








No	Activity	PIC			Standard Quality			Description
		Student	Head of Study Program	Academic Administration Team	Requirements	Time	Output	
1	Interview test				Registration Form and Card	1 day	Assessment from the interview team	Student outlines are sent via PSDIK e-mail to be distributed to the interview examiner team
2	Meeting to determine the results of the interview				Recap value from interviewer	1 day	Interview test results	Head of Study Program held a Graduation Determination Meeting for Admissions (Passed / Failed) with the Dean, Vice Dean for Academic Affairs and Head of the Department
3	Accepted student final selection results				Final score recap	1 day	Accepted student decisions	Students who are declared PASS will make a New Students acceptance letter signed by the Dean of FMUB and announced on the website pdik.fk.ub.ac.id
4	New student registration				Registration Form and Card	1 day		Students register and pay tuition fees to the designated bank
5	Students join New Students Education Orientation							
6	Students fill out Study Plan online							
7	Finished							Students are declared active