



UNIVERSITAS
GADJAH MADA



2025

International Exposure Program Guideline

Civil and Environmental Engineering Department
Faculty of Engineering
Universitas Gadjah Mada

ceed.iup@ugm.ac.id

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Get to Know CEED FoE UGM



CEED

 known as Civil

and Environmental Engineering Department at UGM is one of Indonesia's oldest and most prestigious engineering schools, with a legacy that dates back to the revolutionary era of the nation's independence. Evolving from the Technische Hoogeschool during Dutch colonial rule in 1920 to 1945, CEED has played a crucial role in shaping the country's engineering education, transitioning through historic milestones, and becoming part of Universitas Gadjah Mada (UGM), which is ranked 239th in the QS World University Rankings, solidifying its position as one of the top institutions in the region.

Vision:

Becoming an institution of international higher education in the field of civil engineering and producing graduates who are reliable and moral, professional, competent, innovative to raise people's welfare.

Missions:

1. Providing education to prepare reliable, ethical, competent, and professional experts in the field of civil engineering
2. Conducting research that supports the education and scientific advancement, infrastructure technology, especially during planning, design, execution, operation, and maintenance.
3. Organizing community services by involving all elements of the civitas academia and empowering stakeholder participation..
4. Enhancing the study program management as transparent, accountable, and able to encourage the academic community performance as well as to continuously cooperate with educational & research institutions, government, business, and the community, towards an international leading
5. Enhancing the study program management to be transparent, accountable, and capable of promoting achievements within the civitas academia, while continuously

collaborating with educational and research institutions, government, industry, and the community to become a leading international institution.

Study program accreditation

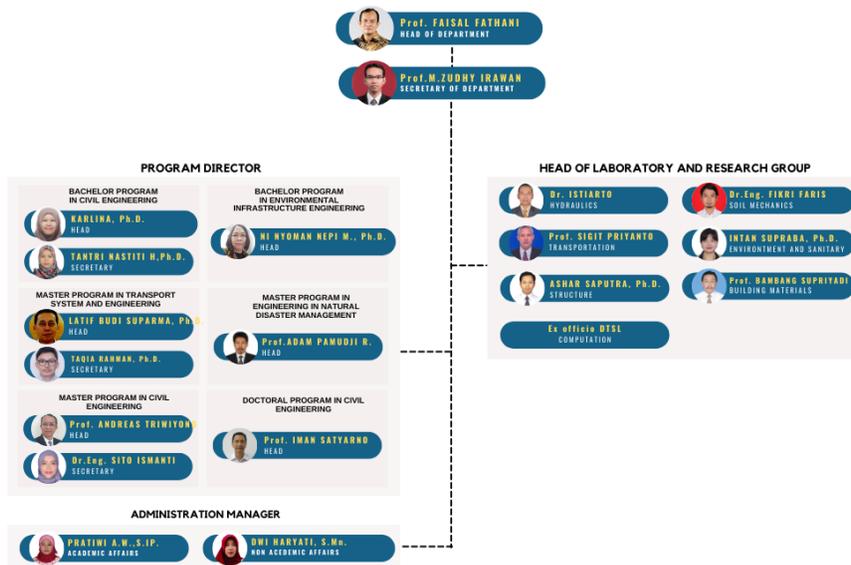
We have a total student body of 1,278, with approximately 50% enrolled in the Civil Engineering Undergraduate Program. The program is accredited internationally by the Indonesia Accreditation Board for Engineering Education (IABEE). IABEE has been a full signatory for Indonesia under the Washington Accord (2022) and the Seoul Accord (2024). Nationally, the program is accredited by the Board of National Accreditation for Higher Education (BAN-PT).



Lecturer and field of expertise

Supported by 24 professors, 33 doctorate holders, 10 master-level lecturers, and 49 administrative staff, CEED offers robust academic support. It specializes in seven fields of expertise: Structural Engineering, Hydraulics, Geotechnical Engineering, Transportation Engineering, Environmental Engineering, and Construction Management, ensuring comprehensive academic and professional training for its students.

Our team



Program overview: IE Outbound Program

The IE Outbound Program offers students the chance to spend one or two semesters at partner universities abroad. Participants can take regular semester courses with the opportunity to transfer credits.

There are several types of IE Outbound Program as follows:

1. Double-degree Program

This scheme allows students to obtain two undergraduate degrees—one from UGM and one from a partner university. The student must do at least one final defense, either in UGM or partner university. It requires credit transfer for all courses, with conditions on course equivalency (matching credit load and program objectives). Students will complete 3 years in Indonesia and 1 year abroad (2 semesters).

2. Student Exchange Program

This program allows credit transfer with conditions on course credit and program educational objectives. It offers two study options: 3 years in Indonesia and 1 year abroad, or 3.5 years in Indonesia and 0.5 years abroad, but it does not result in obtaining second degree.

3. Short Program

The short course lasts 2-4 weeks. Student exposes to international atmosphere through projects with a partner institution, as well as site visits and excursions. Short course does not result in obtaining second degree. However, the student will get a certificate of completion.

4. Internship

The student is allowed to undertake this scheme as long as he/she has been accepted to take internship in an international company which is located abroad. The duration of the internship can be up to 6 months.

Dual-degree Program

Overview

The dual degree program allows CEED FoE UGM students to earn an S.T. (Sarjana Teknik) degree from UGM and either an Ing. (Ingenieur) or B.Eng. (Bachelor of Engineering) degree from the host university, depending on the program. The program typically takes one year to complete

Students are required to complete a minimum of 128 credits, which typically includes six semesters at UGM. Please note that Community Service (Kuliah Kerja Nyata) is mandatory to obtain a bachelor's degree from UGM as it enables students to contribute to community by sharing knowledge and experience gained at the university.

During the first semester at the host university, students are required to complete courses by aligning elective courses, capstone design courses, and internship courses with equivalent courses offered by the host university. This alignment ensures the eligibility of credit transfers. Additionally, students must write a bachelor's thesis and pass a comprehensive examination to meet the requirements for their S.T. degree from UGM. The comprehensive examination can be conducted at the host university and credited directly to UGM without the need for additional examinations at UGM.

Semester	1	2	3	4	5	6	Interim	7	8
Place of study	CEED FoE UGM						Host university		
Credits	22	22	20	20	20	20	4	12	5
Cumulative credits	22	44	64	84	104	124	128	140	145
Type of courses	Core courses	Core courses	Core courses	Core courses	Core courses	Core courses	Community service (KKN)	Elective courses, capstone design course, & internship	Final project & thesis defense
IE Program					Application preparation	Application	Pre-departure preparation	Host university	

Eligibility

To participate in the dual degree program, students must meet the following requirements:

1. Enrolled as an active undergraduate student of CEED FoE UGM
2. Have completed at least five or six semesters in CEED FoE UGM
3. Have a cumulative GPA of minimum 3.0 (out of 4.0)
4. Have completed at least 104 credits (equivalent to five semesters) at CEED FoE UGM during the application process and a minimum of 128 credits before departure.
5. For Dual-Degree Program, the students are required to complete a Community Service (Kuliah Kerja Nyata) before departure.

6. Have good English proficiency TOEFL iBT – 78, IELTS – 6.0. Students must also check and adjust to the specific TOEFL or IELTS score requirements set by the host university, as these may vary.
7. Nominated by the home university

Notes

In the event that a student fails to complete the dual degree program at a host university due to unforeseen circumstances, they must return to CEED FoE UGM to complete the remaining courses. In such cases, students will only earn a Sarjana Teknik (S.T.) degree from CEED FoE UGM. Courses taken at the partner university will be transferred to UGM, provided they meet the minimum grade requirement equivalent to C.

Exchange Program

Overview

The exchange program offers CEED FoE UGM students the opportunity to study abroad for one semester at a partner university, gaining valuable international experience. This program enables students to transfer credits from the host university to CEED FoE UGM, ensuring academic progress remains aligned across institutions.

The exchange program can be conducted during the odd semester (Semester 5) or the even semester (Semester 6). While at the host university, students will enroll in core or elective courses or participate in internships, depending on what is offered by the host institution. Upon returning to CEED FoE UGM, students will complete the credit transfer process and continue their studies in the subsequent semester at UGM.

1st scheme

Semester	1	2	3	4	5	6	Interim	7	8
Place of study	CEED FoE UGM				Host university	CEED FoE UGM			
Credits	22	22	20	20	20	20	4	12	5
Cumulative credits	22	44	64	84	104	124	128	140	145
Type of courses	Core courses	Core courses	Core courses	Core courses	Core/elective courses or internship	Core courses	Community service (KKN)	Elective courses, capstone design course, & internship	Undergrad thesis & thesis defense
Timeline			Application preparation	Application	Host university				

2nd scheme

Semester	1	2	3	4	5	6	Interim	7	8
Place of study	CEED FoE UGM				Host university	CEED FoE UGM			
Credits	22	22	20	20	20	20	4	12	5
Cumulative credits	22	44	64	84	104	124	128	140	145
Type of courses	Core courses	Core courses	Core courses	Core courses	Core courses	Core/elective courses or internship	Community service (KKN)	Elective courses, capstone design course, & internship	Undergrad thesis & thesis defense
Timeline				Application preparation	Application	Host university			

3rd scheme

Semester	1	2	3	4	5	6	Interim	7	8
Place of study	CEED FoE UGM						Host university	Host university	
Credits	22	22	20	20	20	20	4	12	5
Cumulative credits	22	44	64	84	104	124	128	140	145
Type of courses	Core courses	Core courses	Core courses	Core courses	Core courses	Core courses	Community service (KKN)	Elective courses, capstone design course, & internship	Undergrad thesis & thesis defense*)
Timeline					Application preparation	Application	Pre-departure preparation	Host university	

Scheme 1: Host University in Semester 5

Under this scheme, students will complete their first four semesters of study at CEED FoE UGM, focusing on core courses to build foundational knowledge. During Semester 5, students will study at the host university, taking core or elective courses or participating in internships, depending on the host university's offerings. Upon returning to UGM for Semester 6, students will continue their academic journey by completing core courses and fulfilling their degree requirements. This scheme provides early exposure to international academic and cultural environments while maintaining academic continuity.

Scheme 2: Host University in Semester 6

In this scheme, students will complete five semesters of study at CEED FoE UGM, covering both core and elective courses, before spending Semester 6 at the host university. While abroad, students will focus on core or elective courses and internships offered by the host university. Upon returning to UGM, students will undertake Community Service (Kuliah Kerja Nyata) during the interim semester and proceed with elective courses, capstone design courses, and internships in Semester 7. This scheme allows students to integrate their international experience with their ongoing studies at UGM.

Scheme 3: Host University in Semester 7 & 8

This scheme allows students to spend the first six semesters at CEED FoE UGM, completing core courses and/or internships. In Semesters 7 and 8, students study at the host university, focusing on elective courses, capstone design courses, and/or internships, while also finalizing their undergraduate thesis. The undergraduate thesis defense can be conducted at Semester 8, either online while still at the host university or upon returning to Indonesia. This scheme offers an immersive international experience during the final stages of the undergraduate program.

Eligibility

To participate in the dual degree program, students must meet the following requirements:

1. Enrolled as an active undergraduate student of CEED FoE UGM
2. Have completed at least three or five semesters in CEED FoE UGM
3. Have a cumulative GPA of minimum 3.0 (out of 4.0)
4. Credit completion requirements:
 - For exchange programs during the odd semester (Semester 5), students must have completed at least 64 credits (equivalent to three semesters) at CEED FoE UGM during the application process and a minimum of 84 credits before departure.
 - For exchange programs during the even semester (Semester 6): students must have completed at least 84 credits (equivalent to five semesters) at CEED FoE UGM during the application process and a minimum of 104 credits before departure.
5. Have good English proficiency TOEFL iBT – 78, IELTS – 6.0
6. Nominated by the home university

Application Process & Documents

Required documents

Students must prepare and submit the following documents as part of the application process:

1. Curriculum Vitae^{*)}
2. Application form as follows^{*)}
 - IEP-01 Application Form: This form is used by students to officially apply for the International Exposure Program, specifying their selected program and preferred host universities.
 - IEP-02 Commitment Letter: This form serves as a declaration of the student's commitment to adhere to all regulations and complete the International Exposure Program responsibly.
 - IEP-03 Application for Credit Transfer: This form facilitates the credit transfer process by detailing the equivalency of courses between CEED FoE UGM and the host university.
3. English proficiency certificate (IELTS/TOEFL-iBT)
4. Academic transcript in English.
5. Copy of Indonesian Identity Card (KTP).
6. Copy of passport^{**)}

^{*)} Template documents can be found at think link

^{**)} If students do not yet have a passport, they can apply for one through the UGM Immigration Office Unit via <https://oia.ugm.ac.id/2022/03/21/pasporugm/>

Application process

1

Explore options and plan your application

- Research partner universities, program offerings, and available program..
- Consult with the IEP team to discuss your options and receive guidance. The consultation includes completing a IEP-01 to IEP-03 form to align courses at UGM with those offered by the host university.

2

Prepare and submit your application

- Gather all required documents.
- Apply through the system and upload the required documents here: <http://ugm.id/CEEDIEPApplication>
- Choose two host universities based on your priorities and preferences

3

Undergo the selection process

- Applications will go through an administrative selection process.
- If shortlisted, participate in an interview as part of the final selection.
- Receive confirmation of acceptance through the final announcement
-

4 Complete host university requirements

- Fill out the host university's application form as instructed.
- The IE Team will submit your nomination to the host university.
- Receive an offer letter.

5 Prepare for departure

- Complete pre-departure tasks, such as visa applications or travel arrangements.

Notes

The double-degree admission process should be completed before the host university's enrollment period is ended, or the students will join a dual degree program in the corresponding admission term of the partner university

Host university

CEED has established partnerships with 24 universities across 13 countries and is continuously working to expand its global network. These collaborations provide valuable opportunities for students to engage in international exposure programs, fostering academic and cultural exchange while strengthening the department's commitment to producing globally competent engineers.



Which host university is right for me?

Choosing a host university is a personal decision that depends on what you wish to gain from the experience. To help you make an informed choice, here are some steps and factors to consider:

1. Conduct thorough research

- Begin by exploring our current outbound opportunities and the websites of potential host universities.
- Review feedback from previous students to gain insights into their experiences at these universities.

2. Key factors to consider

Keep in mind that each host university has its own specific requirements. Pay close attention to the following factors:

- Minimum CGPA requirement
- Restrictions on year of study
- Courses offered and the possibility to transfer credits
- English language requirements
- Medium of instruction at the host institution
- Academic calendar

3. Helpful resources

- Visit the host university's website for detailed information about their programs, courses, and student life.
- Use this information to align your preferences and goals with the opportunities offered by your chosen host university and country.

Post-program

Transfer credit policies

Objectives

The credit transfer process ensures that the credit and grade values of courses completed by students during the International Exposure Program (IEP) are equivalent to those at CEED FoE UGM. This process involves an evaluation based on credit and grade conversion standards, along with course syllabi, to facilitate the formal recognition and documentation of students' academic accomplishments in their official academic transcripts

General Policies

1. Grades obtained in courses taken at the host university will be converted and recognized in the CEED FoE UGM transcript as they are, based on credit adjustment.
2. Courses taken at the host university through the dual degree or student exchange programs prioritize fulfilling mandatory courses required for graduation from CEED FoE UGM.
3. Courses equivalent to those already taken at CEED FoE UGM cannot be retaken at the partner university.

Specific Policies for Double-Degree Program:

1. Students must meet the minimum credit requirements to graduate from CEED FoE UGM.

Courses	Credit
Core course	125
Elective course	6
Capstone design	4
Internship	2
Community service (KKN)	4
Thesis	4
Total	145

2. Converted credits exceeding the minimum graduation requirement may still be recognized and recorded in the transcript based on the student's request and approval from the Program Director. These credits will also contribute to the calculation of the Cumulative GPA.

Credit Conversion Guidelines

The credit conversion process follows the UMAP Credit Transfer System (UCTS), utilized by member countries of UMAP (University Mobility in Asia and the Pacific), of which Universitas Gadjah Mada is a participating member. Based on a student workload equivalent to 45 hours, this system standardizes various regional and national credit systems into the UGM Credit System (SKS). The guidelines also draw from official frameworks such as the European Commission's European Education Area, the Quality Assurance Agency for

Higher Education (QAA) in the United Kingdom, the Australian Government Department of Education and Training, and the policies of CEED FoE UGM’s partner universities.

Country/ Region	Credit system	Credit system at UGM ^{*)}
Asia	1 credit	1 credit
USA	1 credit	1 credit
European (ECTS)	1 ECTS	0.67 credit
UK (CATS)	1 CATS	0.33 credit
Australia	1 point	0.4 credit

*) Notes on decimal conversion:

For credits with decimal values, rounding up is applied if the decimal is ≥ 0.50 .

Examples include:

- 3.67 SKS is rounded to 4 SKS.
- 3.45 SKS is rounded to 3 SKS.

1. Australia

Scale	Grade Structure	CEED FoE UGM
80-100	A	A
75-79	B	A-
70-74	B1	B+
65-69	B2	B
50-64	C	C
0-49	D	Fail

Local Grade	Description	CEED FoE UGM
7	High Distinction	A
6	Distinction	A-
5	Credit	B
4	Pass	C
3, 2, 1	Fail	Fail

2. European Credit Transfer System (ECTS)

Description	Scale	CEED FoE UGM
EXCELLENT - Outstanding performance with only minor errors	A	A
VERY GOOD - above the average standard but with some errors	B	A-
GOOD - generally sound work with a number of notable errors	C	B+
SATISFACTORY - fair but with significant shortcomings	D	B
FAIL - some more work required before the credit can be awarded	E	C
FAIL - considerable further work is required	FX	Fail

Tuition Fee and Living Cost

Tuition

1. Tuition fees and living costs at each partner university may vary. Please refer to Appendix 2: Host University for detailed information.
2. In addition to paying tuition fees at the host university, students are required to pay an administration fee of Rp 7,500,000 per semester to UGM. Alternatively, for selected partner universities, students can opt to pay a fixed tuition fee of Rp 30,000,000 per semester to UGM.

Scholarship

Scholarship Availability

The availability of scholarships varies depending on the host university. For specific details about scholarships offered by each host university, please refer to Appendix 2: Host University.

UGM Scholarship Resources

In addition, students are encouraged to explore scholarship opportunities provided for UGM students. For updated information on available scholarships, please visit the official UGM scholarship page at <https://oia.ugm.ac.id/category/scholarship/>.

Contact us

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GADJAH MADA



Appendix 1: Form

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**APPLICATION FORM
 FOR INTERNATIONAL EXPOSURE PROGRAM**

As a Bachelor's student enrolled in the Civil Engineering Engineering Program, Department of Civil and Environmental Engineering, Faculty of Engineering, Universitas Gadjah Mada, I hereby apply for participation in the International Exposure Program.:

Name :
 Student ID :
 Address :
 Phone number :
 e-mail :
 Number of credits :
 GPA :
 Number of D grades : credits
 Semester during IEP application :

I would like to apply for the following program (please select one):

- Double-degree Program
 Option 1:
 Option 2:

- Exchange Program
 Option 1:
 Option 2:

- Short-term Program
 Option 1:
 Option 2:

- Internship Program
 Option 1:
 Option 2:

By signing this form, I, as the applicant, **agree and commit** to completing the International Exposure Program in compliance with all applicable regulations.

Approved by,
 Academic Advisor,

Yogyakarta,
 Applicant,

[Name]
 [Employee ID]

[Student name]
 [Student ID]



**COMMITMENT LETTER
FOR THE INTERNATIONAL EXPOSURE PROGRAM**

I, the undersign

Name :
Student ID :
Address :
Phone number :
e-mail :
Number of credits :
GPA :
Number of D grades : credits
Semester during IEP application :

who apply for Double-degree / Exchange Program / Short-term Program / Internship Program; hereby declare that if I am accepted as a participant in the International Exposure Program (IEP), I:

1. Commit to completing the International Exposure Program in its entirety by adhering to the applicable regulations
2. Will comply with all laws, regulations, and social norms applicable in Indonesia and the host country.

This statement is made truthfully and without coercion from any party.

Acknowledged by

Yogyakarta,
Applicant,

[Parents/guardian]

[Student name]
[Student ID]



APPLICATION FOR CREDIT TRANSFER

I, the undersign

Name :
 Student ID :
 Phone number :
 e-mail :
 Semester during IEP application :

who apply for Double-degree / Exchange Program / Short-term Program / Internship Program; hereby request for credit for International Exposure Program (IEP) as follows:

Transfer credit plan for **Option 1, Host University** :
 Type of credit at Host University : credit (USA) / ECTS (European) / CATS (UK) / point (Australia)

No.	Courses at CEED				Courses at Host University			
	Code ^{*)}	ToC ^{**)}	Credit ^{*)}	Course name	Code	ToC	Credit	Course name
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								

^{*)} Make sure to fill in the course code based on the SIMASTER application.

^{**)} Type of Course: C = Core Course, E = Elective Course.

--	--

Transfer credit plan for **Option 2, Host University** :

Type of credit at Host University : credit (USA) / ECTS (European) / CATS (UK) / point (Australia)

No.	Courses at CEED				Courses at Host University			
	Code ^{*)}	ToC ^{**)}	Credit ^{*)}	Course name	Code	ToC	Credit	Course name
11.								
12.								
13.								
14.								
15.								
16.								
17.								
18.								
19.								
20.								

^{*)} Make sure to fill in the course code based on the SIMASTER application.

^{**)} Type of Course: C = Core Course, E = Elective Course.

Director of
Civil Engineering Undergraduate Program,

Academic Advisor,

Students,

[Name]
[Employee ID]

[Name]
[Employee ID]

[Student name]
[Student ID]



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Appendix 2: List of Host University

ceed.iup@ugm.ac.id





Requirements

1. Complete the first 2 years of study at CEED FoE UGM

Program	GPA	Requirements
Dual-Degree program	3.00	<ul style="list-style-type: none"> • Minimum 128 credits (6 semester)

2. Language proficiency, IELTS: 6.0

Expenses (per December 2024)

1. Package fee € 14.222 (paid before July 1st):
 - a. Tuition fee: €8.600/year paid to Saxion University
 - b. Scholarship (deduction): € 1,720
 - c. Housing costs for 1 (academic) year € 5,933; Housing deposit € 500
 - d. Visa & immigration fees € 228; Insurance € 681
2. Extra cost € 5,500:
 - a. Living cost approximately €400 per month
 - b. Flight to NL €700
3. Rp.7.500.000/semester: Student enrollment fee paid to CEED FoE UGM

Duration, Courses, and Degree

1. Student will spend a year studying at Saxion University for the dual degree program
2. Students must complete 60 ECTS within 2 semesters of study at Saxion University
3. Bachelor thesis will be done at Saxion University in the second semester
4. Degree awarded by EUR is Bachelor of Science (B.Sc.)

Further information

Please check: <http://ugm.id/CEEDSaxion2025>





THE UNIVERSITY OF
MELBOURNE



The University of Melbourne

One-year student exchange program

Program available & requirements

1. Complete the first 3 years of study at CEED FoE UGM

No.	Program	Requirements
1.	Student exchange	<ul style="list-style-type: none">• Minimum 128 credits (6 semester)

2. Language proficiency, IELTS: minimum 6.5 with no bands less than 6.0

Expenses

1. Tution fee paid to University of Melbourne
2. Rp7.500.000: Enrollment fee paid to CEED FoE UGM

Duration, Courses, and Degree

1. Student will spend 2 semester studying at University of Melbourne for exchange program.
2. The University of Melbourne Indonesia office will give assistance to CEED FoE students regarding the credits earned at CEED FoE UGM to be assessed at University of Melbourne. The course determination for each semester will be communicated between the study counselor at University of Melbourne and the students during the orientation days.
3. In Semesters 7 and 8, students study at the host university, focusing on elective courses, capstone design courses, and/or internships, while also finalizing their undergraduate thesis.
4. The undergraduate thesis defense can be conducted at Semester 8, either online while still at the host university or upon returning to Indonesia

Further information

Please check: <https://study.unimelb.edu.au/how-to-apply/international-exchange-and-study-abroad-applications>

