



Fact Sheet 2025-2026 Inbound Student Exchange Program

| University Information | |
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| University | Institut Teknologi Bandung |
| Business School/Department | School of Business and Management |
| Country | INDONESIA |
| University and Faculty Website | https://www.itb.ac.id/ & https://www.sbm.itb.ac.id/ |
| Business programs accreditation and facts | <ul style="list-style-type: none"> - Top 251-300 world university in Business and Management Studies subject by QS World University Ranking - Best Business School in Indonesia by Global Brands Magazine (2017,2018,2019), and SWA Magazine (2009). Also the Best School of Management in Indonesia by MIX Marketing Group of SWA Magazine (2011, 2012, 2013, 2014 and 2015). - Three Palms of Excellence (excellent business schools with reinforcing international influence) by Eduniversal Business School Ranking - Top 401-500 of the world and the highest ranked in Indonesia in Business and Economics subjects from Times Higher Education - SBM ITB is audited internally and externally by complying with International Organization for Standardization (ISO) 9001:2015 - Internationally accredited by AACSB and nationally accredited by BAN PT |

| Contact Information International Office | |
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| Address of International Office (University Level) | Jl Ganesha No. 17 Bandung Office Phone +62 22 2504282, email: iro@itb.ac.id , Website: https://partnership.itb.ac.id/ |
| International Relation Unit (School Level) | Jl. Ganesha No. 10 Bandung, SBM ITB Building Phone +62 22 2531923, email: iro@sbm-itb.ac.id , Website: https://www.sbm.itb.ac.id/about/international-relations/ |

| Contact Persons at SBM ITB (School Level) | | | |
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| Function | Name | E-Mail | Phone |
| Coordinator, International Partnership Division | Ira Fachira Ph.D | ira@sbm-itb.ac.id , | +62-22- 2531923 ext 1305 |
| Staff, International Partnership Division | Yanie S Saputra | yanie@sbm-itb.ac.id | +62-22- 2531923 ext 2206 |
| Staff, International Partnership Division | Anti Novarianti | anti@sbm-itb.ac.id | +62-22- 2531923 ext 2206 |

| Application and Academic Calendar | | | |
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| Study Level | Bachelor Management –International Business/ Bachelor International Entrepreneurship / Master in Management Science/ Master in Business Administration | | |
| Term | 1 st Semester Early Sep ,25 – Mid Jan'26 | 2 nd Semester Early Feb – Mid June 2026 | Notes |
| Nomination Deadline | *10 June 2025 | *10 October 2025 | *tentative and subject to change |
| Application Deadline | *10 July 2025 | *10 November 2025 | |
| Course plan confirmation | one week after class commence | one week after class commence | |
| Orientation Session | *1 st week of september | *1 st week of February | Exact dates will be confirmed prior to the start of semester |
| Class commencement | *9 September 2025 | *10 February 2026 | |
| Final Exam Period | Early – mid Jan | mid – end June | |
| Online Application Website & Requirements | Application are online through ITB website , which is administered by ITB Enrolment Office at ITB Directorate of Education. Students should prepare and upload all the supporting document of application through the system: Statement of Purpose / Motivation letter; Latest Academic Report/Transcript; Student ID Card/Personal ID Card; English Proficiency Certificate Valid Passport (Identity Page); Formal Recent Photo; and Proof of Full Coverage Health Insurance Plan | | |

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| Course Lists offered | Updated in the online application portal. Students can mix the course choices from 2 (two) faculties only. Max 22 ITB credit for Bachelor level, and 12 ITB credit for Graduate level students. Faculty where more course credit taken by the student will be the host faculty, and the other will be the co-host. Note the below when selecting course: - S1 code refers to Undergraduate course level, and S2 refers to Master level courses. - The 1st two letters in the course code refer to the faculty. For all courses offered by the business School begin with code MMxxxx or MBxxxx and MKxxxx, so other than that, it refers to other faculties. - the digit number also refers to the course level (S1 = 1-4, for instance: MB3133, MK2002; S2=5-6, , for instance: MB5101, MM5002) |
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| Acceptance Letter and Visa documents | After a complete application done, one week after the online application period ends, students will receive email from ITB enrolment office for the confirmation of acceptance. Letter of acceptance can be downloaded from student's account for ITB online application system. Students will receive documents for visa processing from ITB International Office. |
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| Requirements for Incoming Exchange Students | | |
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| | Bachelor's Level | Master's Level |
| GPA or Overall Average Grade Requirement | 3.00/4.00 / equivalent | 3.00/4.00 / equivalent |
| English requirements | IELTS 5.5 overall (or equivalent) | IELTS 6.0 overall (or equivalent) |

| Programs and courses open to Incoming Students | | |
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| Bachelor's Programs | | |
| Program Name | Language(s) of Instruction | Campus Address |
| Bachelor of Management | English and Bahasa Indonesia | Jl. Ganesha 10 Bandung |
| Bachelor of Entrepreneurship | English and Bahasa Indonesia | Jl. Jatinangor Sumedang |
| Master's Programs | | |
| Program Name | Language(s) of Instruction | Campus |
| Master of Business Administration | English and Bahasa Indonesia | Jl. Gelap Nyawang 1 Bandung |
| Master of Business Administration | English and Bahasa Indonesia | Graha Irama (Indorama), 12th floor Jl. HR Rasuna Said Kav. 1-2 Jakarta |
| Master of Science in Management | English | Jl. Ganesha 10 Bandung |
| Are Bachelor Exchange Students allowed to take courses at Master's level? | No. Master courses are limited to Graduate Students only | |
| Can Exchange Students mix courses from different programs/departments | Allowed up to two schools/faculties; Faculty where more courses taken by the student will be the host faculty, and the other will be the co-host. | |

| Course Load, Credit, and Grading System | |
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| Credit System | SKS/ Semester Credit System for undergraduate level 1 SKS = 1.5 ECTS = 3 UK Credits |
| | SKS/ Semester Credit System for graduate level 1 SKS = 2.5 ECTS = 5 UK Credits |
| Academic Transcripts | Academic transcripts will be sent to the coordinators at home university after the end of semester |
| Number of maximum credits per semester | 22 SKS for undergraduate level 12 SKS for master level |

GRADING SYSTEM

| Letter Grade | Grade Point | Note |
|--------------|-------------|--------------|
| A | 4.0 | Exceptional |
| AB | 3.5 | Excellent |
| B | 3.0 | Good |
| BC | 2.5 | Satisfactory |
| C | 2.0 | Sufficient |
| D | 1.0 | Poor |
| E | 0 | Fail |

Additional Information

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| Approximate cost of living per month (excluding tuition) | Rent | IDR 2,500,000 – 5,000,000 |
| | Living Expenses | IDR 2,500,000 – 3, 000,000 |
| | Other Expenses | IDR 3,000,000 |
| | Total | IDR 8,000,000 – 11,000,000 |



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| <p>Website about Bandung City and Travel Guidance</p> | <p>https://en.wikivoyage.org/wiki/Bandung</p> |
| <p>Accommodation</p> | <p>Students are responsible for finding accommodation by themselves. ITB has a limited number of accommodations, there are rooms at ITB dormitory. The reservation in the Itb dormitory is handled through the host faculty at ITB at least one month before arrival date and according to the room availability.</p> <p>All private housings, and apartments are owned and managed by 3rd parties. Some recommended hotels and guest houses nearby for temporary stay are suggested: Sapadia Guest house ; Beehive Hotel; House Sangkuriang Bandung.</p> <p>For long-term stay there are recommended residence or apartments : SkyCity Home , Parahyangan Residence Apartment, Beverly Dago Apartment, Dago Butik Apartment, Dago Suites Apartment ,Galeri Ciumbuleuit Apartments</p> <p>Most all housings are managed by a 3rd party. You can also consider staying in an apartment which has better facilities. The reservation and options could be made through local websites, such as the following: https://www.reddoorz.com/id-id/search/hotel/indonesia/bandung https://www.travelio.com/en/sewa-apartemen-bandung/bulanan/dekat-kampus-itb https://www.expedia.co.id/</p> |
| <p>Entry Visa and Stay Permit</p> | |
| <p>To enter Indonesia as a student at Institut Teknologi Bandung (ITB), they are required to apply for Study Permit (SP) & Limited Stay Visa (VITAS). Usually taking 2 weeks to process, Study Permit is issued by the Directorate General of Higher Education, Research, and Technology (Ministry of Education, Culture, Research, and Technology) in Jakarta. The International Office ITB, at the Bureau of Partnerships ITB will assist students in the process.</p> <p>After students have arrived in Indonesia, the following are required to be processed (applicable to all VITAS holder):</p> <p>Indonesian Police Report Letter (or STM) Limited Stay Permit (or ITAS), which is converted from VITAS Temporary Residential Card (or SKTT) Letter of Domicile Change of Address (only if applicable)</p> <p>The following are the required documents to process your Study Permit and VITAS:</p> <p>Study Permit documents required:</p> <ul style="list-style-type: none"> • Letter of Acceptance from ITB • An Academic Report/Transcript • A Curriculum Vitae/Resume • A letter of Declaration stating that you will a) obey Indonesian rules and laws and b) will not involve in any work activities • A letter of Sponsorship or of Financial guarantee • If sponsored by an institution, please present the letter or proof of funding; • Health Declaration/Report, signed by a medical doctor within a maximum of 2 months before applying / (Health Certificate) • A color scan of valid Passport (full identity page): <ul style="list-style-type: none"> - 18-month passport validity remaining to apply for a 6-month SP and KITAS (Limited Stay Permit Visa) - 24-month passport validity remaining to apply for a 12-month SP and KITAS - 36-month passport validity remaining to apply for a 24-month SP and KITAS • formal photos (no-tshirt) – red background <p>VITAS documents required:</p> <ul style="list-style-type: none"> • Guarantee Letter (to be processed by ITB) • Colored Scan of Valid Passport (ID page) • Colored scan of front/cover passport • Proof of Sufficient Funds (at least USD 2.000) /bank statement • Health Insurance (for the period of stay in Indonesia) • Formal photos (no-tshirt) (colored, in jpeg, size 100-200 kb), white background, taken within the last 6 months • Travel Insurance (covering covid-19 treatment, if testing positive after arrival in Indonesia); • Certificate or Statement of Good Conduct in English (a letter issued by home university or employer – with letterhead, confirming that you behaved well and/or has not been involved in any criminal activity. <p>Send all the documents to iro@itb.ac.id to start the process of Study Permit and VITAS. Information website for further and most up to date information: https://partnership.itb.ac.id/the-preparation/immigration/</p> | |