KEMENTERIAN PENDIDIKAN, KEBUDAYAAN, RISET, DAN TEKNOLOGI
INSTITUT TEKNOLOGI SEPULUH NOPEMBER
Kampus ITS Sukolilo - Surabaya 60111
Telepon: 031-5994251-54, 5947274, 5945472 (Hunting)
Fax: 031-5947264, 5950806
http://www.its.ac.id/

ANNOUNCEMENT
No: 8223/IT2.I/B/PP.00.01.03/VII/2024

The re-registration of prospective new students of the Institut Teknologi Sepuluh Nopember (ITS) **International Undergraduate Program (IUP) Selection** in **Fourth Application Period** (Batch 4) year 2024/2025 will be conducted online and offline. All prospective new students must fill out the necessary data accurately, and upload the required documents truthfully.

The procedure of re-registration is as follows:

No.	Procedure	Schedule
1.	**Access SIPMABA** https://sipmaba.its.ac.id using the registration number as username and date of birth as password. **Complete the payment of the Institution Development Fee (IPI)** before the online registration through the designated bank using the payment code obtained from SIPMABA.	July 27 - 29, 2024
2.	**Conduct online re-registration** by filling out personal data and uploading the required documents on SIPMABA, then print the SIPMABA completion proof from the website.	July 27 – 29, 2024
3.	**The verification of the parents' economic data** from SIPMABA will be conducted online by the ITS Verification Team.	July 29 – 30, 2024
4.	**Offline validation of personal data** by the Directorate of Education Team. Prospective new students **must be present** according to the schedule at the KPA Building, 1st floor (Plaza Dr. Angka), ITS Sukolilo Campus, Surabaya.	July 29, 2024
5.	**Health examinations** (for all programs) **and color blindness tests** (for programs that require them) will be conducted offline according to the schedule at the KPA Building, 1st floor**.**	July 29, 2024
7.	**Announcement of the Tuition Fee (UKT) and IPI Adjustment*** can be viewed online by logging in https://sipmaba.its.ac.id.	July 30, 2024

No.	Procedure	Schedule
8.	**Make the UKT and IPI Adjustment* payment** according to the ITS Verification Team's decision through the designated bank.	July 30 – 31, 2024
9.	**Print the proof of re-registration** on the website https://sipmaba.its.ac.id to obtain the Student ID Number (NRP: Nomor Registrasi Pokok).	Start July 31, 2024

*Note:
Candidates who do not pay the IPI/IDF, do not fill out the personal data and upload the required documents, do not attend the offline re-registration, and do not pay the UKT by **July 31, 2024**, at **3:00 PM WIB**, they will be considered to have forfeited their right as a prospective new student at ITS for the academic year 2024/2025.

A. Documents Required for **Online Re-registration**:
Prospective new students who choose the maximum IDF/IPI not required to upload documents mentioned in point b number 3 and point c.

   a. A recent color passport photo with dimensions of 400 x 600 pixels (latest), blue background, plain white shirt, and free choice of headscarf for those wearing one, 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) from the school;
      2. Recent employment certificate of both parents/guardians;
      3. Income certificate of both parents/guardians, detailing salary and/or other income (such as professional certification and additional allowances) evidenced through:
         a) Gross income proof from the 2023 Tax Report (*Laporan Pajak SPT Tahun 2023*, Form 1721 A1 or A2), or a certificate authenticated by the payroll treasurer for formal sector workers, including: civil servants, military/police personnel, private employees, retirees; or
         b) Income certificate (*Surat Keterangan Penghasilan*) from the Village Head (*Lurah/Kepala Desa*) for those working in the informal sector (e.g., laborers, farmers, fishermen, traders, entrepreneurs, etc.) or for those who are unemployed.
      4. Family Card (KK) and National Identity Card (KTP);
      5. BPJS Card (if not yet available, it can be arranged during re-registration);
      6. A statement letter with a stamp of IDR 10,000, signed by both parents/guardians and the new student. The statement letter format can be downloaded from https://sipmaba.its.ac.id.
   c. A clear front view photo of the house (JPG or PNG format, size between 200 and 500 KB).

B. Before filling data in the online registration, new student candidates must pay the IPI fee by choosing either full payment or installment options. Payments can be made via teller, ATM, internet banking, and mobile banking at any branch of Bank BNI, BRI, Bank Mandiri, Bank Syariah Indonesia, BTN, or Bank Jatim across Indonesia by entering the payment code obtained after uploading the statement letter at https://sipmaba.its.ac.id.

C. All new students of ITS through the International Undergraduate Program Selection are required to attend the ITS Sukolilo Campus in Surabaya on **July 29, 2024** for **Offline Re-registration**, which includes data validation and medical examination. All prospective new students must attend in proper, neat attire, wearing a collared shirt and shoes, must bring documents with details and schedule as follows:
   a. ITS IUP Selection Participant Card;
   b. High School Diploma or Certificate of Graduation (SKL);
   c. National Identity Card (KTP) and Family Registration Card (KSK/KK);
   d. Birth Certificate;
   e. Three (3) Original Stamped Statement Letters;
   f. Proof of SIPMABA completion;
   g. Academic transcript/report

D. All new students are required to take a **medical examination** (physical examination) offline at KPA Building, 1st floor (Plaza dr. Angka), ITS Sukolilo Campus, Surabaya, on July 29, 2024, according to each participant's schedule.
   For new students of the bachelor's programs in Chemical Engineering and Environmental Engineering, who are found to be colorblind, they will be transferred to other study programs according to the applicable regulations.

E. After receiving the Tuition Fee (UKT) amount and the announcement of IPI Adjustments (if the New Student Candidate is subject to an IPI change after verification), the new student candidate must **pay the UKT and IPI Adjustment** as determined by the Verification Team. UKT and IPI Adjustment payments can be made via teller, ATM, internet banking, and mobile banking at any branch of Bank BNI, BRI, Bank Mandiri, Bank Syariah Indonesia, BTN, or Bank Jatim across Indonesia by entering the 2024 IUP Selection Registration Number, with the prefix 91 added before the registration number.

   Example: If the 2024 IUP Selection Registration Number is 724xxxxxxx, the payment should be made by entering: 91724xxxxxxx.

F. The registration proof for **obtaining the NRP** (Student Identification Number) can be printed starting July 31, 2024, through the website https://sipmaba.its.ac.id after all the above re-registration processes have been completed by new student candidates. The schedule for new student activities (TEFL, TPA, Psychotest, and Spiritual Training & National Lecture) will be announced later via https://www.its.ac.id/pendidikan.

   New student candidates who are found to have falsified the supporting documents required for re-registration (whether at the time of re-registration or later after becoming a student) will be subject to sanctions, including the cancellation of their rights as a student or expulsion from ITS.

Surabaya, July 26, 2024
Vice Rector for Academic and Student Affairs,

Prof. Nurul Widiastuti, S.Si., M.Si., Ph.D.
NIP 197104251994122001