



**REGULATION OF THE RECTOR OF UNIVERSITAS SUMATERA  
UTARA NUMBER 43 OF 2017**

**ON  
NEW STUDENT ADMISSION  
OF UNIVERSITAS SUMATERA UTARA**

**BY THE GRACE OF ALMIGHTY GOD**

**RECTOR OF UNIVERSITAS SUMATERA UTARA**

- Considering:
- a. that to implement the law of the Republic of Indonesia Number 12 of 2012 on Higher Education it necessary to stipulate a policy regarding new student admission of Universitas Sumatera Utara;
  - b. that based on the considerations referred to in letter a, the Decree of the Rector of Universitas Sumatera Utara on the regulations of New Student Admissions of Universitas Sumatera Utara is stipulated.

- In view of:
1. Law of the Republic of Indonesia Number 20 of 2003 on 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 of the Republic of Indonesia Number 12 of 2012 on 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 on the Establishment and Management of Higher Education Institutions (State Gazette of the Republic of Indonesia of 2014 Number 16, Supplement to the State Gazette of the Republic of Indonesia Number 5510);
  4. Government Regulation Number 16 of 2014 on Statute of Universitas Sumatera Utara (State Gazette of the Republic of Indonesia Number 42 of 2014, Supplement to the State Gazette of the Republic of Indonesia Number 5510);
  5. Minister Regulation of Research, Technology, and Higher Education Number 126 of 2016 on the admission of new undergraduate students at State Universities;
  6. Decision of the Board of Trustees of Universitas Sumatera Utara Number 1/SK/MWA/I/2016 on the Appointment of Rector of Universitas Sumatera Utara for the 2016-2021 period;
  7. Decision of the Board of Trustees of Universitas Sumatera Utara Number 3/SK/MWA/III/2016 on the appointment of Vice Rector of Universitas Sumatera Utara for the 2016-2021 period.

## **DECIDED:**

### To stipulate: **REGULATION OF THE RECTOR ON NEW STUDENT ADMISSION OF UNIVERSITAS SUMATERA UTARA**

#### CHAPTER 1

##### Article 1

##### General Provision

Based on the Rector Regulation of Universitas Sumatera Utara, what is referred to as:

1. University is Universitas Sumatera Utara which is a higher education that provides academic and/or professional education in a number of disciplines of Science, Technology and/ or particular arts.
2. Rector is the leader of the University who is authorized and responsible for the administration of the University.
3. Faculty is a structural unit at Universitas Sumatera Utara that coordinates and/or carry out academic and/or professional education, and / or vocational education in one or a set of branches of science, technology, and / or a particular art.
4. D-III (Diploma III) Program is a formal academic education that prepares students to become graduates equipped with a set of academic skills, which offers a load of semester credit units in accordance with applicable laws and regulations with a scheduled study period of 6 semesters.
5. D-IV (Diploma IV) Program is a formal academic education that prepares students to become graduates equipped with a set of academic skills, which offers a load of semester credit units in accordance with applicable laws and regulations with a scheduled study period of 8 semester.
6. Undergraduate Program, henceforth referred to as the first level (S - 1) of education program is a formal academic education that prepare students to become graduates equipped with a set of academic skills, which offers a load of semester credit units in accordance with applicable laws and regulations with a scheduled study period of 8 semesters.
7. Master Program is the second level (S-2) of education program that is intended for mastery of certain Sciences in order to obtain a master's degree.
8. Doctoral Program is the third level (S-3) of education program aimed at obtaining the highest academic degrees.
9. Professional Program is an advanced program that is separable or inseparable from the undergraduate program.
10. Study Program is a program that includes learning plan unit as the guideline for the implementation of Education carried out on the basis of a curriculum and it is designed so that learners can master the knowledge, skills, and attitudes in accordance with the curriculum objectives.

11. Students are those who are legally enrolled in one of the undergraduate academic programs
12. Student Admission Selection Committee is a university-level committee set by the Rector as USU new student admission selection committee.
13. PTN is State Universities in Indonesia
14. PTS is Private Universities in Indonesia
14. BAN-PT is National Accreditation Board of Higher Education that conducts the accreditation process of study programs and universities in Indonesia
15. TPA is Academic Potential Test which is a part of student selection for Master's and doctoral programs.

## CHAPTER II

### USU NEW STUDENT ADMISSION PATTERN

#### Article 2

The pattern of new student admission, namely through:

- a. National Selection which is a selection arranged and stipulated by the Ministry of Research, Technology and Higher Education;
- b. Independent Selection which is a selection regulated selection and stipulated by the University.

#### Article 3

##### Principles

The pattern of new student admission is carried out based on the following principles:

- a. Fair, namely does not differentiate prospective students by religion, ethnicity, race, sex, age, social status, region, physical condition, and their financial level, still pay attention to their potential and academic achievement along with their non-academic achievements as well as the focus of the Study Program;
- b. Accountable, namely it carries out in accordance with clear procedures and criteria and can be held accountable;
- c. Transparent, namely the admission is carried out openly and the results can be accessed by all parties easily;
- d. Equitable, namely the admission is carried out by taking into account the needs of the leading, outermost, and underdeveloped regions; and
- e. Distribution, namely the admission is carried out by considering the distribution of students in each study program based on regional origin.

## Article 4

### Capacity

#### Capacity in New Students Admission:

1. The University determines the capacity of new students by maintaining a balance between the maximum number of students in each Study Program and the capacity of facilities and infrastructure, lecturers and educational personnel, as well as services and other educational resources.
2. The capacity of each Study Program is determined by referring to the regulations set by the Ministry of Research, Technology and Higher Education.

## CHAPTER III

### IMPLEMENTATION ORGANIZATION

#### Article 5

1. The Implementation of New Student Admission as referred to in Article 2 is coordinated by the Core Committee of New Student Admission
2. The Core Committee of New Student Admission is formed and determined by the Rector.
3. The Core Committee of New Student Admission forms A Technical Committee for each type of New Student Selection with the approval of the Rector.
4. The Core Committee and Technical Committee of New Student Admission in cooperation with the Central Committee formed by the Ministry of Research, Technology and Higher Education administer the National New Student Selection.

## CHAPTER IV

### REQUIREMENTS FOR PROSPECTIVE STUDENTS

#### Article 6

##### (I) Undergraduate and Diploma Programs

The requirements to be accepted as a prospective student for undergraduate and diploma programs

- a) Graduated from High School (SMA, MA-SMK, overseas high school, Equivalency Examination, etc.) in the current year and/ or the last 3 (three) years.
- b) Graduated from Package C education program (National High School Equivalency Examination) in the current year or the last 3 (three) years proven by three-year report card (as long as the person concerned join the program).
- c) Have physical health that does not interfere the learning process in his chosen study program which will then be regulated in the Rector Decree.

## (2) Extension Program

The requirements to be accepted as a prospective student in the Extension Program are:

- a) D-III graduates who graduated from either state or private universities accredited by BAN-PT
- b) Have passed the number of credits set by the Study Program concerned.
- c) Additional requirements determined by the Study Program

## (3) Professional Program

- a) S1/D-IV graduates who graduated from either state or private universities accredited by BAN-PT
- b) Have passed the number of credits set by the Study Program concerned.
- c) Additional requirements determined by the Study Program

## (4) Specialist Program

- a) Professional graduates who graduated from either state or private universities accredited by BAN-PT.
- b) GPA for Faculty of Medicine with accreditation A: Semester Grade Point Average (IP) S.Ked = 2.50 and Grade Point Average (S.Ked and Profession) = 2.75, for Faculty of Medicine with accreditation B: Semester Grade Point Average (IP) S.Ked = 2.75 and Semester Grade Point Average (IP) Profession = 3.00
- c) Maximum age of 35 years (when the education starts).
- d) Additional requirements determined by the Study Program

## (5) Master Program

- a) S1 graduates who graduated from either state or private universities accredited by BAN-PT
- b) Minimum GPA of 2.75 for Undergraduate Education.
- c) Have a master's degree and academic transcript or equivalent
- d) Have a TOEFL Certificate with a minimum score of 500
- e) Have a certificate of TPA (Academic Potential Test) with a minimum score of 400
- f) Special requirements for scholarship applicants in accordance with regulations issued by the scholarship institution.
- g) Study Permit issued by the agency for prospective students who have already worked.
- h) Additional requirements determined by the Study Program

## (6) Regular Doctoral Program

- a) S2 graduates who graduated from either state or private universities accredited by BAN-PT
- b) Minimum GPA of 3.00 for Master's Education.
- c) Have a TOEFL Certificate or TOEFL Prediction Certificate with a minimum score of 500
- d) Have a certificate of TPA (Academic Potential Test) with a minimum score of 500.

- e) Special requirements for scholarship applicants in accordance with regulations issued by the scholarship institution.
- f) Study Permit issued by the agency for prospective students who have already worked.
- g) Additional requirements determined by the Study Program

#### (7) Fast-Track Doctoral Program

- a) Students of Master's programs who demonstrate high academic achievement can choose to take the Doctoral Program as an integral part of a master's program called the Fast-Track Doctoral Program.
- b) The requirements governing the new student admission for Postgraduate Programs as referred to in point a are determined by the Postgraduate Education.

## CHAPTER V

### SELECTION SYSTEM

#### Section One

##### Article 7

#### (1) New Student Admission Selection System for Undergraduate Program

- a) The New Student Selection Committee for Undergraduate Program determines a new student selection system based on both national and independent selection systems.
- b) New Student Admission for Undergraduate Program is conducted based on the selection results determined by New Student Selection Committee which is conducted together with National and Independent Committees.
- c) New Student Selection for undergraduate program is conducted I (one) time a year.

#### Section Two

#### (2) New Student Admission Selection System for Diploma, Extension, Professional and Specialist Programs.

- a) New Student Selection Committee for Diploma, Extension, Professional programs determine the selection system of new student admission based on independent selection system.
- b) New Student Admission for Diploma, Extension and Professional programs is conducted based on the selection results determined by New Student Selection Committee which is carried out Independently.
- c) New Student Selection for Diploma and Extension Programs is carried out 1 (one) time a year.
- d) New Student Selection for Professional and Specialist Programs is carried out maximum of 2 (two) times a year.

### Section Three

#### (3) New Student Admission Selection System for Master and Doctoral Programs

- a) The new student selection committee establishes a new student selection system.
- b) New Student Admission for Master and Doctoral programs is conducted based on the selection results determined by New Student Selection Committee.
- c) The criteria for passing the selection for Master's and Doctoral programs are determined by New Student Selection Committee.
- d) Accepted students of Master's Program must meet the requirements set, especially pertaining to scientific background. Prospective students who are potentially able to complete their education, but have not met the requirements, can be accepted after meeting the requirements set before starting their formal education.
- e) Accepted students of Doctoral Program must meet the determined requirements, which primarily include the scientific background. Prospective doctoral students who are considered to have the potential to be able to complete their education, but have not met the requirements, can be accepted after meeting the requirements set before starting their formal education.
- f) Each Master Program student who will be accepted as a candidate for the Fast-Track Doctoral Program, is subject to a one-year trial period, which ends with a preparatory exam and proposal writing preparation, in preparation for carrying out research for dissertation. Research for dissertation can be started if the evaluation during the probationary period is satisfactory. If the evaluation results are not satisfactory and the preparatory exam is passed, the probationary period is extended for a year at most. If during this extended probationary period, the Doctoral student is unable to pass the preparatory exam and proposal writing preparation, the person concerned is, then, only entitled to complete the Master's Program.
- g) New Student Admission Selection for Master and Doctoral Programs is carried out 2 (two) times a year.

### CHAPTER VI

#### Prospective Student Stipulation

##### Article 8

1. The Rector stipulates the prospective students for Undergraduate, Diploma, Extension, Professional, Specialist, Master, and Doctoral programs in one Decree.
2. The New Student Selection Committee announces prospective students who have passed the selection.

CHAPTER VII  
Regulation Transition

Article 9

In the event that this regulation is insufficient to regulate matters that arise in the future, a separate regulation will be made which is stipulated in the Rector Decree.

Enacted : in Medan  
Dated : November 21, 2017  
RECTOR,  
Signed,

RUNTUNG  
NIP. 195611101985031022