

UIII Admission Official Guideline

for Indonesian and International Students

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for
M.A.
& Ph.D.

more information:

[uiii.ac.id/
admissions](http://uiii.ac.id/admissions)

date open:

Jan 4
2024



UIII Admission Official Guideline

for Indonesian and International Students

Universitas Islam Internasional Indonesia (UIII), or Indonesian International Islamic University (IIIU), is a newly established graduate institution specifically designed to produce exceptional scholars developing the boundaries of knowledge for the benefit of humankind. Our curriculum and learning process is prepared to optimize critical and creative skills, nurtured and supervised by renowned international faculty members. UIII graduates are expected to contribute significantly to their society and emerge as dynamic global leaders capable of bringing about a positive change in society and inspiring others.

UIII currently provides 4 (four) faculties and offers academic programs at Master's (MA) and Doctoral (Ph.D.) levels. The university also has various research centers with specific research agendas responding to strategic issues and challenges related to Muslim societies worldwide.

UIII is inviting high-caliber individuals who demonstrate academic excellence, present excellent co-curricular activities records, and exhibit outstanding leadership qualities to apply to

our university. UIII offers financial aid for selected applicants to give them the opportunity to pursue a graduate education of their choice at UIII. The scholarships will be awarded to outstanding and emerging young leaders from all over the world who have these leadership qualities and a solid academic background to pursue Master's (MA) and Doctoral (Ph.D.) degrees.

Every applicant has a right to equal treatment without discrimination. UIII upholds the highest standards of fairness and places the highest value upon ideals of scholarly responsibility. Minorities, women, and individuals with disabilities are encouraged to apply. What matters is your ability to submit a strong application that demonstrates you are capable of excelling in a robust Master's (MA) and Doctoral (Ph.D.) programs at UIII and that you have a clear vision for your future.

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Application Requirements

The following is a list of requirements and materials required for a complete application for

Master's (MA)

1. An undergraduate degree from an accredited higher education institution.
2. Outstanding undergraduate certificate or equivalent qualifications in the relevant fields with a Grade Point Average (GPA) of at least 3.0 on a scale of maximum 4.0.
3. Have strong leadership qualities and academic background.
4. Have good co-curricular and social activities record.
5. Apply as a full-time Master's degree student at UIII.
6. Have an English language proficiency as shown by a certificate from an accredited testing agency. The English proficiency requirement does not apply to applicants who speak English as their native language, mother tongue, first language, or those who graduate from universities that use English as the language of instruction or medium of learning.
7. Applicants who choose to apply for the Faculty of Islamic Studies, especially for Barnamij Al-Takhassus Fi Al-Dirasat Al-Islamiyya Al-Turathiyya concentration must have:
 - a. An Arabic proficiency as shown by a certificate from an accredited testing agency, such as TOAFL with minimum score 550 or any equal certificate issued by credible academic institutions. (The Arabic proficiency requirement does not apply to applicants who are graduated from Islamic Studies major using Arabic as the language of instruction or medium of learning).
 - b. An English language proficiency by TOEFL/IELTS/TOEIC (preferable but not mandatory).

Doctoral (Ph.D.)

1. A Master's degree from an accredited higher education institution.
2. Outstanding master's certificate or equivalent qualifications in the relevant fields with a Grade Point Average (GPA) of at least 3.5 on a scale of maximum 4.0.
3. Have strong leadership qualities and academic background.
4. Have good co-curricular and social activities record.
5. Apply as a full-time Doctoral (Ph.D.) degree student at UIII.
6. Have an English language proficiency as shown by a certificate from an accredited testing agency. The English proficiency requirement does not apply to applicants who speak English as their native language, mother tongue, first language, or those who graduate from universities that use English as the language of instruction or medium of learning.
7. Applicants who choose to apply for a Ph.D. program at the Faculty of Islamic Studies must have Arabic language proficiency, as shown by a certificate from an accredited testing agency. The Arabic proficiency requirement does not apply to applicants who speak Arabic as their native language, mother tongue, first language, or those who graduate from universities that use Arabic as the language of instruction or medium of learning.
8. Submit a brief research proposal for the Ph.D. Dissertation.
9. Submit an academic writing sample, research paper relevant to your field, or article recently published in an academic journal

Research Proposal for Doctoral (Ph.D.) Program Applicants

The research proposal must be concisely written in English, between 4000-5000 words.

The proposal must include:

1. Project title or research topic
2. Background
3. Aims and objectives
4. Research questions
5. Proposed methodologies
6. Literature Review
7. Expected research contribution
8. References

you are
not eligible
for a scholarship if you are:

1. Maximum age of 35 years old for the Master's program and 40 years old for the Doctoral program.
2. Currently pursuing another degree.
3. Receiving a scholarship for a degree from another institution
4. Recipient of the scholarship may not concurrently hold any other fellowship, grant, bursary, award, scholarship, or allowance without prior approval from the University.
5. Unable to meet Indonesian government requirements for international student entry to Indonesia (visa, health, etc.).

Scholarship Benefits

1. Student Visa and Study Permit for international students
2. Outward Airfare (economy-one way) from the closest airport to the recipient's home location to the Soekarno Hatta International Airport, Indonesia
3. Homeward Airfare (economy – one way) from Soekarno Hatta International Airport to the closest airport to the recipient's home location
4. Tuition fees for two academic years (Master's) or four academic years (Doctoral).
5. Early settlement (settling in) allowance after arrival in Indonesia
6. Monthly living allowance for two years (Master's) or four academic years (Doctoral).
7. Health insurance
8. Book allowance
9. Thesis Research allowance

Application Process

Applicants are required to submit the following documents after completing the application form:

1. Undergraduate or Master's certificate
2. Undergraduate or Master's academic transcript
3. Statement of purpose
4. Full curriculum vitae (in tabular form)
5. English language proficiency certificate
6. Arabic language proficiency certificate (for applicants to the Faculty of Islamic Studies only)
7. Two references (recommendation) letters
8. Brief research proposal (for doctoral student)
9. Academic writing sample (for doctoral student)

There will be 3 main application processes:

Administrative Selection

At this stage, UIII will review the completion of all the documents submitted. UIII Selection Committee will only process applicants who have submitted all required documents.

Desk Review

At this stage, all application documents will be substantively reviewed by the Selection Committee for shortlisting. The relevance and strength of the applicant's background will be assessed. Desk review will result in applicant shortlisting. Applicants shortlisted for selection interview(s) will be informed via email.

Interview

Applicants will be assessed on their suitability for the admissions based on the strength of their applications and their performance in the selection interview(s). An interview is a great opportunity for applicants to demonstrate their competences and leadership as well as academic qualifications. The panel consists of the relevant faculty members who will assess your competency, experience, and prospect. Applicants will be asked a series of questions discussing some of the information in the application form. In addition, the panel will ask questions that will enable applicants to explain their personal and professional aspirations and how UIII can facilitate their achievement of these goals. The interviews will be conducted online via Zoom Cloud Meetings.

Shortlisted candidates will be informed in their invitation email for an interview. Please ensure that you are available to attend the interviews to be considered for admission. Your application will be withdrawn if you are unable to attend any scheduled selection interview(s) without a valid reason

Deadline

The online application submission is open throughout the year. For 2024/2025 academic intake, applications must be submitted no later than:

May 3, 2024

Applicants will be notified of the application results via university e-mail

Selection Decision

The decision of the selection committee is final.

Enquiries or disputes surrounding its decisions will not be entertained.

Referee

References are crucial for the selection process. Applicants must provide two references (letters of recommendation) when they submit their application. Please make sure that the referee's email address you provide is correct and that the referee confirms by email to admissions@uiii.ac.id

before the due date. Please note that the referees must respond to the email one week after receiving this notification in order for us to consider your application. UIII will contact the applicant's referees for the confirmation and submission of the letter of recommendation.

Who can be your referee?

Please select your referees wisely. They should be people who can comment on your general suitability. Referees should be known to you, either in an academic or professional capacity. When approaching your referees, please direct them to the guidance section below as it contains important information about what they should include in their reference.

Instructions for your referees

It is vital to provide as much relevant detail as possible to support the applicant. References must be written in English. Following are the points that should be covered by the referee:

1. Your contact details: address, email address, and phone number (mobile).
2. How long have you known the applicant?
3. In what capacity do you know the applicant? (e.g., professional, educational, supervisory, voluntary, religious, etc.)
4. When did you last have regular contact with the applicant?
5. A brief overall endorsement of the applicant, including their:
 - Intellectual, academic and professional competence.
 - Personal and interpersonal qualities.
 - Skills in leadership and networking.
 - Ability to complete a demanding academic program at UIII

Application Fee

Upon submission of an application, applicants will be prompted to pay the application fee (**IDR Rp 750.000 or USD \$50 for all programs**). The application fee must be paid to UIII bank account

at the time the application is submitted and is non-refundable. Applicants will be notified through e-mail on the payment procedure of the application fee.

Application Fee Waiver

1. When you apply for admission to UIII you might be eligible for an application fee waiver based on the information requested in the application.
2. You must fully complete the application before the application fee waiver eligibility is determined.
3. You will receive notification via e-mail or please see a "Check My Application Fee Waiver Status" link sent to you to determine whether you are eligible for an application fee waiver.
4. This application fee waiver will be given only to applicants who demonstrate financial need and meet certain requirements.
5. Under current fee waiver regulations at UIII, we may only approve fee waivers based on our reviews of your demonstrated inability to pay.
6. Approved waivers are not transferrable to a future or past application term.
7. Kindly note that you must upload your Application Fee Waiver Form in its intended document submission field.

Need More Information?

Send us an enquiry, and one of our team members will get back to you.

E-mail : admissions@uiii.ac.id

Website : uiii.ac.id

Instagram : [@uiiiofficial](https://www.instagram.com/uiiiofficial)

Twitter : [@uiiiofficial](https://twitter.com/uiiiofficial)

YouTube : [UIII Official](https://www.youtube.com/channel/UC...)

LinkedIn : [Universitas Islam Internasional Indonesia](https://www.linkedin.com/company/uiii)

Facebook : [Universitas Islam Internasional Indonesia](https://www.facebook.com/uiii)

UIII Campus Address

Universitas Islam Internasional Indonesia

Jalan Raya Bogor KM. 33.5,

Cisalak, Sukmajaya, Depok,

West Java 16416

Indonesia

Useful Website

- UIII : uiii.ac.id
- Indonesian Visa : www.imigrasi.go.id
- IELTS : www.ielts.org
- TOEFL : www.ets.org/toefl
- TOAFL : toafl.com
- PEARSON : www.pearsonpte.com

Table of TOEFL Score Conversion

No	TOEFL iBT®	TOEFL ITP®/PBT®	IELTS™	TOEIC®
1	120	677	9	980-990
2	120	673	9	980-990
3	119	670	9	980-990
4	118	667	9	980-990
5	117	660-663	8,5	980-990
6	116	657	8,5	980-990
7	114-115	650-653	8,5	950-980
8	113	647	8	950-980
9	111-112	640-643	8	950-980
10	110	637	8	950-980
11	109	630-633	7,5	950-980
12	106-108	623-627	7,5	900-950
13	105	623-627	7,5	900-950
14	103-104	613	7,5	900-950
15	101-102	607-61	7,5	850-900
16	100	600-603	7	850-900
17	98-99	597	7	850-900
18	96-97	590-593	7	850-900
19	94-95	587	7	800-850
20	92-93	580-583	6,5	800-850
21	90-91	577	6,5	800-850

No	TOEFL iBT®	TOEFL ITP®/PBT®	IELTS™	TOEIC®
22	88-89	570-573	6,5	750-800
23	120	567	6,5	750-800
24	84-85	563	6,5	750-800
25	83	557-560	6,5	750-800
26	81-82	553	6,5	750-800
27	79-80	550	6,5	750-800
28	77-78	547	6	700-750
29	76	540-543	6	700-750
30	74-75	537	6	700-750
31	72-73	533	6	700-750
32	71	527-530	6	600-650
33	69-70	523	6	600-650
34	68	520	6	600-650
35	66-67	517	6	600-650
36	65	513	6	600-650
37	64	507-510	6	600-650
38	62-63	503	6	600-650
39	61	500	6	600-650
40	45	450	5	500
41	33	400	4,5	400

Kindly note the scores in the grey highlighted area is the minimum score for the English Proficiency Certificate.