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5. BINUS BUSINESS SCHOOL

5.1 BINUS Business School Undergraduate Program

5.1.1 Method of Education Delivery

The delivery of education services is carried out by using credits (SKS) as a measurement of evaluating students' learning.

Credits are a way of organizing higher education programs to explain its academic weight.

The semester is a minimum period that describes the duration of the education program.

The General Objective of the credits (SKS) method is to enhance the extent to which higher education can be developed. It involves the presentation of education programs that are flexible and more varied, gives greater opportunity to students when choosing programs, and focuses on planning a definite professional path.

The specific objectives are:

1. Allow the students who are clever and diligent to finish their study in a minimum duration.
2. Allow the students to choose the subject according to their interest, talent, and capacity.
3. Give the possibility to the execution of education system with plural input and output.
4. Facilitate the adaptation of the curriculum to the rapid development of knowledge and technology.
5. Enables the evaluation system of advance learning of the students could be conducted optimally.

Basic Characteristic of Credit is:

In the credit system, each subject has a weight, namely credits. The number of credits in subjects is various. It is determined by the effort to finish the tasks presented in the lecture program, job training, practical work, and other tasks.

In the credit system, each subject is finished in one semester that lasts for 13 weeks (exclude mid exam and final exam). In addition to quantitative valuation, credit system acknowledges that the finishing of the study unit could be valued quantitatively by giving a weight to the relevant unit.

At BINUS Business School Undergraduate Program, one credit equals to 36-48 hours/semester. In attaining a good result, a student is expected to provide 50 minutes face to face for each credit per week, and at least one or two hours of self-learning. The recently mentioned time is provided to recite and explore the material that has been accepted in the course, for example: reading the textbook suggested, doing the task, etc.

One credit is made up of:

1. An academic hour of scheduled face to face learning in the classroom with education staff.
2. An academic hour of structured academic activity which is not scheduled but has been planned by education staff (lecturers) e.g.: review session or seminar.
3. An academic hour of independent academic activity like reading, summarizing, working on papers etc.

The delivery of education at BINUS Business School Undergraduate Program is achieved through teaching materials, discussion, speeches, case studies, job training, practical work, and other student-centered teaching & learning strategies.

5.1.2 Examinations

The examinations which are conducted by BINUS UNIVERSITY consist of course examination and final project/thesis examination.

Course Examination

The examination for each course consists of two forms: Mid-term test (UTS) and Final test (UAS) that are conducted once each semester. The form of the examination is standard for all parallel classes with the evaluation system, as mentioned in 2.1.3. For the practical examination in the laboratory, the student must take both theory and practical tests.

Final Project/Thesis Examination

Students who finish the report for the final project or thesis take a final project and thesis examination. The mechanism for the final project and thesis examination follows the guidelines for the final project and thesis of each department.

Right to Take the Examination

The right to take the examination is given to students under the following conditions:

- Students are registered during the prevailing semester or academic year and are registered with the subject for that particular examination.
- Students are not on suspension or are taking academic leave.
- Students fulfill other academic requisites, e.g : frequency of attendance.
- Students fulfill all administrative and financial obligations.

5.1.3 Evaluation System

Final Term Grade Calculation in Undergraduate/Diploma Courses (NAS)

Table Calculation of Final Score of Theory Course (NAT)

Element				
NKK (Attendance)	TMK (Score of Assignment)	NMS (Score of Mid-term Test)	NUS (Score of Final Test)	NAT (Final Score of Theory)
0 %	20 %	30 %	50 %	100 %

Calculation of Semester Final Score (NAS)

There are two kinds of Calculation:

Subjects that have practical work:

$$\text{Final Score of Semester (NAS)} = (\text{NAT} \times \% \text{ Weight of Theory}) + (\text{NAP} \times \% \text{ Weight of Practical Work})$$

Subjects that have no practical work:

$$\text{Final Score of Semester (NAS)} = \text{Final Score of Theory (NAT)}$$

Note: Semester Final Score (NAS) determines the grade for the subject.

The evaluation system that meets the objectives of the education program at BINUS UNIVERSITY Diploma/Undergraduate Program is an Absolute Evaluation System.

The Final Score for the semester is presented with the following Alphabetical Values:

Presented with the following Alphabetical Values:

Table of Grading System for Diploma and Undergraduate Program

Alphabetical Value	Weight	Final Score of Semester	Description
A	4	90 – 100	High Distinction
A-	3.67	85 – 89	
B+	3.33	80 – 84	
B	3	75 – 79	Distinction
B-	2.5	70 – 74	
C	2	65 – 69	Pass
D	1	50 – 64	Near Pass
E	0	0 – 49	Fail
F	0	-	Incomplete

5.1.4 Credits Load in One Semester

Study load in one semester can be determined by individual ability and by looking at the students' results from the last semester, which are measured by Semester Grade Point Average (IPS/GPS), or all of the semesters by Cumulative Grade Point Average (IPK/GPA).

Semester Grade Point Average (IPS/GPS) is counted as follow:

$$\text{GPS} = \frac{\sum (KN)}{\sum K} = \frac{\sum M}{\sum K}$$

Cumulative Grade Point Average (IPK/GPA) is counted as follow:

$$\text{GPA} = \frac{\sum M}{\sum L}$$

K = Number of credits taken in related semester

N = Weight of each subject taken

M = Conversion Value (K x N)

L = Number of pass credits

The following table explains the number of maximum credits that can be taken by students according to Grade Point Semester.

The Maximum Study Weight of Student for Regular Program Table

Semester	The Maximum credit that could be taken (Regular Class)
1	20 Credits
2	The distribution of subjects determines the Credit taken
3	
4	
5	
6	
7	
8 and on wards	10/19/23 Credits

Example of Calculation methods of Grade Point Semester and Grade Point Average:

Table Calculation methods of Grade Point Semester and Grade point average

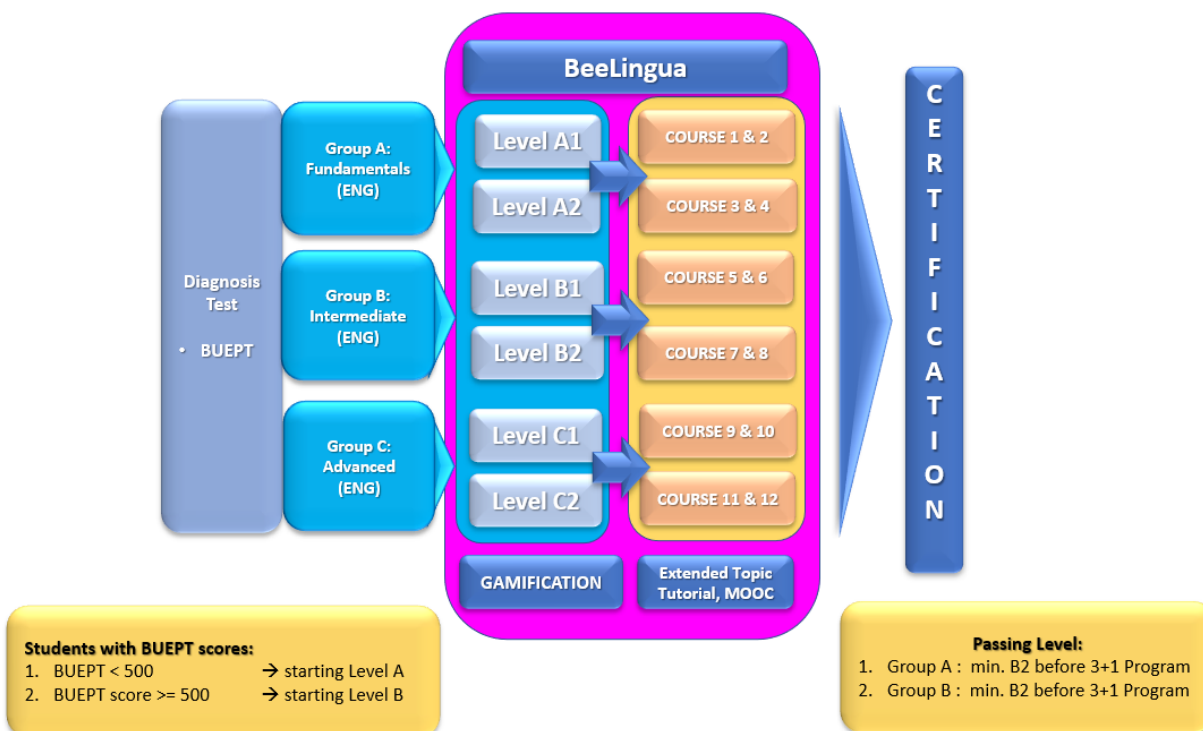
SUBJECT	FINAL POINT	WEIGHT	CREDIT	CONVERSION
English	A	4	2	8
Character Building	A-	3.67	2	7.34
Linear Algebra	B+	3.33	2	6.66
Discrete Mathematics	B	3	2	6
Entrepreneurship	B-	2.5	2	5
Algorithm and Programming	C	2	4	8
General Management	D	1	2	2
Introduction to Financial Accounting	E	0	4	0
TOTAL			20	43
Number of passing credits : 18 credits				
GPS attained : $43 / 20 = 2.15$				
GPA attained : $43 / 18 = 2.39$				

5.1.5 English MKU Scheme at BINUS UNIVERSITY

The English General Course Scheme (MKU) 2021 at Bina Nusantara University is designed based on General English, Business English (Speaking), Academic English (Writing) and TOEFL-based preparation (Internet-based). The diagnosis test (BUEPT) for English language entrance covers Reading, Listening, Structure and Written Expression skills called the Bina Nusantara University English Proficiency Test (BUEPT).

Binusian 2025 from the School of Computer Science, and Faculty of Humanities (International Relations, Psychology, Business Law, Primary Teacher Education) will learn the English Language in Beelingua. The course is credit earning type. The students from these two will take BUEPT and will be categorized into different groups, namely group A (BUEPT score < 500), and group B (BUEPT score $\geq$ 500). For students who enrol in groups A, or B,

will start 'Level A' or 'Level B' respectively in Beelingua. Every group must complete a minimum passing level. At the end of the course, students will receive a certificate of completion from Beelingua.



Meanwhile, the English MKU program for BINUSIAN 2025 (**excluded** students of School of Computer Science, and Faculty of Humanities (exclude students of International Relations, Psychology, Business Law, Primary Teacher Education) consists of several subjects:

1. **English in Focus** (2 credits) is a course **for beginner level** students who have a BUEPT score below 500 with the aim that students can improve their abilities and achieve a minimum BUEPT score of 480 with a lower-intermediate level. This course is a prerequisite for the English Savvy course.
2. **English Savvy** (2 credits) is a course **for lower-intermediate level** students who pass English in Focus with the aim that students can improve their abilities and achieve a minimum BUEPT score of 497 with an intermediate level.
3. **English for Business Presentation** (2 credits) is a course **for intermediate level** students who have a minimum BUEPT score of 500. This class prepares students to be able to make business presentations using appropriate and communicative English.
4. **English for Written Business Communication** (2 credits) is a course **for intermediate level** students who pass English for Business Presentation to achieve Business English written communication skills at an intermediate level. This course consists of writing practice to produce and present business documents / information.

All details of the score calculation and rubrics are included in the English MKU handbook.

PREREQUISITE	COURSE	GRADE	BINUS Score
BUEPT < 500	English in Focus and English Savvy	A	90 – 100
		A-	85 – 89
		B+	80 – 84
		B	75 – 79
		B-	70 – 74
		C	65 – 69
		D	50 – 64
		E	0 – 49
		F	Incomplete
BUEPT ≥ 500	English for Business Presentation and English for Written Business Communication	A	90 – 100
		A-	85 – 89
		B+	80 – 84
		B	75 – 79
		B-	70 – 74
		C	65 – 69
		D	50 – 64
		E	0 – 49
		F	Incomplete

Student must pass **English Savvy** with a minimum Grade of C.

5.1.6 Requirements and Regulations for the Evaluation of Students' Academic Progress

The following regulations should be applied for BINUSIAN in evaluating their progress in studying:

Year	End of Term	Minimum requirements for GPA and the number of credits earned		Students who cannot fulfill the minimum requirements will be given:
		GPA	Credits gained with grade A/A-/B+/B-/B/C/D	
			Regular Class	
1	1	≤2.00	≤15	A reminder letter which requires students to consult with Counselor at Student Advisory and Support Center for Kemanggisan, Alam Sutera, Senayan Campus and Student Advisory and Support for Bekasi Campus, Student Advisory and Development Center for Bandung and Malang or Head of Department/Program
	2	≤2.00	≤30	A reminder letter which requires students to consult with Counselor at Student Advisory and Support Center for Kemanggisan, Alam Sutera, Senayan Campus and Student Advisory and Support for Bekasi Campus, Student Advisory and Development Center for Bandung and Malang or Head of Department/Program
2	3	≤2.00	≤45	A reminder letter which requires students to consult with Counselor at Student Advisory and Support Center for Kemanggisan, Alam Sutera, Senayan Campus and Student Advisory and Support for Bekasi Campus, Student Advisory and Development Center for

Year	End of Term	Minimum requirements for GPA and the number of credits earned		Students who cannot fulfill the minimum requirements will be given:
		GPA	Credits gained with grade A/A-/B+/B-/B/C/D	
			Regular Class	
				Bandung and Malang or Head of Department/Program
	4	≤2.00	≤60	A reminder letter which requires students to consult with Counselor at Student Advisory and Support Center for Kemanggisan, Alam Sutera, Senayan Campus and Student Advisory and Support for Bekasi Campus, Student Advisory and Development Center for Bandung and Malang or Head of Department/Program
3	5	≤2.00	≤75	A reminder letter which requires students to consult with Counselor at Student Advisory and Support Center for Kemanggisan, Alam Sutera, Senayan Campus and Student Advisory and Support for Bekasi Campus, Student Advisory and Development Center for Bandung and Malang or Head of Department/Program
3	6	≤2.00	≤90	A reminder letter which requires students to consult with Counselor at Student Advisory and Support Center for Kemanggisan, Alam Sutera, Senayan Campus and Student Advisory and Support for Bekasi Campus, Student Advisory and Development Center for Bandung and Malang or Head of Department/Program
4	7	≤2.00	≤115	A reminder letter which requires students to consult with Counselor at Student Advisory and Support Center for Kemanggisan, Alam Sutera, Senayan Campus and Student Advisory and Support for Bekasi Campus, Student Advisory and Development Center for Bandung and Malang or Head of Department/Program
	8	≤2.00	≤130	A reminder letter which requires students to consult with Counselor at Student Advisory and Support Center for Kemanggisan, Alam Sutera, Senayan Campus and Student Advisory and Support for Bekasi Campus, Student Advisory and Development Center for Bandung and Malang or Head of Department/Program
5	>8	≤2.00	< 146	A reminder letter which requires students to consult with Counselor at Student Advisory and Support Center for Kemanggisan, Alam Sutera, Senayan Campus and Student Advisory and Support for Bekasi Campus, Student Advisory and Development Center for Bandung and Malang or Head of Department/Program

Studying Success Evaluation of Three Successive Semesters

A student that is non-active in three successive semesters (i.e. without submitting any formal leave application) is not allowed to continue his/her studies at BINUS UNIVERSITY.

Table of Prerequisites

The students must pass all courses which are stated in the table of prerequisites with the minimum score required is D (for certain department, the minimum score required is C).

Quality Controlled Courses List

The quality control course list represents the course of the graduate competencies. Tutorial and Multi-paper examination must be maintained, therefore learning outcomes achieved.

Tutorial and Multi-paper Examination

- Students must attend tutorial courses and multi-paper exams, which are stated in the Quality Controlled Courses List.
- For leave or remedial students, they do not require to follow the tutorial, but they are still required to follow multi-paper exams.

Study Completion Requirements for Diploma Programs (DIV) and Undergraduate Programs (S1)

Students must fulfil the following requirements:

- Pass the final examination of the final project/thesis and submit the hard-bound copy.
- Obtain a minimum of 146 cumulative credits (including the thesis) for Undergraduate Programs. Unless stated as elective courses, all courses are compulsory.
- Achieve a minimum GPA of 2.00 and complete all compulsory courses.
- Pass all courses included in the Quality Controlled Courses (PM) category.
- Have no outstanding financial, library, or administrative obligations.

5.1.7 Curriculum in BBS Undergraduate Programs

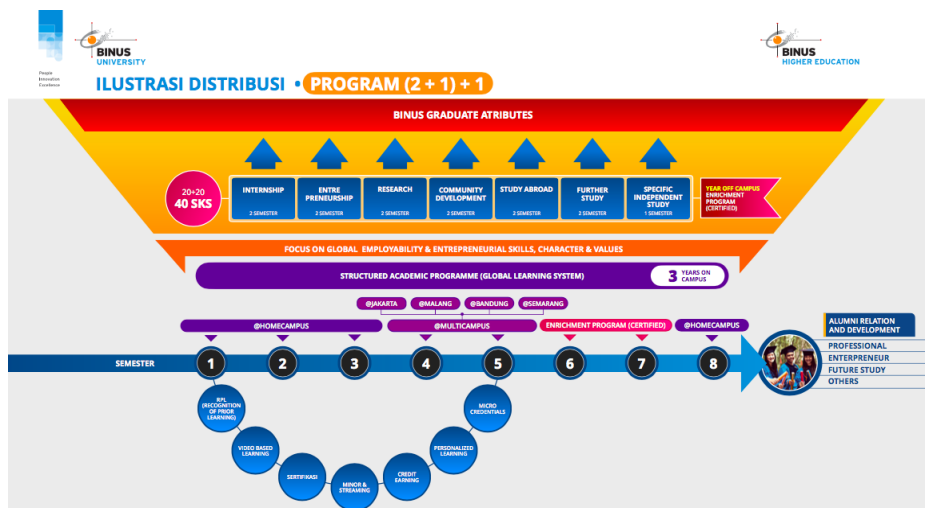
A. 3+1 Curriculum

Since the academic year of 2014/2015, BINUS UNIVERSITY has implemented a 3+1 curriculum that allows students to have a one-year enrichment program. The program consists of two semesters with varying credits from 8 to 20 credits per semester. Nowadays, students may choose one of the seven tracks, namely 1) Certified Internship Track; 2) Certified Entrepreneurship Track; 3) Certified Community Development Track; 4) Certified Research Track; 5) Certified Study Abroad Track; 6) Certified Specific Independent Study Track; 7) Further Study Track. The Further Study Track is available for students who would like to pursue a master's degree in Binus University. By the end of each semester, students will submit an enrichment report and an assessment related to technical competencies and soft skills in their disciplines.

B. 2+1+1 Curriculum

In addition to the 3+1 curriculum, BINUS UNIVERSITY has implemented a 2+1+1 curriculum that offers Mobility Program for undergraduate students who have similar study programs in BINUS @Greater Jakarta, BINUS @Bandung and BINUS @Malang. It allows students to have a two-year study in the home campus, one-year mobility program in the host campus and one-year enrichment program. In this regard, students at BINUS @Bandung or

BINUS @Malang will be able to study at BINUS @Greater Jakarta, and vice versa. The curriculum is personalized, meaning that students are free to choose streaming, or Minor Program, or Free Electives.



5.1.8 Streaming

Streaming consists of in-depth and specific courses in a study program that represent the needs of industry and the latest developments in science and technology. Each streaming has its advantages/uniqueness to deepen its Major. Students can choose all available streams in the same study program in Greater Jakarta, Malang or Bandung in which students' choice will determine the city that they will visit.

5.1.9 Minor Program

Minor programs equip students with multidisciplinary knowledge and skills (not necessarily within the same Faculty/School). Each Minor has student outcomes according to its superiority/uniqueness to expand what has been achieved in the Major. Minor programs can be chosen by all Binusians on all campuses. Minor program has its own uniqueness according to its Binus campus location, so that students' minor choice will determine the city that they will visit.

Minor Scheme

Minor Program	Semester 4	Semester 5
Minor @ Binus Kemanggisian		
Digital Ecosystem	v	v
Human Capital in Digital Workplace	v	v
Sustainable Development	v	v
Cross Cultural Communication	v	v
Interactive & Users Experience Design	v	v
Data Analytics	v	v
Robotic Process Automation	v	v
Minor @ Binus Alam Sutera		
Digital Transformation	v	v

Minor Program	Semester 4	Semester 5
Minor @ Binus Bekasi		
Virtual Services Experience	v	v
Culinary	v	v
Minor @ Binus Malang		
Digital Technopreneur	v	v
Minor @ Binus Bandung		
DesignPreneur	v	v

A. DIGITAL ECOSYSTEM

To face challenges in the era of technological disruption and the wave of the 4.0 industrial revolutions, this minor program offers foundational knowledge about the digital ecosystem in the 4.0 industrial revolutions. Through this minor program, students will be able to develop fundamental knowledge about main pillars of the digital ecosystem, such as informatics, business, and creative design. Students will also be able to combine the knowledge they gain from their respective majors with information technology to develop real solutions for society.

Fundamental Courses

Course	SCU
COMP6683001 Introduction to Artificial Intelligence	2/2
ISYS6549003 Digital Innovation	4
COMP6937001 Current Trends in Technology	2
Total SCU	10

Supporting Courses

Course	SCU
COMM6501019 Narrative Development	4
DSGN6834007 Visual Identity	4
COMP6685001 Cyber Security for Business	2
Total SCU	10

B. HUMAN CAPITAL IN DIGITAL WORKPLACE

HCDW focuses on the human aspect of improving performance and developing human resources in the Industrial 4.0 era, which utilizes a significant number of digital and mobile workspaces.

Fundamental Courses

Course	SCU
PSYC6174027 Psychology in The Workplace	4
MGMT6349005 Digital Workplace Strategy	4
ISYS6551003 Digital Workplace and Technology	4
LAWS6157028 Legal Aspects in Digital Workplace	4
PSYC6175027 Human Resources Development	4
Total SCU	20

C. SUSTAINABLE DEVELOPMENT

The minor program on the topic of Sustainable Development prepares students from other disciplines for careers in engineering-related fields. Students will receive enrichment in the fields of Architecture, Industrial Engineering, Civil Engineering, Computer Engineering, and Food Technology. Students also gain knowledge of the development and application of the latest technology in the engineering field, which supports sustainable development and the industrial revolution 4.0.

Fundamental Courses

Course	SCU
ISYE6154011 Sustainable Design and Manufacture	4
CPEN6217010 Digital for Sustainable Development	4
ARCH6119014 Introduction to Sustainable Development	2
Total SCU	10

Supporting Courses

Course	SCU
ISYE6155011 Occupational, Health, Safety, and Administration in Engineering	2
DSGN6835008 Engineering Material	4
CIVL6118013 Engineering Economic	4
Total SCU	10

D. CROSS CULTURAL COMMUNICATION

This minor program equips students with the ability to communicate using languages and understanding cultures of foreign parties. In addition, this minor program enables students to apply intercultural awareness through both Indonesian and foreign languages and cultures.

Fundamental Courses

Course	SCU
CHIN6132026 Chinese Conversation in Daily Activities	4
COMM6502019 Communication in Diversity	2
BUSS6170025 Asian Business Ethics	4
Total SCU	10

Supporting Courses

Course	SCU
CHIN6134026 Chinese Conversation in Business Communication	4
LAWS6158028 Private International Law	2
INTR6135029 Comparative Politics	4
Total SCU	10

E. INTERACTIVE & USERS EXPERIENCE DESIGN

In today's digital era, people are competing to produce the best digital products that suit the users' needs. How can we make this happen? Minor Interactive & User Experience (UX) Design is the answer. In this Minor program, students will learn about the basics of UX starting from finding, designing, and building a digital product that is in accordance with a good UX concept to ensure that the digital products produced have adopted the UX theory. In this minor program, students will study UX from 3 (three) main pillars of UX, namely Information Systems, Psychology, and Design through 6 (six) subjects that can be selected.

Fundamental Courses

Course	SCU
ISYS6553003 User-Centered Research and Evaluation	4
PSYC6176027 Psychology and User Experience	4
DSIN6003007 Fundamental of Interface Design	2
Total SCU	10

Supporting Courses

Course	SCU
ISYS6554003 Core Principles: Interactive Design	4
DSGN6837007 Digital Design Production	4
ISYS6556003 Information Architecture	2
Total SCU	10

F. DATA ANALYTICS

The Data Analytics minor program provides insight into acquisitions and analysis of data in organizations by using critical thinking from multiple strategic perspectives, including consumer behavior communicated in the form of visualizations/models that can support retrieval decision.

Fundamental Courses

Course	SCU
ISYS6680003 Introduction to Data Analytics	2
ISYS6681003 Data Management & Descriptive Analytics	4
STAT6198049 Statistical for Decision Making	4
Total SCU	10

Supporting Courses

Course	SCU
ISYS6682003 Application of Predictive Analytics to Business Data	4
ISYS6683003 Prescriptive Analytics and Optimization	4
MKTG6312005 Digitalization of Markets and Consumption	2
Total SCU	10

G. ROBOTIC PROCESS AUTOMATION

The Robotic Process Automation minor program provides an understanding of the concept of Robotic Process Automation (RPA) in automating repetitive processes, as well as providing an understanding of how the RPA development process involving the concept of Artificial Intelligence.

Fundamental Courses

Course	SCU
COMP6857001 Basic Programming for Automation	2
COMP6858001 RPA Concept & Design	2
ISYS6684003 RPA Developer Fundamental	4
ISYS6687003 Business Process Improvement	2
Total SCU	10

Supporting Courses

Course	SCU
ISYS6685003 RPA Developer Advance	4
ISYS6686003 RPA Business Analytics Fundamental	4
COMP6859001 Intelligence Automation	2
Total SCU	10

H. DIGITAL TRANSFORMATION

Digital Transformation provides knowledge on how information technology can be a competitive advantage in business processes. In this minor program, students will learn about innovation in business processes, data management, and strategies that can support companies to become leaders in the digital era.

Fundamental Courses

Course	SCU
ISYS6559003 Business Models and Technology Innovation	4
ISYS6557003 Business Data Management	4
MGMT6484005 Digital Strategy	2
Total SCU	10

Supporting Courses

Course	SCU
ISYS6695003 Digital Marketing Analysis	4
STAT6200049 Practical Statistics for Digital Business	4
ISYS6560003 Success Factor for Leading Digital Transformation	2
Total SCU	10

I. VIRTUAL SERVICES EXPERIENCE

This minor program explores the concept and implementation of virtual services in the fields of Financial Technology, Marketing, Supply chain, Market Place and Hospitality Management.

Fundamental Courses

Course	SCU
ISYS6561003 Fundamental of Virtual Services	2
ACCT6350020 Virtual Financial Services	4
MGMT6354005 Virtual Operation and Supply Chain	4
Total SCU	10

Supporting Courses

Course	SCU
ISYS6562003 Virtual Market Place	4
HTMN6082021 Virtual Hospitality Management	4
ISYS6563003 Seminar on Virtual Services	2
Total SCU	10

J. CULINARY

The Culinary Minor Program provides learning that focuses on Culinary, Pastry & Bakery field. The curriculum design is more of practicums, which aim to make students have the competencies required in the fields of Food Production, Pastry & Bakery and Authentic Indonesian Cuisine.

Fundamental Courses

Course	SCU
HTMN6108021 Food and Beverage Management	2
HTMN6008021 Kitchen Operation	4
HTMN6128021 Pastry and Bakery Operation	4
Total SCU	10

Supporting Courses

Course	SCU
HTMN6155021 Indonesian Cuisine	4
HTMN6125021 Restaurant Operation	4
HTMN6154021 Culinary Tourism	2
Total SCU	10

K. DIGITAL TECHNOPRENEUR

Digital Technopreneur is a minor program that facilitates students in exploring the potentials of developing digital technology venture that combines technical competence with entrepreneurial skills, creativity, and innovative ideas to produce digital technology business models & prototypes. The minor program embraces the human-centered approach in helping students to develop innovative value propositions.

Fundamental Courses

Course		SCU
ENTR6528002	The Entrepreneurial Innovator	4
DSGN6839006	Interactive Design	4
COMM6504018	Digital Branding	2
ENPR6196002	Market Intelligence	2
COMP6687004	User Experience Design	4
DSGN6844023	Prototyping Digital Future	4
Total SCU		20

L. DESIGNPRENEUR

The Designpreneur Minor program give students the ability to be able to produce innovative work in the form of products or services based on creativity and design that can be utilized in running or developing a business.

Fundamental Distribution

Course		SCU
ENTR6525032	Fundamental of Designpreneur	4
COMP6688031	UI/UX Development	4
DSGN6797034	Surface Packaging Design	4
ENTR6526032	Hospitality and Service Design	4
DSGN6843033	Project Design	4
Total SCU		20

The details of Minor Schemes and Minor Courses may vary among study programs. Please refer to curriculum.binus.ac.id for the latest information.

5.1.10 Free Electives

Free electives facilitate students to take any courses from the existing fields of studies based on individual preferences. Free electives are personalized based on student choices. Free Electives have student outcomes related to interdisciplinary knowledge and skills and they have no specific Learning Outcomes. Each campus has its own free elective courses to facilitate the mobility of students who want to take free elective courses. The subjects offered for free electives are grouped based on its own field of subjects (e.g., Humanities, Engineering, Economy, Social Politics, Life Science, Arts, etc.) on each campus. The lists of free electives will be updated on curriculum.binus.ac.id.

The placement for Binus @Malang and Binus @Bandung students will be adjusted based on the number of students at Binus University Jakarta (Host Campus).

5.1.11 Enrichment Program

Considering the urgency of the enrichment program to achieve learning outcomes, all courses in the enrichment program become one entity. It means that if there is one or more than one failed courses in the enrichment program, the whole courses in enrichment program will also be failed.

Certified Internship Track:

The industrial experience track aims to facilitate students in the real industrial setting. By following this track, students will work full time and have exposure to the industrial experience in multinational or top national companies where they have job tasks related to their study programs. The assessment for this track will involve both industry supervisor and faculty member supervisor to assess students' performance. Through this program, students will also have opportunities for future employability/job offers, talent grooming (e.g., MT Program, LD Program).

Certified Entrepreneurship Track:

This track provides students with real experiences to become entrepreneurs through business start-ups. Students will come to the office at BINUS Campus from 09.00 – 18.00 from Monday to Friday. The Office will be supported by Coaches, Content & Administration Officers, and Program Officers. In this Entrepreneurship track, students create prototype products that will monetized and supported internally with links to industry within the program. External supports will be provided by Mentors from industry related to the business Start Up.

Certified Community Development Track:

Community Development is a program conducted by students to achieve the 5th mission of BINUS UNIVERSITY: to improve the quality of life of Indonesian and global community. These initiatives include: 1) Scheduled Voluntary Services incorporated in a Company's Corporate Social Responsibility (CSR) or a Social Foundation's Program; and 2) Community Development activities to improve the community's ecosystems. In addition to utilizing their knowledge to design and implement a system in communities (excerpted from their technical competence and soft skill), students will have direct interaction with local people as well as enjoy the opportunity of living in with them.

Certified Research Track:

This track allows students to get involved in conducting research related to the study program scope. The student will become a junior researcher in a research team. The research itself can be conducted in BINUS or outside BINUS (e.g., government research institution, R&D unit in a company). Students can start from writing a research proposal or jump directly into an ongoing research activity in that institution (not necessarily developing a research proposal).

Certified Study Abroad Track:

This track offers opportunities for students to have study experience in foreign countries. Courses that are taken by students are transferred directly to the respective courses in BINUS transcripts. Through this track, students will gain exposure to international experience, such as personal development, academic development, and cultural value.

Certified Specific Independent Study Track

This track allows students to have the freedom to learn outside the university where they will be equipped with knowledge and skills to develop an agile mindset, competitiveness, and adaptability. Students will receive certification

to strengthen industry 4.0 skills and enhance the relevance of university with the industry. Furthermore, they will be able to learn from industry experts who share practical and real experience, and they will engage in project-based learning to improve their skills.

Further Study Track:

This track enables students who meet the specified criteria, such as GPA of 3.25 and above, no retaken courses, and completion of an enrichment program in semester 6, to directly continue their master's degree at Binus University. Through this track, students can complete their undergraduate and graduate programs in only 10 semesters (5 years). At the end of the studies, students will be able to improve their knowledge and skills to launch their own business or become competent graduates who work in national or global companies.

5.1.12 Thesis

To finish the Diploma/Undergraduate program (S1) at BINUS UNIVERSITY, students must be capable of compiling and presenting their thesis to the examiner. The thesis compilation must be relevant to the rules of the department. It must be conducted by the individual, guided by a supervisor that is appointed by the head of the department or study program.

For students who take enrichment program I & II with a total of 40 credits in two semesters, if they fulfil the requirements from the study programs or programs, such as minimum GPA, they will be able to take pre-thesis with enrichment I and thesis with enrichment II. This scheme allows students to finish their undergraduate studies in 7 semesters (3.5 years). Since the minimum GPA requirements vary across schools/faculties, students should seek information from their respective programs or programs for further information regarding the pre-thesis and thesis implementation.

5.2 BINUS Business School International Undergraduate Program

5.2.1 Method of Education Delivery

Outcome Based Education and Multi-Channel Learning

Since 2010, BINUS UNIVERSITY INTERNATIONAL has used a Constructive Alignment approach that integrates the design of teaching, learning, and assessment at course and program levels. BUI implements Project and Problem-Based Learning (PjBL and PBL) to speed up the process of student-centered learning in selected courses. Moreover, BI also implement multi-channel learning combining onsite and online learning to cater to students' needs.

Kampus Merdeka Activities

BINUS UNIVERSITY is a pioneer in providing students with extensive off-campus learning options. Used to be called the 3+1 curriculum system which refers to a three-year on-campus program at Bina Nusantara University and 1 year off-campus Enrichment program, the model is now adopted in the Kampus Merdeka activities. Specifically in BI, the options will emphasize international experience in the form of study abroad and double degree with overseas partner universities. Options for community and industry engagement as well as entrepreneurship are also available.

English as Medium of Instruction

To develop the quality of students to an international standard and to educate students in the language of international academia and global business, BINUS UNIVERSITY INTERNATIONAL uses English as the medium of communication, instruction, and assessment. Textbooks, class delivery, discussions, student presentations, quizzes, and all other forms of assessments including reports and thesis are all in English.

To study at BI, a prospective student needs to have a TOEFL score of at least 550 and a TWE score of at least 4.0 or their equivalents. If their TOEFL and/or TWE scores are below the requirement, students have to take a pre-session English course (English Plus Stage One) of 150 hours. BI organizes these pre-session English classes especially to enhance the students' ability to deal with an international academic English environment. Students still having difficulty with English on entry are given further help by being enrolled in an English Plus Stage Two course which prepares them for late entry to Academic English I from semester 2.

Since our students learn in an English only medium of instruction environment, some of our university partners offer leniency for BI students that they can be accepted to study overseas without having to take can be accepted without having to go through an international English language test such as IELTS that would normally determine a student's acceptance by a partner university.

Semester Credit Unit (SCU)

The Semester Credit Unit (SCU) system is a way of organizing the teaching and learning in higher education programs as it indicates the academic weight of a course and describes the duration of each activity related to the teaching, learning, and assessment of a course in one semester of an academic year. The SCU system offers some degree of flexibility for students to design their pace of study. Some benefits of an SCU system are:

1. Give a possibility to students to complete their studies within a shorter-than-normal minimum duration of study.
2. Give an opportunity to students to choose courses according to their own interest, talent and capacity.

3. Facilitate the adaptation of curricula to meet with the rapid development of knowledge and technology.
4. Enable an optimal assessment of the students' learning outcomes at course level.

Credit Characteristics

In the SCU system, each course has a weight, that is, a credit value. The number of credit values for specific courses may differ. It is determined by the effort to finish the tasks presented in lecture programs, job training, practical work, and other tasks. In one semester, each course runs for 13 weeks. The weight of each course is measured in credit units. Students can graduate if they have achieved, among others, a minimum of 146 SCU.

One credit is made up of a weekly commitment of:

1. An academic hour of scheduled face-to-face learning in the classroom with an academic staff. This is defined as 50 minutes in BUI.
2. An academic hour of structured academic activity, which has been scheduled and planned by an academic staff (i.e., a lecturer), e.g., a review session or seminar.
3. An academic hour of independent academic activity such as reading, summarizing, working on papers, etc.

Developing and Nurturing Innovation and Teamwork BINUS UNIVERSITY INTERNATIONAL is also committed to developing the students' skills in innovation, entrepreneurship, and teamwork. Our curricula and approach foster collaborative learning experience well suited to the needs and characteristic of Gen-Z students. Teamwork skills, innovative idea generation, viable business solutions, and business startups are all the intended learning outcomes aiming to nurture new entrepreneurs.

A vital part of this curriculum is the mandatory hatchery courses, which enable students to hatch their innovative ideas into business solutions and startup such as Project Hatchery and Entrepreneurship Hatchery. Students will then have further opportunities if they join entrepreneurial enrichment track. Within all these courses we emphasise design thinking, customer development and lean startup methodology in a multi-discipline environment to stimulate and cultivate the students' entrepreneurial skills.

To support this collaborative and entrepreneurial learning environment, Center for Innovation, Design, Entrepreneurship and Research (CIDER) was established in 2015, which serves as a focal link between students' entrepreneurial learning and entrepreneurial career. It develops the core competencies in innovation and entrepreneurship, identifies innovative products or services that have been developed by students, and assists them in commercializing those products and services. It also promotes entrepreneurial thinking and attitude among students by actively involving the students in entrepreneurship projects and providing outlets to exhibit them. The Innopeda curriculum and CIDER immerses students with an end-to-end experiential journey.

Examinations

Students in the BINUS Business School International Undergraduate Program will be assessed from time to time following the assessment methods outlined in the Course Outline. We implement a wide range of assessment methods including examination, semester projects, and significant essay writing. At the end of their study, students will also write a thesis as part of the graduation requirements.

- **Course Assessment**

As BINUS UNIVERSITY INTERNATIONAL apply student-centered learning approach, there are variety of assessment methods applied in different courses. Examination is one common way to assess students' learning. The examination for the majority of courses consists of a mid-semester exam and a final exam. Both mid-semester exam and final exam are conducted once each semester.

However, there are several courses in some programs that do not require students to sit in a mid-semester and/or a final examination. The assessment methods are chosen based on the suitability of the method to measure the learning outcomes attainment. These may include doing significant piece of writing in relevant topics, completing a final project, or working with a client. The variety of assessment methods ensure that students are assessed using the best way for the course nature as well as giving students a different learning experiences. The assessment methods are listed and explained in each course outline.

- **Thesis (Final Project)**

All students wishing to finish their study at BI will do a research or final project and write a thesis. This is a requirement for all students, including those finishing their study with a partner university through double degree scheme. Students will work with an academic supervisor to write the thesis. Upon submitting the thesis report, students will be required to attend a thesis defense examination (viva voce), where students must conduct a presentation and/or demo in front of the examiner board. Students will be assessed in the areas of effort, content, writing quality and delivery of the thesis presentation.

Collaborative Learning with Innopeda Curriculum

BINUS UNIVERSITY INTERNATIONAL is also committed to developing the students' skills in innovation and entrepreneurship. A new learning environment implemented in a curriculum called Innopeda (Innovation Pedagogy) has been specially designed to facilitate the development of these skills. It fosters collaborative learning experience well suited to the needs and characteristic of new generation of students. Teamwork skills, innovative idea generation, viable business solutions, and business startups are all the intended learning outcomes aiming to nurture new entrepreneurs at BINUS UNIVERSITY INTERNATIONAL.

The Innopeda curriculum is centered upon the hatchery courses, which enable students to hatch their innovative ideas into business solutions and startup such as Project Hatchery and Entrepreneurship Hatchery, which become mandatory courses for all BUI students in their early years. During the entrepreneurial enrichment track, Business Model Innovation and Sustainable Startup Creation, among others, are the follow-up courses designed specifically with design thinking, customer development and lean startup methodology in a multi-discipline environment to stimulate and cultivate the students' entrepreneurial skills.

To support this collaborative and entrepreneurial learning environment, Center for Innovation, Design and Entrepreneurship Research was established in 2015, which serves as a focal link between students' entrepreneurial learning and entrepreneurial career. It develops the core competencies in innovation and entrepreneurship, identifies innovative products or services that have been developed by students, and assists them in commercializing those products and services. It also promotes entrepreneurial thinking and attitude among students by actively involving the

students in entrepreneurship projects and providing outlets to exhibit them. The Innopeda curriculum and CIDER immerses students with an end-to-end experiential journey.

5.2.2 Evaluation System

The grading system which is in accordance with the purposes and goals of BINUS UNIVERSITY INTERNATIONAL is the Absolute Grading System. A letter summarizes the student's academic performance in a course in a single semester and over the duration of the student's enrolment in the course, and is grouped as follows:

Table of Grading System for BINUS Business School International Undergraduate Program

Alphabetical Value	Weight	Final Score of Semester	Description
A	4	90 – 100	High Distinction
A-	3.67	85 – 89	
B+	3.33	80 – 84	
B	3	75 – 79	Distinction
B-	2.5	70 – 74	
C	2	65 – 69	Pass
D	1	50 – 64	Near Pass
E	0	0 – 49	Fail
F	0	-	Incomplete

Credit Load

In general, a full credit load in a single semester is between 18 and 24 units, depending on the course of study. The specific number of units may vary by semester within this range. Students with a high-grade point average may petition the Head of the Programs in which they are enrolled for permission to overload.

At BINUS UNIVERSITY INTERNATIONAL, 1 credit equals to 36-48hours/semester with 1 teaching hour consists of 50 minutes/week. Study load in one semester can be determined by individual ability and by looking at the students' results from the last semester, which are measured by Semester Grade Point Average (IPS/GPS), or all of the semesters by Cumulative Grade Point Average (IPK/GPA).

The Semester Grade Point Average (IPS/GPS) is counted as follows:

$$GPS = \frac{\sum (KN)}{\sum K} = \frac{\sum M}{\sum K}$$

The Cumulative Grade Point Average (IPK/GPA) is counted as follows:

$$GPA = \frac{\sum M}{\sum L}$$

K = Number of credits taken in related semester

N = Weight of each subject taken

M = Conversion Value (K x N)

L = Number of pass credits

Acceptable Academic Performance

The Standards of Academic Performance are published in the Student Handbook, available both online and from Student Services at the beginning of each academic year. In general, courses that are considered “core” courses in a major must be passed with the prescribed minimum grade.

For a definition of those courses considered “core” by each major, students can contact the Head of Program. Academic misconduct and the sanctions imposed for instances of misconduct are also defined in the student handbook.

5.5 BINUS Business School Master Program

5.5.1 Study Requirements

Attendance

A minimum attendance of 70% is required for students to be eligible to undertake the final examination/assessment. There are 30% allowable absences included for sickness, personal affairs, and force majeure.

GPA & Grade

- A student should pass all the required courses and have a minimum GPA ≥ 3.00 to graduate.
- The minimum passing grade is a ‘B’. Any course obtained with a grade less than a ‘B’ must be retaken, even if the GPA is above 3.00.

TOEFL

MM Regular	MM Blended Learning	MM International
≥ 475	≥ 475	≥ 500

The minimum TOEFL level required to be admitted into the three programs are ≥ 475 , ≥ 475 , and ≥ 500 for MM Regular, MM Blended learning, and MM International.

5.6 BINUS Business School Doctorate Program

5.6.1 Evaluation System

The evaluation system in the doctoral program is divided into course work, publications, and dissertations. Each of these sections has a rubric assessment.

The Final Score for the semester is presented with the following Alphabetical Values:

Presented with the following Alphabetical Values:

Table of Grading System for Doctorate Program

Alphabetical Value	Weight	Final Score of Semester	Description
A	4	90 – 100	High Distinction
A-	3.67	85 – 89	Distinction
B+	3.33	80 – 84	Satisfactory
B	3	75 – 79	Pass
B-	2.5	70 – 74	Fail
C	2	65 – 69	
D	1	50 – 64	
E	0	0 – 49	
F	0	-	Incomplete

5.6.2 Requirements and Regulations for the Evaluation of Students' Academic Progress

Study Completion Requirements for the Doctoral Program (S3)

Students must fulfil the following requirements:

- Have no outstanding financial, library, or administrative obligations.
- Pass the final examination of the dissertation and submit one hard-bound copy and an electronic copy.
- Submit the dissertation summary.
- Pass all courses prescribed in the curriculum with a minimum grade of B.
- Achieve a minimum GPA of 3.00.
- Submit the Intellectual Property Form.
- Publish, or have in the publication process, at least two articles in Scopus-indexed journals, and publish and present at least one paper at an international conference with proceedings indexed by Scopus.

5.6.3 Dissertation

To fulfill the requirements for obtaining a doctoral degree (Dr), Students should finish and submit the dissertation in 4 stages: (i) Dissertation proposal (research proposal) and dissertation proposal exam, (ii) Research Findings and Research Findings Exam, (iii) Dissertation Defense 1, and (iv) Dissertation Defense 2 (Open Dissertation Exam). In order to fulfill the mission of Doctoral degree Program which is to advance knowledge as well as to produce high quality research by integrating science, using the best practices, and leveraging ICT, then the dissertation must consist of either ICT as a research tool, research area, research context, or the combination of all those three.

