



**KEMENTERIAN PENDIDIKAN DAN KEBUDAYAAN
INSTITUT TEKNOLOGI SEPULUH NOPEMBER**

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CIRCULAR LETTER
VICE RECTOR FOR ACADEMIC AND STUDENTS AFFAIRS
INSTITUT TEKNOLOGI SEPULUH NOPEMBER
NUMBER: T/21879/IT2.I/TU.00.08/2020

ABOUT
THE IMPLEMENTATION OF NON-ACADEMIC ACTIVITIES

In accordance with the Circular Letter of the Rector T/21018/IT2/TU.00.08/2020 dated 15 March 2020 concerning the Prevention of Coronavirus Disease (Covid-19), non-academic activities including student activities carried out both inside and outside the ITS campus must be canceled/postponed. Nonetheless, to facilitate the sustainability of student activities, please inform the students organization (*Ormawa*) in the related department these following matters:

1. The management, committee, and member of students organization can conduct online internal coordination and meetings by using existing social media.
2. For extracurricular activities requiring regular exercises on regular basis in unison, for example, *Karate*, trainers are suggested to videotape the *Karate* movement guide and to upload it online to be followed and imitated by participants in their respective places.
3. Industrial internship activities that are currently underway or temporarily postponed are recognized and valued in SKEM for this semester. This is also applicable to the case in which students are already accepted for internship yet cannot begin the internship due to the outbreak seen as force majeure (Covid-19 pandemic).
4. Student training activities or workshops should be performed online wherever possible, and this will receive full SKEM recognition.
5. Students can still participate in national and international competitions which are possible to be conducted online. For any winning or medal obtained, students can get a reward and full SKEM recognition following the SOP set by the Directorate of Student Affairs ITS.
6. The involvement of students in the charity program organized by ITS in order to prevent the spread of Covid-19 will be recognized as a component of the SKEM in the field of community service.

This Circular Letter was made to make the best attention and be implemented. May Allah Almighty protect and bestow His blessing upon us to avoid the Covid-19 pandemic.

23 March 2020
Vice Rector for Academic and Students Affairs,



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