

 **FORMULIR PINDAH PROGRAM**

***CHANGE OF CAMPUS/PROGRAM FORM***

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| **Nama Lengkap /** *Full Name***Tempat, tanggal lahir /** *Place, Date of Birth* | :*……………………………………………….……………………………………………………………………….………….*……: *…………………………………………..……………………………………………………………………………………….*…… |
| **NIM /** *Student Identification Number* | : *………………………………………..........* **No. KTP/ Paspor /** *Id Card/Passport No.*: ….………….……………........ |
| **Fakultas /** *Faculty* **Program Studi /** *Department***Kampus /** *Campus***Program /** *Program* | : *………………………………………………*  : *………………………………………………***: Meruya / Menteng / Jatisampurna Bekasi / Warung Buncit** **: Reguler 1 / Reguler 2 / Reguler 3**  |
| **Alamat Rumah /** *Home Address* | : …………………………………………………………………………………………………………………………………………. |
|  |  …………………………………………………………………………………………………………………………………………. |
| **Nomor Telepon /** *Telephone Number* | : …………………………………………………………………………………………………………………………………………. |
| **Alamat Email Aktif /** *Active Email Address* | : ………………….……………………………………………………………………………………………………………………… |

**Dengan ini saya mengajukan permohonan pindah tempat kuliah ke /** *I hereby file my application for moving to:*

**Kampus /** *Campus* : **Meruya / Menteng / Warung Buncit**

**Program /** *Program* **: Reguler 1 / Reguler 2 / Reguler 3**

**Tipe Perkuliahan (Khusus Reguler 2) : Senin – Jumat (eLearning) + Sabtu (07.00-14.30)**

 **Senin – Jumat (eLearning) + Sabtu (14.30-22.00)**

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| **Bersama ini saya melampirkan persyaratan pindah tempat kuliah / pindah program sebagai berikut:***Please find attached requirement for change of campus/program as follows:*1. Tidak terancam pemutusan studi berdasarkan hasil evaluasi keberhasilan studi dari program studi dan memperoleh rekomendasi rekam jejak kegiatan dari direktorat kemahasiswaan/ *Not subject to study termination based on result of study success evaluation of department and who obtained a recommended copy of activities from directorate for student affairs*; **\***

2. Untuk mahasiswa pindah program ke Reguler 2 dan 3, melampirkan surat keterangan bekerja/ bila wirausaha melampirkan SIUP,TDP, NPWP dan Surat Keterangan Domisili Usaha atas nama pengusul / *For student who desires to change program to Registers 2 and 3, must attach his/her certificate of employment/for student who runs his/her own business must attach his/her Trade License, Company Registration Certificate and Tax Reference Number and Certificate of Business Domicile in the name of the applicant*; **\***3. Pindah Program hanya dapat dilakukan satu kali selama masa studi / *The change of program can be conducted only once during the study period.***\* Berikan tanda centang jika syarat sudah dipenuhi /** *Please put a check mark if requirement is fulfilled* |
| **KETERANGAN** *NOTE* | **MAHASISWA***STUDENT* | **KETUA****PROGRAM STUDI***HEAD OF DEPARTMENT* | **BIRO****ADMINISTRASI KEUANGAN***BUREAU OF FINANCIAL ADMINISTRATION* | **BIRO PEMBELAJARAN***BUREAU OF LEARNING*  |
| Tanda Tangan*Signature* |  |   |  |  |
| Nama / *Name* |  |  |  |  |
| Tanggal / *Date* |  |  |  |  |

**Rangkap 3 :** Lembar 1: BAP, Lembar 2: BAK, Lembar 3: Mahasiswa / ***3 Counterparts:*** *Sheet 1: BAP, Sheet 2: BAK, Sheet 3: Student*