



Memorandum of Agreement (MoA)

between
POLITEKNIK NEGERI JEMBER

and
MANAGEMENT & SCIENCE UNIVERSITY



on
Joint Degree Program

Number : ~~17976~~/PL17/KS/2023

On this day, Date ~~1st~~ Month **11**, Year Two Thousand Twenty Three, the undersigned :

1. Saiful Anwar, S.TP., M.P.

Director of Politeknik Negeri Jember (POLIJE), located on Mastrip Street 164, Sumbersari District - Jember Regency, in this case as and on behalf of Politeknik Negeri Jember, hereinafter referred to as **FIRST PARTY**.

2. Professor Dr Mohd Shukri Ab Yajid

President of Management and Science University, located on University Drive, Off Persiaran Olahraga, Section 13, Shah Alam, Selangor Darul Ehsan, Malaysia. 40100, in this case as and on behalf of Management and Science University, hereinafter referred to as **SECOND PARTY**.

Further in this Memorandum of Understanding **FIRST PARTY** and **SECOND PARTY** called "**THE PARTIES**" and individually called "**PARTY**".

THE PARTIES will explain the following matters previously:

1. **FIRST PARTY** is Vocational Colleges with skill competency on Agricultural production, Agricultural Technology, Animal Husbandry, Agribusiness Management, Information Technology, Language, Communication and Tourism, Health, Engineering, and Business Departments;
2. **SECOND PARTY** is The Faculty of Information Sciences & Engineering (FISE) at Management & Science University (MSU) comprises the three departments of Media Science & Graphic, Engineering & Technology, and Information Sciences & Computing.

The parties are desirous of entering into this Memorandum of Understanding and involved will share their academic interest and resources, declare their respective intentions and to establish a basis of co-operation and collaboration between the Parties upon the terms as contained herein, engaging in collaboration to promote mutually

advantageous cooperation in academic activities aimed at qualified human resources. To extent feasible, the parties will develop programs and activities of cooperation between their students, faculty members, departments, and research institutes to exploring education, research, and cultural exchange. Management & Science University and Politeknik Negeri Jember have agreed to conduct Agreement of Academic Cooperation on Joint Degree Program for Applied Science Bachelor Program.

NOW THIS MEMORANDUM OF AGREEMENT WITNESSETH AS FOLLOWS:

1. GENERAL PROVISIONS

- a. The participant is a student of Bachelor in Computer Science (Hons) and D4 – Information Technology, who meets the requirements established by POLIJE and MSU.
- b. Admission is the selection to enroll the of Bachelor in Computer Science (Hons) and D4 – Information Technology that will be conducted in POLIJE and MSU
- c. Collaborative program of Diploma 4, further referred to program is an Education program of Diploma 4 organized by POLIJE in which the student will complete the courses for 6 semesters and be permitted to enroll in courses and programs for 2 semesters and 1 short semester in MSU.

2. OBJECTIVES

The parties to the agreement aim to promote a collaborative of Bachelor in Computer Science (Hons) and D4 – Information Technology the graduate earn two titles which are Bachelor from POLIJE and MSU.

3. SCOPE OF COOPERATION

- a. POLIJE organize a Collaborative of Bachelor in Computer Science (Hons) and D4 – Information Technology based on the determined requirement and regulation and laws.
- b. The program applies 6.3 pattern which means that the students will experience learning process for 6 semesters in POLIJE and 3 semesters in MSU.
- c. MSU and POLIJE develop an KKNI-Based Curriculum that refer to the rules and regulations of the Directorate General of Learning and Student Affairs, Ministry Research, Technology and Higher Education.
- d. The candidate student as mentioned in Chapter 1, item 1 will be selected by POLIJE.
- e. The number of the participant of this program will be 24 students.
- f. MSU provides synchronized curriculum to support the program in POLIJE.
- g. POLIJE is required to provide educational progress report from the first to the sixth semester to MSU and vice versa for the rest of the semester.

4. REQUIREMENTS

- a. Indonesian Citizen graduated from vocational, high school and equivalent high school majoring Social or Science.
- b. The candidate must be born in 2003 - 2009 or later for the admission 2023/2024, 2024/2025, 2025/2026, 2026/2027 academic year.
- c. The candidate has no handicap issues.
- d. The candidate has no health issues.
- e. The candidate has passed the selection process.

5. SELECTION OF STUDENTS

- a. Selection of Students of the Joint Degree Program is organized by POLIJE.
- b. The selection as mentioned previously is divided into following stage:
 - I. Administrative Selection;
 - II. Academic Test;

- III. English Proficiency Test;
- IV. Interview;
- c. Administrative selection, Academic test, English Proficiency Test, and Interview are carried out by POLIJE.
- d. The eligible prospective students of the Joint Degree Program will be openly announced.
- e. The entire result of the selection process carried out by POLIJE will be reported to MSU as well.
- f. The students who take part in the collaborative program are registered both as the Student of POLIJE Indonesia and MSU Malaysia. The students must have ID Card and Student register number issued by POLIJE Indonesia and MSU Malaysia.
- g. The students who take part in the collaborative program must participate orientation program organized by POLIJE Indonesia and MSU Malaysia.

6. RIGHTS AND OBLIGATIONS

- a. The students of collaborative program get ID Cards along with other identity from MSU.
- b. MSU online library, International Journal, Books and or magazine which are subscribed by MSU are accessible for the students of the collaborative program.
- c. The students of the collaborative program are permitted to attend the classes in MSU during off semester with appointment.
- d. The students of the collaborative program can take certain course from MSU and shall pay required fee to MSU.
- e. The collaborative program applies Single Tuition Fee (UKT) which is required to pay to POLIJE Indonesia include tuition fee for Education in MSU Malaysia.
- f. MSU can claim the bill to POLIJE every semester or year by sending official letter.
- g. In addition to tuition fee mentioned in item 6, students must fulfill the following expenses:
 - i. Personal Bond
 - ii. Visa Students
 - iii. Application Fees
- h. Students will earn two titles after completing the program. They are SST bachelor's in computer science (Hons) and D4 - Information Technology MSU Malaysia.
- i. The students are allowed to join graduation ceremony both in POLIJE Indonesia and in MSU Malaysia.
- j. The students who have completed the Bachelor program are permitted to attend master's degree (S2) di MSU through fast-track program.
- k. Internship program for the students conducted in Malaysia will be determined by MSU by having test from the Collaborative Industry pointed by MSU.
- l. MSU and POLIJE can exchange their lecturers (adjunct lecturer) to perform lecturing class in Collaborative Class and the Host institution only provides Hotel and local transport.
- m. MSU shall provide lecture for guest lecturing once a year for every study program. The host institution covers Accommodation and local transport.
- n. The achievement progress of the student will be reported to each institution.
- o. In case the students of the program do Stop Out (SO) or Drop Out (DO) during the study in POLIJE, then the tuition fee can not be returned. If it happened during the study in MSU, then the action given will be accordance with the MSU regulation.

- p. Graduation status in MSU requires MUET 3/ TOEFL 550/ IELTS 5,5 within one year stay in Malaysia.
- q. The students are given a chance to have scholarship during the study in MSU Malaysia based on the regulation of MSU Malaysia.
- r. The final project occupies Joint Advisor Scheme which provides supervisor from both POLIJE Indonesia and MSU Malaysia. Further, the final examination will be conducted via teleconference.
- s. MSU Malaysia supports to arrange student visa during in Malaysia while the Calling VISA cost will be fully self-funded by the students.
- t. MSU Malaysia facilitates the accommodation of the students during their studies in Malaysia.

7. IMPLEMENTATION OF EDUCATIONAL AGREEMENT

- a. The Joint degree program is implemented to Bachelor in Computer Science (Hons) and D4 – Information Technology.
- b. The student's admission is organized in the 2023/2024 academic year to 2026/2027 academic year
- c. The program will take for 8 (eight) semesters which consist of 140 credits.
- d. The students of the collaborative program are required to enroll internship program for 3 (three) months while their study in POLIJE Indonesia.
- e. The students of the collaborative program are required to write thesis during their studies in MSU Malaysia.
- f. The top 3 students are given an opportunity to enroll Industrials Internship in Malaysia by satisfying the requirement by the industry themselves.

8. EDUCATIONAL COST

- a. Admission cost covers registration form for administrative selection is set POLIJE. The cost is paid by the prospective students.
- b. Education costs which are received from Single Tuition Fee, are managed by POLIJE Indonesia and MSU Malaysia. Please refer to the attachment 1.
- c. The costs for running the program mentioned previously on item 1 and 2 of this chapter are applied with the joint approval of POLIJE Indonesia and MSU Malaysia.
- d. The students of Joint degree program are responsible for the cost of Graduation ceremony.

9. PERIOD OF AGREEMENT

This agreement is valid for five years from the time it was signed until the completion of the implementation of the Joint Degree Program for 2026/2027 academic year.

10. SUSTAINABILITY

The students who have completed the Bachelor program are permitted to attend Master degree (S2) at MSU through fast-track program.

11. TERMINATION OF AGREEMENT

- a. This agreement can only be terminated by MSU Malaysia and POLIJE Indonesia.
- b. The Agreement may be terminated upon the occurrence of any of the following:
 - I. MSU Malaysia and POLIJE Indonesia do not justify the requirements of the agreement.
 - II. One of the parties terminates the agreement.

12. JOINT PROPERTY

The Parties agree that any intellectual property rights arising from any activities under this MoA shall be jointly owned and shall be in a proportion which corresponds to each Party's contribution in respect of the same. Each Party shall

acknowledge the other Parties in any publication or presentation relating to any activities under this MoA.

13. NOTICES

Subject as otherwise provided in this Agreement, all notices, demands, or other communications required or permitted to be given or made hereunder shall be in writing and delivered personally or sent by prepaid registered post or addressed to the intended recipient thereof at its address or faxed to the facsimile number set out below (or to such other addresses, or facsimile numbers as any Party may from time to time notify the other). Any such notice, demand or communication shall be deemed to have been duly served (if given or made by facsimile) immediately or (if given or made by letter) three (3) days after posting.

TO POLITEKNIK NEGERI JEMBER

Address : POLITEKNIK NEGERI JEMBER

Jalan Mastrip 164 Jember 68101, East Java - Indonesia

Tel. No. : (0331) 333532

Fax No. : (0331) 333531

E-mail : ukerma@polije.ac.id

TO MANAGEMENT AND SCIENCE UNIVERSITY

Address : MANAGEMENT AND SCIENCE UNIVERSITY

University Drive, Off Persiaran Olahraga, Section 13, Shah Alam,
Selangor Darul Ehsan, Malaysia. 40100

Tel. No. : +(603) 5521 6868

Fax No. : -

E-mail : global_affairs@msu.edu.my

14. DISPUTE RESOLUTION

Disputes arising in the implementation of this agreement will be resolved by deliberation to result a consensus by MSU Malaysia and POLIJE Indonesia.

15. MISCELLANEOUS

1. MSU and POLIJE agree that this agreement will be implemented with the principle of mutual respect and safeguarding the interests of MSU and POLIJE. It is prohibited to convey any information during the period of this agreement to other parties without the approval of MSU Malaysia and POLIJE Indonesia.
2. Changes to this agreement can only be made based on an agreement between MSU Malaysia and POLIJE Indonesia.
3. Other will be regulated later based on the agreement between MSU Malaysia and POLIJE Indonesia which result a separate agreement.
4. The results of the agreement on changes to the Agreement as referred to point no. 2 will be included in an Amendment / Addendum which is part of this agreement.

16. CLOSING

This agreement was signed by MSU Malaysia and POLIJE Indonesia on the day and date stated at the beginning of the agreement, printed in 2 (two) copies, each of which has the same legal force for MSU Malaysia and POLIJE Indonesia.

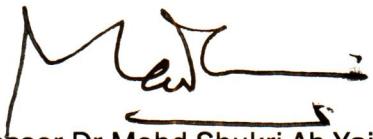
Signed for and on Behalf of:



Saiful Anwar, S.T.P., M.P.
Director
Politeknik Negeri Jember

Date: Date/Month/Year

01/11/2023


Professor Dr Mohd Shukri Ab Yajid
President
Management and Science University

The attachment 1

**Budgetting Scheme of Join Degree Program and Fast Track Programs Computer Engineering Study Program
State Polytechnic of Jember and Management and Science University 2023**

	SEM 1	SEM 2	SEM 3	SEM 4	SEM 5	SEM 6	SEM 7*	SEM 8**	SEM 9***	SEM 10
Polije (Paid Direct to Polije)	9,000,000	9,000,000	9,000,000	9,000,000	9,000,000	9,000,000				0 RM
IT Dept (Paid through MSU)										0 RM
MSU (Paid to MSU)	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	8,400 RM	7,400	7,400	7,400
Personal Bond							500 RM			
Visa							2,548 RM			
TOTAL Paid by student (Rp)	12,000,000	12,000,000	12,000,000	12,000,000	12,000,000	12,000,000				
TOTAL Paid student (RM)							8,400 RM	7,400	7,400	7,400