



REGULATION OF THE RECTOR OF UNIVERSITAS HASANUDDIN

NUMBER: 8/UN4.1/2019

CONCERNING

**THE IMPLEMENTATION OF PROFESSIONAL EDUCATION
AT UNIVERSITAS HASANUDDIN**

BY THE GRACE OF GOD ALMIGHTY

RECTOR OF UNIVERSITAS HASANUDDIN

Considering : a. that based on Article 2 paragraph (4) of the Government Regulation of the Republic of Indonesia Number 53 of 2015 concerning the Statute of Universitas Hasanuddin, the implementation of the Professional Program education aims to produce intellectuals of noble character;

b. that in order to ensure that the implementation of the Professional Program curriculum runs effectively and efficiently as regulated in the Universitas Hasanuddin Academic Senate Regulation on Universitas Hasanuddin Education Policy, it is necessary to stipulate the Rector's Regulation on the implementation of Professional Program of Universitas Hasanuddin

Bearing in mind : 1. Law Number 20 of 2003 concerning the National Education System;
2. Law Number 12 of 2012 concerning



Higher education;

3. Law Number 20 of 2013 concerning Medical education;
4. Law Number 11 of 2014 concerning Engineering;
5. Government Regulation of the Republic of Indonesia Number 53 of 2015 concerning the Statute of Universitas Hasanuddin;
6. Government Regulation of the Republic of Indonesia Number 93 of 2015 concerning Teaching Hospitals;
7. Presidential Regulation of the Republic of Indonesia Number 8 of 2012 concerning the Indonesian National Qualifications Framework;
8. Regulation of the Minister of Education and Culture of the Republic of Indonesia Number 73 of 2013 concerning Application of the Indonesian National Qualifications Framework of Higher Education;
9. Regulation of the Minister of Research, Technology and Higher Education Number 50 of 2018 concerning National Standards for Higher Education;
10. Regulation of the Minister of Research, Technology and Higher Education Number 18 of 2018 concerning National Standards for Medical Education;
11. Universitas Hasanuddin Academic Senate Regulation Number



50850/UN4/PP.42/2016 concerning
Universitas Hasanuddin Education Policy;

12. Universitas Hasanuddin Academic Senate
Regulation Number
46929/UN.4/IT.03/2016 concerning Policy
on Curriculum Development for
Universitas Hasanuddin Study Programs;
13. Decree of the Chancellor of Universitas
Hasanuddin Number 4843/H4/O/2010
dated 3 May 2010 concerning the
Development Plan of Universitas
Hasanuddin in 2030;
14. Rector's Regulation Number
36621/UN4.1/PP.37/2017 concerning
Unhas New Student Admission.

Observing : The results of the Academic Senate
Commission I meeting of Universitas
Hasanuddin on March 2nd, 2019 concerning
the Regulations for the Implementation of the
Professional Program at Universitas
Hasanuddin.

HEREBY DECRESS

**To Enact : THE IMPLEMENTATION OF PROFESSIONAL
EDUCATION AT UNIVERSITAS HASANUDDIN**

CHAPTER I GENERAL REQUIREMENTS



Article 1

In this regulation, the following definition shall apply:

1. Universitas Hasanuddin, hereinafter referred to as Unhas, is a legal entity state university.
2. The Chancellor is the Unhas head officials that leads the implementation and management of Unhas.
3. Faculty is a structural unit at Universitas Hasanuddin that coordinates and/or carries out academic and/or professional, and/or vocational education in one or a set of certain branches of science, technology and/or arts.
4. The Dean is the head of the faculty or school within Unhas who is authorized and responsible for the implementation of education in each faculty or school.
5. The Faculty Senate is the element that carries out the function of academic consideration and supervision at the faculty level.
6. Study Program is a unified study plan as a guideline for the implementation of academic and/or professional education held on the basis of a curriculum.
7. The Professional Program is an advanced program that is separate or inseparable from the undergraduate program organized by Universitas Hasanuddin based on applicable regulations.
8. New students are students who are registered for the first time in Unhas Professional Program determined through the Rector's Decree.
9. The academic calendar is the calendar of Universitas Hasanuddin's annual academic activities determined by the Rector's Decree.
10. Tuition fees are funds that must be paid by Unhas Professional Program students in each semester according to the amount determined based on the Rector's Decree.



11. Competence is the ability to think, behave, and act consistently as a manifestation of knowledge, attitudes, and skills possessed by students.
12. Learning outcomes are abilities obtained through internalization of knowledge, attitudes, skills, competencies, and accumulated work experience.
13. Semester Credit System (SKS) is the administration of education using Semester Credit Units (sks) to state the learning load of students, lecturers' workload, learning experience, and the burden of administering educational programs.
14. Semester is a unit of effective learning time for at least 16 (sixteen) weeks, including mid-semester exams and end-of-semester exams.
15. Semester credit units (sks) are the amount of time for learning activities charged to students per week per semester in the learning process through various forms of learning or the amount of recognition for the success of students' efforts in participating in curricular activities in a study program.
16. Semester Course Guideline (RPS) of a course is a learning plan prepared for learning activities for one semester in order to meet the learning outcomes of graduates who are charged with a course
17. Courses are all subject units that have a credit load and are listed in the curriculum of the study program.
18. Compulsory courses for study programs are courses that characterize study programs in certain professional study programs.
19. Elective courses that support expertise are subjects other than compulsory courses for the study program chosen by students from courses within the study program and/or outside the study program in a particular professional study program.
20. Study Plan Sheet (KRS) is a list of courses that will be programmed in the current semester.



21. Study Results Sheet (KHS) is a list of student learning outcomes during their education per semester.
22. Administrative registration is the payment of education fees in accordance with the applicable provisions at Unhas.
23. Academic registration is an activity to fill out and validate student KRS through Unhas Management Information System (SIM).
24. Semester Achievement Index (IPS) is a student's academic achievement which is calculated from the number of multiplications of learning outcomes by the weight of credits, divided by the number of credits programmed in the relevant semester.
25. The Grade Point Average (GPA) is a student's academic achievement which is calculated from the number of times the value of learning outcomes is multiplied by the weight of credits, divided by the number of credits programmed during education.
26. Drop-out students are students who cannot fulfill academic or non-academic requirements according to applicable regulations.
27. *Force majeure* is a natural condition associated with an unavoidable student condition that causes students to be unable to continue academic activities.
28. Academic transcript is a list containing the value of learning outcomes and achievement index of all courses that have been passed during professional education.
29. Internships are professional work practices that are specifically carried out for certain professional study programs.
30. The Indonesian National Qualifications Framework (KKNI) is a competency qualification framework that can juxtapose, submit, and integrate the education and job training fields as well as work experience in order to provide recognition of work competencies in accordance with the structure of workers in various sectors.



CHAPTER II

PROFESSIONAL EDUCATION OBJECTIVES

Section 2

To produce intellectuals of noble character who have in-depth knowledge and specific skills in certain fields in accordance with Level 7 (seven) in the Indonesian National Qualifications Framework (KKNI) and in line with the National Higher Education Standards (SN-DIKTI).

CHAPTER III

STUDENT ADMISSION

Article 3

Admission and registration of new students for professional programs refers to the Rector's Regulation on Admission of New Students Unhas.

CHAPTER IV

TUITION FEES

Article 4

- (1) Each Professional Program student is required to pay tuition fees before filling out the online KRS for the semester he will be participating in according to the Academic Calendar.
- (2) Payment of tuition fees on a *host-to-host* basis through Automated Teller Machines (ATM) or designated bank *tellers*.
- (3) Students who have not been able to complete their studies at the end of the current semester based on the Academic Calendar, are required to pay tuition fees in the following semester.



- (4) Students who do not re-register for one semester and intend to continue their studies in the following semester are required to pay arrears and/or tuition fees for the semester they did not attend.
- (5) Students as referred to in paragraph (4) must go through a verification process at the Academic Administration Bureau at the proposal of the Dean before making payment of arrears of tuition fees.
- (6) Students who do not pay tuition fees for two consecutive semesters are declared dropouts.
- (7) The amount and type of education costs are regulated by the Rector's Decree.

CHAPTER V EDUCATION PROCESS

Part One

Implementation of Academic Activities

Article 5

- (1) The implementation of the Professional Program academic activities is divided into 2 (two) semesters each year according to the Academic Calendar.
- (2) Professional Program academic activities may include lectures, group discussions or tutorials, practicum, Professional Work Practices, Internships, and Final Projects as well as academic activities in accordance with applicable regulations.
- (3) The academic activities as referred to in paragraph (2) can be held on educational vehicles related to the profession.
- (4) Academic activities of certain professional programs can be carried out in the form of Recognition of Past Learning (RPL).



Part Two
Curriculum and Study Period
Article 6

- (1) The curriculum of the Professional Program supports the achievement of the goals of the Professional Program as stated in Article 2.
- (2) The Professional Program Curriculum is proposed by the Dean to the Chancellor after receiving consideration from the Faculty Senate.
- (3) The curriculum for the Professional Program is determined by the Rector's Decree after being reviewed by the work unit assigned by the Chancellor.
- (4) Credit load and curriculum components for professional study programs are at least 24 (twenty-four) credits and at most 44 (forty four) credits.
- (5) The curriculum is reviewed at least every 2 (two) years to be adapted to the needs and developments of science, technology, art, and culture as well as the needs of the community.

Article 7
Study period

- (1) The study period for the Doctor and Dentist profession program is scheduled to be completed no later than 4 (four) semesters and no later than 10 (ten) semesters.
- (2) The study period for the Engineer Professional Program with Recognition of Past Learning (RPL) is scheduled to be completed no later than 1 (one) semester and no later than 2 (two) semesters.



- (3) The study period for other professional programs is scheduled to be completed no later than 2 (two) semesters and no later than 6 (six) semesters.

Part Three
Student Registration
Article 8

- (1) Every student is required to perform administrative registration and academic registration every semester to be recognized as an active student.
- (2) Students are recognized as valid participants of a course if the course is programmed in the online KRS in the current semester.
- (3) KRS must obtain approval from the academic advisory lecturer, KPS, and be approved by the Dean of the Faculty.

Part Four
Withdrawal from All Courses
Article 9

- (1) Withdrawal from all courses being followed can be done under force *majeure* conditions.
- (2) The application for resignation as referred to in paragraph (1) must obtain approval from the academic advisor through the KPS and the Dean, and submitted in writing to the Academic Administration Bureau no later than one month before the end of the current semester, or according to the schedule on the Academic Calendar.



- (3) Students who withdraw from all courses in the current semester for reasons as stated in paragraph (1), then the semester is not counted in the study period.
- (4) Withdrawal from all courses as referred to in paragraph (1) can only be done 1 (one) time during the study period.
- (5) Resignation from all courses for scholarship recipient students must obtain approval from the scholarship granting institution.
- (6) Withdrawals from all courses for collaboration students must obtain approval from the institution from which the collaboration manager originates.

Part Five
Academic Leave
Article 10

- (1) Academic leave for 1 (one) semester is only given to students a maximum of 1 (one) time during the study period.
- (2) Resignation from all courses for scholarship recipient students must obtain approval from the scholarship granting institution.
- (3) Withdrawals from all courses for collaboration students must obtain approval from the institution from which the collaboration manager originates. The leave as referred to in paragraph (1) cannot be done if the student has resigned from all courses as referred to in Article 9.
- (4) Academic leave is not permitted in the first semester.
- (5) Cooperation class students are not allowed to take academic leave, unless otherwise stipulated in the cooperation agreement.
- (6) During academic leave, students are not allowed to participate in all academic activities.



- (7) Applications for academic leave must obtain approval from the academic advisory lecturer, submitted in writing to the Academic Administration Bureau through the KPS and the Faculty Dean no later than 1 (one) week before the inaugural lecture according to the schedule on the Academic Calendar.
- (8) Academic leave period is not included in the calculation of the study period.
- (9) Students with academic leave status are not subject to tuition fees.

Part Six
Learning Implementation
Article 11

- (1) The implementation of learning must refer to the curriculum as referred to in Article 6.
- (2) The breadth and depth of subject matter must support the achievement of the goals of the Professional Program.
- (3) Vehicles/places of professional education are carried out in accordance with applicable regulations and in accordance with their respective professional programs.
- (4) The presentation/organization of learning a course can only be held if it is scheduled in the current semester and is attended by students who have programmed in their KRS.
- (5) Students may only take courses that have been programmed in the KRS.
- (6) Each course is taught by one lecturer or a team of lecturers with areas of expertise at the proposal of the KPS and determined by the Dean's decree.
- (7) Each course must have a Semester Learning Plan (RPS).



- (8) Lecturers or a team of lecturers are required to convey RPS and learning rules to students at the beginning of learning.
- (9) The lecturers as referred to in paragraph 6 (six) have educational qualifications in accordance with the National Higher Education Standards.
- (10) The implementation of lectures for a course can only be carried out if followed by at least 5 (five) participants, unless permitted by the Dean.
- (11) Evaluation of the implementation of learning is carried out by the Quality Assurance Group at the Faculty level and by the unit assigned by the Chancellor at the Unhas level.
- (12) The deadline for learning and the entry of online learning outcomes through SIM Unhas is carried out according to the schedule on the Academic Calendar.

Final Exam

Article 12

- (1) Professional Program that carries out final exams, with the aim of assessing students' abilities in mastering knowledge comprehensively.
- (2) The requirements for taking the final exam are as follows:
 - a. registered as an active student;
 - b. The final project has been approved by the main supervisor and co-supervisor;
 - c. obtain a letter of approval from KPS and Dean of the Faculty; and
 - d. obtain a final examination permit from the Academic Administration Bureau.



- (3) The final exam assessors are 7 (seven) people consisting of the chief examiner, the examiner's secretary and the examiner members.
- (4) The final examination committee is proposed by KPS to be determined by the Dean.
- (5) The final exam is closed and administered orally.
- (6) The final exam can only be carried out if:
 - a. attended by at least 6 (six) people from the number of examiners; and
 - b. held within the Unhas Campus and led by the Chief Examiner.
- (7) Students who do not pass the final exam are required to repeat within a maximum period of 1 (one) month after being declared unsuccessful.
- (8) If within the period as referred to in paragraph (7) a student does not take the final re-examination, except due to *force majeure* conditions or does not pass the second examination, it is declared to have dropped out of study.
- (9) The final exam is held for a maximum of 150 (one hundred fifty) minutes)
- (10) Decision of final exam result is determined by the final exam assessor as outlined in the official report.

CHAPTER VI
STUDENT STATUS
Article 13

- (1) Professional Program student status consists of active and inactive.
- (2) The active status as referred to in paragraph (1) is to carry out administrative and academic registration.



- (3) Inactive status as referred to in paragraph (1) is:
- a. do not do administrative registration and academic registration;
 - b. taking academic leave;
 - c. undergo a suspension sanction; and
 - d. withdraw from all courses.
- (4) The period of inactivity as referred to in paragraph (3) points a and c is included in the calculation of the study period.

CHAPTER VII
ASSESSMENT OF LEARNING RESULTS
Article 14

- (1) Assessment of student learning outcomes is carried out with the following requirements:
- a. lecturers have conducted learning in full according to the RPS;
 - b. students have participated in full learning activities; and
 - c. Lecture activities are attended by at least 80 percent of the total face-to-face meetings.
- (2) The value of learning outcomes is expressed in letters with the conversion of the form of numbers, namely:

Number Value Range	Letter Value	Score Conversion
85 – 100	A	4.00
80 -< 85	A ⁻	3.75
75 -< 80	B ⁺	3.50
70 -< 75	B	3.00



<70	E	0.00
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- (3) Grades A to B are passing grades, while E grades are non-pass grades.
- (4) In addition to grades A to E, the value of K (blank) is also used, given to students who withdraw from all courses legally and in writing with the approval of their academic advisors and are approved by KPS and the Dean.
- (5) The value of M (Satisfactory) can be awarded at the end of the current semester for courses programmed in the Course Plan Sheet (KRS) and are still in process.
- (6) The M grade can change to the value as referred to in paragraph (2) in the following semester if it already has the value of learning outcomes.
- (7) The M grade is not included in the calculation of the Semester Achievement Index (IPS).
- (8) Assessment of learning outcomes is uploaded to SIM Unhas according to the schedule on the Academic Calendar.

CHAPTER VIII
ACADEMIC ACHIEVEMENT INDEX
Article 15

- (1) The success of a student's study is expressed by the Achievement Index (IP).
- (2) Semester Achievement Index (IPS) is calculated from the conversion value and credit weight of each course listed in the KRS with the following formula:



$$IPS = \frac{\sum (N_i \times K_i)}{\sum K_i}$$

where K_i = credit weight of the course in one semester, and
 N_i = quality value after being equalized to the conversion
value of the i course

- (3) The Grade Point Average (GPA) is calculated from all course scores that have been passed by students with the following formula:

$$IPK = \frac{\sum (N_i \times K_i)}{\sum K_i}$$

where K_i = the weight of the credits for the programmed
icourse
 N_i = the quality value after being equalized to the conversion
value of the i course

- (4) IPS and IPK as referred to in paragraphs (2) and (3) are listed on the Study Results Sheet (KHS).

CHAPTER IX

SUBMISSION OF LEARNING RESULTS

Article 16

- (1) The coordinating lecturer for each course enters the final value of the learning outcomes of all students participating in the online course to the Unhas SIM according to the schedule on the Academic Calendar.



- (2) If the value as referred to in paragraph (1) is not entered according to the specified schedule, the Unhas SIM will give a B + (B plus) value to all students participating in the course.
- (3) Students can submit objections to KPS regarding the results of the assessment as referred to in paragraph (2), if the student concerned has an A for all other courses in the current semester.
- (4) The study program verifies the student objections as referred to in paragraph (3).
- (5) The final score obtained from the verification results is final and submitted to the Faculty to be forwarded to the Academic Administration Bureau to be uploaded in Unhas SIM.
- (6) Lecturers or a team of lecturers who fail to enter grades according to the schedule on the Academic Calendar will be subject to sanctions in accordance with applicable regulations.

CHAPTER X

MECHANISM OF SUBMITTING OBJECTIONS FOR LEARNING OUTCOMES

Article 17

- (1) Students can object to the value of learning outcomes obtained in the current semester.
- (2) The mechanism for submitting objections about student learning outcomes as referred to in paragraph (1) refers to the Rector's Regulation.

CHAPTER XI

GRADUATION TERMS AND PREDICATES



Part One
Graduation requirements
Article 18

- (1) Pass all credits in accordance with what has been set in the curriculum of the study program.
- (2) Study Programs that require competency exams as *Exit Exams* are declared to meet the graduation requirements if they have passed the competency exam.
- (3) Complete all administrative requirements required by study programs, faculties, and Unhas.
- (4) Has graduated and obtained an alumni number.

Part Two
Graduation Predicate
Article 19

- (1) The graduation predicate consists of 3 (three) levels, namely satisfactory, very satisfactory, and *honors* which is stated in the academic transcript.
- (2) The predicate of graduation as referred to in paragraph (1) is based on the GPA as follows:
 - a. GPA 3.00 – 3.50 : satisfactory;
 - b. GPA 3.51 – 3.85 : very satisfied; and
 - c. GPA 3.86 – 4.00 : with praise or *cum laude* .
- (3) The predicate of praise as referred to in paragraph (2) letter c is awarded if the study period is not more than 4 (four) semesters, for doctor and dentist professional programs.



- (4) The predicate of praise as referred to in paragraph (2) letter c is awarded if the study period is not more than 2 (two) semesters, for other professional programs.
- (5) If the conditions as referred to in paragraph (3) are not met, then the graduation predicate concerned is declared very satisfactory.

Universitas Hasanuddin



CHAPTER XII
LEARNING ACHIEVEMENT
Article 20

- (1) The learning achievement index (IPB) of a Professional Program graduate is calculated by the following formula:

$$IPB = \frac{W}{M} \times IPK$$

where

IPB = learning achievement index

W = normal time of study completion according to the curriculum of a study program in months;

M = time taken to complete the study (in months, rounded up).

IPK = Grade Point Average (GPA).

- (2) The best graduates of the Professional Program at the study program/Faculty/Unhas level for a graduation period are the graduates who have the highest IPB scores in the graduation period.

CHAPTER XIII
DROP OUT
Article 21

- (1) Students are declared to have dropped out of study, other than those stated in Article 4 paragraph (6), if:
- a. inactive for two consecutive semesters;
 - b. withdrawal at his own request;



- c. issued for committing a criminal act and/or violating the provisions stipulated by the government and/or Unhas; and
- d. finished his studies.

(2) Dropouts are determined by the Rector's Decree.

CHAPTER XIV

DEGREE, TRANSCRIPTION, DEGREE, AND GRADUATION

Part One

Certificate

Article 22

- (1) Each Professional Program student, who has completed his education program, is awarded a diploma.
- (2) The diploma is signed by the Dean and the Chancellor.
- (3) Photocopy of diploma is approved by the Dean.

Part Two

Transcript

Article 23

- (1) Academic achievement transcript is a list containing the learning outcomes of all courses taken by students, GPA during the Professional Program, and may include areas of expertise/interests.
- (2) Each Professional Program student, who has completed his education program, is given a transcript of academic achievement.
- (3) Academic achievement transcripts are signed by the Dean/Vice Dean for Academic Affairs, Research and Innovation of the Faculty.



- (4) Photocopy of academic achievement transcripts endorsed by the Vice Dean for Academic Affairs, Research and Innovation of the Faculty

Part Three

Title

Article 24

- (1) Every Professional Program student who has completed his education program has the right to hold a degree in accordance with the field of science pursued and listed in the diploma.
- (2) Degrees are awarded based on applicable laws and regulations.

Part Four

Graduation

Article 25

- (1) Graduation is held according to the Academic Calendar
- (2) Graduates must be registered online to attend graduation in the current period.
- (3) Graduates who take part in the graduation must meet the administrative requirements issued by Unhas.
- (4) Graduates who take part in the graduation are determined by the Rector's Decree.
- (5) Graduates who take part in the graduation are awarded diplomas and transcripts of academic achievements in accordance with applicable regulations.



- (6). The submission of diplomas and academic achievement transcripts for graduates as stipulated in paragraph (5) will be suspended if the study program accreditation period has ended.

CHAPTER XV
TRANSITIONAL TERMS
Article 26

- (1) The provisions contained in this Regulation shall come into force for Professional Program students who are accepted as new students in the Final Semester of the 2019/2020 Academic Year.
- (2) Rector's Decree Number: 1870/H4/P/2009 concerning Academic Regulations at Unhas is declared to remain valid for program students Professions accepted before the First Semester of the 2019/2020 Academic Year.

CHAPTER XVI
CLOSING
Article 27

- (1) Regulations and/or Decrees of Unhas Chancellor related to the implementation of the Professional Program, which are not in line with this Rector's Regulation are declared invalid.
- (2) Matters that have not been regulated in this Regulation will be further regulated by the Rector's Regulation.
- (3) This Regulation shall come into force as from the date of stipulation, provided that if in the future there is an error in this Regulation, it will be amended as necessary.



Enacted in Makassar
On April 2nd, 2019

RECTOR

UNIVERSITAS HASANUDDIN,



DWIA ARIES TINA PULUBUHU

Universitas Hasanuddin