ANNOUNCEMENT
No: 6219/IT2.I/B/PP.00.01.03/VI/2025

This announcement released incorporate with the Selection Result of International Undergraduate Program (IUP) - Institut Teknologi Sepuluh Nopember (ITS) Application Periode 3 (Batch 3) year 2025/2026.

The accepted new-student candidate (*calon mahasiswa baru*) who are listed in the Selection Result, is invited to conduct **the registration of new-student by following the procedure of registration.** Please be noticed that the registration procedure is required steps, once the procedures completed, it will change the status of the new-student candidate become new-student of ITS.

All new-student candidates may prepare the documents required, must fill out the data accurately, and upload the required documents truthfully. Please follow carefully the procedure of registration within its respectives sharp schedule.

No.	Procedure	Schedule
1.	• **Access SIPMABA for online registration** https://sipmaba.its.ac.id. username : registration number password : date of birth (DDMMYYYY) • **Fill in the Statement Letter of Declining Refund** (Form 1) and upload into SIPMABA. • **Get the payment code** (designated for each student) • **Complete the payment** of Institution Development Fee (IDF/IPI) through the designated bank. (Payment will be closed on June 24, at 3:00 PM (WIB/GMT+7)	June 20 - 24, 2025
2.	**Filling in** the required data and uploading the required documents on SIPMABA, then save the proof of SIPMABA completion.	June 20 - 24, 2025
3.	**Complete the payment of Tuition Fee (UKT)** through the designated bank. Use payment code for UKT as follow : add prefix 91 before the registration number. Example: Registration Number 725xxxxxxx, the payment code is 91725xxxxxxx. (Payment will be closed on June 27, at 3:00 PM (WIB/GMT+7). Note: payment code for UKT is different from payment code for IDF	June 23 - 30, 2025

No.	Procedure	Schedule
4.	**Print the proof of registration** from SIPMABA in which the Student ID Number (NRP: Nomor Registrasi Pokok) may attached.	Start July 2, 2025

*Note:
Candidates who do not pay the IDF/IPI, do not fill out the personal data, do not upload the required documents, and do not pay the UKT by **June 24, 2025**, at **3:00 PM (WIB/ GMT+7)**, they will be considered to have forfeited their right as new-student of ITS for the academic year 2025/2026.

Note:
1. Payment of Institution Development Fee (IDF/IPI) has two options i.e. full payment or installment. IDF and Tuition fee (UKT) payment can be made to the designated bank i.e. Bank BNI, BRI, Bank Mandiri, Bank Syariah Indonesia, BTN, or Bank Jatim across Indonesia, possible payment via teller, ATM, internet banking, and mobile banking.

   Exception: new-student candidate with foreign citizen proceed directly to fill out the required data and uploading the required documents into SIPMABA. Complete the tuition fee (UKT) payment with special assistance from ITS Finance Bureau.

2. Documents Required for Online Registration:

   a. A recent color passport photo with dimensions of 400 x 400 pixels, with blue background, plain white shirt, and black headscarf for those wearing one, without glasses or any other accessories, in JPG or PNG format, size between 200 and 500 KB.
   b. Scanned documents (JPG or PNG format, size between 200 and 500 KB per document):
      1. High School Diploma or Certificate of Graduation (SKL) or Certificate of Being Enrolled in Grade 12 from school;
      2. Family Card (KK) and National Identity Card (KTP), or passport for foreign student;
      3. Birth Certificate;
      4. Healthcare Insurance Card (if not yet available, it can be arranged during registration);
      5. Statement Letter of Document Falsification (form 2) and Statement Letter of Student Ethics (form 3) with required stamp duty (meterai) of IDR 10,000.
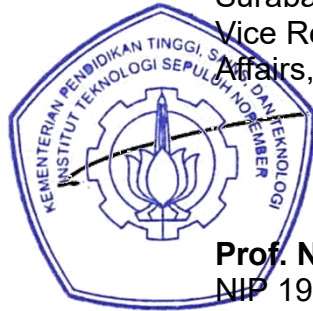
   The verification will be conducted by the Directorate of Education for Undergraduate and Postgraduate Program, starting from June 23, 2025 until completed. During verification period, student may be contacted for any revised document.

3. The schedule for new-student activities (Health Screening, TEFL, Academic Potential Test, Psychotest, and Spiritual Training & National Lecture) will be announced later on the website of https://www.its.ac.id/pendidikan.

New student candidates who are found to have falsified the supporting documents required for applications, registrations, or after becoming a student will be subject to sanctions, including the cancellation of their rights as a student or expulsion from ITS.

Surabaya, June 19, 2025
Vice Rector for Academic and Student Affairs,

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