Gazette of the Republic of Indonesia Number 6762);
  8. Presidential Regulation Number 8 of 2012 on the Indonesian National Qualifications Framework (State Gazette of the Republic of Indonesia of 2012 Number 24);
  9. Minister of Education and Culture Regulation Number 88 of 2014 on the Transformation of State Universities into State Legal Entity Universities (State Gazette of the Republic of Indonesia of 2014 Number 1302) as amended by Minister of Education and Culture Regulation Number 4 of 2020 on Amendments to Minister of Education and Culture Regulation Number 88 of 2014 on the Transformation of State Universities into State Legal Entity Universities (State Gazette of the Republic of Indonesia of 2020 Number 48).
  10. Minister of Education and Culture Regulation Number 3 of 2020 on Higher Education National Standards (State Gazette of the Republic of Indonesia of 2020 Number 47);
  11. Minister of Education and Culture Regulation Number 5 of 2020 on Accreditation of Study Programs and Higher Education Institutions (State Gazette of the Republic of Indonesia of 2020 Number 49);
  12. Minister of Education and Culture Regulation Number 22 of 2020 on the Strategic Plan of the Ministry of Education and Culture for the Years 2020-2024 (State Gazette of the Republic of Indonesia of 2020 Number 555);
  13. Decree of the Minister of Education and Culture of the Republic of Indonesia Number 83/P/2020 on International Accreditation Institutions;
  14. Regulations of the Board of Trustees of Universitas Sumatera Utara Number 3 of 2021 on the General Policy of Universitas Sumatera Utara for the Period 2021-2026;
  15. Regulations of the Board of Trustees of Universitas Sumatera Utara Number 2 of 2023 on Amendments to the Regulations of the Board of Trustees Number 1 of 2022 on the Organization and Governance of Universitas Sumatera Utara;
  16. Regulations of the Academic Senate of Universitas Sumatera Utara Number 1 of 2022 on the Academic Policy of Universitas Sumatera Utara.
  17. Rector Regulation of Universitas Sumatera Utara Number 13 of 2022 on the Academic Regulations of Bachelor, Master, and Doctoral Programs at Universitas Sumatera Utara.



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DECIDED:

- To Stipulate : DECREE OF THE RECTOR OF UNIVERSITAS SUMATERA UTARA ON GUIDELINES FOR CALCULATING THE CONVERSION OF *EUROPEAN CREDIT TRANSFER AND ACCUMULATION SYSTEM* (ECTS) STUDY LOAD FOR STUDENTS AT UNIVERSITAS SUMATERA UTARA."
- FIRST : ECTS is a credit transfer system from the European Higher Education Area (EHEA) designed to make studies and courses more transparent in order to enhance the quality of higher education in Europe.
- SECOND : Study programs (Prodi) can convert semester credit units (sks) to the *European Credit Transfer and Accumulation System* (ECTS) for students who will or have already undertaken higher education studies in Europe or vice versa.
- THIRD : Study Program can convert sks to ECTS to meet international accreditation requirements.
- FOURTH : The provisions for converting sks to ECTS for each study program are listed in the Appendix, which is an integral part of this Rector's Decree.
- FIFTH : Other matters not regulated in this decision will be determined in their own provisions.
- SIXTH : This Decree of the Rector comes into effect on the date it is enacted.

Enacted in Medan  
On May 26<sup>th</sup>, 2023

RECTOR,



MURYANTO AMIN

## ATTACHMENT

DECISION OF THE RECTOR OF UNIVERSITAS SUMATERA UTARA

NUMBER : 1607/UN5.1.R/SK/SPB/2023

DATE : May 26<sup>th</sup>, 2023

ON

GUIDELINES FOR CALCULATING THE CONVERSION OF *EUROPEAN CREDIT TRANSFER AND ACCUMULATION SYSTEM* (ECTS) STUDY LOAD FOR STUDENTS AT UNIVERSITAS SUMATERA UTARA

1. For Bachelor/Applied Bachelor programs, the conversion of sks to ECTS follows the provisions as follows:

Number of credits	Conversion	Description
1 credit	= 170 minutes/week/semester = 170 minutes x 14 weeks = 2,380 minutes = 39.7 hours	a. The form of learning for 1 (one) sks in the learning process such as lectures, responses, or tutorials consists of: <ul style="list-style-type: none"> <li>- 50 (fifty) minutes of learning activities per week per semester;</li> <li>- 60 (sixty) minutes of structured assignment activities per week per semester; and</li> <li>- 60 (sixty) minutes of independent activities per week per semester.</li> </ul> b. 1 semester = 16 weeks, including 2 weeks for midterm exams and final exams.
	= 39,7 hours/ 25 hours = 1,6 ECTS	<ul style="list-style-type: none"> <li>- 1 semester consists of 2 quarters</li> <li>- 1 quarter = 12.5 – 15 ECTS, therefore it is established that 1 quarter = 15 ECTS, as the maximum standard</li> <li>- 1 ECTS = 25 - 30 hours, therefore it is established that 1 ECTS = 25 hours as the minimum standard</li> </ul>
144 credits	= 144 x 1,6 ECTS = 230,4 ECTS	- Minimum curricular activities = 144 credits
6 credits	= 6 x 1,6 ECTS = 9,6 ECTS	- Other activities consist of <ul style="list-style-type: none"> <li>a. Foreign Language = 2 credits</li> <li>b. SKEM = 2 credits</li> <li>c. POMITS = 2 credits</li> </ul>
<b>Bachelor/Applied Science programs</b> have activities consisting of curricular, foreign language, SKEM, and POMITS totaling <b>150 credits</b> , equivalent to <b>240 ECTS</b> .		

2. For Master/Applied Master programs, the conversion of credits to ECTS follows the provisions as follows:

<b>Number of credits</b>	<b>Conversion</b>	<b>Description</b>
1 credit	= 170 minutes/ week/ semester = 170 minutes x 14 weeks = 2380 minutes = 39,7 hours	1 semester = 16 weeks, including 2 weeks for midterm exams and final exams
	= 39,67 hours/ 25 hours = 1,6 ECTS	- 1 semester consists of 2 quarters. - 1 quarter = 12.5 – 15 ECTS. - 1 ECTS = 25 - 30 hours, therefore it is established that 1 ECTS = 25 hours as the minimum standard
36 credits	= 36 x 1,6 ECTS = 57,6 ECTS	- Minimum curricular activities = 36 credits
<b>Master/Applied Master programs</b> have activities with a workload of <b>100 - 120 ECTS</b> .		

3. For Doctoral/Applied Doctoral programs, the conversion of credits to ECTS follows the provisions as follows:

<b>Number of credits</b>	<b>Conversion</b>	<b>Description</b>
1 credit	= 170 minutes/ week/ semester = 170 minutes x 14 weeks = 2380 minutes = 39,7 hours	- 1 semester = 16 weeks including 2 weeks for mid-term exams and final exams.
	= 39,7 hours/ 25 hours = 1,6 ECTS	- 1 semester consists of 2 quarters. - 1 quarter = 12.5 – 15 ECTS. - ECTS = 25 - 30 hours, therefore it is established that 1 ECTS = 25 hours as the minimum standard.
42 credits	= 42 x 1,6 ECTS = 67,2 ECTS	- Minimum curricular activities= 42 credits
<b>The Doctoral/Applied Doctoral Program</b> has activities with a workload of <b>150 - 180 ECTS</b> .		

4. To meet the minimum ECTS requirements for the Master/Applied Master Program and the Doctoral/Applied Doctoral Program, the conversion of credits (sks) to ECTS can be calculated in another form, namely by considering the workload of other activities in the following ways:
- Adding the **weight** of student activities that are actually carried out during the course of study, and/or
  - Calculating the actual **time duration** of learning activities in courses (MK) and then converting it to actual credits (sks).

Enacted in Medan  
Rector,



MURYANTO AMIN