GUIDE BOOK

FACULTY OF HUMANITIES
DIPONEGORO UNIVERSITY

PREFACE

By the abundant blessing from the Almighty God, the construction of the Faculty of Humanities of Diponegoro University's guidebook 2022 could be done right in time with sincerity, responsibility, determination, and enthusiasm. The construction of this guidebook is purposed as the reference and guidance in every academic, administration, and student-related affairs to solidify the implementation of the Threefold Missions of Higher Education (Tri Dharma Perguruan Tinggi) of the Faculty of Humanities of Diponegoro University.

The guidebook then contained a brief history of the Faculty of Humanities of Diponegoro University, vision, mission, aims, educational target, organization structure (alongside the person in charge), course credits, education evaluation, final project's construction, and student's activities, rights, and responsibility. For holistically of the guidebook, list of courses and the distribution, and the list of managers and lecturers with the courses they handle.

This guidebook would never be able to be done right in time without the support from various parties. Hence, I would like to express my biggest gratitude to Diponegoro University's Rector for the trust in the Faculty of Humanities in this guidebook's construction. Another gratitude toward this guidebook construction team for the amazing dedication and contribution toward Diponegoro University's Faculty of Humanities, especially towards the Vice Deans, UP3, TPMF, Heads/Secretary of Departments and Study Program, administration's manager, supervisors, and the other parties that can't be mentioned here one by one. For their amazing support and attachment to their assigned tasks and responsibilities.

Finally, for every academic society in the Faculty of Humanities of Diponegoro University that would like to utilize this guidebook, the construction and improvement of it, heavily rely on critics and suggestions from all of you. Kindly do not hesitate to express your critics and suggestions. Hopefully, this guidebook could truly guide every educational management well for the smooth run of academic activities in the Faculty of Humanities of Diponegoro University that is excellent, dignified, and worthwhile for society.

Semarang, July 2022
Dean FIB UNDIP

Dr. Nurhayati, M.Hum.

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FACULTY LEADERS

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CHAPTER I
INTRODUCTION

A. Diponegoro University Logo

1. The Logo Shape

The image depicts the Diponegoro University logo. Diponegoro University's logol is based on two principles: the university's character and Diponegoro's heroism. Jasmine flowers represent the university, while *Keris* and Prince Diponegoro's shadow (silhouette) represent heroism.

2. The Logo Meaning

The developing jasmine flower buds symbolize the nature of the University; a place to add knowledge that is developing and willing to apply knowledge to the community. The jasmine bud is in the center of 15 petals, and the two petals represent Diponegoro University, which was established on October 15, 1960. *Keris*, with the background of Prince Diponegoro's shadow, has a meaning to protect and defend the nation' independence. The pentagon base represents Pancasila as the State Foundation of the Republic of Indonesia and Diponegoro University.

B. Short History of Faculty of Humanities

1. Institutional Development

At the time of its establishment, on September 12, 1965, based on Ministerial Decree No. 173/165 dated August 21, 1965, Faculty of Humanities was known as the Faculty of Letters and Culture (Sasdaya). Prof. Soenario, S.H., who was the Rector of Undip at the time, had the idea to establish the Faculty. His experience studying law at Leiden University's Faculty of Indology (Netherlands) inspired the idea. Prospective colonial officials in the Dutch East Indies learned about the culture of the indigenous peoples of the Dutch East Indies (Indonesia) in this faculty. Keeping this mind, Prof. Soenario, S.H. wishes to establish faculties dedicated to the study and development of Indonesian culture.

Because the primary goal of the Faculty of Sasdaya was to educate prospective scholars in the field of Indonesian culture, the Department of Indonesia was the only department established at the time. It is hoped that the graduates will be able to research and boarden their knowledge of Indonesian culture, as well as introduce it to the international community.

In line with the demands of society, in 1967 a new department was opened, namely the Anglo-Saxon Department which concentrated on Western Literature and Culture. Considering the Indonesian basis is the main goal, the separation of majors is only carried out in the third year. When it was noticed that the policy was reducing the amount of time available for studying Western literature, it was revised in 1968. After much deliberation, the Senate of the Faculty of Social and Political Sciences finally decided on January 31, 1970, that the major could be completed in the second year. The first year focuses on basic Indonesian knowledge. Based on the approval of the Literature and Philosophy Sub-consortium and the decision of the Faculty Senate meeting on May 18, 1972, a new department, the History Department, was established in 1972.

In accordance with this development, the Faculty Masterplan committee decided at a meeting on June 19, 1972, that a number of basic Indonesian courses did not have to be given in the first year, but could be distributed at various levels, allowing study program distributuon to begin in the first year.Since 1973, the Department of Indonesia and the Anglo Saxon Department have started to open Doctoral level programs, whereas the History Department has only opened accalaureate level programs due to a lack of teachers.

In 1978 there was an important change in the education system, namely the Semester Credit System (SKS). In addition, entering the decade of the 1980s, the role of the Literature and Philosophy Sub- consortium in the development of majors or study programs at universities was very decisive. Due to the concept of uniformity, the Undip Sasdaya Faculty has adapted to other similar faculties in Indonesia. The Faculty of Letters and Culture became the Faculty of Literature in 1983. Furthermore, the Department of Indonesiology was renamed the Department of Indonesian Literature. The Anglo Saxon Department was renamed the English Literature Department on April 21, 1984, and the History Department was renamed the History Department.

The dynamics of the Faculty of Letters continued in the following period. In line with the growing public demand for ready-to-use academic professionals, the Faculty of Letters has begun to offer non-degree study programs. In 1992, the Department of History started collaborating with the Regional Archives Office of Central Java Province to provide archival training to local government employees. Beginning with these activities, they were eventually inspired to establish the Archives Diploma III Program. Furthermore, on February 14, 1994, the Archives DIII Study Program was established by Decree of the Director General of Higher Education No. 64/Dikti/Kep/1994. This study program accepts government students as well as high school graduates. Meanwhile, several English Literature department lecturers began to pioneer the establishment of an English diploma program.

This effort was successful with the issuance of the Director General of Higher Education's Decree No. 16/Dikti/Kep/1995 on February 2, 1995, regarding the establishment of an English Diploma III Program with specialization in the fields of Tourism, Public Relations, and Office Administration.

Furthermore, on September 12, 1996, the Director General of Higher Education issued Decree No. 521/Dikti/Kep/1996, which entitled the establishment of the English Literature Extension Program. On September 12, 1996, the Diploma III Library and Information program began in accordance with Director General of Higher Education Decree 646/Dikti/Kep/1996. With the increasing global challenges of the twenty-first century, as well as the increasing demand for international communication, the Faculty of Letters continues to develop study programs related to foreign language mastery competencies. Based on these considerations, the Japanese Language Diploma Program was opened in 2001 by Decree of the Director General of Higher Education, Ministry of Education and Culture No. 27/Dikti/Kep/2001 dated January 30, 2001. Japanese was chosen as one of the study programs because Japan is one of the most advanced and influential nations in the world, particularly in the Asia Pacific region.

As the number of Diploma III graduates grows, so does the need for a forum for those who want to continue their education. On that basis, the idea grew to open a regular and extension undergraduate study program. The Faculty of Letters was successful in opening the Indonesian Literature Extension Program in 2003. Furthermore, based on the Decree of the Director General of Higher Education, Ministry of Education and Culture No. 3025/D/T/2005, two study programs, namely the Library Science Study Program (Regular 1) and the 2nd Regular Program (Extension) of Library Science, were successfully launched in 2005. Furthermore, the Japanese Literature Study Program (Regular 1) and (Regular 2) Japanese Literature were established successfully in 2009.

The success of establishing various study programs at the Diploma and S1 levels encourages the Faculty of Letters to expand its role and capabilities, specifically by opening a Masters ProgramSince 2002, three Masters Study Programs (S2) have been successfully established, namely the Masters Study Program of Literature (2002), based on the Director General of Higher Education's Decree No. 3207/D/T/2002 dated October 28, 2002, the Masters Program of Linguistics (2005), based on the Director General of Higher Education's Decree No. 1340/D/T/2005 dated May 6, 2005, and the Master of History Study Program (2007), based on the Director General of Higher Education's Decree No. 4923/D/T/2007 dated December 26, 2006. According to the Decree of the Rector of Diponegoro University number 112/UN7.P/HK/2017 dated March 14, 2017, the Diploma III Program of the Faculty of Letters changed its management to a Vocational School beginning in 2017. The Doctoral Program in History was also established in 2017.

On March 22, 2005, the Faculty Senate decided to submit a proposal to the Directorate General of Higher Education to change the name of the Faculty of Letters to Faculty of Humanities (FIB). The concept of change is related to the desire to compete with other institutions that have various fields of knowledge, including the humanities. Thus, the name change is more than just a change in nomenclature; FIB is expected to be able to accommodate the various elements in it with the new name. Furthermore, many other universities in Indonesia, including Indonesia University and Gadjah Mada University, have changed their names to include the word “culture”. Finally, in 2009, the name change was approved. The name of the Faculty of Letters was officially changed to *Fakultas Ilmu Budaya* (FIB), which translates as Faculty of Humanities in English, by Decree of the Rector of UNDIP No. 184/SK/117/2009. On March 5, 2014, FIB received a Decree of the Minister of Education and Culture Number 088/P/2014.SK approving the Social Anthropology Study Program. FIB is currently proposing the establishment of a Performing Arts and S3 Culture Study Program.

C. Vision, Mission, and Goals

1. Vision

Become an excellent Research Faculty in Southeast Asia by 2025 in the field of culture which includes literature, language, history, anthropology, libraries.

2. Mission

1) Organizing high-quality research-based teaching in the fields of literature, language, history, anthropology, and libraries on a national and international scale.
2) Conduct professional research and publish scientific papers as a contribution to the development of science and art, including literature, language, history, anthropology, and libraries.
3) Organizing community service based on the findings of research conducted by lecturers and students in literature, language, history, anthropology, libraries, philosophy, and archives in order to apply and develop science and art.
4) Improving professionalism, capability, accountability, in governance and the independence of faculty administration.

3. Goals

Diponegoro University's Faculty of Humanities education aims to:

1) Produce graduates who have quality research competencies and/or professional expertise in the fields of literature, language, history, anthropology, libraries, philosophy, and archives. Those with academic and/or professional abilities, moral integrity, scientific and critical attitude and have high competitiveness both at national and international levels.
2) Produce research works and publications as well as innovative and quality professional expertise in the fields of literature, language, history, anthropology, library,

3) Produce community service works that contribute to improving people's living standards and the progress of the nation as well as encouraging the spirit of science and technology-based entrepreneurship.
4) Realizing an efficient, accountable, transparent, fair, and integrated higher education governance situation in the Faculty of Humanities.

4. Organizational Governance

a. Organizational Structure

According to the Diponegoro University Statute, which was confirmed by Government Regulation Number 52 of 2015, the organizational structure of Faculty of Humanities consists of three elements: leadership elements, academic elements, and administrative elements.

According to the Rector Regulation of Diponegoro University Number 2 of 2019, the faculty leadership consists of the dean, vice dean, and faculty senate. There are two vice deans in the Faculty of Humanities: Vice Dean I (Academic and Student Affairs) and Vice Dean II (Resources). Academic elements include departments, study programs, laboratories, studios, and lecturer groups.

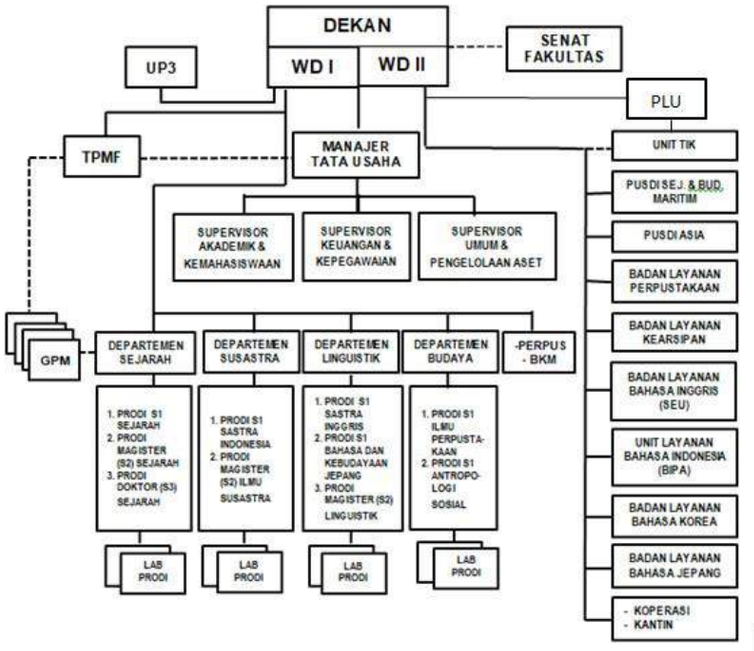
The Faculty of Humanities is in the process of determining the organizational structure at the departmental level. Faculty of Humanities has four departments which include the Department of History, the Department of Letters, the Department of Linguistics, and the Department of Culture. Each department has the following study programs.

1) The Department of History has three study programs, : History Doctoral Study Program, History Masters Study Program, History S1 Study Program.
2) The Department of Letters has two study programs: Masters Study Program of Literature and S1 Indonesian Literature Study Program.
3) The Department of Linguistics has three study programs: Master of Linguistics Study Program, English Literature Undergraduate Study Program, and Japanese Language and Culture Undergraduate Study Program,
4) The Department of Culture has two study programs: S1 Library Science Study Program, and S1 Social Anthropology Study Program.

A department chair manages each department. Without a departmental secretary, each study program in each department is led by the head of the study program. This is in accordance with the structural efficiency program of Undip Rector Regulation No. 2 of 2019. The Faculty of Humanities has five laboratories: a computer laboratory, English, culture, and history laboratories, a community service center, and an operator-managed studio. The administrative executive division consists of three subsections: Academic and Student Supervisor, Finance and Personnel Supervisor, and General Student and Asset Management Supervisor.

The following are the main tasks and functions of the important parts of FIB Undip's organizational structure:.

Chart 4.1: FIB Organizational Structure



DESCRIPTION:

1) The Dean is the executive leader and the highest-ranking member of the faculty.
2) The Senate of the Faculty of Humanities is the faculty's highest normative and deliberative body.
3) Vice Deans (I and II) assist the Dean in carrying out his duties
4) The Dean and Vice Deans are faculty leaders.
5) UP3 is the assistant leadership in charge of coordinating faculty research and community service development.
6) TPMF is an assistant to the leadership to ensure the implementation of academic quality management and its supporting administration at the faculty level. In carrying out its duties, TPMF is assisted by GPM who is an assistant to the study program in carrying out quality management. TPMF is under the coordination of Vice Dean I / Vice Dean of Academics and Student Affairs.
7) Vice Dean I / Vice Dean for Academic and Student Affairs assists the Dean in leading the implementation of promotion and admission, education and learning, quality assurance of education, accreditation of study programs and institutions, training for the academic community, student affairs, research, and community service..
8) Vice Dean II / Vice Dean of Resources assists the Dean in leading the implementation of human resource, finance, planning, information technology, assets, and logistics activities.
9) PLM is in charge of coordinating all Study Centers and Service Bureaus, which include archive service bureaus, library service bureaus, and language service bureaus.
10) The scope of PLM duties includes coordination and monitoring of planning, implementation, and reporting, as well as evaluation of the bureaus under it.
11) Service bureaus (libraries, archives, and languages) are each chaired by a chairman and assisted by a secretary, and the process is open biding within and outside FIB.
12) The Service Bureau's head and secretary are responsible for planning, implementation, and reporting to the Vice Dean II / Vice Dean of Resources.
13) The Language Service Bureau is required to coordinate the language service units under it, which includes planning, implementation, monitoring and evaluation, and reporting based on their respective main tasks and functions.
14) Each Language Service Unit is led by a head and a secretary, and the process is transparent (open bidding).
15) Each Service Unit's head and secretary are required to plan, implement, and report to the Vice Dean I/Vice Dean for Student Affairs.
16) The Study Center's Head is led by a chairman and a secretary, and the process is open to the public (open bidding).)
17) The ICT Unit (Information and Communication Technology) is a special unit that functions as a supporting unit in the field of providing information and communication technology services for all FIB units, including: providing databases for all required administrative fields (academic, student affairs, facilities and assets), and data processing into information material that is displayed on the internet.
18) The ICT Unit is led by a chairman who is under the coordination of Vice Dean II / Vice Dean of Resources through the head of TUFIB.

b. Governance System

In general, the governance system implemented by FIB Undip is based on policy at the university level in accordance with governance according to Government Regulation of Indonesia Republic Number 81 of 2014 concerning Designation of Undip as a Legal Entity State University (PTNBH).

The university serves as a catch-all for all existing faculties. In general, credibility, transparency, accountability, and accountability for the implementation of educational programs in faculties that lead to spears in study programs, namely: Higher Education Database Report (PDDIKTI) every semester, preparation of FIB Business Budget Plan (RBA) every semester, financial reporting (Letter of Accountability, SPJ) every month, Faculty Work Meetings, Faculty Leadership Meetings, Faculty Senate Meetings, and other incidental monitoring. As a result, the level of credibility, transparency, accountability, and accountability for academic activity implementation at the faculty level is always well monitored.

FIB Undip consists of four departments: Department of History, Department of Letters, Department of Linguistics, and Department of Culture, which in total has ten study programs, namely: Doctor of History Study Program (S3), Master of History Study Program (S2), Master's Study Program of Literature (S3) Masters Degree of Linguistics (S2), Indonesian History Study Program (S1), Indonesian Literature Study Program (S1), English Literature Study Program (S1), Japanese Language and Culture Study Program (S1), Library Science Study Program (S1), and Social Anthropology Study Program (S1). In carrying out their duties, faculty leaders are assisted by Administrative Managers consisting of Academic and Student Supervisors, Finance and Personnel Supervisors, and General Supervisors and Asset Management.

c. Leadership

FIB leadership consists of the Dean and two Vice Deans: Vice Dean I (Academic and Student Affairs) and Vice Dean II (Resources). FIB Undip develops leadership based on democratic principles, values, norms, ethics, and a strong academic culture. As the faculty's highest normative institution, the Faculty Senate makes all policies concerning the implementation of academic activities. Faculty Leaders hold a Faculty Working Meeting at least once a month to discuss academic activity plans and implementation. Various positive inputs and constructive criticism are accommodated in the improvement of planning. To ensure the successful implementation of academic activities, FIB Undip conducts monitoring and evaluation at the end of each semester, involving various parties such as faculty leaders, lecturers, administrative leaders, and students. It is done in order to solve various faced by FIB and to develop future improvement plans. In addition, every two weeks, there is a Leader Meeting/ *Rapat Pimpinan* (Rapim) with members of the dean and administrative leaders. Rapim discusses a variety of current issues that require fast and appropriate response.

The system and implementation of civil service at Diponegoro University's Faculty of Humanities to elect leaders and build a system of governance that is credible, accountable, transparent, responsible, and fair.

System and implementation of governance for selecting leaders, particularly the Dean, Vice Dean, Head of Department/Head of Study Program, are based on applicable regulations and take into account the aspirations of the entire academic community.

The Faculty Senate selects Deans and Vice Deans based on a majority of votes and a minimum attendance requirement of 2/3 of the senate members. The election results are submitted to the Rector for approval and ratification by the University Senate before being processed in accordance with applicable regulations.

The selection of the Head of the Department / Head of the Study Program is done at the departmental level, with the condition that at least 2/3 of the lecturers in the department concerned vote.

All leaders are tasked and take responsibility for implementing the planned programs, as well as evaluating and improving their implementation.

Appreciations and sanctions are given to lecturers, employees and students in accordance with applicable regulations. Coordination meetings are held at the beginning and end of the semester. All Leaders in the Faculty are fair to lecturers and staff in terms of providing information and opportunities for self-improvement and development.

d. Management System

The Dean is responsible for coordinating, supervising, and controlling all activities, whether they are coordinated by study programs, administrative units, and other units under the faculty, or various activities that are directly coordinated at the faculty level or across the department. Furthermore, the Dean, with the assistance of vice deans, develops a development plan, operational plan, work plan, and budget plan. In this case, the faculty management system includes aspects of planning, organizing, developing the academic community, supervision, direction, and budgeting that are intended to be carried out effectively and efficiently.

Furthermore, the Dean has a variety of external leadership responsibilities, both within and outside of the university. External leadership within the university context includes the task of coordinating between faculties, university leaders, university senates, and, in some cases, representing universities in various forums of activities between universities and other institutions outside universities. External leadership outside the university includes the duties and responsibilities of strengthening the faculty's presence in the larger community, both in the world of higher education, institutions, and the general public. Besides that, it is the duty and responsibility of faculties to develop their image and participation in the building of the community, nation, and state, both through the world of higher education, institutions, and the general public, in accordance with the *Tri Dharma* of Higher Education. Building collaboration with other institutions, both government and private, as well as various communities of the general public, for example, in the form of education and training, community dedication, research, social dedication, and others.

In terms of planning, the faculty leader broadly involves various units in the faculty to participate in planning the program of activities and

development of the existing faculties and units so that progress can be made both at the faculty level and at the level below it in terms of departments, study programs, and their supporting units in order to realize the vision, carry out the mission, and achieve the goals as planned. Thus, the planning process is democratic, taking into account the various elements' aspirations and thoughts. Every year, FIB Undip prepares activity and development plans in the form of RBA (Business Budget Plans) that will be implemented within the next two years. The Plan is prepared with input from the academic community, which is obtained through teaching staff meetings and meetings with students and lecturers. Then, at the start of each semester, socialization and internalization are carried out to the entire academic community in order for the plan to be operational. If deemed very significant, incidental activities are also carried out by collecting funds from various related but nonbinding parties. To ensure the success of each activity, a committee that is accountable and transparent is formed.

The department, in collaboration with the faculty, works to improve the qualifications and competencies of lecturers. In this case, the faculty provides facilities for various academic activities such as seminars and training for lecturers and students. Furthermore, the faculty provides research funds and assists lecturers and students in writing scientific articles that are ready to be published in scientific journals. Meanwhile, the faculty is developing educational personnel through very positive training to improve their performance.

The supervisory aspect of the lecturer's performance is implemented in a variety of ways. Monitoring and evaluation are carried out at the end of the semester by distributing questionnaires to students and through lecturer-student contact forums, in addition to filling out the BKD (Lecturer Workload) form, which is carried out by the university in collaboration with the faculties. Furthermore, the faculty has created various instruments to monitor the performance of lecturers through the study program, such as the provision of a Manual Procedure l (MP), attendance lists, score list guidance cards, and so on.

The management aspect of representation is also a starting point in the management of FIB Undip. In this case, the aspect of organizational representation is attempted by optimizing the participation of all staff, both lecturers and administration, in planning, decision-making, and implementation.

5. Education Quality Assurance

Since the early 2000s, the Ministry of Education and Culture has paid close attention to this quality assurance. For example, the Higher Education Longterm Strategy (HELT) 2003-2010 states that:

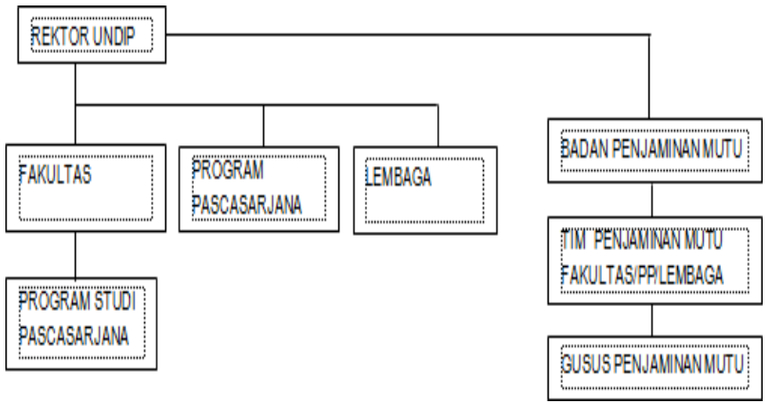
> *"In healthy organization, a continuous quality improvement should become its primary concern. Quality assurance should be internally driven, institutionalized within each organization's standard procedure, and could also involve external parties. However, since quality is also a concern of all stakeholders, quality improvement should aim at producing quality outputs and outcomes as part of public accountability".*

The long-term strategy of higher education has clearly identified quality assurance as a strategic issue that must be addressed in higher education management. *This is reinforced by Article 91 PP. Number 19 of 2005 concerning National Education Standards, which states: 1) Every education unit, both formal and informal, is required to ensure educational quality. 2) The education quality assurance mentioned in paragraph (1) seeks to meet or exceed National Education Standards. 3) The quality assurance of education referred to in paragraph (1*) is carried out in stages, systematically, and in accordance with a quality assurance program with a specific target and time frame.

In the framework outlined above, Undip has been preparing to implement Higher Education Quality Assurance since 2004. Various preparations have been made during the preparation stage, including human resources, documents, quality assurance organizations, and Undip policies on quality assurance. The Undip Senate approved the formation of the Undip Quality Assurance Agency on January 30, 2006. (BPM). On February 1, 2006, Undip Rector declared that Undip had officially implemented a Quality Assurance System under the motto "Undip Success with Quality".

Diponegoro University's Quality Assurance Agency (BPM) was established to implement the Quality Assurance policy. Currently, BPM is under the LP2MP (Institute for Development and Quality Assurance of Education), which is in charge of implementing quality assurance in all aspects of the university. A Faculty Quality Assurance Team (TPMF) has also been established at the Faculty level, FIB. The Postgraduate Program Quality Assurance Team (TPMPPS) was formed in the same way. A GPM (Quality Assurance Group) has also been formed in each department at FIB Undip. Internally, BPM also conducts quality assurance audits using the AMAI system (Internal Academic Quality Accreditation). The organizational structure of the Undip Quality Assurance Agency and the general position of TPMF FIB can be shown in Chart 4.2.

Chart 4.2 The organizational structure of Quality Assurance



Some of the personnel chosen for TPMF management have received Higher Education Quality Assurance System (SPMPT) training. Internal quality management is carried out at the faculty level through the preparation of quality documents, accreditation preparation, and so on, all of which are carried out in collaboration with GPM in FIB. By conducting regular monitoring and evaluation, quality assurance covers aspects of input, process, output, and outcome. Input quality assurance includes both the quality and quantity of prospective students. Because the majority of FIB Undip's study programs are not marketable, improving the quality of input is prioritized by improving the quality and quantity of the process. It is also hoped that process quality improvement will shorten the student's study period, though this is still a work in progress.

Internal monitoring and evaluation by TPMF is carried out periodically which is stated in a written report every three months. In addition, by coordinating with department heads and study program heads, TPMF through GPM Study Program also monitors students who are less active in completing thesis writing. They were specially called to be invited to discuss in order to complete their thesis. External evaluation is carried out by holding a connection forum with students and gathering information from alumni.

The evaluation results are used to improve and develop faculties and study programs in areas such as curriculum, learning methods, libraries, facilities and infrastructure, thesis guidance, and so on. Strategic steps for implementing the results of internal and external monitoring and evaluation are discussed in TPMF meetings attended by all faculty members. The majority of the results of internal and external monitoring and evaluation are used to develop policies for future continuous improvement.

D. Achievement Strategy

Based on the vision, mission, and goals that have been set, the targets to be achieved in the learning process in various study programs at FIB Undip include aspects contained in RAISE++, namely: *relevance, academic atmosphere, sustainability, efficiency, leadership, equity*, *appro- priateness, adequacy, selectivity, effectiveness,* dan *productivity.*

To realize the FIB vision, 16 strategic targets will be the focus of development, namely:

Increasing human resources' learning capacity;

Improving Graduate Quality and Competence through Application

Quality assurance in the teaching and learning process, as well as a synergistic learning system;

Increasing learning opportunities by taking into account the Gross Enrollment Rate (GER) for all levels of higher education (S1, S2, and S3) and is not discriminatory;

Improving the quality and accessibility of educational facilities and infrastructure;

Improving the quality and accessibility of educational facilities and infrastructure;

Expanding access and opportunities for lecturers/researchers to conduct research through faculty funding,

LPPM, and DRPM Dikti, particularly those related to RIP Undip;

Improving the quality of collaboration and research partner network in the context of publishing research results;

Increasing the use of research findings to better people's lives;

Human resource capacity building and related units in community service;

Increasing academic community participation and access to community service activities;

Improving the entrepreneurial spirit through science and technology;

Achieving effective and efficient bureaucracy and regulations in the direction of Good University Governance (GUG);

Implementation of effective, efficient, accountable, and transparent human resource management;

Achieving transparent and accountable financial management;

Achieving transparent and accountable financial management;

Increased funding for long-term development.

These strategic objectives are addressed by progressive policy development. The following policies will be implemented:

Improving education and learning quality;

Improving the quality and quantity of research and scientific/technological/art works;

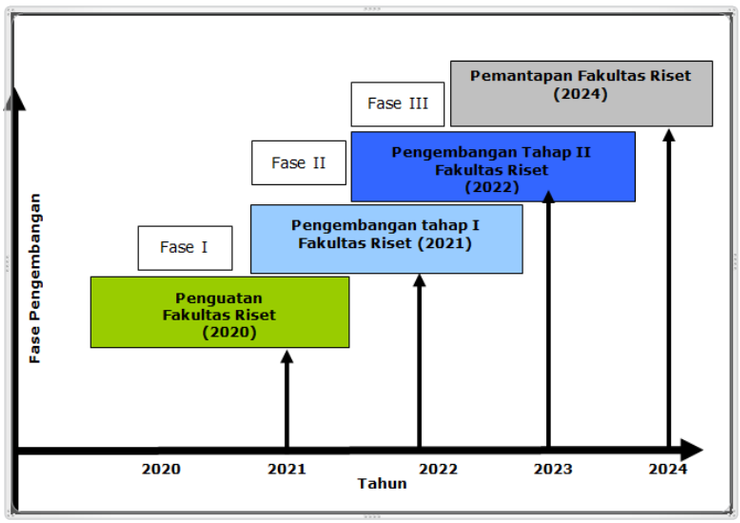
Improving the quality and quantity of community service

Increasing the Capacity of Human Resources, Governance, and Higher Education Independence.

To achieve the previous mentioned targets and realize FIB Undip's vision of becoming an excellent research faculty by 2025, the achievement strategy is implemented over a 20-year period, namely the Long-Term Development Strategy or PJP (for 20 years), which is divided into four phases of Five Year Development (PLT): PLT I (2005-2010), PLT II (2010-2015), PLT III (2015-2020), and PLT IV (2020-2025). (2020-2025). It was passed from 2005 to 2010 for the PLT I phase, namely the Preparation Phase as a Research Faculty. As a Research Faculty, FIB Undip is currently in the PLT II phase, which is the Embryo phase. Chart 4.3 depicts the Long-Term Development stage in general.

Chart 4.3

PJP FIB PLAN (2005-2025) (BECOMING EXCELLENT RESEARCH FACULTY)



MISSION	GOALS	POLICY	STRATEGIC TARGET	PERFORMANCE INDICATORS FACULTY OF HUMANITIES UNDIP	SHORT TERM TARGET (2013-2015)	MEDIUM TERM TARGET (2016-2020)	LONG TERM TARGET I (2021-2025)
1. Organizing the best and most superior research-based teaching to produce graduates with research and development expertise in literature, language, history, anthropology, libraries, and archives who have international competitive/comparative advantages and contribute to the development of science and art,	1. MProduce scholars in the fields of Indonesian literature, English literature, Japanese language, History, Anthropology, Philosophy, and Libraries, as well as intermediate experts in the fields of Archives, Libraries, English, and Japanese, with academic and/or professional abilities, moral integrity, scientific attitude, and critical thinking, and with a high level of competitiveness at both the national and international levels.	Improving the quality of education and learning	Human resource capacity building in learning	a. Percentage of lecturers who create learning books; b. Percentage of lecturers who create lecture material; c. Percentage of qualified lecturers with at least S2 qualifications; d. Percentage of S3 qualified lecturers; e. Percentage of certified educators. f. The number of foreign lecturers at FIB Undip and FIB Undip lecturers at foreign universities.	70% 85% 100% 30% 80% 4%	90% 90% 100% 50% 90% 8%	100% 100% 100% 80% 100% 10%
			Improving Graduate Quality and Competence through Quality Assurance in the Teaching and Learning Process and a Synergistic Learning System	a. Percentage of courses that apply the SCL (student center learning) system, online courses, etc. (English) b. Percentage of study programs/departments with more than 50% of the material in research-based lectures c. Percentage of students graduating earlier or on time (D3=3 years, S1=4 years, S2=2 years, S3=3 years) d. Percentage of students graduating with GPA ?3.00 (D3 and S1), GPA ?3.5 (S2 and S3) e. Number of outstanding students at national and international levels f. Number of study programs that implement credit transfer system g. Number of students involved in lecturer research h. Number of study programs that have collaborated with units/institutions/industry that absorb graduates	80% 25% 60% 75% 15 people 1 dept. 10 people ...	90% 50% 70% 85% 20 people 2 depts. 20 person 1	100% 100% 80% 90% 30 people 3 dept. 30 people 2
			Increasing learning opportunities by focusing on APK (19-23 years old) and non-discriminatory practices	a. Number of Postgraduate Programs (expected S2 = S1, and S3 = 1/2 S2) b. Percentage of graduate students c. Percentage of foreign students d. Number of educational collaborations with domestic and foreign universities e. Gross Participation Rate f. Student ratio of man/ woman g. Ratio of students from Java/Outside Java h. Percentage of students receiving scholarships/ Tuition fee assistance i. Percentage of students who come from 3T areas (frontier, outermost, and underdeveloped) j. Number of types of scholarships/tuition assistance	5 depts. 10% 1% 5 MoU - 1:2 2% 15% 1% 15	6 depts. 15% 1,5% 7MoU - 1:3 5% 20% 2% 20	7 depts. 25% 2 % 10MoU - 1:4 7% 25% 5% 25

MISSION	GOALS	POLICY	STRATEGIC TARGET	PERFORMANCE INDICATORS FACULTY OF HUMANITIES UNDIP	SHORT TERM TARGET (2013-2015)	MEDIUM TERM TARGET (2016-2020)	LONG TERM TARGET (2021-2025)
			Improving the quality and access of facilities, as well as infrastructure for education and learning	a. Lecturer's Work Room:			
				1. The number of rooms used by four or more lecturers.	9	15	20
				2. The number of rooms available for 3-4 lecturers.	8	10	15
				3. The number of rooms available for two lecturers.	1	2	3
				4. Rooms for one lecturer (not official structural)	1	2	3
				5. The proportion of study programs that have functionary offices.	100%	100%	100%
				b. Workplace and Internet Access for Students:			
				1. The size of student workspaces	146 M^2	150	150
				2. The percentage of campus building area that is a hotspot.	85 %	90 %	100%
				3. The number of Wi-Fi hotspots on campus	10	12	15
				c. Infrastructure and Facilities for Learning::			
				1. The total number of classrooms	25	30	30
				2. The percentage of departments that have a laboratory.	50 %	60%	100%
				3. The percentage of majors with a studio.	30 %	50%	60%
				4. The faculty library's area	234 M^2	400 M^2	700 M^2
				5. The percentage of study programs that have a library.	100%	100%	100%
				6. The percentage of classrooms that have an LCD projector.	85 %	90 %	100 %
				7. Percentage of classrooms with a sound system	75%	90%	100%
				d. Supporting Infrastructures:	50 M^2	75 M^2	200 M^2
				1. The size of the place of prayers	19,80 M^2	25 M^2	25 M^2
				2. Spacious copy space	50 M^2	100 M^2	150 M^2
				3.Canteen area	161 M^2	161 M^2	200 M^2
				4. The size of the courtroom	1	1	2
				5. Number of sports fields	50 M^2	100 M^2	200 M^2
				6. Number of rooms for the Student Senate (Sema), Student Executive Board (BEM), Implementing Unit Activities (UPK), Department Student Association (HMJ) and Study Program (HMPSD)),	13 rooms	14Rooms	15 Rooms

MISSION	GOALS	POLICY	STRATEGIC TARGET	PERFORMANCE INDICATORS FACULTY OF HUMANITIES UNDIP	SHORT TERM TARGET (2013-2015)	MEDIUM TERM TARGET (2016-2020)	LONG TERM TARGET I (2021-2025)
2. Develop professional scientific research and publications to contribute to the advancement of science and art, including literature, language, history, anthropology, libraries, and archives.	2. Produce scholars in Indonesian literature, English literature, Japanese language, history, Anthropology, Philosophy, and Libraries, as well as intermediate experts in Archives, Libraries, English, and Japanese, who can develop and disseminate their knowledge and arts and strive to use them for the benefit of the Indonesian community, nation, and state in particular, and the international community in general.	Improving the quality and quantity of research and scientific/technology/art works	Human resource and related unit capacity building in research and production of scientific/technological/art works	a. Amount of Research funded by national funding per year b. Percentage of lecturers involved in research with national funding c. Number of international publications (books) d. Number of publications in international journals e. Percentage of lecturers who have published in international journals. f. Number of unaccredited national journal publications g. Percentage of lecturers who have published in accredited national journals. h. Percentage of lecturers involved in IPR works i. Number of lecturers who have research-based textbooks j. Number of foreign lecturers/researchers at Undip and Undip lecturers/researchers at foreign universities/research institutes k. Number of student research funded by national funding	10 titles 30% 2 books 5 articles 5% 60 titles 5% 1 5% 1 person 6	15 titles 40% 3 books 7 articles 7% 70 titles 10% 1 25% 3 people 10	20 titles 50% 5 books 10 articels 10% 80 titles 15% 1 50% 5 people 15
			Increasing access and opportunities for lecturers/researchers to conduct research, particularly on RIP Undip.	a. The number of lecturers' research projects funded by PNBP funds each year. b. The amount of student research funded by non-tax revenues. c. Annual percentage of lecturers/researchers involved in PNBP-funded research d. Number of scientific/technological/art works funded with PNBP funds	70 titles 15 70% 5	80 titles 20 80% 10	90 titles 25 90% 15
			Improving the quality and accessibility of research facilities and infrastructure, as well as the creation of scientific/technological/art works	a. Number of research support laboratory services b. Number of accredited laboratories c. Number of laboratories with minimum service standards d. Number of journals subscribed e. Number of journals accredited by DIKTI f. Number of Scopus indexed journals g. Number of Journals indexed Thompson-ISI h. Number of thematic research forums/puslit	2 - 1 5 1 - - - 3	3 - 2 7 2 1 1 - 4	4 1 4 10 3 1 1 1 5
			Collaboration and networking of research and publication partners for quality improvement	a. The number of research collaborations b. The percentage of lecturers/researchers involved in research collaboration c. The number of research partners (institutions)	3 10% 3	5 15% 5	7 20% 7

MISSION	GOALS	POLICY	STRATEGIC TARGET	PERFORMANCE INDICATORS FACULTY OF HUMANITIES UNDIP	SHORT TERM TARGET (2013-2015)	MEDIUM TERM TARGET (2016-2020)	LONG TERM TARGET (2021-2025)
3. Carrying out high-quality community service based on the findings of research conducted by the entire academic community, particularly in the fields of literature, language, history, anthropology, libraries, and archives, in an effort to apply and develop science and art.	3. Implementing scientific and artistic research findings to improve people's living standards and national progress, as well as to encourage an entrepreneurial spirit based on science and technology.	Improving the quality and quantity of community service	Increasing the use of research findings to improve people's lives	a. Number of applied science and technology research results b. Number of empowered Small & Medium Enterprise c. Number of assisted villages d. Number of industrial cooperation / services / community empowerment activities e. Number of publications for community service activities	1 1 1 1 1	2 2 1 2 2	3 3 1 3 3
			HR capacity building and related community service units	a. The percentage of lecturers who participate in community service activities. b. The number of service activities supported by national funding.	100% 1	100% 2	100% 4
			Improved access and participation of the academic community in community service activities.	a. The amount of community service funded by PNBP funds each year. b. The percentage of lecturers who participate in service activities funded by PNBP funds. c. The number of students who participate in community service activities each year; d. The number of service activities that have received international recognition. e. The number of international community service collaborations.	18 100% 45 - -	20 100% 55 1 1	22 100% 65 1 1
			Improving the entrepreneurial spirit through science and technology	a. The formation of a business incubator; b. The number of student entrepreneurship activities funded by national funding/PNBP/other parties.	1 4	2 6	3 8

MISSION	GOALS	POLICY	STRATEGIC TARGET	PERFORMANCE INDICATORS FACULTY OF HUMANITIES UNDIP	SHORT TERM TARGET (2013-2015)	MEDIUM TERM TARGET (2016-2020)	LONG TERM TARGET (2021-2025)
4. Improving governance professionalism, capability, accountability, and the independence of faculty administration.	4. Organizing governance and independence in the implementation of higher education in the faculty of humanities that is efficient, accountable, transparent, fair, and integrated across fields.	Increasing the Capacity of Human Resources, Governance, and Higher Education Independence	Achieving effective and efficient bureaucracy and regulations for GUG	a. The number of A-accredited study programs. b. The number of B-accredited study programs. c. Accreditation of study programs/international recognition d. FIB database system construction percentage e. The number of work units implementing ISO service standards.	4 7 - 50% 1	8 4 1 100% 3	12 - 2 100% 5
			Implementation of effective, efficient, accountable and transparent HR management	a. Percentage of education personnel who attended technical training b. Percentage of education personnel who pursued additional studies c. Percentage of professors d. Percentage of HR development blueprint documents that are complete e. The availability of job competency standards f. Number of education personnel with certificates of expertise	25% 10% 5% 50% 100% 3	50% 20% 10% 90% 100% 5	50% 50% 25% 100% 100% 6
			Achievement of transparent and accountable financial management	a. Obtaining the predicate/opinion of Unqualified Financial Statements (WTP) from the Public Accounting Firm (KAP) b. Percentage of budget absorption c. Percentage of implementation of web-based financial system (online)	- 80% 80%	1 100% 100%	1 100% 100%
			Improving the quality and management of facilities& infrastructure to organize GFG	a. The percentage of assets that are operational and accessible. b. Percentage of assets used with SOP (adequacy and quality)	70% 60%	80% 80%	100% 100%

D. Personnel of the Senate of Faculty of Humanities

The Senate composition of Faculty of Humanities for the period 2021-2026 is based on the Rector of Diponegoro University's Decree Number: 1055/UN7.P/HK/2021. The faculty/school Senate is a faculty/school organ that actually works academic consideration and supervision to the dean, as well as other duties and authorities mandated by the Undip statute. The faculty/vocational school senate is consisting of lecturers who have additional responsibilities such as chairperson, secretary, and members. The members of the Senate are as follows:

1. Prof. Dr. Nurdien H. Kistanto, M. A.
2. Prof. Dr. Sutejo K. Widodo, M. Si.
3. Prof. Dr. Mudjahirin Thohir, M. A.
4. Prof. Dr. Irianto W. Suseno, M. Hum.
5. Prof. Dewi Yuliati, M. A.
6. Prof. Yety Rochwulaningsih, M.Si.
7. Prof. Singgih Tri S., M. Hum.
8. Dr. Nurhayati, M. Hum.
9. Dr. Alamsyah, S. S., M. Hum.
10. Drs. Suharyo, M. Hum.
11. Dr. Drs. Suyanto, M.Si.
12. Dr. Drs. Dhanang Respati Puguh, M.Hum.
13. Dr. Drs. Oktiva Herry Candra, M.Hum.
14. Dr. Sukarjo Waluyo, S.S., M.Hum.
15. Dra. Rukiyah, M. Hum.
16. Budi Mulyadi, S.Pd., M.Pd.
17. Dr.Drs. Amirudin, M.Si.
18. Dr. Drs. M. Suryadi, M.Hum.
19. Dr. Agus Subianto, M.A.
20. Dr. Endang Susilowati, M.A
21. Dr. Haryono Rinardi, M.Hum.
22. Laura Andri Retno Martini, S.S., M.A.
23. Arido Laksono, S.S., M.Hum.
24. Heriyanto, S.Sos., M.IM., Ph.D.
25. Dr. Mualimin, Dip.Tesl, M.Hum.

F. Leaders Personnel of Faculty of Humanities

1. Faculty Leader

Dean	:	Dr. Nurhayati, M.Hum.
Vice Dean of Academic and Student Affairs	:	Dr. Alamsyah, M. Hum.
Vice Dean of Financial and Resources	:	Drs. Suharyo, M. Hum.

2. TPMF

The Head	:	Riris Tiani, S.S., M.Hum.
The Secretary	:	Roro Isyawati P. Ganggi, SIP., M.IP.

3. Departments

The Head of History Department	:	Dr. Dhanang Respati P., M.Hum.
The Head of Literature Department	:	Dr. Sukarjo Waluyo, M.Hum.
The Head of Linguistic Department	:	Dr. Oktiva Herry Candra, M.Hum.
The Head of Culture Department	:	Dr. Suyanto, M.Si.

4. Doctoral Study Program

The Head of Doctoral Program of History	:	Prof.Dr.Drs. Singgih Tri Sulistiyono, M.Hum.

5. Master Study Program

The Head of Master of Literature Study Program	:	Dr. M. Suryadi, M.Hum.
The Head of Linguistics Masters Study Program	:	Dr. Agus Subianto, M.A.
The Head of Master of History Study Program	:	Prof.Dr.Drs. Singgih Tri Sulistiyono, M.Hum.

6. Undergraduate Study Program (S1)

The Head of Indonesian Literature S1 Study Program	:	Dr. Sukarjo Waluyo, M.Hum.
The Secretary of Indonesian Literature S1 Study Program	:	Laura Andri Retno Martini, S.S., M.A.
The Head of English Literature S1 Study Program	:	Dr. Oktiva Herry Candra, M.Hum.
The Secretary of English Literature S1 Study Program		Dr. Drs. Catur Kepirianto, M.Hum.
The Head of Library Science S1 Study Program	:	Dra. Rukiyah, M.Hum.
The Secretary of Library Science S1 Study Program	:	Drs. Jumino, M.Lib, M.Hum.
The Head of Japanese Language & Culture S1 Study Program	:	Budi Mulyadi,S.Pd.M.Hum.
The Secretary of Japanese Language & Culture S1 Study Program	:	Yuliani Rahmah,S.S,M.Pd.
The Head of Social Anthropology S1 Study Program	:	Dr. Drs.Suyanto, M.Si.
The Secretary of Social Anthropology S1 Study Program	:	Arido Laksono, S.S., M. Hum.

7. Administration

Administration Manager	:	Asep Susanto, S.E., M.Si.
Academic and Student Affairs Supervisor	:	Endang Purwaningsih, S.Si.
Human Resources Supervisor	:	Dwiyati, S.E.

8. Institutions

The Head of the Library Service Agency	:	Yanuar Yoga P., S.Hum., M.Hum.
The Secretary of the Library Service Agency	:	Mecca Arfa,S.S, , S.IP., M.IP.
The Head of Research and Community Service Development Unit	:	Fajrul Falah, S.Hum., M. Hum.
The Head of English Language Service Unit (SEU)	:	Rifka Pratama, SS, M. Hum
The Secretary Head of English Language Service Unit (SEU)	:	Arsi Widiandari,S.S,M.Si.
The Head of Indonesian Language Service Unit (BIPA)	:	Laura Andri Retno M, S.S, M.A.
The Secretary of Indonesian Language Service Unit (BIPA)	:	Khotibul Umam, S.S., M.Hum.
The Head of Japanese Language Service Unit	:	Arsi Widiandari,S.S,M.Si.
The Secretary of Japanese Language Service Unit	:	Dewi Saraswati Sakariah, S.S., M.Si.
Library Coordinator	:	Tugirin, S.Hum.

CHAPTER II
ACADEMIC REGULATION
FACULTY OF HUMANITIES

A. New Student Admission

1. New Student Source Education Background

1) History Science Doctoral Degree Program new student from History Science Master Degree Program and any other relevant social science;
2) Literature Science, Linguistic Science and History Science and any other relevant social science Master Degree Program new students from Linguistic Science, Literature and Language Education, History Science, and any other social science Bachelor Degree Program that related with chosen major;
3) Bachelor Degree new student from High School/Vocational School that included Home Schooling and the community study group program as evidenced by a C Program Diploma both from Indonesia and abroad recognized by the university;
4) Regular Class applicant is a High School/Vocational School graduate that equivalent with Diploma validity that is not more than 3 (three) years;
5) International Class Applicant is a High School/Vocational School graduate that equivalent with Diploma validity that is not more than 2 (two) years;

2. New Student Admission Selection Pattern

1) New Student Admission for Doctoral Degree Program that conducted by *Lembaga Pengembangan dan Penjaminan Mutu Pendidikan* (*LP2MP*) through individual selection examination.
2) New Student Admission for Master Program that conducted by *Lembaga Pengembangan dan Penjaminan Mutu Pendidikan* (*LP2MP*) through individual selection examination together with other Master Program Degree in Diponegoro University;
3) New Student Admission Implementation for Bachelor Degree Program conducted with national selection and the others recognized by the university, which are *SNMPTN, SBMPTN* and individual selection. Selection system done by written or computer-based examination (*UTBK*) or any other selection process recognized by the university;
4) New student selection done by national setted timetable and/or by the university;

3. Bachelor Degree New Student Admission Requirements

1) Citizen of Indonesia (*WNI = Warga Negara Indonesia*) or citizen of a foreign country (*WNA = Warga Negara Asing*) that has already obtained study license from the ministry in charge of university and mastering the language of which used in the classroom;
2) High School/Vocational School that included Home Schooling and the community study group program as evidenced by a C Program Diploma both from Indonesia and abroad recognized by the university;
3) Health condition in accordance with chosen study program.

B. Transfer Student Admission

1. Study Program Moving within the Faculty

1) Students who want to move their study program may qualify if he/she:
    a) Has followed academic activity at least 2 (two) terms continuously;
    b) Has not broken any university rules;
    c) Passes the placement test on the aimed study program;
    d) Submits a written application letter to the Dean, the Head of Study Program, and the Head of the former Study Program.

2. Faculty Moving within the University

1) Diponegoro University Faculty of Humanities sets requirements for students who want to move to other faculties. The following requirements must be met.
2) Students could move their study program in Diponegoro University if he/she:
    a) Has followed academic activity at least 2 (two) terms continuously;
    b) Has not broken any university rules;

c) Pass the placement test on the aimed study program;

3) Study program moving only could be done one time;
4) Study program credit transfer should fulfill the following requirements:
    a) Has the same equivalent essential knowledge with the former study program's courses that have been taken;
    b) If the courses do not fulfill the (a) rule, but still take competence achievements into account, the credit transfer will be allowed as choice courses.
5) The length of study that has been taken is still taken into account in the study period at the intended Diponegoro University faculty/department/study program;
6) Students who transfer their study program determined by the rector's decision after obtaining approval from the intended faculty/department/study program;
7) The procedure for submitting a study transfer application within the Diponegoro University is stated in the explanation of the *Perak Undip 2017 Article 40*.

3. University Moving

The Faculty of Humanities sets requirements for students who are going to move to other Universities. The following requirements must be met:

A. General Requirements

1) Diponegoro University accepts transfer students that come from other universities at the start of every new academic year.
2) Diponegoro University accepts transfer students that come from other universities
    (1) Faculty/department/study program from former university should be in line with the aimed faculty/department/study program in Diponegoro University and with an accreditation rating from the *Badan Akreditasi Nasional-Perguruan Tinggi* (BAN-PT = National Accreditation Board for Higher Education)/*Lembaga Akreditasi Mandiri-Perguruan Tinggi* (LAM-PT = Independent-University Accreditation Institute) of the same level or higher;
    (2) Not in the status of being expelled/dropping out of study from another university;
    (3) Has never violated any rules while at a former university or faculty with/or other similar cause, by attaching a statement letter from former university;
    (4) The moving reason is due to following parents/guardians/husband/wife (strengthened by a recommendation letter from the competent authority/rector of the former university);
    (5) As a regional/state university delegates (strengthened by a recommendation letter from the relevant regional government or chancellor);
3) For Master Degree Program, at least already passed 2 (two) semesters with continuous credits for at least 36 credits with GPA ≥ 3,00;
4) For Bachelor Degree Program, at least already passed 2 (two) semesters and/or for maximum 8 (eight) semesters with following credits accumulation:

Study duration	Credit accumulation	GPA
2 (two) semesters	36	≥ 3,00
4 (four) semesters	72	≥ 3,00
6 (six) semesters	108	≥ 3,00
8 (eight) semesters	135	≥ 3,00

5) The application for study transfer is submitted no later than 4 (four) weeks before the start of the new academic year.
6) Specific requirements are required at the faculty level, taking into account the capacity of the faculty/department/study program within Diponegoro University, courses conversion, and the remaining study period;
7) Transfer student is determined by the rector's decision after obtaining approval from the intended faculty/department/study program;

8) The procedure for submitting an application for a study transfer to Bachelor Degree Program is regulated in the explanation of *Perak Undip 2020 Article 45;*
9) The Chancellor may determine otherwise, apart from the provisions mentioned above with specific considerations as written below:
    (1) political case;
    (2) riot;
    (3) security.

B. Specific Requirements

1) Diponegoro University accepts transfer students from other universities abroad every beginning of the new academic year;
2) Diponegoro University accept Citizen of Indonesia (*WNI = Warga Negara Indonesia*) or citizen of a foreign country (*WNA = Warga Negara Asing*) accept transfer student from overseas university recognized by *Direktorat Jenderal Pendidikan Tinggi*, have already in university for minimum 2 (two) semesters, pass the placement test which conducted by the intended study program and meet the applicable regulations;
3) The application for study transfer is submitted no later than 4 (four) weeks before the beginning of the new academic year;
4) For foreign students from overseas universities who will move to study to become students at Diponegoro University, they must submit the following requirements:
    (1) Curriculum Vitae;
    (2) Diploma and academic transcript copies;
    (3) A letter of guarantee for financing while attending education in Indonesia in the form of a bank account;
    (4) A valid for at least 1 (one) year passport copy;
    (5) A statement letter that the concerned person will not work while studying in Indonesia;
    (6) A statement letter that the concerned person will comply with the prevailing laws and regulations in Indonesia;
    (7) Recent passport photo;
    (8) Health certificate from the authorized institute.
    (9) Permission letter from *Direktorat Jenderal Pendidikan Tinggi;*
    (10) Recommendation letter from the Indonesian Embassy in the origin country.
5) Application procedures for citizens of a foreign country (*WNA = Warga Negara Asing*) students from overseas universities who will transfer to Diponegoro University are listed in the *Perak Undip 2020.*
6) For Citizen of Indonesia (*WNI = Warga Negara Indonesia*) students from overseas university who will transfer to Diponegoro University, they must submit the following requirements:
    (1) Curriculum Vitae;
    (2) Diploma and academic transcript copies.
7) Statement letter that the concerned parties will comply with the prevailing laws and regulations in Indonesia;
8) Recent passport photo;
9) Health certificate from the authorized institute.

4. Dropout Student

1) Bachelor Degree Program student will be considered dropout if:
    (1) Unable to meet the provisions of the learning evaluation outcomes as referred to in article 32;
    (2) Not eligible for further studies on the basis of health considerations from a doctors team appointed by the university head;
    (3) Get sanctions for serious academic violations;
    (4) Sentenced by a court that has permanent legal force for at least 2 (two) semesters;
2) Bachelor Degree Program students who dropout of study as stipulated in the *Perak Undip pasal 47 ayat (1) huruf a. dan b.* then can:
    (1) Submit a resignation letter that is approved by parents, known to be the academic assistant/head of the study program, addressed to the faculty dean;
    (2) The faculty dean submits an application letter to the chancellor to release a *Surat Keputusan Rektor* (Rector's Decree) concerning resignation;
    (3) The Chancellor based on the recommendation from the dean release the *Keputusan Rektor* on resignation;

(4) If within a maximum of 2 (two) months after being declared unfit for further study, the student concerned does not submit his resignation, then the Chancellor releases a *Keputusan Rektor* on dropping out of study.

3) Bachelor Degree Program students who dropout of study as regulated by *Perak Undip pasal 43 ayat (1) huruf c. dan d.* then:
   (1) Within no later than 1 (one) month after the Diponegoro University legal team's decision as outlined in the Diponegoro University *Keputusan Rektor* or court decision is released, the Dean submits an application letter to the Chancellor to release a *Keputusan Rektor* regarding study dropout;
   (2) The Chancellor, based on the Dean's recommendation, releases a *Keputusan Rektor tentang Pemutusan Hubungan Studi.*

C. Registration

1. Student Registration Mechanism

A. Bachelor Degree Program Student

Status as Student

1) A person is declared to have registered status as a Diponegoro University student if the concerned has registered administrative & academic registration;
2) Administrative registration is a prerequisite for academic registration;
3) Diponegoro University students are prohibited from having dual status within the same period of academic activities in regular study programs at Diponegoro University or having dual status as students of Diponegoro University and other state universities, except students who take part in dual programs organized by Diponegoro University;
4) Diponegoro University students who are known to have dual status within a state university are required to write chosen faculties/ departments/ study programs to the chancellor;
5) If during one semester since the reveal of the dual status of the concerned student has not stated his/her choice, the university determines that the concerned student loses his/her status as a student of Diponegoro University.

2. Master Degree Program Status as Student

1) A person is declared to have registered status as a Master Degree Program student of the Faculty of Humanities, Diponegoro University if the concerned person has done administrative registration & academic registration;
2) Administrative registration is a prerequisite for academic registration;
3) Master Degree Program students of Faculty of Humanities, Diponegoro University are prohibited from having dual status within the same period of academic activities in the postgraduate program at Diponegoro University or having dual status as students of Diponegoro University and other state universities, except students who take part in dual programs organized by the University Diponegoro;
4) Master Degree Program students of Faculty of Humanities, Diponegoro University are prohibited from obtaining dual scholarships from the government within the same period of academic activity in Master Degree Program at Diponegoro University and other universities;
5) Master Degree Program students of the Faculty of Humanities, Diponegoro University who are known to have received multiple scholarships from the government within the same period of academic activity are required to choose one of the scholarships;
6) If during one semester since the reveal of the dual status of the graduate concerned student has not stated his/her choice, the university determines that the graduate concerned student loses his/her status as a graduate student of the Faculty of Humanities, Diponegoro University.

3. Bachelor Degree Program and Master Degree Program Student Registration Flow

A. New Academic Year New Student Registration Flow

1. Online registration by clicking the link https://regonline.undip.ac.id/ with participant's number to log in and birth day (DDMMYYYY) as password:
   a) Specify *Uang Kuliah Tunggal (UKT)* and *Sumbangan Pengembangan Institusi (SPI)* category;
   b) New students from *SBMPTN* are not charged the *SPI*;
   c) Upload required documents.
2. Print and sign Online Registration Form, Statement of Capability and *KIP-Kuliah* Declaration Letter (specific for *KIP-Kuliah* member).

3. *UKT* payment.
4. Medical checks.
    a) Health checks are carried out at the Hospital/*Puskesmas*/Clinical Laboratory in new student's regions/domiciles.
    b) The results of the health checks can use the Hospital/Puskesmas/Clinical Laboratory format as long as the type of medical test is carried out according to the provisions).
5. Upload the following documents:
    a) *UKT* documents (for the new students who do not choose Category VIII)
    b) Medical check result
    c) *Kartu Tanda Penduduk* (*KTP* = ID) or *Kartu Keluarga* (*KK* = Family Card)
    d) Registration Document
    e) *KIP-Kuliah* (specific for *KIP-Kuliah* member)
    f) Photo
6. File verification and print temporary *Kartu Tanda Mahasiswa* (*KTM* = Student ID Card)
7. Register Single Sign On (SSO) account
   After new students printing out temporary *Kartu Tanda Mahasiswa* (*KTM* = Student ID Card), they could register Single Sign On (SSO) by:
    a) Login to personal email that is being filled at online registration.
    b) Check the inbox and open the email that has been sent by Diponegoro University. If the email is not in the inbox, please check spam.
    c) Click the link within the sent email, then follow the instructions given.

The administrative registration mechanism which differs from the above procedures will be specifically regulated.

B. New Academic Year Senior Student Registration Mechanism
    1) Pay tuition fees at the chosen bank;
    2) Click *HER-REG* via online *SIAP* (Active/Leave);
    3) Fill online *PBM* evaluation via online *SIAP*;
    4) Fill *IRS* (*Isian Rencana Studi* = Study Plan) via online *SIAP*;
    5) Contact Academic Adviser to demand *IRS* approval.

In certain circumstances, the Chancellor may set a different administrative registration procedure from the above-mentioned procedure.

C. Even Semester Registration Mechanism
    1) Pay tuition fees at the chosen bank;
    2) Click *HER-REG* via online *SIAP* (Active/Leave);
    3) Fill online *PBM* evaluation via online *SIAP*;
    4) Fill *IRS* (*Isian Rencana Studi* = Study Plan) via online *SIAP*;
    5) Contact Academic Adviser to demand *IRS* approval.

Different administrative registration carried out at the beginning of the new academic year from the above procedures will be exclusively regulated.

D. Administrative Registration
    1) Administrative registration is carried out by the *Biro Administrasi Akademik (*Academic Administration Bureau) at the beginning of every new academic year, except for students who get the Chancellor's permission due to certain circumstances can carry out registration at the beginning of the even semester;
    2) Administrative registration at the beginning of even semester can only be carried out by certain students, they are:
        a) Students who their leaving period has ended;
        b) Students who have already gotten permission to attend lectures (back to active condition); or
        c) Transfer students at Diponegoro University.

E. Academic Registration
   The procedure for implementing academic registration is as follows:

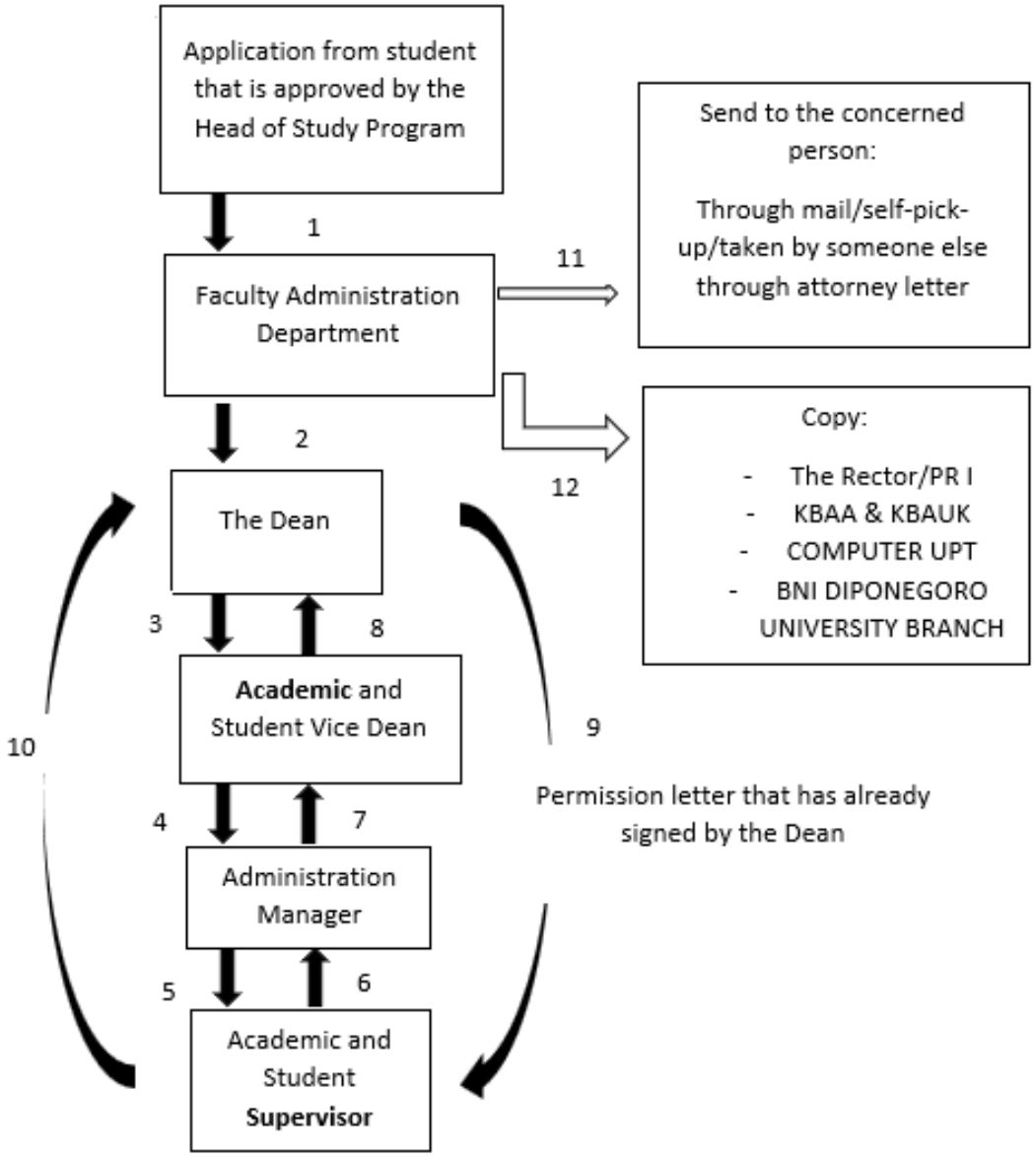
1) *Kartu Hasil Studi* (*KHS* = Study Result Card) with obtained scores from former semester will be inspected and signed by student's Academic Adviser;
2) Register and entry planned and chosen courses through online *SIAP*;
3) Students consult with Academic Adviser to get the online *IRS* approval;
4) Send the online *IRS* to the Academic Adviser to be rechecked and approved;
5) Different academic registration from the above procedures will be exclusively regulated.

F. Inactive Status Student
1) Student who do not register administratively and/or academically will be considered inactive on on-going semester and study period is taken into account;
2) Inactive student as written above is obligated to pay full tuition fee during the inactive status;
3) Students that are inactive for 2 (two) semesters in a row and 4 (four) in unorderly will lose the status as student.

G. Academic Leave for Bachelor Degree, Master Degree, Doctoral Degree students
1) Academic leave is a term that is used to describe a period where a student is not attending classes for at least 1 (one) semester and for maximum 2 (two) semesters, whether sequentially or not;
2) Academic leave can only be given to students who have already attended class for at least 2 (two) semesters, except for academic leave for specific reasons;
3) Academic leave because of certain reasons is an academic leave that is given because students undergo inevitable obstacle, for example: giving birth, carry out country and university duties, in medical treatment that makes it impossible to carry out course work;
4) Academic leave is not counted as study period;
5) Academic leave permission is not allowed for the past semester (not retroactive);
6) Academically-leaving student does not pay tuition fee;
7) Academic leave approval by the Dean is released in the form of *Surat Izin* (Permission Letter);
8) Student who already receive the academic leave permission letter is not allowed to attend academic activity;
9) In granting academic leave approval as referred to in Article (1) above, the Dean submits a copy to the Vice Chancellor for Academics and Student Affairs and the Vice Chancellor for Resources;
10) Students who are currently undergoing a prison sentence/suspension sentence cannot apply for academic leave.
11) Applications for academic leave are submitted by the student to the Dean prior to the implementation of administrative registration, by filling out the form available in the academic administration of the faculty and attaching:
    a. academic transcript;
    b. latest *UKT* payment proof;
    c. Kartu Tanda Mahasiswa (*KTM = Student ID Card*); and
    d. supporting document.
12) Based on the Dean's academic leave permission letter, faculty operator is required to update the student status to leave before the end of the administrative registration period;

H. Submission Procedures for Actively Return to College after Being Absent
1) The flow of the permit process to return to college after being absent from inactive status can be seen in Figure 1.
2) Student submit request application to actively return to college to the Dean of the Faculty (see attachment II)
3) Request application letter approved by the Head of Department/Study Program, in attachment with:
4) Request application letters should be submitted for at maximum 1 month before the new academic year begins.
5) Approved students will receive permission letter to return to college from the Dean or the Chancellor with specific reason (see attachment III)
6) For inactive students, to be active and return to college, they must submit an application letter that is approved by the Dean and pay off tuition fee during the inactive period and do online registration.
7) Application letter for returning to college will be used as one of requirements of administrative registration in *Subbag Registrasi & Statistik BAA,* and paying off tuition fee, which is available during the registration period.

8) Students who return to college after being inactive could only take 18 credits in filling the *IRS*.



A. Education Program

1. Conducted Study Program

Diponegoro University Faculty of Humanities, as a non-educational higher education institution, organizes Doctoral Degree, Master Degree, and Bachelor Degree educational programs. So far, the existing programs are as follows.

a. Doctoral Degree Study Program

1) Doctor of History

b. Master Degree Study Program

1) Master of Literature
2) Master of Linguistics
3) Master of History Science

c. Bachelor Degree Study Program

1) Indonesian Language and Literature Study Program
2) English Literature Study Program
3) History Study Program
4) Library Science Study Program
5) Japanese Language and Culture Study Program

6) Social Anthropology Study Program

2. Curriculum and Syllabus

a. Curriculum

1) Doctoral Degree, Master Degree, and Bachelor Degree educational programs

Based on *Peraturan Rektor Undip No. 5 Tahun 2020 tentang Peraturan Akademik Bidang Program Pendidikan Pascasarjana,* Doctoral Degree study load is 42-50 credits. The study load can be finished for at least 6 (six) semesters or 3 (three) years and for the maximum is 7 (seven) years or 14 semesters. Curriculum for Doctoral Degree available in *by course* and *by research*.

Master Degree study load is 36-42 credits. The study load can be finished for at least 4 (four) semesters or 2 (two) years and for the maximum is 8 (eight) years or 4 (four) semesters. Thus, for Bachelor Degree study load is 144-160 credits (approximately 145-150 credits). The study load can be finished for at least 8 (eight) semesters and for maximum 14 (fourteen) semesters.

2) Courses Groups Classification Doctoral Degree, Master Degree, and Bachelor Degree educational programs

Each study program at the Faculty of Humanities, Diponegoro University presents a number of selected courses in accordance with study program general objectives. The creation of the courses aimed from *Keputusan Menteri Pendidikan Nasional Republik Indonesia No. 045/U/2002* and *SK Rektor No. 470/SK/UN7/2012 tentang penetapan kurikulum program pendidikan diploma dan sarjana bagi program studi di lingkungan Universitas Diponegoro tahun 2012-2017* which states that the study program implementation consists of main, competencies and other competencies.

In 2020, Diponegoro University Faculty of Humanities started to implement *Kurikulum Merdeka Belajar Kampus Merdeka* (*MBKM*). *MBKM* is a program released by *Kementrian Pendidikan dan Kebudayaan* which is a framework to prepare the students to be successful graduates with an understanding of this era and with the capability to be patriotic leaders. *The MBKM* program, which is implemented with Diponegoro University Kampus Merdeka Specific Certain Guidelines, has been the foundation of the curriculum since 2020. In 2020 grade weighting was also adjusted based on *Peraturan Rektor No. 28 Tahun 2020 tentang Peraturan Akademik Bidang Pendidikan Program Sarjana Universitas Diponegoro.* The grade composition that was originally 40% Mid-Semester Examination, 40% Final Semester Examination and 20% tasks became 25% UTS, 25% UAS, and 50% Assignments.

Based on *Peraturan Menteri Pendidikan dan Kebudayaan No. 3 Tahun 2020 tentang Standar Nasional Pendidikan Tinggi,* the students were given the right to study outside their field for 3 (three) semesters which is already included in *Kampus Merdeka* (*Merdeka Belajar*) program. Through this program, there are many opportunities for students to develop knowledge and competence in real situations that are connected to their passion and future goals. These opportunities include: 1) student exchange; 2) internship; 3) teaching assistant in education unit; 4) research; 5) humanitarian project; 6) entrepreneurship; 7) independent study/project; 8) developing village/*Kuliah Kerja Nyata Tematik* (*KKNT*). Those activities could be converted to relevant credits, fulfilling the requirements and following the procedure arranged by the conversion team of each study program in Diponegoro University Faculty of Humanities.

b. *Rencana Pembelajaran Semester* (*RPS*)

1) *RPS* is an overview of semester study plans that contain brief descriptions of courses, Standar Kompetensi (SK = competency standards) and *Kompetensi Dasar* (KD = basic competencies), subjects and sub-topics, learning methods, soft skills and references.
2) *RPS* is used as a guide for lecturers and students in carrying out the teaching and learning process. By reading *RPS,* the lecturers and students can be informed about 1 (one) semester study plan. Courses that have 2 (two) credits @100 minutes per each lecture (14 lectures in total); courses that have 3 (three) credits @150 minutes per each lecture (14 lectures in total); courses that have 4 (four) credits @200 minutes per each lecture (14 lectures in total). *RPS* could be seen in each study program.

c. Courses Code

The course code used by the Faculty of Humanities, following the 2017 curriculum, is B for Bachelor Degree Program and Master Degree Program and D for Doctoral Degree Program. For the 2020 curriculum, the codes used are P and L. The course codes for each study program are as follows.

No	Study Program	2017 Course Code	2020 Course Code
1	Doctor of History Doctoral Degree Study Program	DIS	PBSJ9/LBSJ9
2	Master of Literature Master Degree Study Program	BIS	PBIS
3	Master of Linguistics Master Degree Study Program	BLG	PBLG/LBLG
4	Master of History Science Master Degree Study Program	BSJ	PBSJ8/-
5	Indonesian Language and Literature Study Program Bachelor Degree Study Program	BID	PDIB/LDIB
6	English Literature Study Program Bachelor Degree Study Program	BEN	PBEN/LBEN
7	History Study Program Bachelor Degree Study Program	BSJ	PBSJ/LBSJ
8	Library Science Study Program Bachelor Degree Study Program	BIP	PBIP/LBIP
9	Japanese Language and Culture Study Program Bachelor Degree Study Program	BJP	PBJP/LBJP
10	Social Anthropology Study Program Bachelor Degree Study Program	BAT	PBAT/LBAT

d. Education Program Code

Course codes can be used to distinguish the three degree programs, they are bachelor degree, master degree, and doctoral degree programs, and can be used to accommodate the number of offered courses type development that may arise due to the development itself. Therefore, the course code refers to *Peraturan Menteri Riset dan Pendidikan Tinggi No. 44 Tahun 2015 tentang Standar Nasional Pendidikan Tinggi, Peraturan Rektor No. 15 Tahun 2017 tentang Peraturan Akademik Bidang Pendidikan Program Sarjana Universitas Diponegoro* and and guidelines arranged by the *Lembaga Pengembangan dan Penjaminan Mutu Pendidikan* (*LP2MP*) Diponegoro University. The 2017 curriculum code is compiled by following the brief guidelines and examples of 2017 curriculum preparation, while the 2020 curriculum or *MBKM* curriculum is prepared by following the Diponegoro University *Kurikulum Kampus Merdeka.*

e. Study Load

Doctoral Degree Study Program has 42-50 credits, Master Degree Study Program has 36-50 credits and Bachelor Degree Study Program has 144-160 credits. For the Bachelor Degree Study Program, at the first semester, the new students are obligated to take a study load package with offered credits. For the next semester, the study load is determined based on the GPA achieved in the previous semester. The GPA provisions for the Doctoral, Master, and Bachelor Degree levels are as follows:

1) GPA 3,00 (for Bachelor Degree students can take for maximum 24 credits).
2) GPA 2,50 - 2,99 (for Bachelor Degree students can take for maximum 22 credits).
3) GPA 2,00 - 2,49 (for Bachelor Degree students can take for maximum 20 credits).
4) GPA less than 2,00 (for Bachelor Degree students can take for maximum 18 credits)

H. Credits

1. Credits Application Basis

The Faculty of Humanities as a part of Diponegoro University carries out a credits system as the provisions that are available at Diponegoro University as outlined in the *Surat Keputusan Rektor No. 41B/PT09/1984 tanggal 3 Maret 1984.* In the decree, it was formulated that the credit system is an education administration system using semester credit units to state the student study load, lecturer workload, learning experience, and program administration load.

In the credit system, the term semester is a unit of activity time consisting of a minimum of 16 weeks. *SKS* (credits), which is a measure of appreciation for the learning experience gained during one semester through scheduled activities per week of one or two hours of lecture, or four hours of field work, each interspersed by one to two hours of structured and structured activities and one to two hours of independent activity.

2. Purpose

Generally, the implementation of the credit system aims to make universities more able to meet the demands of development because with the credit system, it is possible to provide varied and flexible educational programs. Besides, the credit system could probably give the students broader choices in choosing a program. The specific objectives of the credit system are as follows.

a. Give smart and ambitious students the opportunity to finish their study in a short time period;
b. Give students the opportunity to choose courses according to their interests, talents, and abilities;
c. Give the education system chance with inputs and outputs implementation;
d. Make occasional adjustments to the curriculum more efficiently with the help of science and technology;
e. Provide the opportunity to adjust the evaluation system for a given curriculum to assess a student's willingness to learn;
f. Allows the credit transfer of between departments and faculties within a university;
g. Allows the transfer of students from one university to another, or from one section to another within a university.

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3. Credit Score

a. The Basic of Credit System

Every course in the credit system will be given a load that is written in the credit score. The credit score ranged from 1-8 credits.

b. Semester Credit Score

Semester credit score determined by load that included three kinds of study per week. Study activity that is scored 1 (one) credit, which includes 50 minutes lectures, 60 minutes structured academic activity and 60 minutes individual work (material mastering) per week.

4. Credit Administration

Credit administration is an essential factor in the execution of a good credit system. This is important for all parties involved including students, teachers and administrative officers. Some things to note are as follows:

a. Administrative equipment

1) Books and brochures that contain:
    a) Academic calendar (lecture period, examination period, judiciary, completion of *KHS* and *IRS*, and others)
    b) List of courses offered in each semester, complete with information regarding the type and status according to the curriculum/syllabus, number of credits, and others.
    c) Class schedule for each semester which explains the day/hour/place of lecture and the lecturer.
2) *Kartu Hasil Studi* (*KHS*) and *Isian Rencana Studi* (*IRS*).
3) Attendance list.
4) *Daftar Kumpulan Nilai* (*DKN*) for every students.

b. Academic Adviser

1) Academic Adviser Definition

    Academic Advisor is a lecturer appointed by the faculty to guide and direct students in preparing study plans in accordance with applicable regulations, as well as following the progress of their student's studies. Academic Advisor only applies to students in Bachelor Degree programs;

2) Academic Adviser Duty
    a) Giving guidance and direction to the student whether requested or not regarding various problems encountered during their education, fostering effective study habits, as well as assisting students in preparing study plans;
    b) Validating *IRS* that has inputted online by the students;
    c) Signing validated *IRS*;
    d) Signing student's *KHS* and scores that they have been obtained;
    e) Sending the KHS to the student's parents at the end of each semester by the academic department;
    f) Filling out an individual evaluation card (individual record) whose format is determined by each study program;
    g) Evaluating the success of student studies in accordance with the provisions of the evaluation stage and making reports and recommendations about students who need to receive academic warnings and who do not meet the requirements of each evaluation stage to the Head of the Study Program in relation to the possibility of termination of study.
    h) Consulting students with the *Badan Konsultasi Mahasiswa* (*BKM* = Student Consultative Board) through the applicable procedures.

I. Education administration

1. Lectures
    a. General Lecture Terms
        1) In one semester of study, conducted with several provision 14 times lectures with notes: course which has 2 credits @100 minutes per lectures; course which has 3 credits @150 minutes per lectures; course which has 4 credits @200 minutes per lectures.
        2) Lectures that are carried out less than the provisions as written in point (1) cannot be tested.
        3) Lectures provisions
            a) All of the students including remedial students are obligated to attend 75 percent of the total lectures in a semester course.
            b) Students are obligated to complete lecture assignments.
        4) General provisions apply to both face-to-face (offline) and long-distance (online) lectures.
    b. Evaluation System

    Educational evaluation is carried out to determine the success of student studies. Evaluation takes place on an ongoing basis in the form of Mid-Term Test, Post-Term Test, practical examinations or completion of tasks. Examinations are a way to assess student's understanding and mastery of lecture materials that have been presented for one semester. Examinations are also a way to assess the accuracy of lecture materials with the syllabus and presentation techniques. To ensure the quality of learning, students are required to evaluate learning before filling out the *IRS.*

2. Single Sign On (SSO)

Lectures at the Faculty of Humanities at Diponegoro University are integrated with the Single Sign On (SSO) email which has been implemented for the Diponegoro University academic community since August 2019. SSO is an integrated system that connects the Diponegoro University academic community with several information resources and Information and Technology (IT) provided by Diponegoro University. The service was created with the aim of making it easier for users to carry out IT-based academic activities, including the lecture process.

To access this service, the Diponegoro University academic community must have an SSO account, which can be obtained through registration at the faculty implementer or http://helpdesk.undip.ac.id by including the *Nomor Induk Pegawai* (*NIP* = Employee Identification Number) for lecturers and education staff, the *Nomor Induk Kepegawaian* (NIK = Employment Identification Number) for contract workers, *Nomor Induk Mahasiswa* (NIM = Student Identification Number) for students accompanied by an active mobile number and email. The guide to using SSO can be seen at the link: https://www.youtube.com/watch?v=y-ucq1rlPyA. After the registration process is successful, the Undip academic community will have their respective accounts as follows: @lecturer.undip.ac.id for lecturers; @staff.undip.ac.id for education staff, and @students.undip.ac.id for students.

After having an SSO account, the Diponegoro University academic community can access all services provided by Diponegoro University, starting from the *Sistem Informasi Akademik, Penelitian, dan Pengabdian* (*SIAP* =

Academic Information System, Research, and Service), *Kulon Undip* (Online Lectures) either through applications developed by the Diponegoro University IT team and Microsoft Teams. In addition, through the SSO account, the Diponegoro University academic community can access e-journals subscribed to by Undip, ranging from Scopus, Elsevier, Proquest, and any other. Diponegoro University has also built a system that maximizes IT resources to conduct distance learning and teaching processes using two main platforms, namely Microsoft Teams and *Kulon Undip* (Online Lectures). The Diponegoro University academic community can also hold lectures, seminars, and workshops through the Microsoft Teams platform, Zoom (http://zoom.us), Google Classroom (https://classroom.google.com), and Edmodo (https://new.edmodo.com).

3. Examination type and the Execution
    a. Mid-Term Test
        1) The Mid-Term test has a written and oral component and is given after 7 lecture sessions.
        2) The Mid-Term Test is unscheduled and the implementation is given to each Academic Adviser through coordination with the academic section.
    b. Post Term Test
        1) To be able to take the Post Term Test, students are required to attend at least 75 percent of the lectures.
        2) The Post Term Test has a written and oral component and is given after 14 lecture sessions.
        3) The Post Term Test is scheduled by the faculty, except for certain courses that are not possible for the examinations.
        4) Post Term Test results are announced online through *SSO*.
    c. Follow-up Test
        The follow-up Test is Mid-Term Test or Post Term Test which is held after a predetermined schedule. Follow-up examinations can be carried out with the following conditions:
        1) Follow-up exams are given to students who were ill and have a doctor's certificate or who were hospitalized. Other possible reasons a follow-up exam is given are death in the family or being assigned a duty from a study program, faculty or university by showing a letter of duty that makes it impossible for the student to attend the examination.
        2) Applications for follow-up examinations must obtain approval from the Head of the Department/Study Program after coordinating with the Academic Adviser, and obtaining a recommendation from the Vice Dean for Academics and Student Affairs.
        3) Application for follow-up examinations is due no later than one week after the mid-term or post-term tests are carried out.
    d. Comprehensive Test (For Study Programs That Hold Comprehensive Test)
        1) Purpose and Requirements
            The comprehensive test aims to evaluate the ability of Bachelor Degree Study Program students (*S1*) in mastering basic knowledge as a whole. The material tested consists of three to five courses of expertise determined by each study program. Students who are allowed to take the comprehensive test are students who have met the following requirements.
            a) Pass all required courses in the study program (no D and E grades).
            b) Submit as many as five copies of the draft of the undergraduate thesis that has not been bound and has been approved by the Thesis Adviser (unless there are other provisions from the department/study program).
            c) Submit a written application to the Head of the Study Program, forwarded to the Head of the Department and the Dean accompanied by an attachment of the list of course scores that have been obtained and the comprehensive examinations that have been input into the *IRS* and approved by the Academic Adviser.
            d) Submit a written application to the Head of the Study Program, forwarded to the Head of the Department and the Dean accompanied by an attachment of the list of thesis course scores that have been inputted to the *IRS* and approved by the Academic Adviser.
            e) Submit a written application to the Head of the Study Program, forwarded to the Head of the Department and the Dean accompanied by an attachment of the list of final course scores that have been obtained and the final assignment exam subjects have been inputted in the *IRS* and approved by the Academic Adviser.
            f) Cumulative GPA for minimum 2,25.

2) Implementation

Comprehensive test done in the following provisions:

a) Comprehensive test done in verbal by *Tim Penguji Ujian Komprehensif* (Comprehensive Test Examiner Team) within 90 minutes.
b) *Tim Penguji Ujian Komprehensif* consists of a head and two or three members.
c) *Tim Penguji Ujian Komprehensif* formed by the department with the Dean's Letter.
d) If the first comprehensive test fails, the student concerned is given the opportunity to repeat the test twice.
e) The first repeated test can be carried out approximately one week after the execution of the first comprehensive test.
f) The second repeated test can be carried out as soon as one week from the first repeated test.
g) If a student after taking the comprehensive test three times and has not passed yet, they are obliged to write a paper whose problem is determined by the *Tim Penguji Ujian Komprehensif*, with the following conditions.
    (1) The minimum length of the essay is 10 pages, typed on A4 size paper with double spacing, with Times New Roman font, and font size 12.
    (2) The number of copies corresponds to the number of the *Tim Penguji Ujian Komprehensif.*
    (3) The essay is judged by the *Tim Penguji Ujian Komprehensif.*
    (4) If the essay does not meet the requirements, the student must revise it until it is declared passed.
h) Students who are not present at the scheduled comprehensive test without vivid reasons, they are declared failed and must repeat the test application no later than one week from the date of the test that cannot take place.
i) *Tim Penguji Ujian Komprehensif* consists of at least three people with a minimum education of Masters (*S2*) with functional positions, at least an expert assistant or equivalent competence.
j) *Tim Penguji Ujian Komprehensif* obliged to fill the score as same as on the form.
k) Students who take the comprehensive test are required to wear a white top and black trousers/skirt.
l) The test is held in a panel trial forum.

e. Thesis Test

The final test is carried out according to the strata level, both Doctoral Degree (Dissertation Exam), Master Degree (Thesis Exam), and Bachelor Degree (Thesis Exam). Students who are entitled to take the final test are students who have finished compiling a dissertation and thesis and have received approval from the Academic Adviser. Then, students submit an application to the Head of the Study Program by filling out a test registration form by including the following requirements.

1) Copy of last *IRS* and *KHS;*
2) Score transcript;
3) Copy of valid *KTM*;
4) Copy of English Proficiency Test result (for example: TOEFL) with a score that is in accordance with the provisions of the Master Degree Study Program in the Faculty of Humanities;
5) Thesis consultation sheet and the approval signed by the Academic Adviser;
6) Dissertation and thesis that have been approved as many as 4 or 5 copies (according to the provisions of the Study Program), provided in 70 gr A4 paper, light blue cover, bound in plain/soft cover;
7) Those requirements must be submitted to the Study Program no later than 2 weeks before the specified test date;
8) Fill out the administration application book for the test with the specified date and examiner.
9) Specific rules can be found in the manual of each Study Program.

The details of each final test are as follows.

a. Dissertation Test

The dissertation test is the last series of tests in the Doctoral Degree Study Program (*S3*). Based on *Peraturan Rektor Undip Nomor 5 Tahun 2020 tentang Peraturan Akademik Bidang Pendidikan Program Pascasarjana Universitas Diponegoro Beserta Perubahannya Pasal 34 No. 2*, the test process starts from the *Ujian Seminar Susulan (*Proposed Seminar)/*Proposal Penelitian* (Research Proposal), *Ujian Seminar Hasil Penelitian Disertasi* (the Dissertation Research Result Seminar Test), *Ujian Penilaian Kelayakan Naskah Disertasi* (the Dissertation Manuscript Feasibility Assessment Test), and the *Ujian Tertutup* (Closed Test). The details are as follows.

(1) *Ujian Seminar Susulan/Proposal Penelitian*

*Ujian Seminar Susulan/Proposal Penelitian (*Proposed Seminar/Research Proposal) examination is a dissertation proposal test designed by students. This exam aims to determine the academic feasibility of the dissertation design. The test is carried out in private provided that it has obtained approval from the *Tim Pembimbing* (Advisory Team) and the Head of the Study Program. The Advisory Team consists of supervisors and 1 (one) to 2 (two) examiners.

(2) *Ujian Seminar Hasil Penelitian Disertasi*

Ujian Seminar Hasil Penelitian Disertasi (The Dissertation Research Result Seminar Test) is conducted after the student has completed with the provision that the research report manuscript has been approved by the Advisory Team and the Head of the Study Program. The Advisory Team consists of supervisors and 1 (one) to 2 (two) examiners.

(3) *Ujian Penilaian Kelayakan Naskah Disertasi*

(The Dissertation Eligibility Assessment Test) is carried out after the student completes the dissertation manuscript which is approved by the Advisory Team/Promoter and the Head of the Study Program. This test is conducted by a feasibility assessment team consisting of 5 (five) to 6 (six) examiners, chairperson of the session (Dean/Chairman of the Study Program) and examiners including 1 (one) external examiner.

(4) *Ujian Tertutup*

Ujian Tertutup (Closed Test) is carried out after the dissertation manuscript is approved by the *Tim Promotor* (Promoter Team) and the Head of the Study Program. The test team consists of 5 (five) to 6 (six) examiners, including 1 (one) external examiner from outside Diponegoro University.

b. Thesis Test

The thesis test is the last series of examinations in the Master Degree Study Program (*S2*). Based on *Peraturan Rektor No. 5 Tahun 2020 tentang Peraturan Akademik Bidang Pendidikan Program Pascasarjana Universitas Diponegoro Beserta Perubahannya Pasal 34 No. 1*, the test process starts from the *Ujian Seminar Usulan/Proposal Penelitian* (Proposal Seminar/Research Proposal Examination), *Ujian Seminar Hasil Penelitian Tesis* (Thesis Research Result Seminar Examination), and *Ujian Tesis* (Thesis Examination). The details are as follows.

(1) *Ujian Seminar Usulan/Proposal Penelitian*

Ujian Seminar Usulan/Proposal Penelitian (Proposal Seminar/Research Proposal Examination) is a type of thesis proposal examination that is designed by the students. This test aims to determine thesis design academic feasibility. The test will be conducted if it has obtained an Advisory Team and the Head of the Study Program approval. The testing team consists of supervisors and 1 (one) to 2 (two) examiners

(2) *Ujian Seminar Hasil Penelitian Tesis*

Ujian Seminar Hasil Penelitian Tesis (Thesis Research Result Seminar Examination) is conducted after the student has completed the research and the research report manuscript has been approved by the Advisory Team and the Head of the Study Program. The Advisory Team consists of supervisors and 1 (one) to 2 (two) examiners.

(3) *Ujian Tesis*

Thesis tests are conducted after students complete the thesis manuscript which is approved by the Advisory Team. The Advisory Team consists of supervisors and 2 (two) to 3 (three) examiners

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c. *Ujian Skripsi* (Thesis Test)

Thesis test is the final examination in the Bachelor Degree Study Program (*S1*). The examination is carried out with the following conditions.

(1) Bachelor Degree Study Program (*S1*) students who are entitled to take the thesis examination if they have passed the comprehensive test (for study programs that conduct a comprehensive test).
(2) The Thesis Test is carried out orally in approximately 90 minutes, in front of the *Tim Penguji Ujian Tesis* (Thesis Test Examiner Team), with a minimum grace time period of 6 days after passing the comprehensive examination
(3) *Tim Penguji Ujian Tesis* (The Thesis Test Examiner Team) is formed by the department with a *Surat Keputusan Dekan* (Decree of the Dean), consisting of a head and at least two or three members.
(4) The Head of the *Tim Penguji Ujian Tesis* (Thesis Test Examiner Team) has at least the functional position of Lector with a Masters Degree (*S2*). Member of the *Tim Penguji Ujian Tesis* (Thesis Test Examiner Team) with a position as Lector or Expert Assistant who already has a Masters Degree (*S2*) education. If there are other things, then adjust the conditions of the Department/Study Program.
(5) The Academic Adviser for Thesis Test directly becomes a member of the *Tim Penguji Ujian Tesis* (Thesis Examination Examiner Team).
(6) Thesis test can be held if attended by at least two examiners and each gives scores.
(7) The examination is considered valid if it has been officially opened by the head of the Examiner Team.
(8) *Tim Penguji Ujian Tesis* (The Thesis Test Examiner Team) has the right to decide whether or not the thesis is worthy of being tested.
(9) Thesis which the *Tim Penguji Ujian Tesis* (Thesis Examination Examiner Team) has declared does not pass for testing, the test is postponed until repairs are made under the guidance of the Academic Adviser and declared eligible for testing by the concerned *Tim Penguji Ujian Tesis* (Thesis Test Examiner Team).
(10) Examiners are required to fill in the score according to the assessment form.
(11) Students are declared to have passed the Thesis Test if the average score from the examiners is at least C point and completes thesis revision less than one month or one month before graduation. If in one month the student does not revise, the student must re-examine according to applicable regulations.
(12) If the thesis test fails, the concerned student is given the opportunity to repeat for maximum two times.
(13) The first re-examination is carried out at least one month from the first execution of the Thesis test.
(14) The second re-examination is carried out at least one month from the first execution of the first Thesis Test re-examination.
(15) Students who do not attend the Thesis test without clear reasons are declared canceled, and the time for the next test is determined by the *Tim Penguji* (Examiner Team).
(16) Thesis test assessment is written in numbers and letters.
(17) Students who take the Thesis test are required to wear white top and black trousers/skirt and Diponegoro University alma mater jackets.
(18) The test is held in a panel trial forum.
(19) Study programs that have a non-thesis regulation are required to regulate the internal test mechanism.

4. Scoring System

a. Obtained Scores in College

Lecturers have the authority to give assessments, it is recommended to use a combination approach to *Penilaian Acuan Patokan* (*PAP* = Benchmark Reference Assessment), or *Penilaian Acuan Norma* (*PAN* = Norm Referenced Assessment).

1) The test results score is written in letters and the score load is as follows.

A	=	4	= 80 - 100
B	=	3	= 70 - 79
C	=	2	= 60 - 69
D	=	1	= 40 - 59
E	=	0	< 40

*Students who get D or E scores should do remedial,
C is the minimum score

2) The percentage of the score load assessment consists of:
    a) Assignment/practice 50%
    b) Mid-Term test 25%
    c) Post-Term test 25%
3) The results of the test scores are announced through *SIAP UNDIP*.
4) Students who get a D score can take remedial before graduation, which is carried out directly by the lecturer in the relevant subject.
5) Assessment method
    a) *Penilaian Acuan Patokan* (*PAP* = Benchmark Reference Assessment) is an assessment based on certain criteria according to the examiner's method. For example, the examiner method states that in order to pass, a student must master at least 50 percent of the teaching materials. This means that the examiner gives a minimum pass limit of 5 (on a scale of 10) or 50 (on a scale of 100) which is converted to the letter D. And so on, the value of 6 or 60 is converted to the value of the letter C.
    b) *Penilaian Acuan Norma* (*PAN* = Norm Referenced Assessment) is a system used to assess student abilities relative to the abilities of other students in the same class, so that the achievements of all students in the class are used as a basis for assessment. In this case, the assumption is used that in a group of students who are large enough, there must be varying abilities. The group of students with very good abilities was given an A score. The group of students who entered the good group was given a B score, those with sufficient ability were given a C score. The D score was given to the group with less ability and must be given remedial opportunities until the score was declared passed.

b. Comprehensive Score, Dissertation, Thesis and Final Project

A comprehensive test is held by the Japanese Language and Culture Study Program with material for mastering written and spoken Japanese as well as mastering specialization materials (Japanese linguistics, literature, and culture).

The Components of Assessment for Dissertation, Thesis and Final Projects for all study programs include the following main points.

a) Substance
b) Language and writing technique
c) Presentation
d) Scores declared in numbers and letters

5. Study Results Evaluation

a. Achievement Index

Indeks prestasi (*IP* = achievement index) is in the form of numbers 1 - 4 which states the level of success of student studies at the end of the semester. Achievement index / grade point is obtained by calculating the total credit score of all courses multiplied by the *Nilai Bobot* (NB = load), then divided by the total credit score of all courses taken.

How to calculate *IP:*

$$IP = \frac{\text{Kredit Nilai (KN = credit score) cumulative}}{\text{Credit cumulative}}$$

The *IP* at the end of the study program is in the form of GPA which is calculated based on the number of *IPs* each semester. The *IP* obtained by students in one semester is the basis for calculating the number of courses that can be taken in the following semester. A high *IP* allows students to take or take many of the courses offered in the following semester.

Example of *IP* calculation:

Courses	NK	NH	NB	KN
Pancasila education	2	A	4	8 (2x4)
Indonesian	2	B	3	6 (2x3)
Philology 1	2	A	4	8 (2x4)
Entrepreneurship	3	C	2	6 (2x3)
Indonesian History	3	C	2	6 (2x3)
English 2	2	B	3	6 (2x3)
Total	14			40
IP = 40 : 14 = 2.85				

NK = *Nilai Kredit* (Score Credit)
NH = *Nilai Huruf* (Letter Score)
NB = *Nilai Bobot* (Score Load)
KN = *Kredit Nilai* (Credit Score)

b. Score Load and Graduation Predicate

1) Score Load

Score Load declared with letters (A, B, C, D and E) with the following calculations:

Numeric Score Range	Letters Score	Letter Score Load
≥ 80	A	4,00
70-79	B	3,00
60-69	C	2,00
51-59	D	1,00
≤ 50	E	0,00

Each score component entered in the Test Score List should be a numerical score. The combination of several component scores is processed into a final score in numbers, and then converted into letter scores.

2) Graduation Predicate

The graduation predicate that states the success rate of student studies is based on the *IP* at the end of the study program. Every student participating in the Doctoral, Masters, and Bachelor Degree Study Programs is declared to have passed in a graduation forum which is conducted

unprivate based on a final assessment that shows academic achievement during education at the Faculty of Humanities, Diponegoro University.

The *cumlaude* graduation predicate is determined by taking into account the study period, which is a maximum of 6 semesters with an A dissertation score for Doctoral (*S3*), 5 semesters with A thesis score for Masters (*S2*), and 9 semesters with A thesis/final assignment scores for Bachelors (*S1*) . The study period is calculated from the scheduled study period (n semesters) plus 1 (one) semester, there is no C score and TOEFL scores for Bachelor is 400. Especially for S1 English Literature is 500, for Master is 450, and for Doctoral is 500. Graduate predicate who does not meet the provision was lowered one level of the predicate to be satisfactory.

At the end of the education program, students are declared to have completed his studies if they manage to collect 42-50 credits for Doctoral Degree Study Program (*S3*), 36-42 credits for Master Degree Study Program (*S2*), and 144-160 SKS for Bachelor Degree Study Program (*S1*). Dissertation scores, theses and final assignments, will be added to the GPA as mentioned above. It should be noted that other conditions are as follows.

a) Pass the dissertation test and dissertation eligibility test for the Doctoral Degree Study program (*S3*);
b) Pass the research results seminar test and thesis for the Master Degree Study Program (*S2*);
c) Pass the comprehensive test and thesis for the Bachelor Degree Study Program (*S1*).

c. Evaluation Criteria for Each Stage

1. Study Improvement Evaluation for Doctoral Degree Study Program (*S3*)
   Evaluation of student study improvement is carried out in stages as follows.
   a) At the end of semester 4, students should have passed all of the courses given with at least 3,00 in GPA, proposal test , and *Seminar Hasil Penelitian* (Research Results Seminar).
   b) At the end of semester 9, students have to publish a scientific journal article, eligibility test, and dissertation test.
   c) If the evaluation stages referred to in a) and b) are not met, the students can submit their resignation and if the suggestion for resignation is not carried out within three months from the end of the evaluation stage, a drop out decree will be proposed to the Chancellor.
2. Study Improvement Evaluation for Master Degree Study Program (*S2*)
   Evaluation of student study improvement is carried out in stages as follows.
   a) At the end of semester 4, students should have passed all of the courses given with at least 3,00 in GPA and *Proposal Penelitian Tesis* (Thesis Research Proposal) test (seminar).
   b) At the end of semester 4, students should have taken *Jurnal Penelitian* (Research Results) (journal articles) test (seminars).
   c) If the evaluation stages referred to in a) and b) are not met, the students can submit their resignation and if the suggestion for resignation is not carried out within three months from the end of the evaluation stage, a drop out decree will be proposed to the Chancellor.
   d) Students are declared to have passed the Masters Program if:
      1) Have taken and declared to have passed the Thesis Test;
      2) Minimum GPA of 3,00;
      3) Collect thesis revisions that have been approved by the examiner team before graduation.
3. Study Improvement Evaluation for Bachelor Degree Study Program (*S1*)
   Evaluation of student study improvement is carried out in stages as follows.
   a) The evaluation criteria for each stage are as follows.
      1) Phase I is carried out at the end of semester 3 (three) with the following conditions:
         (a) Able to collect at least 35 credits with GPA at least 2.50;

(b) If the students are able to collect > 35 credits, but the GPA is < 2.50, the highest score is taken up to 35 credits with a GPA ≥ 2.50.

2) Phase II is carried out at the end of semester 7 (seven) with the following conditions:
   (a) Able to collect at least 85 credits with GPA at least 2.75;
   (b) If the students are able to collect > 85 credits, but the GPA is < 2.75, the highest score is taken up to 35 credits with a GPA ≥ 2.75.
3) Phase III is carried out at the end of program:
   At the latest by the end of the fourteenth (14th) semester, students must have collected (passed) all the credits specified for the Undergraduate Program.

b) Students will get an academic warning from the Vice Dean I every semester if in doubt they can go through each evaluation stage.

c) Successfully Completing Studies
   Students are declared successful in completing the Bachelor Degree Study Program, which is stated in the graduation if they have met the following academic requirements.
   (1) Have submitted the final project/thesis or revision of the final project/thesis that has passed anti-plagiarism detection with certain applications;
   (2) Has been responsible for the final project / thesis in front of the examiner/examiner team;
   (3) Does not exceed the maximum study period arranged by the university and is an active student in that semester;
   (4) Has accomplished all of the administrative obligation including returning all of the borrowed library/laboratorium items.
   (5) Have accomplished all obligations during the study period and/or assigned tasks in accordance with the curriculum arranged for the study program (including the revised final project) and do not have a D grade on academic transcripts.
   (6) Has uploaded a summary of the final project / thesis on the Undip repository.

6. Score Remedial

Score remedial can be done through:

1) Remedial Test
   Remedial Test done through some of the following provisions:
   a) Students have to take the related course and fulfill the components of the end-semester evaluation which include: Assignments, Mid-Semester Test and Post-Term Semester Test.
   b) Students with grades D, C, and B can make improvements in the regular semester, or remedial in the current semester, or repair in the intermediate semester and the score used is the best score.
2) Remedial Lectures
   Remedial Lectures are carried out through these following statements.
   a) The student has taken the relevant course.
   b) Students have met the end-of-semester evaluation components (Assignments, Mid-Term Test and Post-Term Test).
   c) Students take remedial lectures with a minimum attendance of 75%.
   d) Available for students with grades B, C, D, and E.
   e) Fill out *KRS* for remedial lectures.
   f) The names of students who take part in the remedial lectures are marked on the lecture attendance list to make it easier to check.

7. Dissertation, Thesis and Final Project Preparation

1) Dissertation Preparation

The dissertation preparation is carried out after the student is declared to have passed the proposal exam in the second semester. The dissertation is written under the guidance of the promoter and co-promoter determined by the Study Program in accordance with scientific qualifications and applicable academic requirements.

2) Thesis Preparation

At the end of second semester, students should have prepared a thesis proposal that will be displayed in the third semester seminar. The thesis proposal that has been approved by the Head of Study Program can be submitted in a thesis proposal seminar. The provisions for the content of the thesis, writing techniques, thesis guidance, and procedures for the preparation of the thesis are regulated in separate guidelines delivered by each Study Programs.

3) Thesis/Final Project Preparation

The preparation of the thesis/final project is mandatory for Bachelor Degree Study Program students. The technical provisions regarding the preparation of the thesis are regulated by each study program.

(a) Thesis/Final Project Meaning

Thesis/final project is a scientific essay prepared by the students to fulfill the requirements for taking the Bachelor Degree Study Program (*S1*) test.

(b) Purpose

The preparation of the thesis/final project is intended to determine the student's ability to conduct research on a problem and to account for the thesis/final project scientifically.

(c) Thesis/Final Project Submission

Submission of thesis proposal/final project is done with the following conditions.

(1) Students have already passed for the minimum 120 credits.
(2) Thesis proposal submitted by the students to the Head of Study Program in the form of research design that include: designed thesis/final project title, discussed topics, research purpose, theoretical basis, thesis writing systematics and bibliography.
(3) The research design will be discussed by the study program or reviewer team, so that it is decided whether or not the concerned student can work on it. If the research design is approved, the Head of the Study Program will appoint a supervisor according to his field of expertise.

(d) Preparation

The preparation of the thesis and the final project is based on the following provisions.

(1) Referring to the each study program guidelines for writing the thesis/final project;
(2) Minimum number of pages is 60 pages, typed in double space on A4 size paper (21 x 28.5 cm) with *Times New Roman* font type, 12 pt.
(3) It is recommended that the thesis/final project be replaced with a new topic if for 12 (twelve months) students do not show progress on their writing.

4) Dissertation, Thesis, and Thesis/Final Project Guidance

The supervision of dissertations, theses, and thesis/final assignments are carried out as follows.

(a) In the preparation of dissertations, theses, and theses/final assignments, each student is guided by a maximum of two (2) lecturers;
(b) Advisor (promoter and co-promoter) dissertation with a doctoral degree and the title of Professor and/or doctorate;
(c) Thesis advisor is an advisor with Doctoral Degree;
(d) Main thesis advisors are:
    (1) Permanent lecturer with a minimum functional position of lector and a Master's degree or expert assistant with a Doctoral degree;
    (2) Have a field of expertise relevant to the thesis/final project;
(e) The provision of the second advisor:
    (1) University permanent lecturers or non-permanent lecturers, or experts from other institutions which are equivalent to master's education;
    (2) Have a field of expertise relevant to the thesis/final project;
(f) The person in charge of the study program organizer assigns a Academic Adviser for a student based on the expertise and workload of the concerned lecturer;
(g) The assignment of the Academic Adviser is determined by the Dean's Decree;

(h) To ensure the quality of guidance, the workload of lecturers in guiding structured research in the context of preparing the thesis/final project is a maximum of 12 (twelve) students per semester;
(i) The person in charge of the study program organizer periodically assists the mentoring process and if the mentoring process does not go well and regularly, the person in charge of the study program organizer may propose the replacement of the Academic Adviser;
(j) Guidance is carried out in a structured campus environment, at least 4 (four) times in one semester, and must be recorded in the guidance book.

5) Dissertation, Thesis, and Thesis/Final Project Test

Dissertation, thesis and thesis examinations are carried out through the following procedures:

(a) The dissertation that has been compiled and approved by the promoter and co-promoter is duplicated as many as 6 (six) copies and has been bound in soft cover, then submitted to the academic section.
(b) The thesis that has been compiled and approved by the Academic Adviser is duplicated as many as 4 (four) copies and has been bound in soft cover, then submitted to the academic section.
(c) Thesis/Final Project that has been compiled and approved by the testing team, put in the stopmap and has been bound in soft cover, then submitted to the academic section.
(d) To take the dissertation test, students should have been declared pass the dissertation eligibility test.
(e) To take the thesis test, students should have passed all courses with the minimum of B score.
(f) To take the thesis/final project test, students should have passed all courses with the minimum of C score.
(g) Simultaneously with the submission of the dissertation/thesis/final project test, the students submit a letter of application for the examination to the Dean with a copy to the Head of Department/Head of Study Program.
(h) Based on the application letter, the Dean asked the department/study program to determine the day, date, and time and place of the exam.
(i) To carry out the test, Tim *Penguji* (Examiner Team) was formed with the Dean's Decree. For the dissertation test, the examiner team consists of:
    (1) The Dean also become the Head of Examiner at the same time;
    (2) Promotor and co-promoter also become examiner member at the same time;
    (3) Internal examiner (2 people) also become examiner member at the same time;
    (4) External examiner also become examiner member at the same time;

    For thesis and final project tests, the examiner team consists of:
    (1) A Chairman also become a member at the same time;
    (2) 2 members, each of them is Examiner I and Examiner II
    (3) One/two other members as examiners.
(j) Dissertation, Thesis, Final Project tests are conducted orally in a closed forum.
(k) The entire test lasts a minimum of 60 (sixty) minutes and a maximum of 120 (one hundred and twenty) minutes.
(l) Test dress code:
    (1) At the moment of the test, students should wear neat and appropriate attire. White shirt and black/dark trousers for male and white shirt and white skirt for female.
    (2) Female students that wear veils should show their face.
(m) Revision provisions: dissertations, theses, and theses a maximum of one month from the implementation of the test.

6) Graduation

The implementation, requirements, and procedures for graduation are carried out with the following procedures:

(a) Diponegoro University conducts graduation ceremonies as many as four times in a year.
(b) Students who have been declared to have passed Diponegoro University Faculty of Humanities Doctoral Degree, and Master Degree, and Bachelor Degree are required to register for the graduation held at the university level.
(c) Prospective graduates who are entitled to attend the graduation ceremony must meet the applicable administrative requirements.

(d) Every graduate is obligated to pay the cost of holding the graduation ceremony, the amount of which is determined by the Chancellor.
(e) Prospective graduates who are unable to attend the graduation ceremony must report to the committee to be forwarded to the university graduation committee.
(f) Prospective graduates who are unable to attend as mentioned in point (e), are not justified in transferring their rights to attend the university level graduation ceremony in the next graduation ceremony period.

7) Guidance and Counseling

a) For all the students who have academic problems, guidance and counseling will be conducted at the faculty/study program level.
b) Guidance and counseling executor at the faculty/study program level is *Pembimbing Akademik* or *Badan Konsultasi Mahasiswa Fakultas* (*BKMF*). The *BKMF* structure and organization will be further regulated by the Dean's decree.
c) If the guidance and counseling at the faculty is not sufficient to solve the problem, the student is recommended/referred to the *Badan Konsultasi Mahasiswa Universitas* (*BKMU*).

8) Graduation Predicate

The graduation predicate for Doctoral (*S3*), Master (*S2*), and Bachelor (*S1*) Degree Study Programs are as follows:

Program	GPA	Predicate	Description
Bachelor Degree	2,25 - 2,75	Satisfactory	
	2,76 - 3,50	Exceptional Satisfactory	
	3,51 -4,0	Cum Laude	The maximum study period is 9 (nine) semesters, there is no C score on the transcript, and the minimum TOEFL score is 450
Master	3,00 - 3,40	Satisfactory	
	3,41 - 3,70	Exceptional Satisfactory	
	3,71 - 4,00	Cum Laude	The maximum study period is 5 (five) semesters with a thesis score of A
Doctoral	3,00 - 3,49	Satisfactory	
	3,50 - 3,74	Exceptional Satisfactory	
	3,75 - 4,00	Cum Laude	The maximum study period is 8 (eight) semesters with a dissertation score of A

Notes:

The Chancellor gives a certificate award to graduates with cum laude predicate only to students who from the beginning attended education at Diponegoro University in related study programs.

J. Academic Violations

a. Minor Academic Violations

(1) Cheating

Cheating is an attempt, intentionally or unintentionally, to use or try to use information materials or other study aids without the permission of the lecturer concerned in the examination activities.

a) Cheating help or cheating attempt

Cheating help or cheating attempt is an act that defends the rules, consciously or unconsciously, helping cheating attempt or cheating attempt itself by providing materials that will violate the academic minorly.

b) Inclusion in minor academic violences

Inclusion in minor academic violences is an act that defends the rules, whether it is consciously or unconsciously done, work in a team to cooperate or participate in committing or ordering actions that cause minor academic violations to occur.

c) Minor administrative and disciplinary violations

Minor administrative and disciplinary violations is an act that defends the rules, whether consciously or unconsciously done, either alone or in cooperation, by committing acts that are contrary to the provisions of the rules and administration released by the faculty and/or study program.

b. Moderate Academic Violations

(1) Jockey

Jockey is an act that defends the rules, intentionally or unintentionally, to replace the position of another person in academic activities.

(2) Jockey helping

Jockey helping is an act that defends the rules, intentionally or unintentionally, assists or tries to help provide facilities or infrastructure that can lead to jockeying.

(3) Inclusion in Jockey

Inclusion in Jockey is an act that defends the rules, intentionally or unintentionally, to cooperate or participate in doing or ordering to do acts that cause jockeying.

(4) Moderate Administration and Rules Violations

Moderate Administration and Rules Violations is an act that defends the rules, intentionally or unintentionally, whether it is alone or in cooperation dne acts that is contrary with rules and regulations issued by the University

c. Serious Academic Violations

(1) Plagiarism

Plagiarism is an act that defends the rules, intentionally or unintentionally, using someone else's sentence or work as one's sentence or work that is contrary to applicable academic writing rules.

(2) Forgery

Forgery is an act that defends the rules, intentionally or unintentionally without the permission of the authorized person to change or falsify the name, signature, grades or academic transcripts, diplomas, student identification cards (ID), assignments, practicum, information, or reports within the scope of academic activities.

(3) Bribery

Bribery is an act that defends the rules, intentionally or unintentionally, influencing or trying to influence other people by persuading, giving presents or threats with the aim of affecting their academic achievement.

(4) Assistance or Attempted Assistance in Plagiarism

Assistance or Attempted Assistance in Plagiarism is an act that defends the rules, intentionally or unintentionally, assisting or trying to help provide facilities or infrastructure that can cause serious academic violations.

(5) Assistance in Serious Academic Violations

Assistance in Serious Academic Violations is an act that defends the rules, intentionally or unintentionally, cooperating or participating in doing or ordering to do acts that cause serious academic violations.

(6) Serious Administration and Rules Violations

Serious Administration and Rules Violations is an act that defends the rules, intentionally or unintentionally, either alone or in cooperation, by committing acts that are contrary to the provisions of the rules and administration issued by the *Kementrian Ristek dan Pendidikan Tinggi.*

K. Academic Violations Sanctions

1) Academic Sanction

a. Academic sanction done by the students

(1) Minor academic violations sanction

a. A verbal or written stern warning by an officer or competent party by the Head of the Faculty/Head of Department/Study Program/Head of Section.

b. Reduction of test scores and or statements of failure in courses or academic activities is carried out by the supporting lecturer concerned with or without the request of the Head of the Faculty/Head of Department.

(2) Moderate academic violations sanction

Students who are proven to have committed moderate academic violations will receive sanctions, in which their rights/permits to participate in academic activities are temporarily revoked by the leader of Diponegoro University for a maximum of 2 (two) semesters.

(3) Serious academic violations sanction

Sanctions for serious academic violations are maximum given in the form of dismissal or dropped out (permanently revoked student status) by the leader of Diponegoro University.

b. Academic sanction done by the lecturers and or education staff determined based on *Keputusan Senat Fakultas* and applicable laws.

2) Procedure for Determining Sanctions

a. The procedure for determining sanctions against students who commit minor academic violations is as follows:

(1) The determination of violation proof;

(2) The ratification of authorized party;

(3) Sanction determination by the concerned lecturers/head of study program/head of department.

b. The procedure for determining sanctions against students who commit moderate and serious academic violations is as follows:

(1) The Dean summon *Tim Pemeriksa* (Vice Dean for Academic and Student Affairs, Head of Subdivision for Academic Affairs, Head of Subdivision for Student Affairs, Head of Study Programs, and Academic Advisers)

(2) *Tim Pemeriksa* in order to examine and collect facts/data/information has the authority to summon the concerned parties and request data, evidence for the alleged occurrence of moderate and or severe academic violations;

(3) Examination result by the *Tim Pemeriksa* towards alleged the occurrence of moderate and or severe academic violations will be reported to the Head of the Faculty;

(4) After the Head of the Faculty pays attention to, considering the minutes of the examination results and collecting facts/data/information on the case, which is prepared by a team appointed by the Head of the Faculty, they can hold an exclusive meeting to handle allegations of moderate and/or serious academic violations.

(5) The exclusive meeting attended by:

(6) During the examination process in the exclusive meeting, students who are suspected of having moderate and or serious academic violations are given the right to defend themselves;

(7) Student's who are suspected of having moderate and or serious academic violations can be carried out their self-defense by assistants and or legal advisors;

(8) Based on the results of the exclusive meeting, the leader of the University can decide on the imposition of sanctions against the student concerned by taking into account the load or type of academic violation and the sanctions that can be imposed.

c. The imposition of serious academic sanctions on students who commit serious academic violations can only be carried out after the procedure for determining sanctions is stipulated by the Rector's Decree;

d. The Diponegoro University leader may impose a temporary suspension for a maximum of 2 (two) semesters and it is counted as a study period, in the event that a student suspected of committing a crime as regulated in *Pasal 19c ayat (6) menjalani masa penahanan dan atau telah mendapat Putusan Pengadilan Negeri yang amarnya menyatakan mahasiswa bersangkutan bersalah*;

e. In the event that after the temporary dismissal is completed, it turns out that the student concerned is still in detention, the student's study period is suspended (temporarily not counted) until a *Putusan Pengadilan* has permanent legal force;
f. The imposition of serious academic sanctions on students who commit criminal acts as regulated in *Pasal 19c ayat (6) hanya dapat dikenakan setelah ada Putusan Pengadilan yang berkekuatan hukum tetap yang amarnya menyatakan mahasiswa bersangkutan bersalah dan dikenai pidana penjara*;
g. In the case of a student suspected of committing a criminal act as regulated in *Pasal 19 c ayat (6) pada Putusan Pengadilan yang telah berkekuatan hukum tetap dinyatakan tidak bersalah atau dihukum percobaan, maka masa studi selama yang bersangkutan ditahan dan atau diberhentikan sementara, tidak dihitung sebagai masa studi;*
h. Students who are sanctioned for committing academic violations at all levels have the right to submit objections and/or administrative appeals, with a grace period of 14 (fourteen) days from the date of receipt of notification of the said *Putusan Sanksi Akademik*;
i. Procedure for determining sanctions for the lecturers and or academic section decided in applicable laws and regulations.

L. Ethics

Ethics is a norm that rules that can be considered good or bad act and behavior.

1. **Academic Ethics**
2. **University Life Ethics**

   The ethics of campus life includes ethics on and outside campus.

   a. Ethics outside campus

   Lecturers, employees, and students as members of the community should place, adjust, and devote themselves to social life by maintaining the prestige and dignity as part of the Faculty of Humanities, Diponegoro University.

   Lecturers, employees, and students in communicating, expressing opinions directly or indirectly (via mobile phones, social media platform) should use polite methods and language.

   b. Manner in campus

   1) Facility Use and any other else

   a. The use of areas, rooms, and equipment on the campus of the Faculty of Humanities, Diponegoro University for non-academic activities must be with the knowledge/permission of the concerned Head of the Unit, Study Program, Department or Faculty coordinated with the Unit, Study Program, Department
   b. Non-academic activity in big scale or involving outside Diponegoro University, Faculty of Humanities party, should obey the conduction procedure of an activity that is available in Diponegoro University, Faculty of Humanities that is ruled by Dean's regulation.
   c. The committee and actors of non-academic activities at the Faculty of Cultural Sciences, Diponegoro University must be responsible for cleanliness, order, security, comfort, and the integrity of the infrastructure of the Faculty of Culture, Diponegoro University.

   2) Clothes

   In the campus environment, lecturers, employees, and students dress code according to the boundaries of decency, modesty, and custom.

   3) Behavior

   a. Every member of the Faculty of Humanities, Diponegoro University, must maintain a conducive atmosphere for carrying out tasks in accordance with the mission of the Faculty of Humanities, Diponegoro University.
   b. Fellow members of the Faculty of Humanities, Diponegoro University must create and preserve harmonious and collegial relationships in accordance with respective dignity.'
   c. Every member of the Faculty of Humanities, Diponegoro University, must not behave: outside the boundaries of morality, disturbing the peace, causing unrest, instigating chaos, and other behaviors that degrade the dignity of academic people.

3. **Language**

   During lectures/practicums, lecturers and students use communicative, polite, and civilized language. Likewise, the language when students communicate with lecturers through electronic devices, orally or in writing, must use polite and civilized language.

4. **Communication Tool**

   During lectures/practicums, lecturers and students turn off communication tools, unless needed for lectures.

5. **Equipment**

   The process of lecturing should maintain integrity, cleanliness, the property safe, equipment, and lecturing room/laboratorium property.

CHAPTER III
DEPARTMENT AND STUDY PROGRAM

Faculty of Humanities has four study programs in Master Degree, and six study program in Bachelor Degree, such as:

A. Department of History
    1. Doctoral Degree of History Study Program
    2. Master Degree of History Study Program
    3. Bachelor Degree of History Study Program

B. Department of Literature
    1. Master Degree of Literature Study Program
    2. Bachelor Degree of Language and Indonesian Literature Study Program

C. Department of Linguistic
    1. Master Degree of Linguistic Study Program
    2. Bachelor Degree of English Literature Study Program
    3. Bachelor Degree of Language and Japanese Literature

D. Department of Culture'
    1. Bachelor Degree of Library Science Study Program
    2. Bachelor Degree of Social Anthropology Study Program

A. DEPARTMENT OF HISTORY

THE HEAD AND THE SECRETARY OF DEPARTMENT OF HISTORY
FACULTY OF HUMANITIES
DIPONEGORO UNIVERSITY SEMARANG

HEAD OF DEPARTMENT

Dr. Dhanang Respati Puguh, M.Hum.
NIP 196808291994031001

1. Doctoral Degree of History Study Program

HEAD OF DOCTORAL DEGREE OF
HISTORY STUDY PROGRAM
FACULTY OF HUMANITIES
DIPONEGORO UNIVERSITY SEMARANG

PROF. DR. SINGGIH TRI SULISTIYONO, M.HUM
NIP 196406261989031003

A. Background

Generally speaking, historians play an important role in advancing the quality of humanity and building character and also the identity of a nation. Throughout their creations, historians can set people' mind free from ignorance, manipulation, and history embezzlement will be able to create confusion which later on brings impact on how people resolve nowadays issues and could lead into a failure for the nation' future. In other words, historians play an important role in awakening historical consciousness, which means whatever happened in the past could affect the present time and the future. At the national level, historical consciousness is a very vital thing, because it is related to the appreciation of the nation's children towards the past as collective memory (Hughes, 1964:1-21). The nation's children who have the consciousness of history will seek for recent issues' answers not only by learning history, but also learning from history.

In the middle of massive globalization, the development which is much more sophisticated towards the history in the college is something so urgent for Indonesia currently. It is related to the huge transformation in the Reformation era which was followed by several political crises in every aspect of life that threatened national integrity.

Research and historical learning can function as the medium of socialization and the menaced nation's cultural values in that kind of national situation. The identity and the character of the nation also face a great attack. Research and historical learning will provide well-built amenities for the rest of the nation's children to face the change cleverly, by understanding correctly and at the end will be able to receive and to actualize the cultural values which are suitable with the identity and the character. So, comprehending and historical consciousness is essential for resolving present issues and in the future. In this case, the role of historians as the past narrators become necessary. If the historians cannot elucidate recent problems and situations, in result, the community will be unsuccessful in comprehending recent issues which also affect the future.

The need for reliable historian education in terms of attempting to find an alternative for writing history who is able to give a solution to the nation's problem which is still trying to fight for its existence is needed. It is needed for a long-term attempt to do research which can be used to awaken the historical consciousness, actual and also futural for all of the Indonesian, and later on, to raise the spirit to be free from the unsolved cases. According to Michael Howard' statement: "The study of history has been believed to provide a guide, not simply to passive understanding of the world, but to active political and moral action within it" (Michael Howard, 1991). With a critical history education, it will be resulting historical research which can take part as historical writing that can freed the community' state of mind toward the past from the ignorance, falsity, myths, manipulation, and actual misinterpretation about the past, so they will be so spirited to solve the case which is face, or will be faced by Indonesia.

Bear in mind how complex the problems are, so the bachelor degree and the master degree cannot be expected to fully accomplish the issues. In this perspective framework, a higher education is needed. In accordance with that issue, Diponegoro University on September 20th 2016 has opened a Doctoral Degree for History Study Program in the Faculty of Humanities (PSDS FIB Undip) through the Rector's Letter of Statement number 1125/UN7.P/HK/2016. On September 1st 2020, PSDS FIB Undip has been accredited BAN-PT Number 5078/SK/BAN-PT/Akred/D/IX/2020 with a B rating.

B. Vision, Mission, and Purpose

1. Vision of PDIS FIB Undip

   Becoming a Doctoral Degree of History Study Program, especially History of Maritime and Forefront National Integrity in Indonesia in 2022 and Superion in South-East Asia in 2027.

2. Mission of PDIS FIB Undip

   PSDS FIB Undip has established mission which includes the university Tri Dharma, as follows:

   1. Providing a doctoral degree which is based on a great and superior research (Research-Based Teaching) to produce a doctor of history who is competent in the

scope of science and historical expertise, especially maritime history and national integrity, considerate to the community's problem, nation, and country also human and the environment in accordance with the values of Pancasila.

2. Developing professional research and science publication as a contribution toward the development of historical science, particularly for maritime history and the national integrity for the national importance and the welfare of humans in general.
3. Developing the historical thinking to help overcome the nation's actual problems as the implementation of devotion toward the community.
4. Increasing professionality, capability, accountability, in the governance also the independence of providing study programs.

3. Purpose of PDIS FIB Undip

The purpose of PSDS FIB Undip is to produce:

1. Doctoral Degree of History has moral integrity, scholarly, dignity, considerate towards the nation's actual issues, and independence in enhancing insight and skill in the historical scope, history and culture of maritime and national integrity in particular, also able to communicate their expertise in writing, or orally.
2. Publication in the accredited national journal and reputable international journal which is indexed by the international citation institution that focus on the historical scope, or social humanities especially maritime and national integrity.
3. New thoughts on Indonesia history in particular and world's history in general within the framework to resolve the present issues and strategy to step forward into the future.
4. Providing governance and independence in providing higher education in the doctoral degree which is efficient, accountable, transparent, and fair.

C. **The Length of Education and Facility**

Doctoral Degree of History Study Program has established a study load of as much as 49 credits which can be finished during 6 semesters with the length of study for a maximum of 14 semesters. The facilities include representative lecture rooms (with AC), library, wi-fi, computer laboratories, history laboratories, audio visual, and students working room. The library of History Study Program provides a book collection of not less than 5000 titles. Meanwhile, the History Laboratories contains: various ceramics as result of the exploration from sinking ship, historical sources from the colonial era which is published, sources from the colonial's archive both from the Japan era and the Indonesia independent's day, accredited national journal, or reputable international journals, books references, and dissertation. All of those collections, physically, or in electronic form can be accessed and used by the PSDS students.

D. **Teaching Staff**

1.Prof. Dr. Singgih Tri Sulistiyono, M. Hum.
2. Prof. Dr. Dewi Yuliati, M.A.
3. Prof. Dr.Yety Rochwulaningsih, M.Si.
4. Prof. Dr. Endang Susilowati, M.A.
5. Dr. Haryono Rinardi, M.Hum.
6. Dr. Alamsyah, M. Hum.
7. Dr. Dhanang R. Puguh, M.Hum.
8. Dr. Indriyanto, S.H., M. Hum.
9. Dr. Endah Srihartatik, M. Hum

E. Manager

As the Master Degree in the History Department of the Faculty of Humanities in UNDIP, The PSDS' manager is doubled by the manager of the Master Degree in History Study Program. It is conducted with the deliberation of efficiency and effectiveness. With the existence of that primary, the manager of PSDS consists of the Head of Study Program, namely: Prof. Dr. Singgih Tri S., M. Hum.

F. Profile and Competency of Doctoral Degree of Historical Science Study Program

All of the alumnus of PSDS FIB UNDIP are projected to be able to take part in the government, politic, private, and community such as, researcher, teacher, expert in the ministry of education and culture, ministry of marine affairs and fisheries, Indonesian Science Institution, politician in People's representative Council of the Republic of Indonesia, analyst of the public policy, and so on, and so forth. Table below will be illuminating several alumni profiles of PSDS FIB UNDIP and the competency owned.

ALUMNUS PROFILE		MUST HAVE COMPETENCY	
		MAIN COMPETENCY	ADDITIONAL COMPETENCY
1	History Researcher	Able to develop the roadmap of multi discipline historical research in accordance with the study of the historical research primary target and humanities and the constellation toward wider target. Able to find new things (novelty) in historical research, so they will be capable of contributing to developing science for the community' prosperity. Able to arrange a historical research with the concepts and theories from any social science discipline.	Able to formulate the approach and strategy which studied the historical occurrence and also to solve any issues related to the development and change amongst the community recently, especially in the field of maritime and national integrity. Able to upgrade the role and the service of the

		Able to write articles in a scientific national journal and reputable journal.	profession with the historical perspective.
2	History Teacher (lecturer, teacher)	Able to deliver the results of research and the historical writing to the other parties, particularly for students who use interesting methods, approaches, and learning strategy.	Able to create academic ambience in the class. Able to master the historical materials as the learning material fluently. Able to connect between the learning material with the contextual issue. Able to be a good motivator towards the students by using any example from the historical event.
3	Expert in the Ministry of State Institution also various Public Institutions.	Able to choose contextual, latest, advanced research, and to give the benefit for the humans by using the interdisciplinary approachment, multidiscipline, or transdiscipline, in terms to develop and/or resulting solutions for any kind of problems which is face by the community, nation, and the country also generally by human, especially in the field of education and cultural.	Able to upgrade the role and the service of the profession with the historical perspective. Able to develop professional performance with much more comprehensive insight. Able to indicate the academic leadership in the management, growth and resources development, also the organizations underneath its responsibility.
4	Public Policy Analyst in the field of Social Culture	Able to arrange argument and historical solutions in accordance with the critical view on the facts, concepts, principles, or the accountable theories in scientifically and academically ethic, also to communicate it through the mass media, or directly to the community.	Able to develop and take care of the collegial relation and the fellowship including saving, auditing, securing, and refinding data and information underneath their responsibility.

			Able to develop and take care of the collegial relation and the fellowship in the own environment, or by the teamwork connection with the researcher community outside the institution.

G. Curriculum

Curriculum in the PSDS in the Faculty of Humanities UNDIP consists of two kinds in accordance with the lecture model chosen by the students, such as, by course and by research.

NO	CODE	COURSE	CREDITS
Semester I			
		COMPULSORY COURSES	
1	PBSJ9001	Theory and Methodology Historical Research	2
2	PBSJ9002	Bibliography of Indonesian History and Archive Research	2
3	PBSJ9006	Capita Selecta Indonesian History	2
4	PBSJ9007	Maritime History and Global Interaction	2
		Credits Total	8
		Elective Courses	
5	LBSJ9008	Nationalism and Global Interaction	2
6	LBSJ9010	Maritime Physiology	2
7	PBSJ9009	Maritime Anthropology	2
8	PBSJ9011	City History	2
		Credits Total	8
		Credits Total in the Semester 1	10

Semester II			
9	PBSJ9012	Proposal Writing	3
10	PBSJ9013	Research I (Heuristic)	7
		Credits Total	10
		Credits Total in the Semester II	10
Semester III			
11	PBSJ9014	Researcg II (Historiography)	7
12	PBSJ9016	Result's Seminar	3
		Credits Total	10
		Credits Total in the Semester III	10
Semester IV			
13	PBSJ9017	Publication I	3
14	PBSJ9018	Properness	3
		Credits Total	6
		Credits Total in the Semester IV	6
Semester V			
15	PBSJ9019	Publication II	7
		Credits Total	7
		Credits Total in the Semester V	7

Semester VI			
16	PBSJ9021	Dissertation	6
		Credits Total in the Semester VI	6
Final Total Credits			49

By Research

NO	CODE	COURSE	CREDITS
Semester I			
		Compulsory Courses	
1	PBSJ9003	Theory and Methodology Historical Research	2
2	PBSJ9014	Proposal Writing	4
		Credits Total	6
		Credits Total in the Semester I	6
Semester II			
3	PBSJ9013	Research I (Heuristic)	7
		Credits Total	7
		Credits Total in the Semester II	7
Semester III			
4	PBSJ9014	Research II (Historiografi)	7
5	PBSJ9016	Result's Seminar	3
		Credits Total	10
		Credits Total in the Semester III	10
Semester IV			
6	PBSJ9017	Publication I	3
7	PBSJ9019	Publication II	7
		Credits Total	10
		Credits Total in the Semester IV	10
Semester V			
8	PBSJ9018	Properness	3
9	PBSJ9020	Publication III	7
		Credits Total	10
		Credits Total in the Semester V	10
		Semester VI	

10	PBSJ9021	Dissertation	6
		Credits Total in the Semester VI	6
Final Credits Total			49

H. Lecture

Lecture in the Doctoral Degree of History Study Program in the Faculty of Humanities UNDIP is provided in accordance with the period of new students' admission which is held twice in a year: Period I (lecture starts in February) and Period II (lecture starts in August). Students who start the lecture in the Period II go straight through the Semester II' courses together with the students who have already passed the lecture in Period I. So on and so forth, followed by the lecture in the semester which is not taken yet. In the lecture, students during the admission can determine the lecture' model, either by research, or by course, and it can be provided based on the chosen option if it is elected by a minimum of 10 students. The lecture can be held offline, or online in accordance with UNDIP' policy.

2. Master Program in History

HEAD OF MASTER PROGRAM IN HISTORY
Faculty of Humanities
Diponegoro University Semarang

Prof. Dr. Singgih Tri Sulistiyono, M.Hum.
NIP 196406261989031003

A. Latar Belakang

The sophistication and development of historical science are urgently necessary for Indonesia. This is not because of the past or for the past incidents, but of the current and future incidents that occurred. At least two reasons described the urgency. Firstly, it is related to the massive changes occurring in the life of nations and states currently. Second, it relates to the current economic, political, and sociocultural crisis that threatened the nation's existence and integration.

History pedagogy could also be used as a form of socialization and enculturation of social and cultural values that are existed in society. With these processes, the scholars are expected to experience changes in comprehending and internalizing as well as implementing social values that are upheld and expected by society. Their roles must be reflected in their daily living basis in the middle of society and nation. By learning history, the scholars also expected to be able to proportionately place themselves accordingly and utilized the historical values for the current issue, and predict possible incidents in the future.

The current crucial issue of Indonesia is regarding the nation's continuity itself on the possibility of Indonesia maintaining the form even until the future. This basic issue requires a huge commitment from all society of Indonesia to stay and undergo their lives in Indonesia. However, this issue is also unique by itself due to its existence that is latent. The issue then is not only talking about the past but also about the current and the future of the nation as well.

A good comprehension of Indonesia's history on the right track could base mankind to be able to position itself on an international scale. As international relation also requires a better understanding of the relation of one country to another was created in diverse sectors that could bring betterment and improvement to Indonesia.

Based on that, the development of historical study in institutions, especially in higher education (master program), is necessary to significantly study and evaluate past issues for the current and future. Under this perspective then constructed the creation of the Master Program in History of the Faculty of Humanities of Diponegoro University became highly urgent to be done with excellence in historical, maritime culture, and national integration as the concentration.

B. Education Purposes

1. Master Program in History implementing education and research dharma in history and humanities sectors. As well as producing graduates under the degree of Master of Humanities (M. Hum.) that had main abilities in:
2. Developing historical and humanities studies, especially in maritime and national integration.
3. Researching and communicating research results written and verbally.
4. Formulize approaches and strategies in studying historical incidents as well as break down any issues related to societal development and changes.

C. Study Duration and Facilities

Master Program in History imposed 40-course credits that could be done in four years with a maximum period of 8 semesters for the scholars. The facilities are representative classes (with air conditioner), library, computer laboratory, history laboratory, audiovisual, and banks.

D. Lecturers

1. Prof. Dr. Singgih Tri Sulistiyono, M. Hum.
2. Prof. Dr. Dewi Yuliati, M.A
3. Prof. Dr. Yety Rochwulaningsih, M. Si.
4. Dr. Endang Susilowati, M.A.
5. Dr. Haryono Rinardi, M. Hum.
6. Dr. Dhanang Respati Puguh, M.Hum.
7. Dr. Alamsyah, M. Hum.
8. Dr. Indriyanto, S.H., M.Hum
9. Dr. Sri Sudarsih, M. Hum
10. Dr. Endah Sri Hartatik, M.Hum

E. Manager of Master Program in History

Head of Study Program : Prof. Dr. Singgih Tri Sulistiyono, M.Hum.

F. Curriculum

By Course

NO	CODE	COURSE	Course Credits
Semester I			
		Compulsory Courses	
1	PBSJ8003	Philosophy of Science	2
2	PBSJ8004	Theory and Methodology of Historical Research	2
3	PBSJ8008	Maritime History	2
4	PBSJ8009	Dutch	3
5	PBSJ8011	Bibliography of Indonesian History and Archive Research	2
6	PBSJ8006	Historiography	2
		Number of Course Credits	13
		Optional Courses	
7	PBSJ8025	Maritime Sociology	2
8	PBSJ8013	Maritime Anthropology	2
9	PBSJ8016	History of Governmental System	2
		Jumlah SKS	6
		Total of Credits taken in Semester I	15
Semester II			
		Compulsory Courses	
10	PBSJ8001	Nationalism and Character of Nation	2
11	PBSJ8002	Theory of Integration	2
12	PBSJ8007	Capita Selecta of Indonesian History	2
13	PBSJ8026	Proposal Writing	3

		Number of Course Credits	9
		Optional Courses	
14	PBSJ8019	Development Sociology	2
15	PBSJ8024	History of Education	2
		Number of Course Credits	4
		Total of Credits taken in Semester II	11
Semester III			
16	PBSJ8027	Research	3
17	PBSJ8028	Seminar Result	2
18	PBSJ8029	Publication	3
19	PBSJ8030	Thesis	6
		Total of Credits taken in Semester III	14
Total of Overall Course Credits			40

By Research

NO	CODE	COURSES	Course Credits
Semester I			
1	PBSJ8005	Theory and Methodology of Historical Research	3
2	PBSJ8007	Capita Selecta of Indonesian History	2
3	PBSJ8026	Proposal Writing	3
Number of Course Credits in Semester I			8
Semester II			
4	PBSJ8020	Research	16
		Number of Course Credits in Semester II	16

Semester III			
5	PBSJ8028	Seminar Result	3
6	PBSJ8029	Publication	7
7	PBSJ8030	Thesis	6
		Number of Course Credits in Semester III	16
Total of Overall Course Credits			40

G. The Competence of Master Program in History

1. Able to conduct Indonesian historical research with emphasis on the history of maritime and national integration that is based on theory and historical methodology.
2. Able to delve into historical resources, both written and verbal.
3. Able to construct a module based on historical resources.
4. Able to implement and develop theories and practical methods for historical learning.
5. Able to write historical books for high schoolers, undergraduate scholars, post-graduate scholars, and society in general.
6. Mampu menulis artikel ilmiah sebagai hasil penelitian.

H. The Beginning of the Study Period

Master Program of History of Faculty of Humanities in Diponegoro University, open two phases of scholars' admissions in a year, which are Phase I (classes started in February), and Phase II (classes started in August). Scholars that are admitted in the second phase will directly join the first phase of scholars that are already joined the classes in the first period. During the registration process, scholars could decide the model of classes they took by themselves, either to join classes by research or by course model. A class model could be conducted when the scholars applied are at least 10. The classes could be conducted both online and offline.

3. UNDERGRADUATE HISTORY STUDY PROGRAM

HEAD AND SECRETARY OF DEPARTMENT/STUDY PROGRAM OF HISTORY
Faculty of Humanities
Diponegoro University Semarang

Head	Secretary
Dr. Dhanang Respati P., M.Hum.	**Dr. Siti Maziyah, M.Hum.**
NIP 196808291994031001	**NIP 196805211994032003**

A. History

The undergraduate history study program was established in 1972, based on the work of the sub-consortium of literature and philosophy. At that time, the Senate of Faculty of Literature and Culture (now changed as Faculty of Humanities) at Diponegoro University, in the May 18th, 1972's conference, decided to establish a Department of History. The decision was made under the consideration of creating and producing undergraduates scholars who master in the culture and history of Indonesia, which is in line with the establishment of the Faculty of Literature and Culture. The undergraduates' scholars produced are expected to have the ability to research and expand more knowledge about Indonesia's culture and introduce it in the international sphere.

In 1973, the Department of History only established the undergraduate program due to the limitation of lecturers. Department of History then changed its name to a history major and established the doctoral program in 1977. At first, history majors only had one study program, so it is identical to being called a Study Program in Indonesian History. Study Program in Indonesian History was established based on General Director of Higher Education Decree number 111/dikti/kep/2007 on August 31st, 2007, on types and study programs in every major in the faculty of Diponegoro University. This study program stands under the History Major of the Faculty of Literature of Diponegoro University which is located in Jl. Prof. Soedarto, S.H. *Kampus* Tembalang Semarang. The study program then already developed in number and quality of lecturers and graduates.

Study Program in Indonesian History is committed to always following every knowledge trend and fulfilling the needs of stakeholders based on the job market. Hence, the curriculum used is always being reviewed and developed based on the market signal. The accreditation processes of the Study Program in History are as follows, on August 11th, 1998 based on BAN-PT (National Accreditation Body of Higher Education) number 001/ban-pt/ak-i/viii/1998, it was accredited B; on 2003, based on BAN-PT Decree number 05978/ak.vii.s1-033/udeiqh/ix/2003, it was accredited A; on 2009, it was accredited A based on BAN-PT Decree number 035/ban-pt/ak-xi/s1/2009; on 2014, it was also accredited A based on BAN-PT Decree number 483/sk/ban- pt/akred/s/xii/2014; and on 2019, it was accredited A again based on BAN-PT Decree number 4033/sk/ban-pt/akred/s/x/2019 that will be available until October 23rd, 2024. In response to changes in nomenclature according to the available terms, the study program's name also changed. In 2018, based on the Rector of Diponegoro University's Decree number 678/unj.p/hk/2018 on July 25th, 2018 about the establishment of departments, study programs, and faculties or schools in Diponegoro University, the Study Program of Indonesian History changed to Study Program of History.

B. Vision and mission

To run a program that is based on excellence and the main scientific pattern (PIP) of Diponegoro University that focused on coastal eco-development, Study Program in History constructed such visions, missions, and purposes as follows.

1. Vision

The vision of the Study Program in History is: "To be an excellent study program in Southeast Asia in history and Indonesian culture, especially in the history and culture of maritime, by 2025".

2. Mission

The missions of the Study Program in History are as follows.

a. Organized education and learning process to produce historians that can develop studies on Indonesian cultures, especially on the history and culture of maritime.
b. Developed research activities on Indonesian history and culture, especially on the history and culture of maritime.
c. Developed social services activities to assist societal issues, especially to the maritime society.
d. Developed documentation, publication, and exposure system on the results of the scientific activities.

3. Purpose

The purposes that are targeted by the Study Program in History are as follows.

a. Produced undergraduates scholars in the Indonesian history and culture sector, especially on the history and culture of maritime, that conquer integrity, morality, and scientific ethic.
b. Produced undergraduates scholars in the Indonesian history and culture sector, especially on the history and culture of maritime, that can criticize the current issues in Indonesia from the historical perspective.
c. Produced undergraduates scholars in the Indonesian history and culture sector, especially on the history and culture of maritime, that conquer the ability to research and communicate their skills in written and verbal.
d. Produced undergraduates scholars in the Indonesian history and culture sector, especially on the history and culture of maritime, that can cooperate and develop cooperation skills.

C. Program and Education System

Study Program in History is part of the Department of History. This department is the only department in the Faculty of Humanities of Diponegoro University that owned a complete series of education levels available such as undergraduate and postgraduates (masters and doctoral) since 2017/2018. Study Program in History focused the study on the excellence of maritime history and culture. This study program experienced interesting development phases in its curriculum used. In 2020, there were two curricula utilized in the learning process. First, the curriculum of 2017 was constructed based on the early 2017 workshop as the perfection of the curriculum of 2012. This means it omitted some of the courses in the curriculum of 2013 but added some in the curriculum of 2017 as well.

The curriculum of 2017 is divided into eight semesters. In the overall metrics, it consisted of 71 courses with 160-course credits. The subsections are as follows; 57 compulsory courses and 14 optional courses; with 132-course credits for compulsory courses and 28-course credits for optional courses. In the curriculum of 2017, scholars are not only focused on the college learning process but also obliged to join Field Work Lecture (KKL) to implement and grasp the real-life circumstance on the ground based on the theories conquered. To finish their study period, scholars of the Study Program in History ought to complete 144-course credits and worked on their undergraduate thesis afterward. The submission of the undergraduate thesis proposal could only be done when the scholars have completed 120-course credits to be able to take the undergraduate thesis course in the 7th semester after they passed the seminar proposal course in the 6th semester.

Secondly, the curriculum of 2020 or often called the Curriculum of College Freedom is applicated for batch 2020 until 2024. Based on the spirit of the curriculum, the education system in this curriculum is designed to be in line with the policy of Learning Freedom that was enacted by the Minister of Education and Culture, Nadiem Makarim. This curriculum was created to actualize the learning process in higher education to be autonomous and flexible, which is expected to develop innovation, and the creativity of the scholars and could assist scholars' needs. This policy also aimed to better link and match scholars with the demanded qualification in the job markets. Through this policy, Study Program in History constructed an innovative learning process for scholars to conquer optimal educational achievements. Scholars are free to take course credits outside the study program for two semesters that can be taken from the other study program inside or outside the higher education institution.

The Curriculum of College Freedom was based on the Minister of Education and Culture Regulation no. 3 of 2020 on Higher Education National Standard article 18 that elaborated on the fulfillment of period and amenability of education of scholars could be conducted through 1) attend all learning process as the amenability burdened accordingly; and 2) attend learning process in the study program to accomplish some inside and pursue the rest outside of the study program. Through this curriculum, scholars conquer a chance in a semester or equal to 20-course credits to pursue education outside the study program but in the same higher education institution; and the longest for two semesters or equal to 40-course credits to pursue education in the other higher education institution but under the same study program, or in different study program on the other higher education institution; and/or education outside higher education. For scholars of the Study Program in History, internship activities could be converted equal to the course credits in internship courses, which are offered in the 6th semester. To accelerate the number of graduates, as in the curriculum of 2017, the curriculum of 2020 also removed comprehensive exams for scholars and changed the undergraduate thesis format to a final task (TA). In total, the offered course credits are 159 with 28-course credits for optional courses. From the total, the compulsory credits are for 145-course credits.

D. Study Program's Excellence

Focused on the study of history and culture of maritime.

E. Supportive Facilities

For academic activities, Study Program in History provided a library, a historical laboratory, and audiovisual. The historical library provided books not less than 5000 books. The laboratory then is filled with historical recordings, publicized historical resources, archives, reference books, thesis under the limitation of Semarang, and 100 pieces of ceramics that were lifted from the Strait of Gelasa, Bangka Belitung. The audiovisual room then supported classes, especially the history cinematography course.

F. Graduates Profiles

The history scholars are educated to conquer the ability as:

1. History researcher
2. History educator
3. History journalist
4. Guardian (pamong) of history and culture
5. Entrepreneur in the historical sector.

G. Curriculum

Here is the list of curricula for the History Study Program, both the curriculum for 2017 and 2020 alongside the details.

Curriculum of 2017

Semester I				
No	**Code**	**Courses**	**Credits**	**Description**
1.	UNW00-001	Islamic Religion Education Catholic Religion Education Christian Religion Education Hinduism Religion Education Buddhism Religion Education Confucius Religion Education	2	
2.	UNW00-002	Pancasila Education	2	
3.	UNW00-004	Indonesia Language	2	
4.	UNW00-006	English	2	
5.	UNW00-005	Physical Education	1	
6.	BSJ21-300	Introduction to the Science of History	3	Prerequisite of BSJ21-307
7.	BSJ21-301	Introduction to Indonesian History	3	
8.	BSJ21-302	Society and Art of Indonesia	2	
9.	BSJ21-303	Humanity and Culture of Indonesia	2	
10.	BSJ21-304	Library Science and Archives	2	
			21	
Semester II				
No	**Code**	**Courses**	**Credits**	**Description**
1.	UNW00-003	Citizenship	2	
2.	BSJ21-305	Basic Philosophies	2	
3.	BSJ21-306	Historical Method	3	
4.	BSJ21-307	Indonesian History until the 15th century	3	Prerequisite of BSJ21-318
5.	BSJ21-308	Southeast Asian History	3	
6.	BSJ21-309	European History	3	
7.	BSJ21-310	Introduction to Archeology	2	
8.	BSJ21-311	Introduction to Economy Science	2	
9.	BSJ21-312	Introduction to Political Science	2	
10.	BSJ21-348	Javanese *	2	
			24	
Semester III				
No	**Code**	**Course**	**Credits**	**Description**

1.	BSJ21-313	Indonesian History Bibliography	2	
2.	BSJ21-314	History of Maritime 1	2	
3.	BSJ21-315	Verbal Historical Research Method	2	
4.	BSJ21-316	Dutch 1	2	
5.	BSJ21-317	New Thought History	2	
6.	BSJ21-318	Indonesian History of the 16th to 18th centuries	3	Prerequisite of BSJ21-329
7.	BSJ21-319	Eastern and Southern Asian History	3	
8.	BSJ21-320	Society and Culture of Maritime	2	
9.	BSJ21-321	Introduction to Anthropology	2	
10.	BSJ21-322	Introduction to Sociology	2	
11.	BSJ21-349	Museology*	2	
12.	BSJ21-350	History of Indonesian Culture *	2	
			26	

Note: at max, the courses possible to be taken are 24-course credits (compulsory courses ought to be taken)

Semester IV				
No	**Code**	**Courses**	**Credits**	**Description**
1.	BSJ21-323	Basic Theory and Methodology of History 1	2	
2.	BSJ21-324	Social Research Method	2	
3.	BSJ21-325	History of Maritime 2	2	
4.	BSJ21-326	Dutch 2	2	
5.	BSJ21-327	Philosophy of Science	2	
6.	BSJ21-328	History Education Method	2	
7.	BSJ21-329	Indonesian History of the 19th century	3	Prerequisite of BSJ21-337
8.	BSJ21-330	Tourism Management	2	
9.	BSJ21-331	Cultural Heritage Management	2	
10	BSJ21-332	History Journalism	2	
11	BSJ21-351	History of Rurals and Agrarian *	2	
12	BSJ21-352	History of Indonesian Military *	2	
			25	

Note: at max, the courses possible to be taken are 24-course credits (compulsory courses ought to be taken)

Semester V				
No	**Code**	**Courses**	**Credits**	**Description**
1.	BSJ21-333	Basic Theories and Methodology of History 2	2	
2.	BSJ21-334	Cultural Science Methodology	2	
3.	BSJ21-335	Dutch 3	2	
4.	BSJ21-336	Historical Philosophy	2	
5.	BSJ21-337	History of National Movement 1900-1945	3	Prerequisite BSJ21-344
6.	BSJ21-338	Indonesian Histography	3	
7.	BSJ21-339	History Education Model	2	
8.	BSJ21-353	History of Industrialization*	2	
9.	BSJ21-354	History of Islam*	2	
10.	BSJ21-355	History of Urban*	2	
11.	BSJ21-356	History of Environment*	2	
12.	BSJ21-357	History of Indonesian Banks*	2	
			26	

Note: at max, the courses possible to be taken are 24-course credits (compulsory courses ought to be taken)

Semester VI				
No.	**Code**	**Courses**	**Credits**	**Description**
1.	BSJ21-340	Capita Selecta History of Indonesia	2	
2.	BSJ21-341	History Seminar	3	
3.	BSJ21-342	General Historiography	3	
4.	BSJ21-343	Dutch 4	2	
5.	BSJ21-344	Indonesian Contemporary History 1945 – early 21st Century	3	
6.	BSJ21-345	Historical Cinematography	2	
7.	BSJ21-346	Pragmatic History	2	
8.	BSJ21-358	History of Women*	2	
9.	BSJ21-359	History of Indonesian Administration*	2	
10.	BSJ21-360	History of Indonesian Education*	2	
11.	BSJ21-361	Historical Asset Management*	2	
			25	

Note: at max, the courses possible to be taken are 24-course credits (compulsory courses ought to be taken)

Semester VII				
No.	**Code**	**Courses**	**Credits**	**Description**
1.	UNW00-007	Entrepreneurship	2	
2.	UNW00-008	Community Services (KKN)	3	
			5	

Semester VIII				
No.	**Code**	**Courses**	**Credits**	**Description**
1.	BSJ21-347	UNDEGRADUATE THESIS	6	
			6	

Description:
*optional courses

Number of courses offered = 71 courses (160 sks)

Number of compulsory courses = 57 courses (132 sks)

Number of optional courses = 14 courses (28sks)

Number of min. courses obliged to be taken = 144-course credits

Curriculum 2020 (Curriculum of College Freedom)

Semester 1				

No	Code	Courses	Credits	Description
1.	UUW00011 UUW00021 UUW00031 UUW00041 UUW00051 UUW00061	Islamic Religion Education Catholic Religion Education Christian Religion Education Hinduism Religion Education Buddhism Religion Education Confucianism Religion Education	2	
2.	UUW00003	Pancasila and Citizenship	3	
3.	UUW00004	Indonesian Language	2	
4.	UUW00005	Physical Education	1	
5.	UUW00006	Internet of Things (Iot)	2	
6.	UUW00007	English	2	
7.	PBSJ6011	Introduction to the Science of History**	3	Prerequisite of History Method course
8.	PBSJ6012	Introduction to Indonesian History**	3	Prerequisite of Indonesian History until the 15th century course.
9.	PBSJ6001	Society and Art of Indonesia	2	
10.	PBSJ6002	Humanity and Culture of Indonesia	2	
		Number of Course Credits in Semester 1	**22**	

Semester 2				
No	**Code**	**Courses**	**Credits**	**Description**
1.	PBSJ6003	Basic Philosophies	2	
2.	PBSJ6007	Dutch 1**	2	Prerequisite of Dutch 2 course
3.	PBSJ6027	Indonesian History until the 15th century**	3	Prerequisite of Indonesian History of the 16th to 18th centuries course
4.	PBSJ6013	Historical Method**	3	Prerequisite of Indonesian History Bibliography course
5.	PBSJ6014	Verbal Historical Research Method	2	
6.	PBSJ6025	Southeast Asian History	3	
7.	PBSJ6024	European History	3	
8.	PBSJ6032	History of Maritime 1**	2	Prerequisite of History of Maritime 2 course
9.	PBSJ6034	Society and Culture of Maritime	2	
10.	PBSJ6035	Library Science and Archives	2	
		Number of Course Credits in Semester 2	**24**	

Semester 3				
No	**Code**	**Courses**	**Credits**	**Descriptions**
1.	PBSJ6004	Modern Thought History	2	
2.	PBSJ6008	Dutch 2**	2	Prerequisite of Dutch 3 course
3.	PBSJ6028	Indonesian History of the 16th to 18th centuries**	3	Prerequisite of Indonesian History of the 19th century course
4.	PBSJ6015	Indonesian History Bibliography**	2	Prerequisite of Basic Theory and Methodology of History 1 course
5.	PBSJ6026	Eastern and Southern Asian History	3	
6.	PBSJ6033	History of Maritime 2	2	
7.	PBSJ6036	Introduction to Political Science	2	
8.	PBSJ6037	Introduction to Economy Science	2	
9.	PBSJ6038	Introduction to Sociology	2	
10.	PBSJ6039	Introduction to Anthropology	2	
11.	PBSJ6040	Introduction to Archeology	2	
		Number of Course Credits in Semester 3	**24**	

Semester 4				
No	**Code**	**Course**	**Credits**	**Description**
1.	PBSJ6005	Philosophy of Science	2	
2.	PBSJ6009	Dutch 3**	2	Prerequisite of Dutch 4 course
3.	PBSJ6029	Indonesian History of the 19th century**	3	Prerequisite of History of National Movement 1900-1945 course
4.	PBSJ6016	Basic Theory and Methodology of History 1**	2	Prerequisite of Basic Theories and Methodology of History 2 course
5.	PBSJ6018	Social Research Method	2	
6.	PBSJ6019	Cultural Science Methodology	2	
7.	PBSJ6022	General Historiogaphy	3	
8.	PBSJ6048	Javanese*	2	
9.	PBSJ6049	History of Agrarian Rural*	2	
10.	PBSJ6050	History of Indonesian Military*	2	
11.	PBSJ6051	History of Women*	2	
12.	PBSJ6052	History of Environment*	2	
		Number of Course Credits in Semester 4	**26**	

Note: at max, the courses possible to be taken are 24-course credits (compulsory courses ought to be taken)

Semester 5				
No	**Code**	**Courses**	**Credits**	**Description**
1.	PBSJ6006	Historical Philosophy	2	
2.	PBSJ6010	Dutch 4	2	
3.	PBSJ6030	History of National Movement 1900-1945**	3	Prerequisite of Indonesian Contemporary History 1945 – early 21st Century course
4.	PBSJ6017	Basic Theories and Methodology of History 2**	2	Prerequisite of History Seminar course
5.	PBSJ6020	Capita Selecta History of Indonesia	2	
6.	PBSJ6023	Indonesian Historiography	3	
7.	UUW00008	Entrepreneurship	2	
8.	PBSJ6053	History of Industrialization*	2	
9.	PBSJ6054	History of Islam*	2	
10	PBSJ6055	History of Urban*	2	
11.	PBSJ6056	History of Indonesian Banks and Businesses*	2	
12	PBSJ6057	History of Indonesian Administration*	2	
13.	PBSJ6058	History of Indonesian Culture*	2	
		Number of Course Credits in Semester 5	**28**	

Note: at max, the courses possible to be taken are 24-course credits (compulsory courses ought to be taken)

Semester 6				
No	**Code**	**Courses**	**Credits**	**Description**
1.	PBSJ6021	History Seminar**	2	Prerequisite of Final Task course
2.	PBSJ6031	Indonesian Contemporary History 1945 – early 21st Century	3	
3.	LBSJ6041	History Education Method	2	
4.	LBSJ6042	History Education Model	2	
5.	LBSJ6043	Tourism Management	2	
6.	LBSJ6044	Cultural Heritage Management	2	
7.	LBSJ6045	Historical Journalism	2	
8.	LBSJ6046	Historical Cinematography	2	
9.	LBSJ6047	Applied/Pragmatic History	2	
10.	LBSJ6059	History of Indonesian Education*	2	
11.	LBSJ6060	Historical Asset Management *	2	
12.	LBSJ6061	Museology*	2	
		Number of Course Credits in Semester 6	**25**	

Note: at max, the courses possible to be taken are 24-course credits (compulsory courses ought to be taken)

Semester 7				
No	**Code**	**Courses**	**Credits**	**Description**
1.	UUW00009	Community Services	3	
		Number of Course Credits in Semester 7	**3**	

Semester 8				
No.	**Code**	**Courses**	**Credits**	**Description**
1.	PBSJ6062	Final Task	6	
		Number of Course Credits in Semester 8	**6**	

Description:

(*)= optional courses

(**)= preconditioned courses (taken or passed)

Number of optional course credits = 28 sks

Number of courses offered = 159 sks

Number of min. courses obliged to be taken = 145 sks

Notes: the replaceable (with activities outside the representative higher education institution) courses are coded with lbpsj. Number of the activities burden could be calculated by converting it to the course credits. For example, teaching activities done outside could be converted in the History Education Method and History Education Model courses; internship activities in museum could also be converted to Cultural Heritage Management and Museology courses; etc.

G. Lecturers Profile

History Study Program had 16 tenured lecturers, 1 adjunct lecturer non-civil servant, and 4 adjunct extraordinary lecturers (DLB), which consist of 9 males and 12 females. The majority of lecturers are titled doctoral, which is 13 people. Where the 4 of them also conquered the title of Professor. Lecturers in Study Program in History that are titled as master are 8 people, where the 4 are in the middle of pursuing doctoral degrees in PSDS of Diponegoro University. The name of the lecturers of the Department of History are as follows.

No	Name and NIP (Lecturer Number)	Position /Category	Address	Phone Number
1.	Prof. Dr. Singgih Tri Sulistiyono, M.Hum NIP196406261989032011	Professor/ IV E	Jl. Wologito Barat V/ 5 Semarang	081282594833
2.	Prof. Dr. Yety Rochwulaningsih, M.Si. NIP 196106051986032001	Professor/ IV B	Jl. Payung Asri II/11 Pudak Payung Semarang	081326241888
3.	Prof. Dr. Dewi Yuliati, M.A. NIP 195407251986032001	Professor/ IV C	Vila Tembalang Blok G No. 8 Semarang	08122825388
4.	Prof. Dr. Endang Susilowati, M.A.	Associate Professor/ IV	Jl. Sawojajar II/35 Semarang	081391801230

	NIP 195905161988112001	A		
5.	Dr. Haryono Rinardi, M.Hum. NIP 196703111993031004	Associate Professor / IVA	Jl. Bukit Palm Raya J1 No. 22 Bukit Kencana Jaya Meteseh Tembalang Semarang	082141668308
6.	Dr. Endah Sri Hartatik, M.Hum. NIP 196705281991032001	Associate Professor / IVA	Jl. Anugrah Raya No. 11, Anugrah Residence, Banyumanik, Semarang	08122781185
7.	Dr. Dhanang Respati P., M.Hum. NIP 196808291994031001	Associate Professor / IVA	Jl. Bukit Dahlia Raya B 319 Semarang	081390794224
8.	Dr. Siti Maziyah, M.Hum. NIP 196805211994032003	Associate Professor / IVA	Purwosari Rt 04 Rw 01 Sayung Demak 59563	081325733771
9.	Dr. Alamsyah, M.Hum. NIP 197211191998021002	Associate Professor / IVA	Jl. Raya Gedangan No. 37 Welahan Jepara	08122803495
10.	Dra. Sri Indrahti, M.Hum. NIP 196602151991032001	Associate Professor / IV A	Jl. Mulawarman Timur Dakam II Kramas Tembalang Semarang	08156638233
11.	Dr. Sri Sudarsih, M.Hum. NIP 196803242005012001	Assistant Professor / III C	Sembung Rt.03 Rw.15 No.41, Sendangtirto Berbah Sleman 55573	081393189977
12.	Dr. Indriyanto, S.H, M.Hum NIP 196407111990011001	Assistant Professor / III D	Jl. Gemah Jaya Barat I Semarang	081228617935
13.	Dra. Tri Handayani, M.Si. NIP 196603211992032001	Assistant Professor / III C	Jl. Gedongsongo IV/7 Rt IV/II Semarang	081575720393
14.	Rabith Jihan Amaruli, S.S., M.Hum. NIP 198307192009121004	Assistant Professor / III C	Jl. Pakis 1 D-71 Rt.03/Rw.16 Klipang Alam Permai, Sendangmulyo Tembalang	081236915050
15.	Drs. Slamet Subekti, M.Hum. NIP 196401011990031008	Assistant Professor/ IIIA	Jl. Jendral Sudirman 388/7 Semarang 50149	081325969996
16.	Mahendra Pudji Utama, S.S., M.Hum. NIP 197102241999031001	Assistant Professor / IIIA	Perum Tulus Harapan Blok B.3/9 Semarang	081802422006
17.	Noor Naelil Masruroh, S.S., M.Hum. NIK 199011110115042074	Lecturer	Jl. Damar Dalam III No. 378, Banyumanik, Semarang	085727226392
18.	Fanada Sholihah, S.S., M.Hum	Adjunct Extraordinary Lecturer (DLB)	Jl. Galang Sewu Raya 108 Tembalang Semarang	085640801746
19.	Dr. Chusnul Hayati, M.S.	Adjunct Extraordinary Lecturer (DLB)	Jl. Sawi VIII/7 Gayamsari Semarang	087832049487
20.	Dr. Agustinus Supriyono, M.A.	Adjunct Extraordinary Lecturer (DLB)	Taman Karonsih Selatan IX/740 Ngaliyan Semarang	08174903675

B. LITERATURE DEPARTMENT

THE HEAD AND THE SECRETARY OF THE DEPARTMENT
FACULTY OF HUMANITIES
DIPONEGORO UNIVERSITY SEMARANG

The Head of the Department

Dr. Sukarjo Waluyo, M.Hum.
NIP 197605022008121002

1. Literature Graduate Study Program

THE HEAD OF LITERATURE POSTGRADUATE PROGRAM
FACULTY OF HUMANITIES
DIPONEGORO UNIVERSITY SEMARANG

The Head of the Department

Dr. M. Suryadi, M.Hum.
NIP 196407261989031001

A. Background

One of the regulations of Garis-garis Besar Haluan Negara (GBHN) 1999-2004 specifically emphasizes the expansion and equality in obtaining high-quality education for all Indonesian people; national and local culture must be preserved. In line with this regulation, the Decree of the Minister of Education and Culture No. 136/1997 Chapter II concerning the Policy for the Implementation of Higher Education states that:

1) Qualifications of education personnel from the Magister/Doctoral Program must be upgraded.
2) The management of graduate programs must be improved.
3) In the cultural sector, the mentoring and the development of language and literature must be enhanced through Strata2/Strata 3 Program.

Another factual consideration is community needs that the education in Indonesia will be more advanced if the academic potential of education personnel is upgraded. All personnel and researcher with Strata 1 Diploma needs a suitable place to improve their competency and continue their study. Thus, the Graduate Program of Diponegoro University with the support of units, including the Faculty of Humanities, Educational Institute, Educational Development Institute, Library Execution Unit, and many more, holds a Graduate Study Program in Literature with a specialization in: English Literature, Indonesian Literature, *Nusantara* Literature, Islamic Literature, Javanese Literature, Japan Literature, Chinese Literature, French Literature, American Study, and Cultural Study.

Literature Graduate Study Program, the Faculty of Humanities, Diponegoro University was established on 28 October 2002 with the approval of DIKTI No. 3207/D/T/2002. The department initiated organizing new student admissions and learning processes in March 2003. Like the other departments, Literature Graduate Study Program was under the responsibility of two institutions, the Faculty of Humanities and Graduate Diponegoro University. In 2012 according to Rector's Decree No.609/SK/UN7/2012 on Administration and Academic Management of a monodisciplinary Graduate Study Program at Diponegoro University, the department independently was under the Faculty of Humanities.

B. Vision, Missions, and Purposes

Vision	By 2025, Literature Graduate Study Program will have become a center for education, research, and development of coastal culture, specifically literature.
Missions	1. Developing a theoretical study of culture, specifically in literature; 2. Developing cultural research, specifically in literature; 3. Developing the quality and the number of scientific products and didisseminatinghe results of scientific activities.
Purposes	1. Literature Graduate Study Program, Faculty of Humanities, Diponegoro University aims to produce graduates with a Master's Degree in Humanities (M.Hum.) researchers, education personnel, and critics who; 2. Able to develop/update literature by understanding and mastering scientific approaches, scientific methods, scientific principles, and applied skills 3. Able to solve problems in literature through research and scientific development; 4. Able to develop professional work with the sharpness of problem analysis, the versatility of review, integration of solving literary problems, or other professions related to Old Studies Literature.

C. Period of Study and Credit Load

Students must obtain at least 36-42 credits until the end of the study and are declared to have graduated and passed the thesis. The calculation of the total credit load is as follows:

No	Course	Credit Load
1	Personality Development Course (MPK)	
2	Science and Skills Course (MKK)	
3	Craft Skills Course (MKB)	

4	Work Behavior Course (MPB)	
5	Community Life Course (MBB)	
	JUMLAH	**6-42**

D. Lecturers

No.	Name	Institution
1.	Mudjahirin Thohir, Prof., Dr., M.A.	Diponegoro University
2.	Nurdien H. Kistanto, Prof., Dr., M.A.	Diponegoro University
3.	Iriyanto Widisuseno, Prof., Dr., M.Hum.	Diponegoro University
4.	Muh. Abdullah, Dr., M.Hum.	Diponegoro University
5.	Redyanto Noor, Dr., M.Hum.	Diponegoro University
6.	Ratna Asmarani, Dr., M.Ed., M.Hum.	Diponegoro University
7.	Sukarjo Waluyo., Dr., S.S., M.Hum.	Diponegoro University
8.	Ken Widyatwati.,Dr.,S.S.,M.Hum.	Diponegoro University
9.	Aprinus salam, Dr.,M.Hum.	Gadjah Mada University
10.	Yosep B.B.Margono.,Dr.,M.Si.	Tujuh Belas Agustus University

E. Manager

No	Name	Position
1. 2.	Dr. M. Suryadi, M.Hum.	The Head of the Department Academic Administration

F. Curriculum

The department applies two curricula, namely curriculum *by course* and curriculum *by research* in 2020.

Literature Graduate Curriculum Program

1. *By Course*

SEMESTER 1						
No	Code	Main Competencies Courses	Elective Courses	Research Courses	Publication Courses	Load
1	PBIS8-001	Cultural Theories				2
2	PBIS8-002	Philosophy and Methods of Science				2
3	PBIS8-003	Critical Theories				2
4	PBIS8-004	Literature Theories				2
5	PBIS8-005	Coastal Literature and Culture				2
6	LBIS8-306		Semiotics*			2
7	LBIS8-307		Sociology of Literature*			2
SEMESTER 2						
No	Code	Main Competencies Courses	Elective Courses	Research Courses	Publication Courses	Load
8	PBIS8-008	Capita Selecta for Literary Research				3
9	PBIS8-009	Literary Research Methods and Cultural Studies				2
10	PBIS8-010	Principals and Figures of Indonesian Literature				2
11	PBIS8-011	Principals and Figures of English Literature				2
12	PBIS8-012	Comparative Literature				2
13	PBIS8-013	Thesis proposal				3
14	LBIS8-314		Indonesia-English Contemporary Literature*			2
15	LBIS8-315		Literary and Cultural Aesthetics *			2
SEMESTER 3						
No	Kode	Main Competencies Courses	Elective Courses	Research Courses	Publication Courses	Load
16	PBIS8-016				Article Journals	3

17	PBIS8-017			Results Seminar		3
18	LBIS8-318		Feminism Literature*			2
19	LBIS8-319		Multiculturalism in Literature *			2
SEMESTER 4						
No	Kode	Main Competencies Courses	Elective Courses	Research Courses	Publication Courses	Load
20	PBIS8-020			Thesis		6
TOTAL CREDITS						36- 42

2. *By Research*

SEMESTER 1					
No	Code	Offline Courses	Research Courses	Publication Courses	Load
1	PBIS8-009	Literary Research Methods and Cultural Studies			2
2	PBIS8-002	Philosophy and Methods of Science			2
3	PBIS8-004	Literary Theories			2
4	PBIS8-013		Thesis Proposal Writing		3
5	PBIS8-017		Results Seminar for Thesis		3
SEMESTER 2					
No	Code	Offline Courses	Research Courses	Publication Courses	Load
6	PBIS8-021		Literature Research and Studies		3
7	PBIS8-022		Research Methods of Literature		3
SEMESTER 3					
No	Code	Offline Courses	Research Courses	Publication Courses	Load
8	PBIS8-023		Foundations of Literary Theories		3
9	PBIS8-024		Literature Analysis in Research		3
10	PBIS8-025		Thesis Feasibility Test Seminar		3
SEMESTER 4					
No	Code	Offline Courses	Research Courses	Publication Courses	Load
11	PBIS8-026		Thesis		6
12	PBIS8-027			Submit Articles to Scopus Indexed International Journals	3
13	PBIS8-028			Articles Published in Scopus Indexed International Journals	4
	TOTAL CREDITS				40

G. Competency of Literature Graduate Study Program

1. Able to conduct research on Indonesian literature, with the emphasis on developing coastal culture, specifically in literature based on literary theories and methodologies.
2. Able to explore literary sources and coastal culture both written and spoken sources.
3. Able to write textbooks based on coastal literature and culture.
4. Able to implement and develop literary theories and applied methods in learning literature and coastal culture.
5. Able to write textbooks for students in high school, college students, and the public.
6. Able to write scientific papers according to scientific research.

H. The Beginning of Lectures

Literature Graduate Study Program, the Faculty of Humanities, Diponegoro University opens the registration for odd semesters and even semesters, with two registrations for each semester. The even semesters start in February and the odd semesters in August. Students who attend the courses in the even semesters will be learning together with students who attend the courses in the odd semesters and have taken lectures in the period I. On registration, students have the right to determine the model, whether to study by research or by course. The model can be held if followed by a minimum of ten students. Courses can take place offline or online.

2. INDONESIAN LITERATURE UNDERGRADUATE PROGRAM

THE HEAD AND THE SECRETARY
INDONESIAN LITERATURE UNDERGRADUATE PROGRAM
FACULTY OF HUMANITIES
DIPONEGORO UNIVERSITY SEMARANG

THE HEAD OF THE DEPARTMENT S1 INDONESIAN LITERATURE	THE SECRETARY OF THE DEPARTMENT S1 INDONESIAN LITERATURE
DR. SUKARJO WALUYO, M.HUM.	**LAURA ANDRI R.M.,S.S.,M.A.**
NIP 197605022008121002	**NIP 197903072006042001**

A. History

Indonesian Literature is the first department established at the beginning of the Faculty of Literature, which at that moment was the Faculty of Literature and Culture. The notion of the establishment was based on Rector's Decree No.626/Sp/Adm/BUP/1965 dated 25 January 1965 on the Formation of the Committee of the Faculty of Literature stating that: "Central Java is rich in historical, cultural, and literary sources of Indonesia."

With the support of the head committee, Prof. Soenario, S.H., the faculty was established on 1 September 1965 in accordance with the Decree of the Minister of Planning, Information Technology, and Reporting (PTIP) No. 173/1965 dated 21 August 1965 with one department, the Department of Indonesia. The department expected that the graduates were able to research and broaden their horizons on Indonesian literature, language, history, and culture to introduce them to the international world. In line with the demands of the times, the Faculty of Literature and Culture established new departments, which were Anglo Saxon Department (1967) and History Department (1974). Then the Department of Indonesia changed into Indonesian Literature, Anglo Saxon Department into English Department, and History Department into History Science Department. The establishment of the Department of Indonesia was based on the Decree of the Minister of Planning, Information Technology, and Reporting No. 173/1965 but the Decree of the Department of Indonesian Literature was only reaffirmed by the Director General of Higher Education on July 11, 1996 No. 220/Dikti/Kep/96.

According to the accreditation certificate issued by the National Accreditation Board for Higher Education of the Republic of Indonesia Number 5420/SK/ BAN-PT/Ak-PPJ/S/IX/2020, it states that Indonesian Literature is accredited with an A rating. In 2021, the department has successfully passed the international accreditation assessment from Foundation for International Business Administration Accreditation (FIBAA).

B. Vision, Mission, and Purposes

Vision

By 2025, it will have become a center for education, study, research, services, and the development of language, literature, philology, and coastal culture.

Mission

1) Developing the quality of human resources through education, research, and community services.
2) Producing professional graduates who have the ability and competency in language, literature, and culture of Nusantara, specifically coastal culture.
3) Developing the department with a laboratory of culture, language, literature, and philology based on local wisdom.

Purposes

1) To educate students to have professional knowledge and expertise as researchers and practitioners of culture, language, literature, and philology.
2) To educate students to have professional knowledge and expertise in language, literature, and philology.
3) To educate students to become scientists with local, national, and global perspectives.
4) To educate students to master hard skills and soft skills in language, literature, and philology.

The Objectives of the Department (Achievements)

1) Students have knowledge, skills, attitudes, and professional expertise as researchers in language, literature, philology, and culture as well as can apply knowledge in accordance with *Tri Dharma* of Higher Education.
2) Students have knowledge, science, skills, and attitudes to study and develop language, literature, philology, and culture in a professional, independent, and broad-minded manner.

The Eminence of the Department

Focus on coastal literature and culture not available at other universities.

Graduate Profiles

The expected graduate profiles of the Indonesian Literature Study Program are (1) researchers in language, literature, philology, and culture; (2) academics in language, literature, philology, and culture; (3) planning and development in language, literature, philology, and culture; (4) analysis of language, literature, philology, and culture; (5) editor of language, literature, philology, and culture; (6) journalistic practitioners (journalists); (7) publishing practitioners; (8) broadcasting and film practitioners; and (9) professionals in the government and private sectors

Competencies of graduates

Indonesian Literature graduates are expected to become linguistic and literary scholars who have the following competencies:

1) Appreciate and analyze national and local literary works,
2) Apply theories of language, literature, and philology in the research of language and literature,
3) Become a professional editor,
4) Edit and analyze old and new literary works with various theoretical perspectives and new scientific methods,
5) Become a consultant and Indonesian language instructor, and
6) Become an entrepreneur in language, literature, philology, and culture.

C. Curriculum

The education system for the Indonesian Department is based on the 2020 curriculum (there are several courses offered in the framework of the *Merdeka Belajar Kampus Merdeka* (MBKM) program) as follows.

SEMESTER I			
No	Code	Courses	Credits
1	UNW00-003	Civic Education	3
Religion			
2	UUW00011	Islamic Religious Education	2
3	UUW00021	Christian Religious Education	2
4	UUW00031	Catholic Religious Education	2
5	UUW00041	Hindu Religious Education	2
6	UUW00051	Buddha Religious Education	2
7	UUW00061	Kong Hu Chu Religious Education	2
8	UUW00004	Indonesian	2
9	UUW00005	Physical Education	1
10	UUW00006	Internet of things (IoT)	2

11	UUW00007	English	2
12	PBID6001	Introduction to Linguistics	4
13	PBID6002	Introduction to Literature	4
14	PBID6003	Introduction to Philology	2
Total Credits for Semester 1			23
SEMESTER II			
No	Code	Courses	Credits
1	PBID6078	Introduction to Philology 2	2
2	PBID6004	Nusantara Literature	2
3	PBID6005	Indonesian Phonology	2
4	PBID6006	Fiction Story	3
5	PBID6017	Classical Malay Literature	2
6	PBID6008	Indonesian People and Culture	3
7	PBID6009	Introduction to Culture	2
8	PBID6010	Editing	2
9	PBID6011	Traditional Art	2
10	PBID6012	Statistics/Logic/Mathematics	2
11	pbid6013	Academic English	2
Total Credits for Semester 2			24
SEMESTER III			
NO	Code	Courses	Credits
1	PBID6014	Indonesian Morphology	4
2	PBID6015	Drama and Soap Operas	3
3	PBID6016	History of Indonesian Literature	2
4	PBID6007	Philology Theories	2
5	PBID6018	Science Philosophy	2
6	PBID6019	Scientific Writing Techniques	3
7	PBID6020	Arabic	2

8	PBID6021	Rhetoric	2
9	PBID6022	Javanese Culture	2
10	PBID6023	Gender in Language and Literature	2
Total Credits for Semester 3			24
SEMESTER IV			
NO	Code	Courses	Credits
1	PBID6024	Indonesian Syntax	4
2	PBID6025	Oral Literature	2
3	PBID6026	Semiotics	2
4	PBID6027	Poetry Study	3
5	PBID6028	Literary Criticism	2
6	PBID6029	Text Criticism	3
7	PBID6030	Socio-Cultural Research Methods	2
8	PBID6031	Coastal Culture	2
9	LBID6068	Lexicography *	2
10	LBID6069	Indonesian for Foreigners *	2
Total Credits for Semester 4			24
SEMESTER V			
NO	Code	Courses	Credits
1	UUW00008	Entrepreneurship	2
2	PBID6032	Indonesian Semantics	4
3	PBID6033	Internship	3
4	LBID6070	Japanese *	2
5	LBID6071	Folklore Study*	2
6	LBID6072	Performing Arts Management*	2
LINGUISTICS SPECIALIZATION			
7	PBID6035	Sociolinguistic	2
8	PBID6036	Dialectology	2

9	PBID6037	Linguistic Theories	2
10	PBID6038	Linguistic Demographics	2
LITERATURE SPECIALIZATION			
11	PBID6046	Sociology of Literature	2
12	PBID6047	Aesthetics	2
13	PBID6048	Stylistics	2
14	PBID6049	Comparative Literature	2
PHILOLOGY SPECIALIZATION			
15	PBID6056	Javanese Language and Literature	2
16	PBID6057	Historical Literature Study	2
17	PBID6058	Arabic 2	2
18	PBID6059	Islamic Boarding School Literature Study	2
Total SKS Semester 5			23
SEMESTER VI			
NO	Code	Courses	Credits
1	UUW00009	Community Service Program	3
LINGUISTICS SPECIALIZATION			
2	PBID6039	Language Research Methods	4
3	PBID6040	Pragmatics	2
4	PBID6041	Comparative Historical Linguistics	2
5	PBID6042	Discourse Analysis	2
6	PBID6043	Anthropolinguistics	2
7	PBID6044	Forensic Linguistics	2
8	PBID6045	Psycholinguistics	2
LITERATURE SPECIALIZATION			
9	PBID6050	Literature Research Methods	4
10	PBID6051	Popular Literature	3
11	PBID6052	Creative Writing	2
12	PBID6053	Cyber Literature	3

13	PBID6054	Children Literature	2
14	PBID6055	Chinese Malay Literature	2
PHILOLOGY SPECIALIZATION			
15	PBID6060	Philology Research Methods	4
16	PBID6061	Sanskrit	2
17	PBID6062	Scripting	2
18	PBID6063	Manuscript Preservation and Conservation	2
19	PBID6064	History of Philological Studies	2
20	PBID6065	Tektology	2
21	PBID6066	Codicology	2
Total Credits for Semester 6			19
SEMESTER VII			
NO	Code	Courses	Credits
1	PBID6034	Research Proposal Seminar	2
2	LBID6073	Film*	2
3	LBID6074	Public Relations *	2
4	LBID6075	Advertising *	2
5	LBID6076	Broadcasting *	2
6	LBID6077	Media Studies*	2
Total Credits for Semester 7			12
SEMESTER VIII			
NO	Code	Courses	Credits
1	PBID6067	Thesis	6
Total Credits for Semester 8			6

D. Lecturer Profiles

NO	NAME AND NIP/NIK	NIDN		ADDRESS	PHONE NUMBER

			EMPLOYEE CLASS		
1	Prof. Dr. Mudjahirin Thohir, M. A. 19540312 198203 1001	0012035406	Professor /IVd	Jl. Plumpungan 4, Kaliwungu, Kendal	024.81753 081.22935474
2	Dr. Redyanto Noor, M. Hum. 19590307 198603 1002	0007035905	Head Lector/IVa	Jl. Rumpun Diponegoro RT.04/RW.I, Banyumanik Semarang	024.7477905 08122851537
3	Dr. M. Abdullah, M. Hum. 19610210 198703 1003	0010026103	Head Lector/Iva	Jl. Budi Mulia I No. 25, Plataran Kaliwungu, Kendal	0294.384564 081.22836365
4	Drs. Mujid F. Amin, M. Pd. 19690218 199403 1001	0018026904	Head Lector /Iva	Jl. Klipang P ermai G. 60 Semarang	085.225257412
5	Drs. Arysetyadi, M. S. 19580909 198403 1002	0009095808	Head Lector /Iva	Jl. Satrio Manah I / 12, Tlogosari, Semarang	085.642564058 081.904341058
6	Dr. M. Suryadi, M. Hum. 19640710 198903 1001	0026076404	Head Lector /Iva	Dusun Setugur, Ds. Jetak, Kec. Getasan, Kab. Semarang	0298.312228 081325318622
7	Dra. Sri Puji Astuti, M. Pd. 19670116 199203 2002	0016016704	Head Lector / Iva	Jl. Sekar Jagat III / 7, Tlogosari, Semarang	081.22545766
8	Dra.Rukiyah, M. Hum. 19640528 199103 2011	0008056003	Head Lector /Iva	Perum Gedawang Permai Blok I / 2, Semarang	081.56631829

9	Drs. Suharyo, M. Hum. 19610710 198903 1003	0010076107	Head Lector /Iva	Jl. Dinar Mas Utara III No. 19 Rt.07 RW. 18, Meteseh Tembalang, Semarang	081.22834841
10	Drs. M. Hermintoyo, M. Pd. 19610314 198803 1001	0014036106	Head Lector /Iva	Jl. Klipang Blok Z-19 No. 115 Semarang	081.325670505
11	Drs. M. Muzakka, M. Hum. 19650818 199403 1002	0018086503	Head Lector /Ivb	Perum Griya Praja Mukti Blok F No. 9 Kendal	0294.388754 081.56509745
12	Dr. Ken Widyatwati, M. Hum. 19700404 199512 2001	0004047002	Head Lector /Iva	Jl. Soekarno - Hatta No.1, Salatiga	0888.2432728 087731501575
13	Dr..Suyanto, M. Si. 19660311 199403 1003	0011036605	Lector / IIId	Jl. Yupiter V / G.10 Perum Jangli Permai Semarang	024.8504420 081.325203353
14	Drs. Mulyo Hadi Purnomo, M. Hum. 19660815 199303 1011	0015086809	Lector / III c	Graha Wanamukti A.18 Jl. Ketileng Raya, Semarang	024.76745107 081.22500999
15	Nur Fauzan Ahmad, S.S., M.A. 19680212 199803 1002	0012026504	Lector / III b	Jl. Tirtoagung Barat III No. 1C Pedalangan Banyumanik, Semarang	085869813585
16	Laura Andri R.M., S.S., M.A. 19790307 200604 2001	007037901	Lector / III c	Perum Jatisari Permai Jl. Belimbing III Blok B-11 No. 9 Semarang	089615027559
17	Dr. Sukarjo Waluyo, S.S., M. Hum.	0002057609	Lector / III c	Perum Gedawang Permai III Blok 7	085.228024435

	19760502 200812 1002			Banyumanik, Semarang	
18	Riris Tiani, S.S., M. Hum. 19830711 200812 2002	0011078306	Lector / III c	Perum Permata Wolter Monginsidi Permai No. 78, Pedurungan Tengah Semarang	081226019424
19	Khotibul Umam, S.S., M.Hum. 198509220115091084	0022099501	Expert Assistant/III b	Jl. Rambutan I/20 Lamper Lor, Semarang Selatan	081326025965
20	Fajrul Falah,S.Hum.M.Hum. 198905230117011084	0023058908	Expert Assistant /III b	Jl.Sidomukti I/4 Panjang, Kota Pekalongan	085640706642
21	Herpin Nopiandi Khurosan, S.S., M.A. H.7.198811062022014001	-	-	Jl. Banjar Sari Selatan No. 50, Bulusan, Tembalang, Semarang	08154664366
22	Siti Komariya, S.S., M.A H.7.199210022022042001	-	-	Jl. Sumurboto Timur III No. 11 Sumurboto, Banyumanik, Semarang	085259699793
23	Yuniardi Fadilah, S.S., M.A. H.7.199406192022041001	-	-	Jl. Tlogosari I RT 1 RW 1, Bulusan, Semarang	085746161669
24	Marta Widyawati, S.Hum., M.Hum. H.7.199503292022042001	-	-	Jl. Sumurboto Timur III No. 11 Sumurboto, Banyumanik, Semarang	085735564392

E. Manager

No	Name	Position
1.	Dr. Sukarjo Waluyo, M.Hum.	The Head of the Department
2.	Laura Andri Retno M.,S.S.M.A	The Secretary
3.	Bayu Eko Rehanarno, S.S	Academic Administrative Staff

24	Marta Widyawati, S.Hum., M.Hum. H.7.19950329202 20 42001	-	-	Jl. Sumurboto Timur III No. 11 Sumurboto, Banyumanik, Semarang	08573556439 2

E. Administrator

No	Name	Position
1.	Dr. Sukarjo Waluyo, M.Hum.	Head of Study Program
2.	Laura Andri Retno M.,S.S.M.A	Vice of Study Program
3.	Bayu Eko Rehanarno, S.S	Academic Administrator

C. LINGUISTIC DEPARTMENT

HEAD OF LINGUISTIC DEPARTMENT
FACULTY OF HUMANITIES
DIPONEGORO UNIVERSITY

The Head of the Department

Dr. Oktiva Herry Candra, M.A.
NIP 196710041993031003

1. **Linguistics Postgraduate Program**

HEAD OF DEPARTMENT
LINGUISTICS POSTGRADUATE PROGRAM
FACULTY OF HUMANITIES
DIPONEGORO UNIVERSITY
SEMARANG

Head of Department

Dr. Agus Subiyanto, M.A.
NIP 196408141990011001

A. Background

The Linguistics Postgraduate Program is one of the postgraduate programs owned by the Faculty of Cultural Sciences, Diponegoro University, established based on SK Dikti number 1340/D/T/2005. This study program aims to contribute to the state and nation in developing human resources through higher education by providing opportunities for undergraduates in the fields of language (linguistics), literature (literature), and language education to have a second strata (master) qualification.

In northern Central Java, no postgraduate program in general linguistics and applied linguistics has become a destination for undergraduates in the language (linguistics), literature, and language education to pursue higher education. It is for undergraduates who want to prepare themselves to be teachers, lecturers, researchers, language observers, and

business actors in the language field. Therefore, this department

can become the leading destination for people in Central Java, especially the northern part, and people throughout Indonesia and the world..

Linguistics, general and applied, is the preliminary study in this department. The studies are based on various approaches, such as structural, functional, cognitive, social, ethnographic approaches, and so on. Studies in this department prioritized languages in Indonesia, both local, national, and international languages (foreign languages).

The implementation of education uses various models, which include lectures in the classroom, field research, assignments, teaching (micro-teaching), and community service as a form of enrichment.

B. Vision, Mission, and Goals

1. Vision

To become a research-based department that excels in general and applied linguistics in Southeast Asia by 2025

2. Mission

a. Organize research-based master's education to produce superior, qualified, and competitive graduates in general and applied linguistics;
b. Develop professional research and scientific publications as a contribution to the development of general and applied linguistics;
c. Carry out community service based on research conducted by lecturers and students in general and applied linguistics; and
d. Improve governance professionalism, capability, accountability, and independence in the department management

3. Educational Goals

a. Produce Graduates' Competence As Language Consultants, Linguistics Practitioners, Managers Of Language Education Institutions, Language And Culture Researchers, And Language And Culture Academics, which Have Academic Professional Ability, Integrity, morals, Scientific, Critical Attitude, and High Competitiveness at the National and International Levels;
b. Produces Research and Publications, also Innovative and Quality Professional Skills in General and Applied Linguistics.;
c. Produce Community Service Works That Contribute to Improving Communities' Living Standards And Realizing Nation Progress, also Fostering Entrepreneurial Skills in the Language Sector;
d. Realize a Higher Education Governance Situation in an Efficient, Accountable, Transparent, Fair, and Integrated Department between Theoretical and Applied Fields in the Language Field.

C. Graduate Profile

NO.	GRADUATE PROFILE	GRADUATE PROFILE DESCRIPTION
1.	Linguistics consultant	A Linguistics consultant both in linguistics, such as lexicography and language planning and development, also in other fields, such as social, economics, computers, psychology, medicine, and law, who can develop a solution for solving linguistic problems based on the results of critical studies, and able to communicate the results of his thoughts.
2.	Linguistics Practitioner	Linguistics Practitioners who master theories in linguistics to develop their knowledge and skills in linguistics orally and in writing, can develop their knowledge and expertise continuously in line with relevant scientific developments, and can work independently and

		professionally.

3.	Managers of Language education institution	Managers of English education institution: (i) assertive, disciplined, and adaptive; (ii) able to develop curriculum models and teaching systems based on the latest developments in language teaching science.; (iii) can equalize the science of language teaching with the community's needs based on the research conducted periodically.
4.	Language And Culture Researchers	Researchers in general linguistics, monodisciplinary and interdisciplinary, and applied linguistics: (i) master the latest relevant theories and always use the proper theoretical and methodological framework (ii) can think critically and uphold academic ethics; and (iii) Can present the research orally in national or international forums and in writing in national or international journals.
5.	Language And Culture Academics	Lecturer, tutor, facilitator: (i) creative, innovative, disciplined, and professional; (ii) Become the change agent in developing language and linguistics teaching models following the recent developments.; (iii) Can develop a curriculum model for language and linguistics learning, arrange teaching materials and references for language and linguistics learning, use language and linguistics learning methods, and evaluate and assess language skills and knowledge of linguistics.; dan (iv) can communicate in national or international languages.

D. Curriculum

D.1 2017 Curriculum

NO	Course Code	Courses	Credits	
SEMESTER 1			**General**	**Applied**
1.	BLG22-601	Generative Phonology	2	2
2.	BLG22-602	Morphosyntax	2	2
3.	BLG22-603	Semantic	2	2
4.	BLG22-604	Sociolinguistic	2	2
5.	BLG22-620	Language Research Methods	2	2
6.	BLG22-622	Thesis Writing Techniques	2	2
7.	BLG22-621	Translation Theory	2	2
8.	BLG22-605	Linguistic Genres	2	2
Total			**16**	**16**
SEMESTER 2			**General**	**Applied**
9.	BLG22-606	Critical Discourse Analysis	2	2
10.	BLG22-607	Language Mapping	2	
11.	BLG22-608	Anthropological Linguistics	2	

12.	BLG22-609	Language Typology	2	

13.	BLG22-610	Language Teaching Theory/Methods		2
14.	BLG22-611	Curriculum and Syllabus		2
15.	BLG22-612	Language Evaluation and Test		2
16.	BLG22-613	Cross-Cultural Pragmatics	2	
17.	BLG22-614	Communication Ethnography	2	
18.	BLG22-615	Language Retention and Shift	2	
19.	BLG22-616	Cognitive Linguistics	2	2
20.	BLG22-617	Second Language Acquisition		2
21.	BLG22-618	Development of Teaching Materials		2
22.	BLG22-619	English for special purposes		2
Total			**16**	**16**

SEMESTER 3			**General**	**Applied**
23.	BLG22-623	Scientific Paper Publications	2	2
24.	BLG22-624	Thesis Proposal Seminar	2	2
25.	BLG22-625	Statistics	2	2
Total			**6**	**6**
SEMESTER 4			**General**	**Applied**
26.	BLG22-626	Research Results Seminar	2	2
27.	BLG22-627	Thesis	6	6
Total			**8**	**8**
The minimum total credits that must be taken is 36 credits			**46**	**46**

Notes

(1) Students are required to write scientific papers to be accepted/published in accredited national journals / Sinta 2 / international journals / sinta 1 as a graduation requirement.
(2) Students must submit a thesis proposal no later than the 5th week of semester III..
(3) The thesis proposal seminar is held in the 6th to 8th week of semester iii..
(4) Students must submit a draft of the research results seminar article in the 5th week for the research results seminar and the thesis draft for the thesis exam no later than the 14th week of semester IV.
(5) Students are required to present the development of thesis preparation in regular discussions in research results seminars.

D.2 Kurikulum 2020

LIST OF COURSES BY COURSES
LINGUISTICS POSTGRADUATE PROGRAM

	COURSE CODE	COURSES	CREDITS					
SEMESTER 1			**General**	**Applied**	**I**	**II**	**III**	**IV**
1	P-BLG-8-011	Generative Phonology	2	2	V			
2	P-BLG-8-012	Generative Morphosyntax	2	2	V			
3	P-BLG-8-013	Natural Semantic Metalanguage	2	2	V			
4	P-BLG-8-014	Cognitive Linguistics	2	2	V			
5	P-BLG-8-015	Research Method In General Linguistics And Scientific Writing Technique	2		V			
6	P-BLG-8-016	Research Method In Applied Linguistics And Scientific Writing Technique		2	V			
Total			**10**	**10**				

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SEMESTER 2	General	Applied				

1	P-BLG-8-121	Sociodialectology	2			V		
2	P-BLG-8-122	Crosscultural Pragmatics	2			V		
3	P-BLG-8-221	Second Language Acquisition		2		V		
4	P-BLG-8-222	Need Analysis And Syllabus Design		2		V		
Total			**4**	**4**				
1	P-BLG-8-321	Language Typology	2			V		
2	P-BLG-8-322	Language Maintenance and Shift	2			V		
3	P-BLG-8-323	Theory and Method Of Laguage Teaching		2		V		
4	P-BLG-8-324	Evaluation and Language Testing		2		V		
5	P-BLG-8-325	Materials Development		2		V		
6	L-BLG-8-721	Critical Discourse Analysis	2			V		
7	L-BLG-8-722	Ethography Of Communication	2			V		

8	L-BLG-8-421	Linguistic	2			V		

		Anthropology						
9	L-BLG-8-422	Translation Teaching Method		2		V		
10	L-BLG-8-423	Statistics For Language Teaching Research		2		V		
Total			**10**	**10**				

1	P-BLG-8-521	Literary Review	2	2		V		
2	P-BLG-8-522	Data Collection	2	2		V		
3	P-BLG-8-523	Data Analysis	2	2		V		
4	P-BLG-8-524	Finding Presentation	2	2		V		
5	P-BLG-8-525	Report Writing	2	2		V		
Total			10	10				
SEMESTER 3			**General**	**Applied**				
1	P-BLG-8-031	Article Publication	3	3			V	
2	P-BLG-8-032	Seminar On Thesis Proposal	2	2			V	
Total			**5**	**5**				
SEMESTER 4			**General**	**Applied**				

1	P-BLG-8-041	Seminar On Research Finding	2	2				V
2	P-BLG-8-042	Thesis Examination	6	6				V
Total			**8**	**8**				

The minimum total credits that must be taken is 37 credits **The maximum total credits that can be taken is 41 credits**						

LIST OF COURSES *BY RESEARCH* LINGUISTICS
POSTGRADUATE PROGRAM
FACULTY OF HUMANITIES DIPONEGORO UNIVERSITY
(2020 CURRICULUM)

NO	COURSE CODE	COURSES	Credits	I	II	III	IV
29	P-BLG-8-611	Overview on General and Applied Linguistics	2	V			
30	P-BLG-8-612	Corpus-Based Research Method	2	V			
	Total credits for offline lectures		**4 credits**				
31	P-BLG-8-613	Article Draft Writing	2	V			
32	P-BLG-8-621	Submitted Article	2		V		
33	P-BLG-8-622	Accepted Article for Publication	3		V		
	Total credits of publication		**7 credits**				
34	P-BLG-8-614	Writinga and Seminar on Proposal	3	V			
35	P-BLG-8-631	Seminar on Research Finding	3			V	
36	P-BLG-8-	Seminar on Thesis Draft	3			V	

	632						
37	P-BLG-8-615	Review of The Related Literature	3	V			
38	P-BLG-8-623	Data Collection	2		V		
39	P-BLG-8-624	Analysis and Report Writing	5		V		

40	P-BLG-8-641	Thesis Examination	7				V
	Total of Research Credits		**26**				
Total Credits for Research			**37**	**12**	**12**	**6**	**7**

D. Dosen

1. Prof. Dr. Sudaryono , S.U.
2. Prof. Dr. Rustono, M.Hum.
3. Prof. Dr. Joko Nurkamto, M.Pd.
4. Prof. Dr. Astini Su'udi
5. Prof. Dr. Irianto Widisuseno, M.Hum.
6. Drs. Yoseph Herudjati Purwoko, M.Sc., Ph.D.
7. Dr. Agus Subiyanto, M.A.
8. Dr. Suharno, M.Ed.
9. Dr. Nurhayati, M.Hum.
10. Dr. M. Suryadi, M.Hum.
11. Dr. Mulyono, M.Hum.
12. Dr. Sudaryanto
13. Dr. Helena I.R. Agustin
14. Dr. Suwandi, M.Pd.
15. Dr. Dwi Anggani
16. Dr. Issy Yuliasri, M.Pd.
17. L.B., M.Pd.
18. Dr. Dwijanto
19. Dr. Muallimin M.Hum.
20. Dr. Catur Kepirianto, M.Hum.
21. Dr. Oktiva Herry Chandra, M.Hum

E. Managers

Head of Department : Dr. AGUS SUBIYANTO, M.A.

Notes:

Technical explanations related to the planning and implementation of the teaching and learning process, types and procedures of examinations, mentoring, and thesis preparation are presented in the linguistics postgraduate program guidebook and guidebooks for thesis proposals writing, publications, seminar results, and thesis are published separately from this manual book. The profile of the Linguistics Postgraduate Program can be accessed and downloaded at www.mli.fib.undip.ac.id

2. ENGLISH LITERATURE DEPARTMENT

THE HEAD AND SECRETARY OF
ENGLISH LITERATURE DEPARTMENT
FACULTY OF HUMANITIES
DIPONEGORO UNIVERSITY SEMARANG

HEAD OF DEPARTMENT	SECRETARY OF DEPARTMENT
Dr. Oktiva Herry C., M.Hum.	**Dr. Drs. Catur Kepirianto, M.Hum.**
NIP 196710041993031003	NIP 196509221992031002

A. Overview

When founded in 1965, the Faculty of Literature and Culture of Diponegoro University aimed to educate students to become Indonesian culture graduates who would study Indonesian culture to enrich and introduce it internationally. Therefore, the only department held is the Indonesian Department.

In 1967, this goal was developed to form the Anglo Saxon Department. However, the selection of majors or expertise is carried out in the third year. So, students are still in the general major in the first and second years. However, in 1968 there was an opinion that such a major was less profitable for students, especially those who chose the Anglo Saxon Department. Then the Faculty of Literature and Culture Senate discussed these issues directly. The Senate meeting on January 31, 1970, decided that the majors be carried out in the second year. Thus, the Indonesian basis is given solidly in the first year.

The Anglo Saxon Department became the embryo of the English Literature Department. At that time, the Anglo Saxon Department only opened to the baccalaureate level. Then, in 1973, the doctoral level was opened, and the first time graduated in 1974. The permit for the establishment was obtained from the Director General of Higher Education, namely SK Dikti No. 106/Dikti/Kep/1984, April 21, 1984. The English Literature Department obtained A accreditation from BAN-PT for three consecutive periods until 2013. For 2014-2019, the English Literature Department received B accreditation and again received A accreditation in 2019.

B. Vision, Mission, and Educational Goals

The vision of the English Literature Department, Faculty of Humanities, Diponegoro University is to become a Superior and Competitive Department at the Global Level in the Field of Language, Literature, and English culture by 2025.

Mission

1. Organizing Excellent and Competitive Education in the Fields of Language, Literature, and Culture of the English-Speaking Society.
2. Carrying out Scientific Research and Publications in the Field of Language, Literature, and Culture of the English-Speaking Society.
3. Organizing Community Service in the Fields of Language, Literature, Culture, and English Language Skills.
4. Establishing Cooperation in the Fields of Language, Literature, and Culture in Department Development.
5. Improving Professionalism, Capability, Accountability in Governance and Independence in the Department Implementation.

Educational Goals

The educational goals of the English Literature Department is:

1. Produce scholars in English language, literature, and culture with academic abilities, moral integrity, scientific, critical, and professional attitudes, and high competitiveness at national and international levels.
2. Produce quality scientific publications in the fields of English language, literature, and culture.
3. Produce quality community service works in the fields of English language, literature, and culture.
4. Generate cooperation in the fields of language, literature, and culture in department development.
5. Realizing an efficient, accountable, transparent, fair, and integrated department management.

The excellence of English Literature Department

Three expertise: Literature, Linguistic, and American Studies

C. Educational Programs, and Systems

The Department of Linguistics covers the English Literature Undergraduate Program and the Linguistics Postgraduate Program. The English Literature Undergraduate Program currently runs three (3) curricula: the 2012 Curriculum, the 2017 curriculum, and the 2020 Independent Curriculum. Students of the English Literature Undergraduate Program with the 2012 Curriculum are required to take one of three specializations: Linguistics, Literature, and American Studies. The Department regulates the selection of these specializations at the end of semester 2. Other than English, there are supporting foreign languages offered in the curriculum: French, Japanese, and Korean, which are compulsory elective courses, and students must choose one of the three languages. The 2012 curriculum offers thesis and non-thesis lines as a final project for graduation requirements. Students are required to have a minimum GPA of 3.2 to write a thesis. The thesis is written in English. Students of the non-thesis line are required to write a final project in the form of an extended

essay in English, the topic of which is adjusted to their respective interests. Non-thesis line students must take three (3) substitute courses, each weighing two credits. Thesis and non-thesis students are required to take a minimum of 144 credits.

The department applies the 2017 Curriculum for students of 2017, 2018, and 2019 batches. The 2017 curriculum has the main content of Literature and offers elective courses in Literature, Linguistics, and Cultural Studies. The 2017 curriculum includes free-choice courses: English Language Teaching, English for Public Relations, Popular Writing, and Cross-Cultural Communication. Students can take Literature, Linguistics,

and Culture specialization elective courses starting in semester 5. This specialization option is related to the student's final project in the form of a thesis, which must be written in English. Students who follow the 2017 Curriculum are required to take Internship courses and carry out internships at institutions, agencies, or companies they choose or who already collaborate with Study Programs. 2017 Curriculum students must take a minimum of 144 credits.

The department implements the 2020 Independent Curriculum for English Literature students starting from the batch 2020. A more detailed explanation regarding the 2020 Curriculum is in sub-section D of the Curriculum below.

In addition, before taking the final thesis or project exam, all students must have a TOEFL score of 500.

D. Curriculum

The English Literature Department applies an Independent Curriculum for English Literature students starting in batch 2020. The Independent Curriculum allows students to take courses in other departments within Diponegoro University, attend lectures in the English Literature Department at a legal entity university (PTNBH) other than Undip, or do internships. Students can take lectures in other English Literature departments outside Undip and do internships in semester 6. 2020 Curriculum students must take 144 credits as a graduation requirement, with details: 117 SKS Compulsory Courses and 27 SKS Elective Courses.

Courses, codes, credits, and prerequisites for the 2020 curriculum can be seen in the following tables.

2020 CURRICULUM
ENGLISH LITERATURE
UNDERGRADUTE PROGRAM

SEMESTER 1					
NO	**CODE**	**COURSES**	**CREDITS**	**PREREQUISITES**	**DESCRIPTION**
1	UUW00011	Islam Education	2	-	
	UUW00021	Christian Education	2	-	
	UUW00031	Catholic Education	2	-	
	UUW00041	Hindu Education	2	-	
	UUW00051	Buddhist Education	2	-	
	UUW00061	Confucian Education	2	-	
2	UUW00003	Pancasila and citizenship	3	-	
3	UUW00004	Indonesian	2	-	
4	UUW00005	Sport	1	-	
5	UUW00006	Internet of Things	2	-	
6	PBEN6001	Basic Listening	2	-	
7	PBEN6002	Basic Speaking	2	-	
8	PBEN6003	Basic Reading	2	-	
9	PBEN6004	Basic Writing	2	-	
10	PBEN6005	Basic Grammar	2	-	
11	PBEN6101	Introduction to Literature	2	-	
TOTAL CREDITS OF SEMESTER 1			**22**		

SEMESTER 2					
NO.	**CODE**	**COURSES**	**CREDITS**	**PREREQUISITES**	**DESCRIPTION**
1	PBEN6011	Intermediate Listening	2	Basic Listening (PBEN6001)	
2	PBEN6012	Intermediate Speaking	2	Basic Speaking (PBEN6002)	
3	PBEN6013	Intermediate Reading	2	Basic Reading (PBEN6003)	
4	PBEN6014	Intermediate Writing	2	Basic Writing (PBEN6004)	
5	PBEN6015	Intermediate Grammar	2	Basic Grammar (PBEN6005)	
6	PBEN6102	Introduction to Theory of Literature	2	Introduction to Literature (PBEN6101)	

7	PBEN6201	British American Culture and Society	2	-	
8	PBEN6301	Introduction to Linguistics	2	-	
9	PBEN6006	Basic Translation	2	-	
10	PBEN6117	History of English Literature	2	-	
11	LBEN6811	French 1	2	-	ELECTIVE (Students choose 1 foreign languages)
	LBEN6821	Japanese 1	2	-	
	LBEN6831	Korean 1	2	-	
Total Credits of Semester 2			**22**		

	SEMESTER 3				
NO	**CODE**	**COURSES**	**CREDITS**	**PREREQUISITES**	**DESCRIPTION**
1	PBEN6021	Advanced Listening			
2	PBEN6022	Advanced Speaking			
3	PBEN6023	Advanced Reading			
4	PBEN6024	Advanced Writing			
5	PBEN6025	Advanced Grammar			
6	PBEN6016	Intermediate Translation			
7	PBEN6103	Elizabethan Drama			
			2	Intermediate Listening (PBEN6011)	
			2	Intermediate Speaking (PBEN6012)	
			2	Intermediate Reading (PBEN6013)	
			2	Intermediate Writing (PBEN6014)	
			2	Intermediate Grammar (PBEN6015)	
			2	Basic Translation (PBEN6006)	
			2	Introduction to Literature (PBEN6101)	
			2	Introduction to Literature	

NO8	PBE**K**N**O**6**D**1**E**04	**MAT**V**A**ict**K**or**U**ia**L**n**IA**P**H**rose	**SEMESTER 4 SKS**		**KETERANGAN**
			PRASY(**A**PB**R**E**A**N**T**6101)		
1 9	PPBBEENN66110065	Modern English and AmericRanomDaranmticaPoetry	2 (PBEN6103)	Elizabethan Drama	2 Introduction to Literature (PBEN6101)
	PPBBEENN66130072	Modern English and AmericPanhoPnreotsices and Phonology	Victoria2n Prose (PBEN6104)		
2 10					2 Introducti

o n t o L	i n g u i	s t i c s	(P B E N	6 3 0 1)		
3	PLBBEENN66180182	Modern English and Americ Fan e P nc o h et 2 ry	2	(PBEN6105)	Romant2ic Poetry (LBEN6811)	French 1
4	11 PLBBEENN66 180292	Introduction to Literature Literar JyaCpr aitnicеism2	2	2 (PBE N6101)	ELECTIVE Japan e 1 (LBEN6821)	(Students choose 1 foreign language)
5	PLBBEENN66181302	Critica Kl Tohreeaonry2	2	Introduc2tion to Th Keoorreyaonf 1 Literature (PBEN6(L1B02E)N6831)		
6	**TOTA PLBSEKNS60S3E3MESTER**	Ac3ademic Reading	2	Adv2a2nced Reading (PBEN6023)		
7	PBEN6026	Advanced Translation Morphology and Syntax Semantics and Pragmatics	2	Intermediate Translation (PBEN6016)		
8	PBEN6303		2	Introduction to Linguistics (PBEN6301)		
9	PBEN6304	Stylistics	2	Introduction to Linguistics (PBEN6301)		
10	PBEN6305	Introduction to Cultural Studies	2	Introduction to Linguistics (PBEN6301)	Culture Elective	
11	LBEN6203	Sociolinguistics French 3	2	-	Linguistic Elective	
12	LBEN6306 LBEN6813	Japanese 3 Korean 3	2	Introduction to Linguistics (PBEN6301)	ELECTIVE (Students cho	
13	LBEN6823 LBEN6833		2	French 2 (LBEN6811)		
			2	Japanese 2 (LBEN6821)		
			2	Korean 2 (LBEN6831)		

o s e 1 f o	r e i g n l	a n g u a g	e s)
Total Credits of Semester 4	**26**		

SEMESTER 5					
NO	**CODE**	**COURSES**	**CREDITS**	**PREREQUISITES**	**DESCRIPTION**
1	UUW00008	Entrepreneurship	2	-	
2	PBEN6112	Postcolonial Criticism	2	Introduction to Theory of Literature (PBEN6102)	
3	PBEN6113	Psychology of Literature	2	Introduction to Theory of Literature (PBEN6102)	
4	PBEN6114	Feminism, Gender, and Queer Theories	2	Introduction to Theory of Literature (PBEN6102)	
5	PBEN6034	Academic Writing	2	Advanced Writing (PBEN6024)	
6	PBEN6008	History of Modern Thought	2	-	
7	PBEN6701	Research Methods	4	Introduction to Literature (PBEN6101); Advanced Writing (PBEN6024)	
8	PBEN6007	History of English Language	2	-	
9	LBEN6115	Popular Literature	2	Introduction to Literature (PBEN6101)	Literature Elective
10	LBEN6202	Cross Cultural Communication	2	-	Free Elective
11	LBEN6204	Popular Culture	2	-	Culture Elective
12	LBEN6205	Introduction to Ethnic and Ethnicity	2	-	Elective Culture
13	LBEN6307	Psycholinguistics	2	Introduction to Linguistics (PBEN6301)	Linguistic Elective
14	LBEN6402	New Media Journalism	2	-	Free Elective
Total Credits of Semester 5			**30**		

SEMESTER 6					
NO	**CODE**	**COURSE**	**CREDITS**	**PREREQUISITES**	**DESCRIPTION**
1	LBEN6036	Interpreting	2	Advanced Listening (PBEN6021)	Elective
2	LBEN6046	Issues on Translation	2	Advanced Translation (PBEN6026)	Elective
3	LBEN6054	Popular Writing	2	Intermediate Writing (PBEN6014)	Elective
4	LBEN6042	Public Speaking	2	Advanced Speaking (PBEN6022)	Elective
5	LBEN6052	English for Public Relations	2	Academic Writing (PBEN6034)	Elective
6	LBEN6062	English Language Teaching	2	Introduction to Linguistics (PBEN6301)	Elective
7	LBEN6118	Children Literature	2	-	Elective
8	LBEN6116	Film and Literature	2	Introduction to Literature (PBEN6101)	Elective
9	LBEN6206	Religion and Culture	2	-	Culture Elective
Total Credits of Semester 6			**18**		

SEMESTER 7					
NO	**CODE**	**COURSES**	**CREDITS**	**PREREQUISITES**	**DESCRIPTION**
1	UUW00009	Community Service Program	3		Minimum of 100 credits
2	PBEN6035	Issues on Grammar	2	Advanced Grammar (PBEN6025)	
3	PBEN6702	Seminar	2	Research Methods (PBEN6701)	
4	LBEN6111	Semiotics	2	-	Culture Elective
5	LBEN6401	Visual Comunication Design	2	-	Free Elective

Total Credits of Semester 7			11		
SEMESTER 8					
NO.	**CODE**	**COURSES**	**CREDITS**	**PREREQUISITES**	**DESCRIPTION**
1	UUW00010	Thesis	6	Seminar (PBEN6702)	
Total Credits of Semester 8			**9**		

LIST OF ELECTIVE COURSES

NO	Elective Courses Related to Literary	Elective Courses Related to Linguistic	Elective Courses Related to American Studies	Free Elective Courses
1	Popular Literature	Sociolinguistics	Introduction to Cultural Studies	Cross Cultural Communicatio

2	Children Literature	Psycholinguistics	Popular Culture	New Media Journalism
3	Film and Literature		Introduction to Ethnic and Ethnicity	Interpreting
4			Religion and Culture	Issues on Translation
5			Semiotics	Popular Writing
6				Public Speaking
7				English for Public Relations
8				English Language Teaching
9				Visual Communication Desig

INTERNSHIP EQUIVALITY (1 SEMESTER)

1	2	3		4	5
NO.	**INTERNSHIP ACTIVITIES**	**COURSES**	**COURSE CODES**	**CREDITS**	**SEMESTER**
1	Internship Activities	Interpreting	LBEN6036	2	6
		Issues on Translation	LBEN6046	2	6
		Popular Writing	LBEN6054	2	6
		Public Speaking	LBEN6042	2	6
		English for Public Relations	LBEN6052	2	6
		English Language Teaching	LBEN6062	2	6
		Children Literature	LBEN6118	2	6
		Film and Literature	LBEN6116	2	6
		Religion and Culture	LBEN6206	2	6
	Total Conversion Credits			18	

LECTURER PROFILE

NO	N A M E NIP	NIDN	POSITION/ GROUP	ADDRESS	TELEPHONE
1.	Prof. Nurdien H.K, M.A., Ph.D. NIP 195211031980121001	0003115202	Professor/ IVd	Jl. Sinar Wijaya 655 Sinar Waluyo Semarang	024-6712267, 08122
2.	Dr. Deli Nirmala, M.Hum. NIP 196111091987032001	0009116111	Head Lecturer/ IVb	Jl. Karangrejo IV/48 Semarang	024-8440853, 08139
3.	Dr. Ratna Asmarani, M.Ed.,M.Hum. NIP 196102261987032001	0026026105	Head Lecturer/ IVb	Jl. Arya Mukti 841 Semarang	024-6712593, 08122
4.	Dr. Agus Subiyanto, M.A NIP 196408141990011001	0014086409	Head Lecturer/ IVb	Jl. Tlogo Berlian No. 3 Semarang	085337285676
5.	Dr. Nurhayati, M.Hum NIP 196610041990012001	0004106603	Head Lecturer/ IVb	Jl. Sinar Sari II/434 Sinar Waluyo Semarang	024-6721804 081318200882
6.	Dr. Mualimin, M.Hum. NIP 196111101987101001	0010116108	Lecturer/ IIId	Jl. Gemah Sari 97 RT 3/IV (Kinijaya) Semarang	024-6716233 085740758040
7.	Drs. Jumino, M. Lib, M.Hum NIP 196207031990011001	0003076206	Lecturer/ IIIc	Jl. PAS III/8 Pudak Payung Semarang	024-7461054 081325240272
8.	Dra. Hj. Wiwik Sundari, M.Hum NIP 195906071990032001	0007065906	Head Lecturer/ IVa	Jl. Ksatria Barat IH/336 Semarang	024-3554552 0811278159
9.	Dra. R.Aj. Atrinawati, M.Hum. NIP 196101011990012001	0001016109	Expert Assistant/ IIIa	Jl. Beringin I/10-12 Semarang	08156658584
10.	Dr. Drs. Catur Kepirianto, M.Hum. NIP 196509221992031002	0022096506	Expert Assistant/ IIIb	Jl. Lempongsari Barat III No. 354 A Semarang	082140540567
11.	Sukarni Suryaningsih, S.S, M.Hum. NIP 197212231998022001	0023127205	Head Lecturer/ IVa	Jl. Pleret Utama Barat IV no.4 Banyuanyar, Solo 57137	0271-711237 081326228820
12.	Dr. Drs. Oktiva Herry Chandra, M.Hum NIP 196710041993031003	0004106703	Lecturer/ IIIc	Jl. Pucang Asri VII/7 Pucang Gading Semarang	08156658584
13.	Arido Laksono, S.S., M.Hum. NIP 197507111999031002	0011077501	Lecturer/ IIIc	Jl. Kalilangse 592 Semarang	024-8448890 08174150355
14.	Eta Farmacelia Nurulhady, SS, MHum, MA NIP 197205292003122001	0029057202	Lecturer/ IIId	Jl.Bukit Kelapa Hijau V/BD 26 Bukit Kencana Jaya Semarang	08122832785
15.	Dwi Wulandari, SS, MA NIP 197610042001122001	0004107603	Lecturer/ IIId	Bukit Emerald Jaya Blok C5 No. 5 Tembalang Semarang	081326062101
16.	Mytha Candria, SS, MA, MA NIP 197701182009122001	0618017701	Expert Assistant/ IIIb	Jl. Ngepos III No. 28 Tugu Semarang	081229712328
17	Retno Wulandari, SS, MA NIP 197505252005012002	0025057507	Lecturer/ IIIc	Perumdin UNNES Jl. Lamongan I/22 Semarang	082226183655
18	Arya Jati, SS, MA NIP 197802282005011001	002802197806	Lecturer/ IIIc	Perumahan Griya Sinar Mutiara blok E No 5 Rt 6 RW 2, Bandarjo, Ungaran Barat.	089611873308
19	Prihantoro, SS, MA NIP 198306292006041002	0029068301	Lecturer/ IIIc	Rasamala Barat VI/243, Banyumanik, Semarang	085743424154

20	Hadiyanto, SS, MHum NIP 197407252008011013	0025077410	Expert Assistant/ IIIb	Jl. Ngesrep Barat V/7 Semarang	081225693192
21	Ida Ayu Safitri, SS, MHum NIP 19790 8222008012013	0022087904	Expert Assistant/ IIIb	Jl. Jangli Krajan Blok E No. 22 Semarang	082220222208
22	Rifka Pratama, SHum, MA NPPU: H. 7. 19900428 201807 1 001	0028049001	Expert Assistant/ IIIb	Perum Griya Tembalang Sejahtera, Kota Semarang	085802847717

3. Japanese Language and Culture Undergraduate Program

HEAD AND SECRETARY OF
JAPANESE LANGUAGE AND CULTURE
UNDERGRADUATE PROGRAM
FACULTY OF HUMANITIES
DIPONEGORO UNIVERSITY SEMARANG

Head of Department

Budi Mulyadi, S.Pd., M.Hum.
NIP.197307152014091003

Secretary of Department

Yuliani Rahmah, S.Pd., M.Hum.
NIP.197407222014092001

A. Overview

The establishment of the Japanese Language and Culture Department was initiated in 1998 with the opening of the Japanese Language D1 Program. Three years later, in 2001, the Japanese Language Diploma Program was opened. This study program received Silver Expert assistance from the Japan International Cooperation Agency (JICA) from 2000 to 2014.

Since 2005, a Feasibility Study for the Establishment of the Japanese Literature Department has been compiled with the drafting team of Drs. Surono, S. U as chairman; S. I Trahutami, S.S., M. Hum. as secretary; and Drs. Suharyo, M. Hum, Drs. Suyanto, M.Si, Elizabeth Ika Hesti A.N.R, S.S, M. Hum, Budi Mulyadi, S.Pd. M.Hum, Yuliani Rahmah, S.Pd.M.Hum as members. With the Decree of the Ministry of National Education No 1938/D/T/2009, the Faculty of Humanities Undip received an operational permit to open a Japanese Literature Undergraduate Program. In the 2010/2011 academic year, the Japanese Literature Undergraduate Program began to accept the first batch of new students. The head of the Japanese Literature Undergraduate Program for the 2010-2014 period was held by Drs. Surono, S.U.

In 2018, by adjusting the nomenclature of the Ministry of Research, Technology and Higher Education, the name of the Japanese Literature Undergraduate Program was changed to the Japanese Language and Culture Undergraduate Program. Currently the head of the Department is Budi Mulyadi, S.Pd, M.Hum., with the secretary Yuliani Rahmah, S.Pd., M.Hum.

B. Vision, Mission, and Educational Goals

Becoming an Excellent Program in the Field of Japanese Studies, Especially Japanese Language, Literature, and Culture.

Mission

Organizing a quality and competitive teaching and learning process that relies on:

a) Implementation of Quality and Excellent Research-Based Education in the Fields of Japanese Language, Literature, and Culture,
b) Development of Qualified Research and Scientific Publications in the Fields of Japanese Language, Literature, and Culture,
c) Implementation of Quality Research-Based Community Service in the Fields of Japanese Language, Literature, and Culture.
d) Implementation of a Transparent, Accountable, and Sustainable Department Governance.

Educational Goals

Goals: The Japanese Language and Culture Department aims to produce graduates with noble character, have the spirit of Pancasila, and the 1945 Constitution, also have:

a) Knowledge and understanding of Japanese linguistic, literary, and cultural theory.
b) Intellectual ability to identify, analyze, and solve Japanese problems.
c) Practical skills in spoken and written Japanese, active and passive Japanese equivalent to JLPT (Japanese Language Proficiency Test) level N3.
d) Managerial ability in the field of expertise / work.

Educational Programs and Systems

Mahasiswa Program Studi S1 Bahasa dan Kebudayaan Jepang diwajibkan mengambil salah satu dari tiga bidang peminatan yang ditawarkan, yaitu Linguistik, Sastra, dan Budaya. Pemilihan bidang peminatan ini akan diatur oleh prodi pada semester 5. Setelah selesai menempuh studi di prodi S1 Bahasa dan Kebudayaan Jepang, mahasiswa diharapkan dapat lulus ujian *Japanese Language Proficiency Test* (JLPT) atau dikenal juga dengan *Nihongo Nouryoku Shiken* (Ujian Kemampuan Bahasa Jepang) setara N3.

Keunggulan Prodi

Three Expertise: Literature, Linguistic, dan culture that is not owned by similar departments in Indonesia

Graduates Competence

The competencies that will be mastered by graduates of the Japanese Language and Culture Program are as follows:

a) Can use Japanese both spoken and written to solve problems in the world of work.
b) Mastering the theoretical concepts of Japanese linguistics, literature, and culture in general and in depth.

c) Mastering the concepts of Japanese linguistics, literature, and culture to conduct research and can formulate procedural problem solving.

C. Curriculum

The Japanese Language and Culture Undergraduate Program uses the 2020 curriculum. In this curriculum, students must take 145 credits, which are divided into eight semesters. In addition, with the implementation of the *Merdeka Belajar Kampus Merdeka* (MBKM) program, the curriculum also offers Japanese courses that can be followed by students outside the Undip campus. The names of courses, codes, credits, and status can be seen in the following table.

SEMESTER 1

CODE	COURSES	CREDITS	STATUS
PBJP6-001	Basic Japanese Grammar 1	4	Compulsory
PBJP6-002	Basic Listening 1	2	Compulsory
PBJP6-003	Basic Speaking 1	2	Compulsory
PBJP6-004	Basic Japanese Application 1	2	Compulsory
UUW00003	Pancasila and Citizenship	3	Compulsory
UUW00004	Indonesian	2	Compulsory
UUW00005	Sport	1	Compulsory
UUW00006	Internet of Things (Iot)	2	Compulsory
UUW00007	English	2	Compulsory
UUW00011	Religious Education	2	Compulsory
		22	

SEMESTER 2

CODE	COURSES	CREDITS	STATUS
PBJP6-005	Basic Japanese Grammar 2	4	Conditional Compulsory
PBJP6-006	Basic Listening 2	2	Conditional Compulsory
PBJP6-007	Basic Speaking 2	2	Conditional Compulsory
PBJP6-008	Basic Letter 1	2	Compulsory
PBJP6-009	Basic Reading 1	2	Conditional Compulsory
PBJP6-010	Basic Japanese Application 2	2	Conditional Compulsory
PBJP6-011	Basic Philosophy	2	Compulsory
PBJP6-012	Introduction to General Linguistics	2	Compulsory
PBJP6-013	Introduction to Literature	2	Compuls

			ory
PBJP6-0 14	Introduction to Culture	2	Com puls ory
PBJP6-0 15	Japanese Computer	2	Com puls ory
		24	

SEMESTER 3

CODE	COURSES	CR EDI TS	STATUS
PBJP6-0 16	Intermediate Japanese Grammar 1	4	Conditional Compulsory
PBJP6-0 17	Intermediate Listening 1	2	Conditional Compulsory
PBJP6-0 18	Intermediate Speaking 1	2	Conditional Compulsory
PBJP6-0 19	Basic Letter 2	2	Compulsory
PBJP6-0 20	Basic Reading 2	2	Conditional Compulsory
PBJP6-0 21	Basic Composing	2	Conditional Compulsory
PBJP6-0 22	Intermediate Japanese Application 1	2	Conditional Compulsory
PBJP6-0 23	Japanese History	2	Compulsory
PBJP6-0 24	Statistics	2	Compulsory
LBJP6-2 01	Japanese Basics	4	Elective
		24	

SEMESTER 4

CODE	COURSES	CR EDI TS	STATUS
PBJP6-0 25	Intermediate Japanese Grammar 2	4	Conditional Compulsory
PBJP6-0 26	Intermediate Listening 2	2	Conditional Compulsory
PBJP6-0 27	Intermediate Speaking 2	2	Conditional Compulsory
PBJP6-0 28	Intermediate Letter 1	2	Compulsory
PBJP6-0 29	Intermediate Reading 1	2	Conditional Compulsory
PBJP6-0 30	Intermediate Composing	2	Conditional Compulsory
PBJP6-0 31	Japanese Linguistics	2	Compulsory
PBJP6-0 32	Japanese Literature	2	Compulsory
PBJP6-0 33	Intermediate Japanese Application 2	2	Conditional Compulsory
PBJP6-0	Japanese Culture	2	Compulsory

34			
		22	

SEMESTER 5

CODE	COURSES	CREDITS	STATUS
PBJP6-035	Advanced Japanese Grammar 1	4	Conditional Compulsory
PBJP6-036	Advanced Listening 1	2	Conditional Compulsory
PBJP6-037	Advanced Speaking 1	2	Conditional Compulsory
PBJP6-038	Intermediate Reading 2	2	Conditional Compulsory
PBJP6-039	Intermediate Letter 2	2	Conditional Compulsory
PBJP6-040	Advanced Composing	2	Conditional Compulsory
PBJP6-041	Japanese Sociolinguistic Pragmatics	2	Linguistic Elective
PBJP6-042	Literary Theory		Literature Elective
PBJP6-043	Cultural Theory		Culture elective
PBJP6-044	Translation 1	2	Compulsory
PBJP6-045	Scientific Writing Techniques	2	Compulsory
LBJP6-203	Basic Japanese Conversation	2	Elective
		22	

SEMESTER 6

CODE	COURSES	CREDITS	STATUS
PBJP6-046	Advanced Japanese Grammar 2	4	Conditional Compulsory
PBJP6-047	Advanced Listening 2	2	Conditional Compulsory
PBJP6-048	Advanced Speaking 2	2	Conditional Compulsory
PBJP6-049	Advanced Reading	2	Conditional Compulsory
PBJP6-050	Japanese Phonology and Morphology	2	Linguistic Elective
PBJP6-051	Japanese Prose Study		Literature Elective
PBJP6-052	Traditional Japanese Cultural Studies		Culture Elective
PBJP6-053	Linguistic Research Methods	2	Linguistic Elective
PBJP6-054	Literary Research Methods		Literature Elective
PBJP6-055	Cultural Research Methods		Culture Elective
PBJP6-056	Translation 2	2	Conditional Compulsory
LBJP6-20	Japanese Letter	2	Elective

2			
UUW0000 8	Entrepreneurship	2	Compulsory
		20	

SEMESTER 7

CODE	COURSE	CREDITS	STATUS
PBJP6-057	Japanese Semantic Syntactic Study	2	Linguistic Elective
PBJP6-058	Study of Japanese Poetry and Drama		Literature Elective
PBJP6-059	Study of Contemporary Japanese Culture		Culture Elective
PBJP6-060	Linguistics Pre-Thesis Seminar	3	Linguistic Elective
PBJP6-061	Literature Pre-Thesis Seminar		Literature Elective
PBJP6-062	Cultural Pre-Thesis Seminar		Culture Elective
PBJP6-063	Project Work	2	Compulsory
PBJP6-101	Teaching Method	2	Elective
PBJP6-102	Public Speaking		Elective

LBJP6-204	Business Japanese		Elective
UUW00009	Community Service Program	3	Compulsory
		12	

SEMESTER 8

COD E	COURSES	CR EDI TS	STATUS
BJP6-064	Komprehensif	2	Conditional Compulsory
BJP6-065	Skripsi	6	Conditional Compulsory
		8	
	TOTAL CREDITS	**154**	

D. Dosen Tetap

NO	NAME & NIP / NIK	NIDN/ NIDK	POSITION / GROUP	LECTU RER CODE	ADDRE SS	TELEPHONE
1	S.I. Trahutami, S.S., M.Hum. NIP.197401032000122001	0003017403	Expert Assistant/ IIIa	0102	Bukit Jati Sari Permai A14 / 19 Mijen Semarang	081353273130
2	Elizabeth Ika Hesti A.N.R.,S.S., M.Hum NIP.197504182003122001	0018047504	Lecturer/ IIIc	0104	Komp. Mutiara Banyumanik Blok B No. 12 B Jl. Waringin Putih, Banyumanik Semarang	0818638362
3	Budi Mulyadi, S.Pd., M.Hum NIP.197307152014091003	0015077302	Expert Assistant/ IIIb	0105	Jl. Kertanegara 3 Pleburan Selatan Semarang	082130415930
4	Yuliani Rahmah, S.Pd., M.Hum NIP.197407222014092001	0022077406	Expert Assistant/ IIIb	0107	Puri Delta Asri 3 Blok S 18, Mijen Semarang	081321467662
5	Fajria Noviana, S.S., M.Hum NIP.197301072014092001	0007017306	Expert Assistant/ IIIb	0110	Jl. Bulustalan IV / 425 Semarang	085225029349
6	Reny Wiyatasari, S.S., M.Hum NIP.197603042014042001	0004037609	Lecturer/ IIIc	0111	Cluster Parikesit Jl. Parikesit RT 10 RW 2 Sendang Gede Banyumanik, Semarang	082221882340
7	Lina Rosliana, S.S.,M.Hum NIP.198208192014042001	0019088204	Lecturer/ IIIc	0121	Graha Pesona Jatisari C2-12 MijenSemarang	085328716605
8	Zaki Ainul Fadli, S.S., M.Hum. NPPU.H.7.19780616201807 1001	0016067808	Expert Assistant/ IIIb	0113	Pucang Argo Raya No.69 Demak	0895415468734
9	Nur Hastuti, S.S., M.Hum. NPPU.H.7.19860611202104 2001	-	Instructor/ IIIb	0122	P. Majapahit II Blok U No. 5 Mranggen, Demak	081390483816
12	Arsi Widiandari, S.S., M.Si NPPU.H.7.19860611202104 2001	-	Instructor/ IIIb	0149	Permata Tembalang. Jl. Adenium No. 7, Kramas Semarang	081213266489

13	Dewi Saraswati Sakariah, S.S., M.Si NPPU.H.7.19900402202104 2001	-	Instruct or/ IIIb	015 1	Perumahan Griya Borobudur Blok E-3, Jl. Sumber Rejo Meteseh Tembalang Semarang	0852558922 81
14	Dian Annisa Nur Ridha,S,S.,M.A NPPU.H.7.19890429202204 2001	-	Instructor/ Equivalent with IIIb	-	Jl. KH Sirojudin No.06 Tembalang Semarang 50275	0819729048 9
15	Nisia Nur Dwi Agusta,S.Hum.,M.Si NPPU.H.7.1993081520220 42001	-	Instruct or/ Equivale nt with IIIb	-	Villa Sapen Indah Kav.45 RT.09/10 Bandarjo Ungaran Barat Kabupaten Semarang 50511	08190411101 2

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	Heni Hernawati,SS.,M.A,.Ph.D	Kampung Jajanan No.032 RT.01/02 Kel. Jatisari Mijen Semarang 50218	082134917973

D. CULTURE DEPARTMENT

CULTURE DEPARTMENT
FACULTY OF HUMANITIES
DIPONEGORO UNIVERSITY, SEMARANG

THE HEAD OF DEPARTMENT

DR. SUYANTO, M.SI.

NIP196603111994031003

1. Library Science S1 Study Program

THE HEAD AND SECRETARY OF LIBRARY
SCIENCE S1 DEPARTMENT
FACULTY OF HUMANITIES
DIPONEGORO UNIVERSITY, SEMARANG

The Head of the Department

Dra. Rukiyah, M.Hum.
NIP 196405281991032011

The Secretary of the Department

Drs. Jumino, M.Lib., M.Hum.
NIP 196207031990011001

A. History

Prof. Dr. Karyana Sindunegara initiated the Undergraduate Library Science study program in 2001 when the Dean of the Faculty of Letters was Drs. Anhari Basuki, S.U. The proposal for the establishment was submitted to the Director General of Higher Education in 2002, but it has yet to be approved and must be revised in several parts. The committee's activities were vacuumed due to several obstacles, one of which was that the chairman of the committee was sick. The committee conducted a feasibility study on establishing a library science study program in 2004. The proposal was submitted to the Director General of Higher Education the same year, but it had to be revised because it had to adapt to a new format.

In accordance with Ministry of National Education Decree No. 232/U/2000 and Ministry of National Education Decree No. 45/U/2000, the revised proposal was resubmitted in 2005. The proposal for the establishment of library science was approved by the Director General of Higher Education with the Dikti permit No. 3025/D.T.2005, dated September 15, 2005, as a result of the hard work of the committee consisting ofDra. Sri Ati, M.Sc., Drs. Jumino, M.Lib., and Drs. Catur Kepirianto.

Based on Dikti Permit No. 3025/D.T.2005, the Library Science Study Program accepts new students across pathways for the academic year 2005/2006. This is because it is no longer possible to recruit regular program students at this time. The SPMB has opened regular student admissions for the 2006/2007 academic year.

B. Vission, Mission, and Purpose

Vission

The Library Science Study Program's scientific vision is to establish the Library Science Study Program as an educational institution capable of producing quality graduates and mastering the field of science and information technology, with high competitiveness at the national level, and an entrepreneurial spirit in the field of libraries and information, as well as being independent and insightful.

Mission

1) Organizing quality research-based teaching in the field of library and information science on a national and international scale;
2) Developing scientific research and publications as a contribution to the development of library and information science;
3) Organizing community service based on the findings of research conducted by lecturers and students in the field of library and information science in an effort to implement and develop science and technology.
4) Develop a teaching and learning environment that upholds academic ethics and has good governance;
5) Collaborate with other parties on a national and international scale by maintaining networking/networking for the advancement and development of the field of library and information science.

Educational Purposes

The educational purposes of the Library Science Study Program:

1) Produce graduates with quality research competencies and/or professional expertise in the field of library and information science, who have academic and/or professional abilities, moral integrity, scientific and critical attitudes, and high national and international competitiveness;
2) Produce research and publication works, as well as innovative and high-quality professional expertise in the field of library and information science;
3) Produce community service projects that improve people's living standards, the nation's progress, and the spirit of science and technology-based entrepreneurship.

C. Educational System and Program

The Undergraduate Study Program in Library Science is administered by the FIB Undip Department of Humanities. Beginning with the 2020-2021 academic year, the S1 Library Science Study Program uses the Independent Curriculum, which was developed in response to a workshop held in early 2020. Students in class 2020 have used the Independent Curriculum. Students must complete 144 credits, which include 136 credits of required subjects and 8 credits of elective courses.

After passing the seminar course and completing at least 110 credits, students can submit a thesis proposal. As a result, students can enroll in thesis courses in the seventh semester. Students are required to take KKL (Working Practice Program) in addition to compulsory and elective courses in order to understand the direct application of theory obtained from the learning. Students must take the TOEFL test in the fourth semester, which will be managed by the study program.

D. The Advantage of the Study program

Giving theory and practice of data and information management in today's digital era

E. The Profil of Graduates

Graduates are expected to become Expert Librarians in the field of libraries and information, who are superior and have an entrepreneurial spirit.

F. The Competence of Graduates

Library science graduates are expected to become information experts who can:

1) Manage information, documents, and archives;
2) Serve users according to their needs using information technology;
3) Manage and disseminate information in accordance with the development of information technology;

4) Market information in accordance with the trend of development of user needs; and
5) Preserve information in an effort to ensure the continuity of the availability of information;
6) Capable of being an entrepreneur in the field of libraries, documentation, and information centers (Perpusdokinfo).

G. Curriculum

SEMESTER 1

No.	*Code*	*Subjects*	*SCU*	*Precondition*
1.	UUW00011 UUW00021 UUW00031 UUW00041 UUW00051 UUW00061	*Islamic Religion* *Christian Religion* *Catholic Religion* *Hindu Religion* *Buddha Religion* *Kong Hu Cu Religion*	2	
2.	UUW00003	Pancasila & Citizenship	3	
3.	UUW00004	*Indonesian*	2	
4.	UUW00007	*English*	2	
5.	PBIP6001	Office Administration	2	
6.	PBIP6002 PBIP6002	*Documentation Science*	2	
7.	PBIP6003 PBIP6003	*Introduction to Library Science*	2	
8.	PBIP6004	*Introduction to Information Science*	2	
9.	UUW00006	Internet of Things (IoT)	2	
10.	PBIP6006	*Introduction to Information Technology*	2	
11.	UUW00005	*Sports*	1	
	Total SCU of Semester 1		**22**	

SEMESTER 2

No.	*Code*	*Subjects*	SCU	*Precondition*
1.	PBIP6007	Speaking	2	
2.	PBIP6008	*Basic Cataloging Practicum*	2	
3.	PBIP6009	*Basic Classification Practicum*	2	
4.	PBIP6010	*Library Management*	2	
5.	PBIP6011	*Media Publishing*	2	
6.	PBIP6012	*Indonesian Librarianship*	2	
7.	PBIP6013	*Information Technology*	2	
8.	PBIP6014	*School Library*	2	

9.	PBIP6038	HR Management	2	
10	PBIP6005	Introduction to Archives	2	
11.	PBIP6016	*Information Retrieval Practicum*	3	
	Total SCU of Semester 2		**23**	

SEMESTER 3

No.	***Code***	***Subjects***	***SCU***	***Precondition***
1.	PBIP6017	*Advanced Class Practicum*	2	
2.	PBIP6018	*Bases of Statistics*	2	
3.	PBIP6019	*Database Practicum*	2	
4.	PBIP6020	*Advanced Cataloging Practicum*	2	
5.	PBIP6021	*Preservation and Care of Library Material Practicum*	3	
6.	PBIP6022	*Information Sources and Services*	2	
7.	PBIP6023	*Information Management*	2	
8.	PBIP6024	Integrated Skills	2	
9.	PBIP6025	*Academic Library*	2	
10.	PBIP6026	*Information Communication*	2	
11.	PBIP6015	*Archival Management*	3	
	Total SCU of Semester 3		**24**	

SEMESTER 4

No.	***Code***	***Subjects***	***SCU***	***Precondition***
1.	PBIP6028	*Information Network and Collaboration*	2	
2.	PBIP6029	*Digital Library*	2	
3.	PBIP6030	*Information Literacy*	2	
4.	PBIP6031	*Pusdokinfo Automation*	2	
5.	PBIP6032	*Public and Special Libraries*	2	
6.	PBIP6033	*Qualitative Research Methods*	2	
7.	PBIP6034	*Quantitative Research Methods*	2	
8.	PBIP6035	*Multimedia Practicum*	2	
9.	PBIP6027	*Electronic Records Management*	3	
10.	PBIP6037	*User Study*	2	

11.	PBIP6039	*English for Librarian and Archivist*	2	
	Total SCU of Semester 4		**23**	

SEMESTER 5

No.	*Code*	*Subjects*	*SCU*	*Precondition*
1.	PBIP6040	*Information Technology Application Practicum*	3	
2.	PBIP6041	*Collection Management*	2	
3.	PBIP6042	*Internet and Virtual Community Management*	2	
4.	PBIP6043	*Librarian and Archivist Professional Ethics*	2	
5.	PBIP6044	*Capita Selekta of Pusdokinfo*	2	
6.	PBIP6045	*Public Relations*	2	
7.	UUW00008	*Entrepreneurship*	2	
8.	PBIP6046	*Library and Information Psychology*	2	
9.	PBIP6047	*Library Interior Design and Development*	2	
10.	PBIP6048	*Job Training*	4	
	Total SCU of Semester 5		**23**	

SEMESTER 6

No.	*Code*	*Subjects*	*SCU*	*Precondition*
1.	PBIP6049	*Library and Information Philosophy*	2	
2.	PBIP6050	*Infomatrics*	2	
3.	PBIP6051	*Information Repackaging Practicum*	2	
4.	PBIP6052	*Thesis Proposal Seminar*	4	
5.	UUW00009	*Community Service*	3	
6.	PBIP6036	*User Education*	2	
7.	LBIP6053	*Information Marketing**	2	
8.	LBIP6054	*Graphic Design Practicum**	2	
9.	LBIP6055	Multikultural Indonesia*	2	

		*Indonesian Multiculturalism**		
10.	LBIP6056	*Cultural Heritage Management**	2	
	Total SCU of Semester 6		**23**	

SEMESTER 7

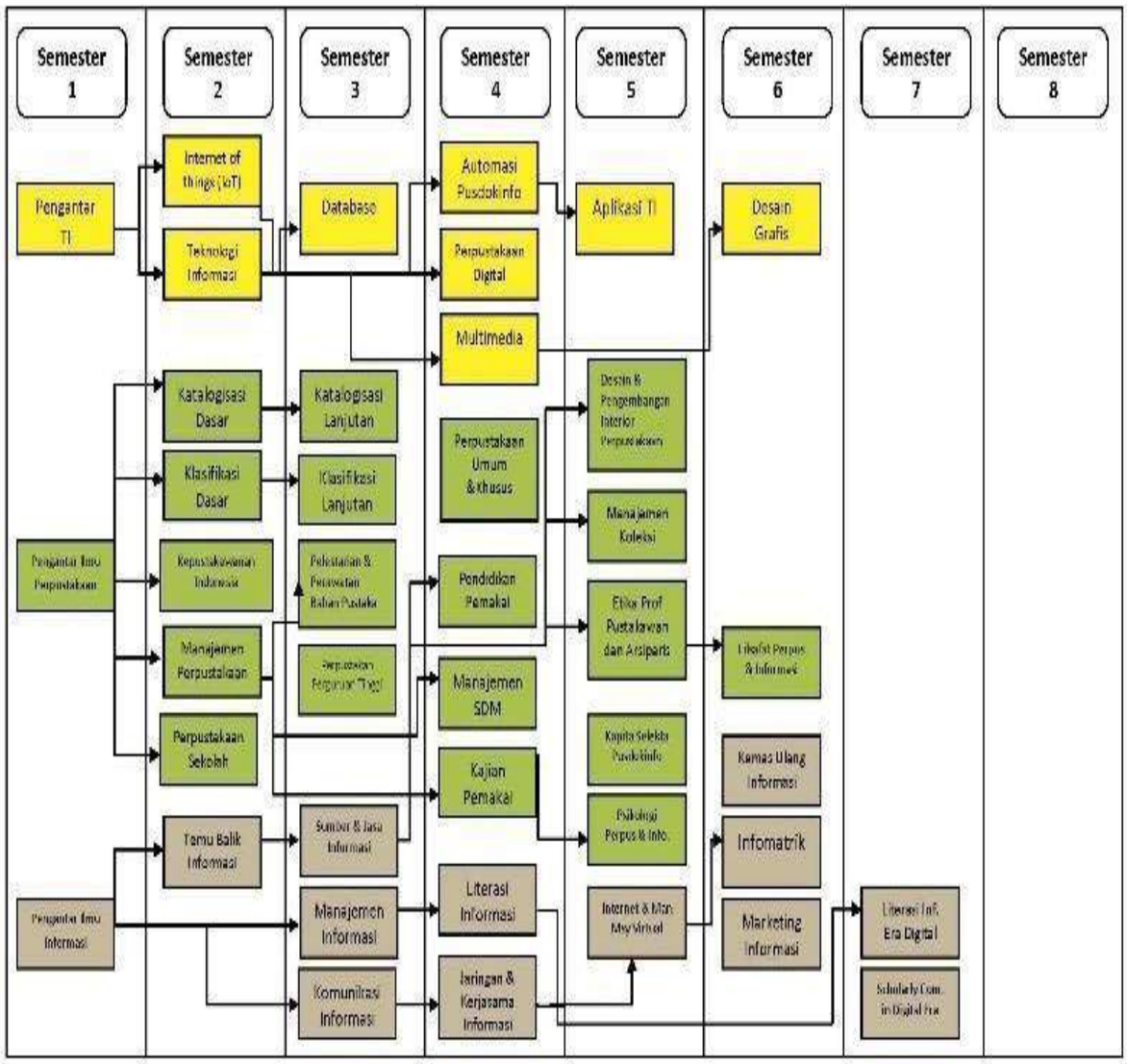
No.	Code	Subjects	*SCU*	*Precondition*
1.	LBIP6057	*English for Networks**	2	
2.	LBIP6058	*Digital Era Information Literacy **	2	
3.	LBIP6059	*Scholarly Communication in Digital Era**	2	
4.	LBIP6060	*Documentation Culture **	2	
5.	LBIP6061	*Local Culture Documentation**	2	
6.	PBIP6052	*Thesis Proposal Seminar*	4	
7.	PBIP6062	*Thesis*	6	
	Total SCU of Semester 7		**20**	

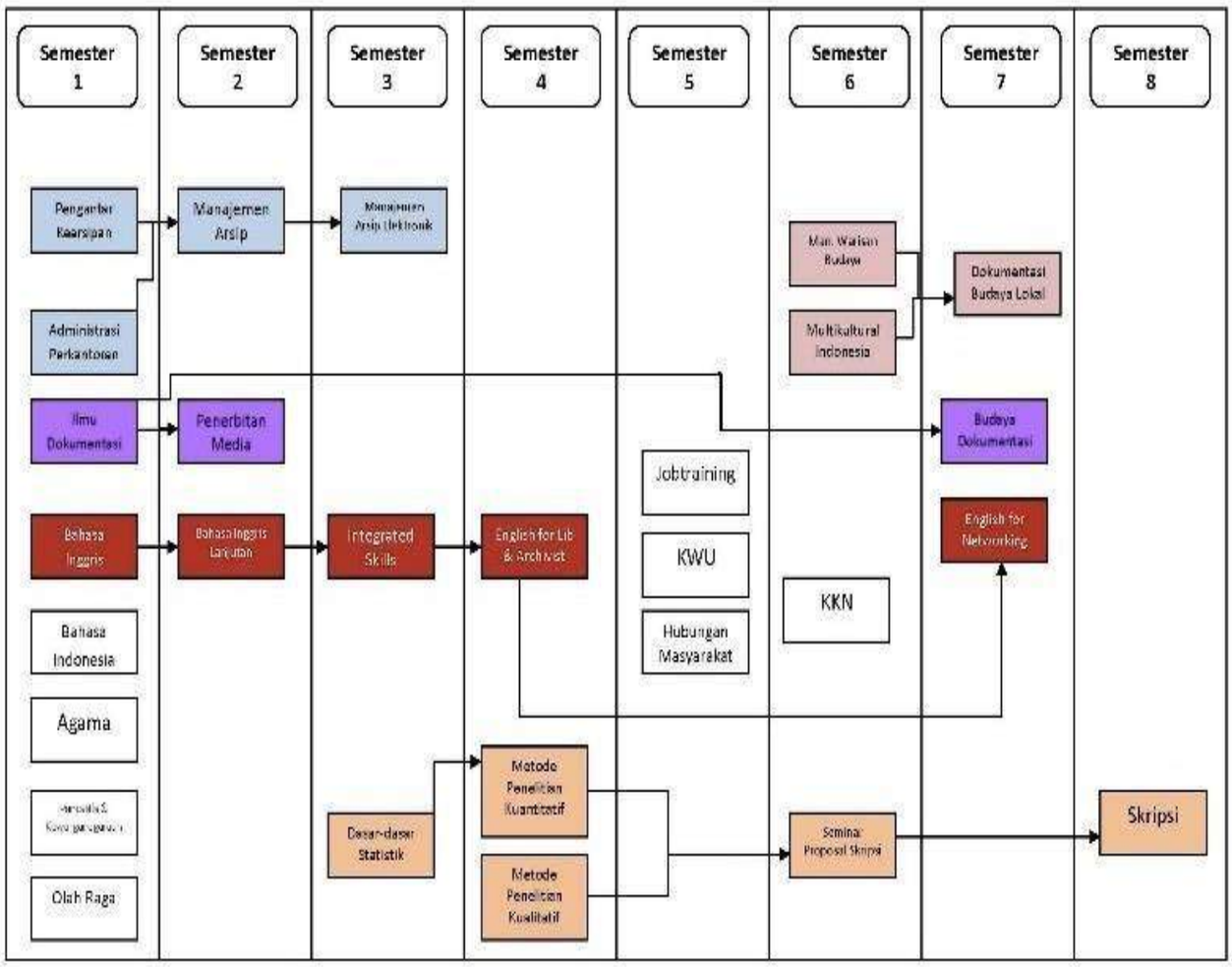
SEMESTER 8

No.	Code	Subjects	*SCU*	*Precondition*
1.	PBIP6062	*Thesis*	6	
	Total SCU of Semester 8		**6**	

Explanation:

1. Total credits of compulsory courses are 136 credits.
2. An asterisk (*) note is an elective course. Students are required to take 8 credits of the elective courses offered.
3. Students must have a minimum of 144 credits as a graduation requirement


Semester 1
Semester 2
Semester 3
Semester 4
Semester 5
Semester 6
Semester 7
Semester 8
Pengantar TI
Internet of things (IoT)
Teknologi Informasi
Database
Automasi Pusdokinfo
Perpustakaan Digital
Multimedia
Aplikasi TI
Desain Grafis
Katalogisasi Dasar
Klasifikasi Dasar
Pengantar Ilmu Perpustakaan
Kepustakawanan Indonesia
Manajemen Perpustakaan
Perpustakaan Sekolah
Katalogisasi Lanjutan
Klasifikasi Lanjutan
Pelestarian & Perawatan Bahan Pustaka
Perpustakaan Perguruan Tinggi
Perpustakaan Umum & Khusus
Pendidikan Pemakai
Manajemen SDM
Kajian Pemakai
Desain & Pengembangan Interior Perpustakaan
Manajemen Koleksi
Etika Prof Pustakawan dan Arsiparis
Kapita Selekta Pusdokinfo
Psikologi Perpus & Info.
Internet & Mar. Maya Virtual
Literasi Informasi
Jaringan & Kerjasama Informasi
Tamu Balik Informasi
Pengantar Ilmu Informasi
Sumber & Jasa Informasi
Manajemen Informasi
Komunikasi Informasi
Literasi Inf. Era Digital
Scholarly Com. in Digital Era
Kemas Ulang Informasi
Infomatrik
Marketing Informasi


Semester 1
Semester 2
Semester 3
Semester 4
Semester 5
Semester 6
Semester 7
Semester 8
Pengantar Kearsipan
Manajemen Arsip
Manajemen Arsip Elektronik
Mam. Warisan Budaya
Dokumentasi Budaya Lokal
Administrasi Perkantoran
Multikultural Indonesia
Ilmu Dokumentasi
Penerbitan Media
Budaya Dokumentasi
Jobtraining
Bahasa Inggris
Bahasa Inggris Lanjutan
Integrated Skills
English for Lib & Archivist
KWU
English for Networking
KKN
Bahasa Indonesia
Hubungan Masyarakat
Agama
Metode Penelitian Kuantitatif
Dasar-dasar Statistik
Seminar Proposal Skripsi
Skripsi
Metode Penelitian Kualitatif
Olah Raga

B. Lecturers

1. Permanent Lecturers

No	Name	Employee Class	Address	Phone Number
1.	Dra. Rukiyah, M.Hum NIP 196405281991032011	IV/A, Head Lector	Jl. Perum Gedawang Permai Blok i/2 Semarang	08156631829
2.	Drs. Jumino M. Lib., M.Hum NIP196207031990011001	III/D, Lector	Jl. Payung Asri Selatan III/8 Pudak Payung, Semarang	081228000101
3.	Drs. Ary Setyadi, MS. NIP 195809091984031002	IV/A, Head Lector	Jl. Satrio Manah I No. 12 Tlogosari, Semarang	08562564058
4.	Dra. Ana Irhandayaningsih, M.Si NIP196801051994032001	IV/A, Head Lector	Jl. Merbau III / 73 Banyumanik	085848888168
5.	Joko Wasisto, S.Kr., M.Hum. NIP 19610702198731001	IV/A, Head Lector	Dsn Soka Rt 8 Rw 4, Lerep Ungaran Barat	081327420602
6.	Dr. Heriyanto, S.Sos, MIM. NIP197704082010121001	III/C, Lector	Griya Tembalang Sejahtera J-5 Kramas Tembalang	081335282977
7.	Yanuar Yoga Prasetyawan, S.Hum., M.Hum. NIP198801262015041001	III/C Lector	Jl. Bukit Flamboyan VI No 299 B, Sendangmulyo, Semarang	085643454477
8.	Yuli Rohmiyati, S.Sos, M.Si. NIP198007042008122002	III/B, Expert Assistant	Payung Asri Barat, Semarang	082138535171
9.	Lydia Christiani, S.Hum., M.Hum. NIP 198610222015042003	III/C Lector	Ngadirgo RT 01 RW 06 Kelurahan Ngadirgo Kecamatan Mijen, Semarang	082137288315
10.	Ika Krismayani, SIP, M.IP NIP198412232014042001	III/C Lector	Alamat: jl. Cemara Sari 1, CH-9. Perumahan Bukit Kencana Jaya, Meteseh, Tembalang	08156815351
11.	Putut Suharso, S.Sos, MA. NIP197705132006041001	III/A, Expert Assistant	Wisma UNDIP Blok D, Jl.Kagok II No.5, Semarang.	08157122025
12.	Mecca Arfa, S.S., SIP., M.IP. NPPU H.7.198110142021041001	Permanent Lecture non-Civil Servant	Alamat: jl. Cemara Sari 1, CH-9. Perumahan Bukit Kencana Jaya, Meteseh, Tembalang	081578178860
13.	Athanasia Octaviani Puspita Dewi S.Kom., M.Cs. NPPU H.7.198810092018072001	Expert Assistant/ III/B	Jl Raya Bawen, Semarang	085727795044
14.	Roro Isyawati Permata Ganggi, SIP., MIP. NIP 199107070201803200l	Expert Assistant/ III/B	Sedahromo Kididul RT 1 RW 9 Kartasura Sukoharjo	085647262710
15.	Nur'aini Perdani SP, S.Hum, M.A H.7.199309142022042001	General Worker non-Civil Servant	Jalan Sruwohrejo-Kedungsri (Ruko Baru Desa Kedungagung) Kecamatan Butuh Kabupaten Purworejo Jawa Tengah, Wonogiri, Central Java 54264	081393035337

1. SOCIAL ANTHROPOLOGY UNDERGRADUATE PROGRAM

THE HEAD AND THE SECRETARY OF THE SOCIAL ANTHROPOLOGY UNDERGRADUATE PROGRAM
FACULTY OF HUMANITIES
DIPONEGORO UNIVERSITY SEMARANG

The Head of the Department

DR. Suyanto , M.SI.
NIP196603111994031003

The Secretary of the Department

Arido Laksono, S.S., M.Hum.
NIP 197507111999031002

A. History

To date, the education services of the undergraduate program in the Faculty of Humanities, Diponegoro University are conducted through five departments, including Indonesian Department, English Department, History Department, Library Science Department, and Japanese Department. Over time, society changes at the domestic, regional, and global levels. To respond to these changes, the Faculty of Humanities urged to establish a new department, namely Social Anthropology Department.

The notion to establish the department started in 1997. Since then, efforts continued until 2011 when Prof. Soedharto encouraged various parties to initiate Social Anthropology Department. The formation of the department was led by Prof. Mudjahirin Thohir, Prof. Nurdien H. Kistanto, Dr. Eko Punto Hendro, and Dr. Amirudin.

Social Anthropology Department was established on March 5, 2014, in accordance with Decree Number 088/p/2014. The establishment complements the provision of educational services for the Faculty of Humanities to the community and the answer to the need for experts in cultural studies. The department focuses on culture specifically media culture and coastal culture.

B. Vision, Mission, and Purposes

Vision

Organizing anthropological education that can produce graduates as researchers, academics, analysts, and planners who can make creative, innovative, and sustainable socio-cultural studies and plans; master the fundamental concepts, theories, methods of cultural studies, good planning, analysis techniques, and communication skills using Information, Communication, and Technology (ICT)

Vision

By 2025, the department will excel nationally and internationally in education, research, and community services in culture.

Mission:

1. Organizing higher education with a concentration of anthropological studies based on quality assurance;
2. Organizing the teaching of anthropology based on the latest developments in the science and profession of anthropology;
3. Conducting research in anthropology and publishing it nationally and internationally;
4. Providing community services by utilizing scientific and technological competencies for community empowerment;
5. Making efforts to strengthen networks and improve reputation at regional, national, and South-East Asian levels;
6. Gaining recognition from public organizations, academics, and professionals as a quality higher education institution for anthropology in education, research, and community services.

Purposes:

The goals of higher education in Social Anthropology are arranged in accordance with the vision and mission of the department as well as the community's needs. The purposes are carried out to produce undergraduate graduates (S-1) who have competencies based on the level of education and are communicated to lecturers, students, and related parties. The purposes of the department are to produce graduates who can:

1. Have quality research competence and/or professional expertise in literature, language, history, anthropology, and libraries who have academic and/or professional abilities, moral integrity, scientific and critical attitudes, and high competitiveness both at national and international levels.
2. Conduct innovative and quality research works and publications and become professional experts in social anthropology.
3. Provide community services that contribute to improving the living standards of society and the progress of the nation and fostering the spirit of science and technology-based entrepreneurship.
4. Creating higher education governance in the faculty that is efficient, accountable, transparent, fair, and integrated among departments at the Faculty of Humanities.

The benefits of the proposed department to institutions, society and the nation (Benefits to the development of the nation, especially related to managing the nation's resources and increasing nation competitiveness).

Graduate Profiles

A graduate degree in Undergraduate Social Anthropology is a Bachelor of Social Science (S. Sos.). The graduates work as socio-cultural researchers, academics in the socio-cultural field, cultural analysts, planners and development in the socio-cultural field, professionals in the media industry, professionals in the creative, arts and culture industries, workers in the government and private sectors, social workers, cultural journalists and editors, and socio-cultural consultants.

D. The Eminence of the Department

Excellence in media assessment and compatibility with creative industries

E. Competencies of graduates

S1 Social Anthropology graduates have the competency in analyzing and providing solutions to cultural problems and applying knowledge in supporting the community development towards a more cultured society.

C. Curriculum

The credit load at the Social Anthropology Department, Faculty of Humanities, Diponegoro University for undergraduate education (S-1) is 144 credits, consisting of 138 credits through lecture courses and 6 credits for the thesis. The current curriculum is the 2017 curriculum for students from 2017 to 2019, and the *Kampus Merdeka* curriculum or the 2020 curriculum for 2020 students. The *Kampus Merdeka* curriculum is based on Regulation of the Minister of Education and Culture Number 3 of 2020 concerning National Higher Education Standards. The implementation of the curriculum is in collaboration with various other universities in Indonesia that have an Anthropology department, especially in the Java Island area, including Gadjah Mada University, University of Indonesia, Brawijaya University, and Airlangga University. S1 Social Anthropology Study Program, Faculty of Humanities, Diponegoro Univesity focuses on studies in the maritime and media fields. The maritime sector is chosen as Diponegoro University is in a coastal area so studies on coastal communities and maritime culture need to be strengthened as a support for national identity, while the media is one of the tools for disseminating cultural practices and one of the elements forming culture itself. Nonetheless, other fields of study are also taught in the department so graduates will be able to play a role in various fields.

No.	Course Types	Courses	Code	Credit Load
1.	National Compulsory Courses	Islamic Religious Education	UUW00011	2
		Christian Religious Education	UUW00021	2
		Catholic Religious Education	UUW00031	2
		Hindu Religious Education	UUW00041	2
		Buddha Religious Education	UUW00051	2
		Kong Hu Chu Religious Education	UUW00061	2
2.		Civic Education	UUW00003	3
3.		Indonesian	UUW00004	2
Total Credits for National Compulsory Courses				**7**
4.	University Compulsory Courses	Physical Education	UUW00005	1
5.		Internet of things (IoT)	UUW00006	2
6.		English	UUW00007	2
Total Credits for University Compulsory Courses				**14**
		Introduction to Archeology	PBAT6501	2
		Introduction to Sociology	PBAT6502	2

		Philosophy of Social Sciences	PBAT6503		2
		Introduction to Anthropology	PBAT6504		3
		Paleoanthropology	PBAT6505		2
		Social Statistics	PBAT6506		2
		Social Research Methods	PBAT6507		2
		Archaeological Research Methods	PBAT6508		2
		Indonesian Socio-Cultural System	PBAT6509		3
		Classical Anthropological Theory *	PBAT6510		3
		Folklore	PBAT6511		2
		Social Organization and Kinship System	PBAT6512	2	2
		Ethnographic Methods	LBAT6513	3	3
		Contemporary Anthropological Theory *	LBAT6514	3	3
		Indonesian Ethnography	LBAT6515	3	3
		Southeast Asian Ethnography **	LBAT6516	3	3
		Religious Anthropology	LBAT6517	3	3
		Economic Anthropology	LBAT6518	3	3
		Legal Anthropology	LBAT6519	3	3
		Ecological Anthropology	LBAT6520	3	4
		Political Anthropology	LBAT6521	3	4
		Medical Anthropology	LBAT6522	3	4
		Consumption Anthropology	LBAT6523	3	4
		Linguistic Anthropology	LBAT6524	3	4
		Art Anthropology	LBAT6525	3	5
		Media Anthropology	LBAT6526	3	5
		Psychological Anthropology	LBAT6527	3	5
		Developmental/Applied Anthropology *	LBAT6528	3	5
		Reading Ethnography	LBAT6529	2	5
		Ethnographic Creative Writing **	PBAT6530	2	6
		Ethnovideography	PBAT6531	3	6
		Gender & Sexuality Anthropology	PBAT6532	3	6
		Demographic Anthropology	PBAT6533	3	6
		Globalization Anthropology	PBAT6534	3	6
		Field Research Practice	PBAT6535	2	6
		Business and Corporate Culture	PBAT6536	2	7
		Community Service Practice	UUW00009	3	6
		Architectural Anthropology	PBAT6537	2	7
		Rural Anthropology	PBAT6538	2	7
		Urban Anthropology	PBAT6539	2	7
		Ethnography Europe – America	PBAT6540	2	7
		Maritime Anthropology	PBAT6541	3	7
		Proposal Seminar	PBAT6542	2	7
		Thesis	UBAT6543	4	8
Total Credits for Department Compulsory Courses			**103**		

		People and Sustainable Development ***	PBAT6544	2	2
		Community Development ***	LBAT6545	2	5
		Cultural Development Planning ***	PBAT6546	2	7
		Dynamics of Indigenous Peoples of Indonesia ***	PBAT6547	2	6
		Defense Anthropology ***	LBAT6548	3	4

		Pluralism and Multiculturalism ***	LBAT6549	2	2
		Public Policy Anthropology ***	LBAT6550	3	4
		Tourism Anthropology ***	LBAT6551	3	5
		Ethnic Relations ***	PBAT6552	2	6
		Conflict Anthropology ***	LBAT6553	3	5
Total Credits for Elective Courses				**24**	
Total Credits for All Courses (MKWN + MKWU + MKWP + MKP)				**148**	

Note:

a. The mark (*) is an old course (2017 curriculum) that has been sharpened, merged, expanded, and/or separated from courses with the same one in the Curriculum;

b. The mark (**) is a new course that meets the needs of stakeholders, and university mandates, and/or follows the fulfillment of the new CPL.

c. The sign (***) is an elective course, students can take it in their own department or the same department but from a different university.

d. Total Credits 148 (Number of Credits Undergraduate Strata-1 is around 140 – 160)

Learning Methods and Assessment at *Kampus Merdeka* Curriculum

a) Courses are based on the correlation between study materials and learning outcomes, where each of study material contains the weight so the depth of the course can be determined in the form of credits. Courses consist of:

National Compulsory Courses, (7 credits)

University Compulsory Courses, (14-16 credits)

Department Compulsory Courses (minimum 60 % of total credits)

Elective Courses (maximum 24 credits)

Internships/Other course forms

b) The learning process for National and University Compulsory courses (designed in semesters 1 and 2, except for Entrepreneurship, Community Service and Final Projects), students can choose courses outside Diponegoro University, carried out for 1 to 2 semesters. The implementation of the National and University Constitutional Courts is coordinated by the University, except for the Final Project carried out by the respective department.

c) The learning process for compulsory courses in the study program (number 3), students can carry out the learning process in the same study program at other universities/institutions with a maximum of 40 credits with the following conditions:

If taken courses in the same study program outside the university, students can take them in semesters 3 to 6; If it is taken in the form of activities such as Village Projects, Summer Courses, School Teaching, Student Exchange, Entrepreneurial Activities, Independent Studies or Humanitarian Projects, students can take them in semesters 3 to 6 and the implementation can be conducted on semester break.

If taking an internship and research activity, students can take it in semesters 6 to 7 and the implementation is on semester break.

d) These learning processes must meet the objectives of compulsory courses.

e) For elective courses, students can choose the courses inside or outside Diponegoro University.

f) The department is expected to determine or formulate:

The list of compulsory courses that can be taken both inside and outside Diponegoro University.

The list of equivalent courses for learning processes outside Diponegoro University for 2 semesters, including internships, village projects, student exchanges, and so forth.

g) The implementation of Internships, Village Projects, School Teaching, Student Exchange, Research, Entrepreneurial Activities, Independent Studies, or Humanitarian Projects are regulated as follows:

The department forms the credit conversion team according to the Dean's Decree consisting of the Head and the Secretary of the Department, GPM, and Lecturer Representatives

The credit recognition of an internship with a calculation of one credit is equivalent to 2.720 minutes or 45 hours with a minimum of 1 month and a maximum of 6 credits months, namely 5 working days per week, 8 hours per day (Regulation of the Minister of Research and Technology Number 123 of 2019)

Every student who intends to take an internship or other learning processes is required to prepare a proposal and submit it to the Head of the Department prior to the implementation.

Every internship or other learning form must have a supervisor from the Department and a mentor from the Partner. The department together with supervisors equip students regarding the fulfillment of CPL and prepare evaluation rubrics that will be given to Partner Advisors.

In terms of accommodating if there are students who will do internships for 1 semester (6 months) or equivalent to 21 credits, the department is required to prepare any courses that can be used as conversions from these activities

E. Lecturers

The Social Anthropology Department of the Faculty of Humanities, Diponegoro University is classified as a new study program, but the course supervisors are competent professors and lecturers in anthropology. Lecturers in the department consist of 11 permanent lecturers and 11 adjunct lecturers. Adjunct lecturers are from various backgrounds, ranging from lecturers at Diponegoro University with an anthropology educational background to practitioners who can enrich the insights and knowledge of anthropology for students. These lecturers are also able to lead students to academic and non-academic achievements outside Diponegoro University.

No	NAME NIP/NIK	NIDN	ADDRESS	PHONE
1.	Prof. Dr. Nurdien H Kistanto, MA 195211031980121001	0003115202	Jl. Sinar Wijaya 655 Sinar Waluyo Semarang	6712267, 08122803645
2.	Prof. Dr. Mudjahirin Thohir, MA 195403121982031001	0012035406	Jl. Plumpungan 4, Kaliwungu, Kendal	024.81753 081.22935474
3.	Dr. Eko Punto Hendro, MA 195612241986031003	0024125606	Jl. Cinde Utara II Semarang	0816658936
4.	Drs. Rony Aruben, MA	-	-	-
5.	Drs. Sugiyarto, M.Hum 195508071989031002	0007085506	Jl. Gemah Jaya Barat I /19 Kini Jaya Semarang	6704299, 08122806571
6.	Dr. Suyanto, M.Si 196603111994031003	0011036605	Jl. Yupiter V / G.10 Perum Jangli Permai Semarang	024.8504420 081.325203353
7.	Afidatul Lathifah,S.Ant.,M.A. 198604222015042001	-	Perum Ungaran Asri, Candirejo, Ungaran Barat, Semarang	085729279575
8.	Arido Laksono, SS, M.Hum. 197507111999031002	0011077501	Jl. Kalilangse 592 Semarang	08174150355, 8448890
9.	Riris Tiani, S.S., M. Hum. 19830711200812 2002	0011078306	Perum Permata Wolter Monginsidi Permai No. 78 Pedurungan Tengah Semarang	081226019424
10.	Izmy Khumairoh, S.Ant.,M.A H.7.199205152022042001	-	Perumahan Tembalang Harmony No.23 Jalan Mulawarman Utara 2, Bulusan, Tembalang	085759296535
11	Dani Mohammad Ramadhan, S.Ant.,M.Ant	-	Jl. Kalicari 2, No. 38 Kel. Kalicari. Kec. Pedurungan 50162	087705571724

	H.7.199303152022041001			

No.	Name	Institution	Competency
1.	Dr. Dedi Adhuri	The Indonesian Academy of Sciences (LIPI) Jakarta	Maritime Anthropology
2.	Dra. Ani Margawati, M.Kes, Ph.D	Faculty of Medicine Diponegoro University	Medical Anthropology
3.	Teuku Afrizal, S.E.,M.ENV.MGT.,Ph.D	Faculty of Social and Political Sciences	Economic Anthropology
4.	Imam Setiawan, Spsi, M.A.	Faculty of Psychology Diponegoro University	Introduction to Social Psychology
5.	Dr. Budi Puspo, M.Hum.	Faculty of Social and Political Sciences	Public Policy Anthropology
6.	Dr. Adi Prasetijo, M.A.	Practitioner	Conflict Anthropology
7.	Bonardo Marulita A. S.Sos., M.Kom.	Practitioner	Media Anthropology
8.	Retna Hanani, S.Sos., M.Pp.	Faculty of Social and Political Sciences	Development Anthropology
9.	Ahmad Khaerudin, M.Si.	Practitioner of Hysteria Semarang	Ethnophotography and Cinematography
10.	Noviar Jamal K. S.Sos., M.Ikom.	Practitioner	Media Anthropology
11.	Yuli Prasetyo N.,S.Sos.M.Si.	Practitioner	Indigenous Peoples and Forestry
12.	Dr. Nur Hidayat Sarbini, S.Sos.,M.Si.	Faculty of Social and Political Sciences	Political Anthropology

CHAPTER IV
RESEARCH AND COMMUNITY DEDICATION

Constitution Law number 12 year 2012 about Higher Education is one of the references followed by the higher education institution. The 5th chapter of the Law stated firmly that the intention of higher education is to generate knowledge and technology by doing research which pays attention and implying the value of humanities, so it would be advantageous for the nation' development, also for the better civilizations and the people's welfare.

Besides, higher education is aimed to create a devotion towards the community based on reasoning and research work which is beneficial in developing the public prosperity and to educate the nation. The characteristic of higher education is doing research and giving devotion towards the community.

The Faculty of Humanities in Diponegoro University strongly determined to encourage the university' mission on becoming a research university as what has been formulated in the vision which was arranged since 2007, in which research performance and publication are the essential indicators. The vision of becoming a research university has pushed all of the researchers to continuingly doing research and implementing the activity in the form of devotion towards the community, so the Faculty of Humanities of Diponegoro University can increase the output and the outcome which provide contribution for the knowledge and the increasing of community' welfare. The budget allocation for doing research is one the efforts of achieving the aim of becoming a research university.

The budget allocation should be accompanied with great management, so it can reach the wanted intention. Therefore, the research' budget can run continuously and can be upgraded because it is accountable.

A. RESEARCH

1. Research' Theme

According to the analysis of internal and external power also strategic issues which showed up related to the development of community and coastal culture, so the last target, lor vision which will be realized from the Faculty of Humanities of Diponegoro University' research activity until the year of 2015 is "The arrangement of an advanced and prosperous civil maritime community development model". The 2015' last target not only gives results of theoretical study, but also the implementation of theoretical study in several community empowerment activities by PKM programs which are based on the research. In the 2021, lecturers were encouraged to submit research' themes connected with the purpose of continuously development, or Sustainable Development Goals (SDGs) (https://www.sdg2030indonesia.org/page/1-tujuan-sdg), draft of Diponegoro University' RIP in the year of 2020-2024 (https://bit.ly/draftripundip2020), and the strategic plan for the faculty research which listed in the Picture 1. The Research Roadmap and

Faculty of Humanities of Diponegoro University' PKM. SDGs contain 17 purposes and 169 targets which are the global action plans for the next 15 years, from 2016 until 2030, including the work to end poverty, decreasing discrepancy and protecting the environment. Some of the research' themes related to the SDGs and according to the Diponegoro University' plan of strategic research for the scope of Social Humanities-Education-Art and Culture are mentioned below:

1. Synergy on developing Science and Technology and Social Culture.
2. Evaluation for the policy system of national development.
3. The strengthening for institutions and democracy system
4. The access towards resources
5. Poverty, economic gap, and social
6. The management and development for tourism
7. The enhancement for creative industry
8. Innovative curriculum design
9. The expansion for access and the enhancement for quality of education
10. The model for computer-based scoring
11. Language development

Furthermore, focus and concentration of the research and the community' devotion in the Faculty of Humanities has been formulated in the roadmap given on the illustration below:

Picture 1. Research Roadmap and the Faculty of Humanities of Diponegoro University' PKM

2. General Requirement

The implementation of the research program must refer to the standard of quality assurance and devotion towards the community in Diponegoro University in accordance with the applicable signs. This requirement also refers to the Rector' Form Letter number 02/UN/P/SE//2020 about the Implementation of Research and The Devotion Towards the Community in 2020. Regarding to the point mentioned earlier, Faculty of Humanities established general requirement for the implementation of the research program which is described as follows:

1) The proposer is a permanent lecturer who is a civil servant, and Civil Servant Data Collection in the Faculty of Humanities which has National Lecturer Registration Number.
2) The proposal is done by the team of Research Development and Devotion Towards the Community Unit (UP3) and must have the approval from the Dean of Faculty of Humanities
3) The practice of research must involve a minimum of one student.
4) The research can be done by lecturer in one study program, or inter study program in the Faculty of Humanities in a group.
5) The leader and the member of a group involve a maximum of three people, and the external target in accordance with the chosen research' scheme, unless the lecturer gets the assignment scheme from the faculty for the second scheme.
6) Each lecturer can only submit one title for the research, either as the leader, or the member, except in certain conditions the lecturer gets a task from the faculty.
7) Lecturers who are in their study assignment, or still doing the post-doctoral, or still doing other tasks where the task as lecturer could not be processed completely cannot submit the research proposal.
8) Lecturers who already have the research' budget in 2017-2020 who have not accomplished all of the externals can propose a research proposal in 2021.
9) The Faculty of Humanities will be monitoring and evaluating all of the internal research activity based on the quality assurance system in 2021.
10) Every proposal which is registered will be processed in the reviewing process which is done by the Faculty of Humanities reviewer team. The research proposal which is approved by the dean will be granted the research' budget.
11) Every lecturer must express the ability to monitor and evaluate research output of reputable international journal articles with a specified schedule.
12) The external is not allowed to be similar with the research external which is funded by research' budget Non-State Budget Research Institute and Community Service, or Directorate of Research and Community Service.
13) The external in the form of journal articles, or proceedings articles is obligated to include the source of budget from the budget of the Faculty of Humanities' DIPA.

14) Team from the Faculty of Humanities will be monitoring and evaluating such as:
    a) Monitoring the research' external on a schedule based,
    b) Monitoring the progress report
    c) Evaluation monitoring the last research report
15) The detail amount of the research' fund follow the rule of funding according to the Decree of Minister of Finance number 106/pmk.02/2016 about the Standard of Cost Expenditure in 2017, and Decree of the Minister of Research, Technology and Higher Education number 69 about Guidelines for Establishing an Assessment and/or Reviewer Committee and Procedures for Conducting Research Assessments by applying the Standard of Cost Expenditure number 02/UN7.P/SE/2020.
16) The research' budget is not permitted for the honor component.
17) Proposal submission is signed by the research leader send by the UP3' email: up3fibundip@gmail.com
18) For the proposal which submitted the inter study program, the signing of the proposal is done by the head of the department where the research' leader belongs.
19) The external progress report (output), the progress report, and the final report of the research is submitted through the UP3' email.
20) The research' leader must inform the external research (output) through the Vice of Dean 1 including the publication link.
21) Points that have not been arranged can be continuously arranged by the approval of the head of faculty.

3. Number of Members, Financing, and Research' External.

Number of members, financing, and research' external refers to the Form Letter of Rector number 2/UN7.PSE/2018, and the Form Letter of Rector number 02/UN7.P/SE/2020 which is implemented by the Faculty of Humanities the details are as follows:

Tabel 1. Number of Members, Financing, and Research' External.

Scheme	Budget	External	Requirement
1	10.000.000	1. One article on a reputable index proceeding database by the researcher lecturer. 2. One article on reputable index proceeding database by the student (first author) and lecturer as the co-author	1. One lecturer with the qualification as the lecturer until professor 2. Civil servant lecturer, or public work non civil servant of the Faculty of Humanities 3. Involve a minimum of one student 4. Still on duty as a civil servant lecturer / Public work non-civil servant until June 2022.

2	40.000.000	1. One article on a reputable international journal 2. One article on a reputable index proceeding database which involve student (first author/co-author)	1. Three lecturers. The research' leader is a doctor and, or, professor. The research' member has the functional position qualification as assistant professor. 2. For the Professor and Doctor who still has the output responsibility is not recommended as the research' leader (The names of the recommended proposer leader is attached) 3. A civil servant lecturer, or public work non-civil servant lecturer in the Faculty of Humanities. 4. Involve a minimum of one student. 5. Still on duty as a civil servant lecturer / Public work non-civil servant until June 2022.
3	40.000.000	1. One article in a reputable international journal. 2. One article in a reputable index proceeding database which involve student (first author/co-author)	1. Assignment to two groups of the Faculty of Humanities lecturers to do the research collaboration. 2. Each group consists of three Faculty of Humanities lecturers, and one foreign lecturer. 3. Involve a minimum of one student 4. Still on duty as a civil servant lecturer / Public work non-civil servant until June 2022.

Explanation:

The Indexes used are Scopus, Web of Science, and Thompson.

Reputable International Journal is a journal which has the point of SJR.

4. Research Step

The research step is divided into 4 steps, such as proposal step, performance step, monitoring and evaluating step, and reporting step. Description for each step can be elucidated as below:

a. Proposal Step

Submitting proposal is done by the lecturer individually, or in a group. The research' theme hopefully will be in accordance with the Main Plan of Diponegoro University ' Research and Sustainable Development Goals. The research proposal is in a maximum of 15 pages (not including the cover, endorsement page, and attachment) which is written in Times New Roman size 12 with the space for each line 1,5 space, except for the conclusion is a single space.

b. Implementation Step

The implementation step is set with certain requirements as follows. The research starts with making a research contract. The research' contract will be done after the research proposal is set and announced by the UP3 Team. The contract signing will be done after the announcement of the research proposal. The research refers to the research contract. The research' contract is filled with:

1) The contract signing officer
2) Base of production/ contract' scope
3) The sum of the fund and the mechanism of the research' fund liquefaction
4) Validity period of the contract
5) External target
6) Rights and Obligations
7) The research's report
8) Monitoring and evaluating
9) The change of the executive team and the research substantiation
10) Tax
11) Intellectual property
12) Force majeure
13) Penalty
14) Legal action

c. Monitoring and Evaluating Step

(1) The monitoring of the research activity will be done by the Faculty of Humanities in the form of monitoring and evaluating activity.
(2) The Faculty of Humanities monitors and evaluates every scheme internally.
(3) Monitoring and evaluating are done for the progress report in accordance with the tabel 2.
(4) Monitoring and evaluating are done for the final report and the research' external.

(5) Monitoring and evaluating is done by the reviewer, and every research' title is monitored and evaluated by the reviewer who is set by the Faculty of Humanities.
(6) Every funded research by the Faculty of Humanities must hand the final report to the UP3 Team.

d. Report Step

Researchers are obligated to give the progress report, final report, and deliver the external evidence report by following the following requirements:

(1) The leader of the research team is obligated to report the research' progress report, the research' final report, and the research' external report.
(2) Every report is submitted in hard-file and soft-file.
(3) Every report is delivered to the UP3 Team by email, up3fibundip@gmail.com

B. RESEARCH

1. General Requirements

Devotion towards the Community which is held by the faculty is referring to the form letter 02/UN7.P/SE/2020. The requirements for the Devotion towards the Community are:

a. The allocation for the fund is Rp 2.000.000.-/ person/year, or Rp 1.000.000.-/person/semester (tax cuts)
b. Lecturer who is still studying, or still continuing to the higher degree, or still doing another assignment where the task as a lecturer could not be done wholefully cannot submit the Devotion towards the Community' proposal.
c. The type and theme for the Devotion towards the Community is determined by the faculty (based on the skill and can be done by lecturer inter study program) by paying attention towards the Strategic Plan for the Devotion towards the Community in Diponegoro University and hopefully covers the purpose of Sustainable Development Goals.
d. Every activity in the Devotion towards the Community is done by team, each of the team consists of 2-3 lecturers.
e. The devotion action is done minimum in a month based on the proposal.
f. The Devotion towards the Community hopefully is done with the mutual fund from another parties (cost sharing/co-funding)
g. The budget of the activity could not be used for the honor component.
h. The Devotion towards the Community can be synergized with the devotion activity in a company/ government.
i. Every devotion activity is obligated to be reported in the page of the Study Program, or the faculty' page.
j. Every of the devotion activity must produce external, such as:
    1) Efficient technology/ knowledge implemented in the community, or
    2) Certain products/ certificated systems, or
    3) Scientific article published in the proceeding, or journal, or

4) Foster village/ industry which is manifested in the form of MoU, or
5) Small and medium enterprises/ foster industry which is manifested in the form of MoU, or
6) Partner/CSR which is manifested in the form of MoU, or
7) Article in the mass media (newspapers, magazine), or
8) Intellectual property rights, or
9) Modul.

The external of the Devotion toward the Community activity must be in sync with the devotion.

k. Other than schemes mentioned above, the faculty also gives discretion for each study program to do the devotion with the DIPA fund from the department' fund, study program' fund, and self-fund, or team to do the devotion if it is available. Any reports of the devotion activity for the first point is attached with the activity' picture and the presentation paper. However, it is recommended that the lecturer who does the devotion activity with the department' fund, the study program' fund, and self-fund can also result from the external like what has already been list in the H point.

2. Monitoring and Evaluating (Monev)

The faculty will be monitoring and evaluating (monev) the entire devotion activity. The Monev includes the activities performed, the activity report, and the Devotion towards the Community external. The Monev will be done once in every semester. For the DIPA funded' activity, if there is no external support according to the Rector' form letter, then in 2022, the leader and the members potentially will not get any funds for the devotion activity from DIPA.

CHAPTER V
STUDENTS AFFAIRS

A. Devotion towards the Community Based on Research

The lecturer' devotion towards the community based on the research is a devotion activity scheme which sourced from the faculty' DIPA' fund. This devotion is an application of the previous research. This devotion is meant for the community' counseling related to the previous research. Every semester, every lecturer is grouped to get the devotion' fund from the faculty by submitting a proposal for the devotion activity. Besides the activity is funded by the faculty, every lecturer can also propose self-devotion. The devotion activity is done every semester. The devotion is done in every community, institution,state-owned corporation, private, foster village, and the others which need the knowledge owned by the Faculty of Humanities. The activity' output can be:

1. Efficient technology/ knowledge implemented in the community, or
2. Certain products/ certificated systems, or
3. Scientific article published in the proceeding, or jurnal, or
4. Foster village/ industry which is manifested in the form of MoU, or
5. Small and medium enterprises/ foster industry which is manifested in the form of MoU, or
6. Partner/CSR which is manifested in the form of MoU, or
7. Article in the mass media (newspapers, magazine), or HKI.

The management of the activity is done by the Research Development and Community Service Unit of the Faculty of Humanities (UP3).

For the devotion towards the community done by students the funding will be given through the work plan of the student organization (BEM, Senat, HMP, UPK). the mechanism through the process of making proposals known by the head of the student organization and the head of the faculty. The student organization can also do devotion towards the community individually. The implementation of the devotion towards the community which is done by the students is run according to the needs and the competence of the students in the student organization.

B. Rights and Obligations of the Students

In general, the Faculty of Humanities' students' rights and obligations, which is special is in accordance with its position and role as part of the academic community, is poured in the formula that refers to the Regulation of the Government Number 30 Year 1990, as follows;

1. Students as the academic community have the right to:
    a) Using the right of the academic responsibly to study and to earn knowledge in the academic environment in the faculty/ university.

b) Participating in the student organization activity in the faculty/ university.

2. In accordance with those rights, students have the obligations:
   a) Be honest and responsible, also highly value the knowledge, technology, and, or arts.
   b) Maintain the peace and the discipline of the campus, also the authority and the reputation of the faculty/ university.

C. Character Building

In accordance with the Regulation of the Government number 30 Year 1990, Diponegoro University' Rector issued form letter number 5 Year 2014 which renewed in 2019 about Character Building of Diponegoro University' Students. According to the Form Letter, Diponegoro University' students have the obligations such as:

1. In the first step, new students must attend the character-building program in the level of faculty in a minimum of 30 study hours.
2. The next step is students must attend the character-building program which is held by the study program in a minimum of 10 study hours.
3. For those who do not attend the character-building program will be given a penalty which is set by each study program, and also cannot receive any scholarship from the university/ faculty. (The requirement for scholarship to deliver the character building' certificate)

The achievement target that must be filled by the students in accordance with the character building are:

1. In the first semester, attending the academic and student affairs' activity.
2. In the second semester, becoming a member of a minimum one student organization, or community organization, or youth organization.
3. In the third semester, becoming the administrator of the organization, or committee of a student organization, or community organization, or youth organization.
4. In the fourth semester, making a minimum one proposal of a student creativity program, or another scientific work.
5. In the fifth and sixth semester, was participated in a student competition.

D. Student Organizations

COMPLETE is a graduate profile of Diponegoro University which is stands for Communicator (able to communicate orally and in writing), Professional (work based on the principle, development based on the achievement, highly value ethic' code), Leader (adaptive, perceptive towards the environment, proactive, motivator, cooperation), Thinker (critical thinking, learning until the end of the life, researcher), Entrepreneur (high work ethic, entrepreneurial skill, innovative, self-independent), Educator (able to be the agent of change). To be able to realize

those graduate profiles, Diponegoro University gives place for students to develop their skills throughout the learning activity and student organization. The student organization is a mode and medium for students to enhance their skill toward the broadening of insights and to upgrade intelligence and personal integrity. It is also a place for the development of extracurricular activities which include the development of reasoning and knowledge, interests and talents/ hobbies, welfare and social service of students to the community. Every rule related to the student organization in detail is written in the Decree of the Minister of Education and Culture Number 155/U/1998 and Diponegoro University' Rector's Decree Number 04/2014 about Student Organization. With those fundamentals, the student organization in the Faculty of Humanities is organized from, for, and to students. The student organizations in the Faculty of Humanities in Diponegoro University are:

1. **Student Senate of the Faculty of Humanities**
   Student senate is a place for student representatives which collect and deliver the students' aspirations. It is meant to watch and to evaluate the work of the Student Executive Board (SEB) of the Faculty of Humanities periodically, based on the mechanism determined by the student senate and the Faculty of Humanities' SEB. The member of the student senate in the Faculty of Humanities consists of two representatives of the student's association and one person of each implementing executive unit. The representative from the student association and implementing executive unit are chosen from one special hearing with the mechanism of deliberation, if it cannot be reached the voting can be done. The administrators of the student senate are leader, vice of leader, committee' leaders, and members. The administrators of the student senate have a term of office for one year. The student senate is responsible towards the students and the head of faculty.

2. **Student Executive Board (SEB) of the Faculty of Humanities**
   SEB of the Faculty of Humanities is an implementing agency also the coordinator of every students' activity in the faculty under the watch of the Students Affairs and Academic' Vice of Dean. The General Chairman and Vice Chairman of the Faculty of Humanities' SEB are chosen via voting which is done by the Faculty of Humanities' students. The Chairman can only lead for one period (the term of office is one year) and cannot officiate in the next period. The Faculty of Humanities' SEB is responsible to the Faculty of Humanities' Student Senate and the head of faculty.
3. **Student Association of Study Program of the Faculty of Humanities**
   The Student Association of Study Program is an autonomous part of the student organization in the study program. Student Association of Study Program as an organization collects the students' aspirations in a student organization in the scope of reasoning and scholarly development. The leader is chosen by voting directly by all of the students in the study program. The administrators in the Student Association of Study Program have the term of office for one year. The leader can only officiate for one period and is prohibited to officiate

in the next period. The Student Association of Study Program in the Faculty of Humanities, are: SASP1 Indonesian Literature (KMSI), SASPS1 English Literature (EDSA), SASPS1 History, SASPS1 Library Science, SASPS1 Japanese Literature, SASPS1 Anthropology.

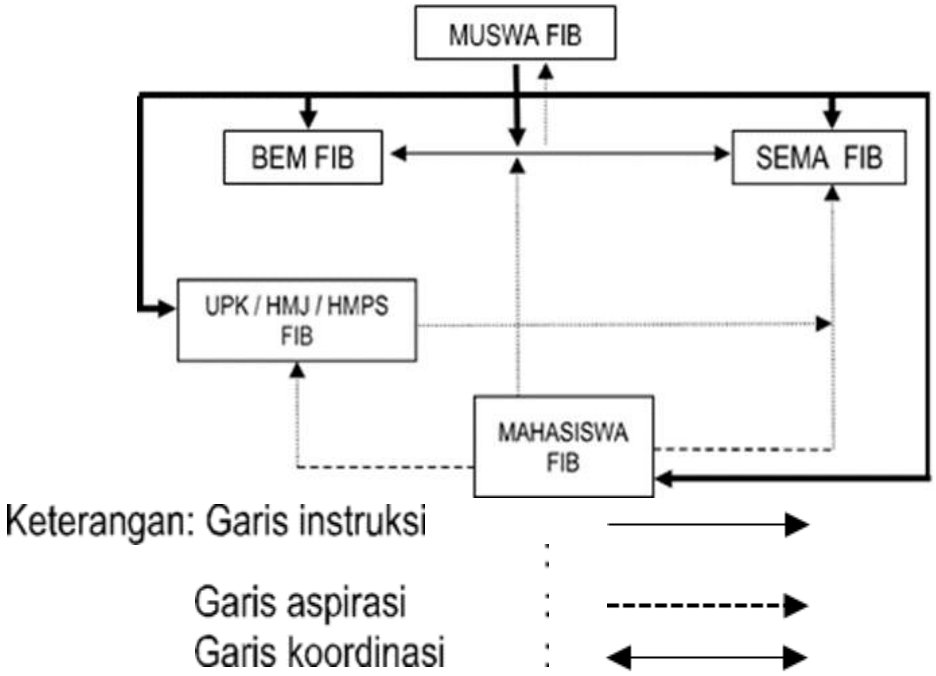
4. **Implementing Executive Unit of the Faculty of Humanities**

   IEU is an autonomous part as the unit for students' activity unit in the faculty which is set to be the organizer of the activity in certain scopes based on the purpose of the establishment. The IEU is established to collect the students' aspirations in a student organization in the field of reasoning and scholarly development, talents, interests and hobbies, social care and welfare. The IEU' administrators are chosen directly, or deliberately by all of the IEU' members. The IEU' administrators have a term of office for one year. The leader can only officiate for one year and is prohibited to officiate for the next period. The IEU in the Faculty of Humanities are: Emper Kampus theater group (Emka), Hayam Wuruk Publishing Agency (HW), Nature Lover Student (Matrapala), Civilian Islamic Humanities Student Family (Kharisma), Catholic Student Spiritual Fellowship (PRMK), Christian Student Fellowship (PMK), Music Literature Forum (WMS), IEU Sports, and IEUStudent Choir "Gita Bahana Arisatya". Other than that, there are six foster IEU, or Semi-Autonomous Unit (SAU), because every unit released by the IEU before validated must go through coaching by the SEB for 5 years, such as Research Club, DVG (Diponegoro Volunteer Group), Kovi (Visual Communication), UNITD, Rotasi (Roemah Tari Indonesia), Republics, and Are Undip. The IEU is responsible to the students through the Student Senate and the head of the faculty. All of the students' activities under the watch of IEU, the performances are under the coaching and coordination of the Academic and Students Affairs' Vice of Dean assisted by the assistant lecturer and the Academic Supervisor and the Students Affairs. For the Student Association of Study Program, the leader and the department' secretary, leader and the study program secretary are contributing to help the Academic and Students Affairs' Vice of Dean in coaching and coordinating the activities.

5. **Student Deliberation of the Faculty of Humanities**

   Student Deliberation is a meeting forum for students in the faculty in formulating the policies of students' development, which is consists of the Academic and Students Affairs' Vice Dean, three people from the Student Senate and the SEB, adn two people from the IEU, and the Student Association of the Study Program. The Student Deliberation is held once a year, and if it is very crucial, it can be held more than one. All of the result of the deliberation is set in the Student Senate' Decree with the approval of the Vice Dean of the Academic and Students Affairs.

The Structure of Students Affairs Institutional in the Faculty of Humanities can be seen in the chart:



Explanation:

Muswa FIB : Faculty of Humanities' Student Deliberation
BEM FIB : Faculty of Humanities' Students Executive Board
Sema FIB : Faculty of Humanities' Student Senate

List of Students Organizations in the Faculty of Humanities:

1. Faculty of Humanities' Students Executive Board and Faculty of Humanities' Student Senate
    a. Faculty of Humanities' Students Executive Board
    b. Faculty of Humanities' Student Senate
2. Student Association
    a. KMSI (Keluarga Mahasiswa Sastra Indonesia)
    b. Himawari (HMPS Bahasa dan Kebudayaan Jepang)
    c. HMPS Ilpus
    d. HM Sejarah
    e. Kawan (Keluarga Mahasiswa Antropologi Sosial)
    f. EDSA (English Departement Student Association)
3. Spiritual Student Activity Units
    a. Kharisma
    b. PMK
    c. PRMK

4. Other Student Activity Units
    a. Emka
    b. GBA
    c. WMS
    d. KGS
    e. Matrapala
    f. Hayam Wuruk
    g. Sport Student Activity Unit
5. BSO
    a. Kovi
    b. Rotasi (Javanese Dance, Balinese Dance, Saman Dance)
    c. DVG
    d. Korin
6. Community
    a. Unitd

E. Students Activities

Broadly speaking, the students' activities in the Faculty of Humanities can be categorized as follows:

1. Intracurricular Activity

    The intracurricular activity is an education activity which is structured, scheduled, and has a load of course credits. This activity includes lectures, examination, field study, Community Service Program, and arranging thesis.

2. Extracurricular Activity

    The extracurricular activity is a student activity which completes the intracurricular activity in term to realize the purpose of national education, and can be done inside, or outside the campus without the load of course credits. This activity includes fields below:

    a. Reasoning and Science

        The primary need of students to develop their logical thinking and their insight can be fulfilled in accordance with their main task as a student who is studying in the university. This primary need can be fulfilled by the intracurricular activity, and completed by logical thinking and scholarly activities, such as: general stadium, seminar, symposium, workshop, scientific work competition, and lots of training.

b. Interests and Talent/Hobby

The primary need of students to develop their interest and talents/hobbies, in order to improve their skill, art appreciation, or for body' health and spiritually can be fulfilled through the sports activity (UPK Olahraga). Art (EMKA and WMS), campus news publication (Hayam Wuruk), plan, spiritual (KMMS, PRMK, PMK), student regiment (Menwa), nature lover literature student (Matrapala), and so on, and so forth.

c. Student Welfare

Students' primary needs to complete their prosperity so it would be possible for them to finish the study program on time, with excellent result, can be fulfilled by giving scholarship, providing place of worship, spiritual activity, and students consultation, and etc.

d. Students social service

The primary need is in the context of development and self-actualization, also channeling students' aspirations which can be fulfilled through the students' social service activity, and devotion towards the community such as, counseling, public service, blood donors, and etc.

F. Scholarship for Students in the Faculty of Humanities

1. Purpose and objectives

Scholarship giving by the government and several companies is an effort that has purpose and objectives:

a. Equal opportunity for study for every student who is an achiever, but economically incapable/ underprivileged;
b. Encouraging and maintaining students' learning spirit, so they would be able to achieve their performance and to finish their study;
c. Encouraging students in competing to reach the highest academic achievement, so the potential human resources would not be fruitless.

2. Target

Scholarship from any source and in general would be directed towards all of the bachelors' degree, Diploma 4, and Diploma 3 who meet the determined requirements by the scholarship giver. Students who become the target is prioritized for those who come from underprivileged

families and their social economy status is incapable by attaching the SKTM, students who have achievement (national and international), and registered as active students.

3. Requirements

To be able to obtain the scholarship in Diponegoro University, must fulfill the general requirements and the particular requirements. The requirements are:

a. General Requirements

1) Registered as an active student in the Faculty of Humanities, and not in their course leave, or still on their academic penalty.
2) Fill out the scholarship application form (can be downloaded in the di https://kesma-fib- undip.blogspot.com);
3) Active students can be proved by study plan photocopy and approved by the authorized officer;
4) Study Result Card is validated by the authorized officer.
5) Prioritize for the students who come from the underprivileged families.
6) Not receiving any scholarship;
7) Physically and spiritually healthy;
8) Submitting the Study Result Card from the first semester until the last semester;
9) Submitting the Student ID Card and Identity Card;
10) Submitting the proof of parents' income for students' parents who work in the formal sector and for students who come from the underprivileged families must hand the Letter of Incapacity;
11) Photocopy of Student ID Card;
12) Photocopy of electrical bills and Municipal Waterworks for the last two months;
13) Photocopy of Family Card;
14) Photo in the size of 3x4cm as much as two pieces,
15) Making the student creativity activity (the guidance can be downloaded in the kesma-fib-undip.blogspot.com)

b. Particular Requirements

The particular requirements for scholarship are diverse depending on the scholarship given. Such as:

1. STTB and UAN SMU/ of the same degree (for the first semester students);
2. Identification photo in the size of 3x4cm as much as 2 pieces;
3. Recommendation letter from the Vice Dean of Academic and Students Affairs;
4. Photocopy of report card from the 11th grade and the 12th grade and legalized by the principal;

5. Indonesian Police Certificates from the police; and
6. Drug free certificate from the doctor;

4. Scholarship discontinuation

Scholarship can be discontinued because of:

a. Students who receive the scholarship have graduated;
b. Students' achievement has decreased;
c. Not submitting the scholarship extension/ resigning;
d. Have entered the 7th semester for students in the bachelor degree;
e. Have entered the 6th semester for students in the Diploma 3;
f. Have passed away;
g. Have worked/married;
h. Still on course leave, or academic penalty;
i. Not reporting the study progress/ semester like what has already been determined from the scholarship giver.
5. Student's activities which is held by the students affairs of Faculty of Humanities:
a. Student Research Grant;
b. Student Essay Competition;
c. Student Literature Work Competition;
d. Most Outstanding Student Election (Mawapres);
e. LPK and LPJ Arrangement Training for Student;
f. Devotion towards the Community' Proposal Arrangement Training, etc.

CHAPTER VI

DEVELOPMENT AND COOPERATION

A. Regulatory Basis and Procedure Manual

Development and cooperation are crucial for institutions to achieve advancement. This sector consists of a development sub-sector and a cooperation sub-sector. The development sub-sector is related to the preparation of a blueprint regarding future institutional development. Due to the importance of development, FIB has taken some action, such as the preparation of the FIB 2020-2024 strategic plan document, the recast of the SOTK (Organizational Structure and Work Procedures of FIB), which places RGA (Revenue Generating Activities) units as an essential element in the institution and refinement of faculty forms in preparation for accreditation of various departments at FIB Undip. It is stated in the Dean's Decree no. 61/un7.5.6.2/hk/2020.

The cooperation sub-sector is also a crucial sector. Many students are involved in the collaboration initiated by FIB, thereby increasing their experience in education, research, and networking national and international. Moreover, if this is related to the Undip spirit to become an excellent research university with an international reputation, cooperation has a very strategic position. Cooperation with various relevant institutions will further spur the popularity of FIB, improve the quality of lecturers in teaching and research, and expand networks, which in turn will also spur the improvement of the quality of students and graduates.

Cooperation activities aim to improve and develop the ability of the parties to carry out the *tri dharma* of higher education. In developing cooperation, FIB is guided by the regulations set by the university regarding guidelines for cooperation with other institutions. The scope of cooperation can cover aspects of education, research, community service, and university management. Undip provides vast opportunities regarding activities that can be collaborated in management contracts, credit transfer systems, lecturer and student exchanges, joint publications, joint seminars, and various other forms of cooperation deemed necessary.

Cooperation must be stated in the cooperation agreement and plan of operation. The cooperation agreement document is signed by the rector and the cooperation partner, following the applicable regulations. In contrast, the cooperation operation document can be signed by the rector and the dean, the dean of the postgraduate program, or the institution's head. In this case, the faculty also acts as an element of implementing academic cooperation.

At this time, in line with the development and cooperation with partners, the university still holds the authority to sign the MoU-level cooperation document (Memorandum of Understanding). Meanwhile, suppose there is no MoU signed by the Rector, even though there is an urgency for the faculty to cooperate with specific agencies. In that case, the dean is authorized to sign a cooperation agreement with officials of the same level. It is done to anticipate swift cooperation in the community.

At this time, the university also provides a vast opportunity for faculties to expand cooperation. In this case, the university only provides signs regarding the feasibility of prospective partners who will collaborate, such as a) clarity of legal status, b) suitable track record/qualification, c) strategic value; reliable management support, d) good faith, e) compatibility in aspirations, f) goals and interests, g) compatibility in cultural aspects of potential partners, h) availability of resources from potential partners, i) exemplary commitment and willingness to trust each other, j) willingness to take risks as a result of the legal consequences of a cooperation agreement, k) willingness and ease of exchanging and sharing information, l) the value of synergy that can be built from cooperation, m) agreement on regulations and policies used for the implementation of cooperation.

Because the initiator of this collaboration is open to lecturers as individuals and study programs as institutions, it is necessary to know the steps for initiating a collaboration. First, the initiator discusses with the department about the cooperation plan. In terms of cooperation related to RGA, the initiator discusses with the head of the relevant FIB service unit. Furthermore, the initiator, the department head, and/or the head of the service unit discuss with the deputy dean of resources. Furthermore, academic and student cooperation activities will be under the responsibility of the vice dean of academics and student affairs. In addition to cooperation in the RGA raising and academic cooperation, other cooperation in the field of research and innovation will be under the coordination of the vice dean of academics and student affairs. In the next step, after the initiator discusses with the vice deans the type of cooperation they want to establish, a cooperation proposal will be submitted to the vice-rector according to the field of cooperation to be built. The next step is the vice-rector, who will determine whether or not the cooperation initiation proposal can be executed. If the vice-rector agrees, steps will be taken to carry out the signing of the cooperation agreement. Furthermore, the vice-rector creates an archive/scan of the cooperation script and announces/distributes the manuscript to all relevant internal units in Undip to maximize utilization. The faculty needs to make sure that the signing of the Mou by the Rector and the signing of the Plan of Operation (PoO) by the dean can run simultaneously. If this cannot be done, the PoO signing can be carried out at the next step between the dean and the partner officials at the same level.

The proposal preparation must consider cooperation requirements contained in the university regulations and the rector's decree on cooperation. The description includes (1) the dean's cover letter. (2) a proposal (softcopy or hardcopy) consisting of (2a) a cooperation proposal form available in the cooperation section and (2b) data and profiles of potential partners, (2c) a checklist form for analysis and assessment of the feasibility of prospective partners, (2d) a draft cooperation agreement (MoU). (2e) other documents according to Dikti requirements, if related to degree programs (joint degree, double degree, and others).

B. Cooperation

The Faculty of Humanities, Diponegoro University (FIB Undip), has collaborated with various educational institutions domestically and abroad, as well as government and private agencies. Domestic cooperation has been established with 73 agencies, from educational institutions, government agencies, and industry. Cooperation with educational institutions is generally related to the tri dharma activities of higher education (education, research, and community service).

Government agencies that collaborate with FIB Undip include The coordinating Ministry for the Economy, Ministry of Fisheries and Marine Affairs, National Library of the Republic of Indonesia, National Archives of the Republic of Indonesia (ANRI), Geospatial Information Agency, Deputy for Political Affairs, Secretariat of the Vice President, YPL-PT PGRI Central Java, Central Java Provincial Government, Magelang Regency Government, Tegal, Pekalongan, Kendal, Jepara, Rembang, Central Java Health Office, Central Java Regional Archives Agency, Ministry of Foreign Affairs Research and Development Agency RI, Ministry of Tourism and Creative Economy, Language Association of Central Java, and the Center for Curriculum and Books of the Ministry of Education and Culture. These collaborative activities with government agencies include research, community service, seminars, sending employees of these government agencies to continue their studies, assistance for teaching staff (practitioners), and use of library facilities as well as facilitation for diploma student internships.

Cooperation with the coordinating ministry for the economy and the ministry of fisheries and marine affairs covers especially the fields of research and community service as well as expert assistance. Some activities include research and empowerment of salt communities on the north coast of Java and in various salt centers in Indonesia. In addition, by collaborating with the TNI Navy Headquarters, FIB Undip was also facilitated, especially in research and community service and field lectures for students. Several joint seminars were also conducted with a broader collaboration format, namely with the Deputy for Agriculture and Marine Coordination, the Coordinating Ministry for Economic Affairs of the Republic of Indonesia, and the Salt Cluster of the Industry and Trade Office of Central Java by holding a national workshop with the theme "Strategy for the Development of People's Salt Business. Based on Sociocultural Values to Realize National Salt Self-Sufficiency".

Cooperation with industry is established with several private institutions such as CV Diana Ria Enterprise, which is engaged in culture, Rasika Group Media Network in broadcasting, Djarum Foundation (Djarum Foundation), which is a non-profit organization and helps Undip FIB in building a language laboratory, Siki Bali Foundation, which holding English language training, PT Cargill, which accommodates the implementation of community service through Corporate Social Responsibility (CSR) activities, J Test, which is a Japanese language test institution so that it can be used to test the competence of students of Japanese literature and culture department, as well as other private institutions.

The cooperation within the country and abroad are as follows:

Domestic cooperation

No.	Agency	Period	
		Start	Expire
(1)	(2)	(4)	(5)
1	National Archives of the Republic of Indonesia	2012	2018
2	Central Java Regional Archives and Libraries	2014	2019
3	Geospatial Information Agency	2013	2018
4	YPL-PT PGRI Central Java and the Department of Education and Culture of Central Java	2012	2017
5	Arsari Foundation	2013	2018
6	Faculty of Cultural Sciences, Dian Nusawantoro University	2018	2022
7	Memorandum of Understanding between FIB Undip and PDII-LIPI	2012	2017

	(The Dean of FIB Undip)		
8	History MGMP Regencies throughout Central Java	2015	2020
9	History MSI Regencies throughout Central Java		
10	Rembang Regency Government	2013	2018
11	Demak Regency Government	2013	2018
12	Salt Farmers Cooperative in Kedung Mutih Demak	2014	2018
14	Salt Farmers Cooperative in Rembang	2015	2020
14	Salt Farmers Cooperative in Jepara	2015	2020
15	Ronggowarsito Central Java Museum	2015	2020
16	Dian Nuswantoro University Library	2019	2021
17	FIB Unibraw	2019	2024
18	Japanese Language Department UMY	2019	2024
19	Undip Library UPT	2019	2024
20	Presidential Museum II Balai Kirti	2019	2024
21	FIB UNS	2019	2024
22	FIB Udayana	2019	2024
23	FIB Unhas	2019	2024
24	Dharma Bakti Lestari Foundation	2019	2024
25	Biyung Pralodho	2019	2024
26	IP At Tohari Junior High School	2019	2024
27	FIB Unsoed	2019	2024
28	FIB Untag	2019	2024
29	FIS USM	2019	2024
30	Language UPT Polines	2019	2024
31	FBS Unimus	2019	2024
32	FBIK Unissula	2019	2024
33	Police Academy	2020	2021
34	LPDP	2020	2024
35	Semarang Education Office	2019	2021
36	Futuhiyyah Alumni Student Communication Forum (Fokmaf)	2020	Unlimited
37	Nusantara Tour	2020	2021
38	Indonesia Center for Sustainable Development (ICSD)	2018	2023
39	Central Java Traditional Media Communication Forum	2018	2023
40	Bank Mandiri	2019	2021

Foreign cooperation

No.	Agency	Period	
		Start	Expire
(1)	(2)	(4)	(5)
1	Nagoya University	2011	Unlimited
2	Corts Foundation	2013	2014
3	Faculty of Humanities Hamburg University	2012	2017
4	Hankuk University of Foreign Studies	2018	2019
5	College of Humanities and Social Sciences Asia University	2018	2019
6	Blanc Partners Co. Ltd	2018	2019
7	Japan Foundation	2019	2020
8	Korea International Cooperation Agency (Koica)	2019	2020
9	College of Liberal Arts, National Cheng Kung University	2019	2024
10	Department of Japanese Language and Culture, College of Arts, Tunghai University	2019	2024
11	Universiti Tun Hussein Onn, Malaysia (UTHM)	2019	2020
12	School of International Letters and Cultures, Arizona State University (ASU)	2019	2024
13	James Cook University	2019	2024