INDONESIAN VISA

Students and faculties’ mobility to other countries would need special attention on the visa and legal documents. Some of the services to support the arrangement regarding this matter would also be provided by International Office to simplify the process.

ENTRY REGULATIONS
In order to enter Indonesia, visa need to be obtained at the nearest Embassy/Consulate General of the Republic of Indonesia. To ensure a successful obtainment of visa, applicants will need to prepare supporting documents that can vary.

TYPES OF VISA
At the moment, Indonesian Immigration Office has not yet introduced student visa valid for the whole period of study as that of other countries. There are several types of visa:

1. **LIMITED STAY VISA**
The Limited Stay Visa is visa for a visit that is related to study, work and to other purposes such as investment, research, family unification, performance, sport, social activities, retired/senior citizen, etc. The Limited Stay Visa will be granted upon authorization from the Indonesian Immigration in Indonesia.

   This type of visa is highly recommended for international students who wish to participate in undergraduate, graduate and doctoral program at BINUS. The visa shall be valid for one year and could be extended and renewed annually (extension and renewal subject to national education department and immigration approval).

   To initiate and to expedite the process of the authorization for study purpose, it is advisable that the sponsor/individual/organization in Indonesia on behalf of applicants submit the request for the applicant’s authorization from the Ministry of Education and Culture & Directorate General of Immigration in Jakarta, Indonesia.

   In order to get these authorizations, international students must start processing the initial steps before their arrival.

   The requirements for Study Permit from the Ministry of Education and Culture of Republic of Indonesia:
   1. Letter of Recommendation from the Embassy/Consulate General of the Republic of Indonesia and/or applicants’ Embassy/Consulate General in Indonesia;
   2. Copy of valid passport. Expiration date of the passport must be at least 18 months at the date of entry into Indonesia;
   3. Curriculum Vitae;
   4. Copy of the highest academic qualification obtained;
   5. The Personal Statement Letter addressed to “To Whom It May Concern” and stating that applicant will obey the Indonesian regulations, and will not to work and/or involve into political issues during study period;
6. The Health Statement Letter granted by medical doctor and stating applicant is in a good health. Please be advised inoculation is recommended but not mandatory, and is required only if applicant had previously traveled to areas/ countries infected by yellow fever;

7. The Letter of Sponsorship or Financial Guarantee Statement Letter which proves that applicants have sufficient funds during study period;

8. Applicants under 18 years of age should attach a notarized copy of birth certificate. Notarized letter of consent signed by non-traveling parents/ guardian must be attached if the applicant under 18 years of age travels without the parents.

9. Four recent color photographs (size: 4 x 6 cm) on picture-quality papers with red background;

The result from this step would be Study Permit Letter from the Ministry of Education and Culture of Republic Indonesia.

The requirements for immigration authorization for study purpose from the Directorate General of Immigration of Republic of Indonesia:

1. Sponsor letter from sponsor/individual/organization in Indonesia confirming applicants qualifications and/or intended plan of travel qualify them for the visa they have applied. It is essential for sponsor/individual/organization in Indonesia should be able to demonstrate their legality details in Indonesia.

2. Study Permit Letter from the Ministry of Education and Culture of Republic Indonesia.

3. Copy of valid passport. Expiration date of the passport must be at least 18 months at the date of entry into Indonesia;

4. The Letter of Sponsorship or Financial Guarantee Statement Letter which proves that applicants have sufficient funds during study period.

The result from this step would be the authorization (TELEX) which will send to the Embassy /Consulate General of the Republic of Indonesia in designated country.

Please make sure that notification (pemberitahuan) of the authorization should be stated clearly. Once the authorization is already received by the Embassy of the Republic of Indonesia, applicants will need to drop off directly (by hand) at the Embassy/Consulate of the Republic of Indonesia. Also remember, original passport must contain at least one blank visa page. Check your passport for a blank visa page to avoid delay and inconvenience. Amendment and endorsement pages cannot be used for visa purposes.

The holder of the Limited Stay Visa is able to extend the visa and to obtain the temporary permit (KIMS/KITAS) once applicants arrive in Indonesia. The single/multiple exit and re-entry permit are able to obtain from the Immigration if the holder of the Limited Stay Visa is planning to exit and re-enter Indonesia within the period of valid stay permit.

2. VISIT VISA

There are several types of the Visit Visa, based on the purpose of visit:

1. Tourist Visa
2. Business Visa
3. Social Culture Visit Visa
Applicants should explain the purpose of travel by providing invitation letter from sponsor/individual/organization in Indonesia. They must demonstrate that their qualifications and/or intended plan of travel qualify them for the visa they have applied.

Please be advised this type of visa granted is usually for single entry, which means that applicants could only use the visa one time to enter Indonesia. This visa may issue for those who wants to visit Indonesia and stay longer than 60 days. The visa shall be valid for 60 days and could be extended monthly for not more than 4 (four) time consecutively. It means that this visa eligible for up to 6 months (extension subject to immigration approval). As matter as fact, this visa can be converted into Limited Stay Visa.

This type of visa (for social culture visit visa) is highly recommended for international exchange students who wish to participate in student exchange program at BINUS.

3. VISA ON ARRIVAL
In accordance with the Regulation of Minister of Law and Human Right of the Republic of Indonesia Number: M.HH-01.GR.01.06, on January 12, 2010, citizen from 63 countries and 1 region are eligible for obtaining Visa on Arrival (VOA). This visa can be obtained directly when you are landed at the certain airports and seaport in Indonesia regardless of the purpose of your visits (Business, Tourist, Social). The Visa on Arrival is neither a work visa nor a visitation visa. Therefore, it cannot be converted to obtain other immigration permits. The maximum stays permitted for the visa on arrival is 30 days. If you plan to stay longer than 30 days, you need to mention your intention to stay longer. Visa on Arrival can be extended for another 30 days.

The general requirements for Visa On Arrival are:
1. Expiration date of the applicant’s passport must be at least 6 (six) months at the date of entry.
2. Round-trip airplane ticket
3. Visa Fees

4. NON-VISA SHORT TERM VISIT
Citizens from 11 countries are given Non-Visa Short Term Visit for purposes of holiday, exhibition, tourism, business, and social-culture and valid for 30 (thirty) days. This Visa could not be converted, extend or to obtain other immigration permit.

Those 11 countries are as follows:
1. Brunei Darussalam
2. Chili
3. Hongkong SAR
4. Macao SAR
5. Malaysia
6. Morocco
7. Philippines
8. Peru
9. Singapore
10. Thailand
11. Vietnam

5. DIPLOMATIC VISA
Diplomatic Visas are given to foreign citizens bearing diplomatic passports, for the conduct of diplomatic duties/assignments in Indonesia. Request for Diplomatic Visas must be submitted via an Indonesian diplomatic mission abroad. Please contact the nearest Embassy/Consulate General of the Republic of Indonesia.

6. **TRANSIT VISA**

The Transit Visa is a single entry visa for a passenger in transit thru Indonesia on the way to a foreign destination, to a country of origin, to join a transport vehicle that will continue its journey outside Indonesia territory or to stop over because of emergency. The Transit Visa can be given for up to maximum 14 (fourteen) days.

Useful Links:
- Directorate General of Immigration of Republic of Indonesia in Jakarta, Indonesia
- Ministry of Education and Culture of Republic of Indonesia
- The Embassy/Consulate General of Republic of Indonesia

Please contact BINUS International Office for further assistance about visa and legal advice and arrangements, at least 1 month prior to your study abroad schedule.

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