ACADEMIC GUIDEBOOK

FACULTY OF SCIENCE AND TECHNOLOGY

UNIVERSITAS AIRLANGGA

2022 – 2023

Kampus C UNAIR, Mulyorejo, Surabaya−60115
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INSTITUTION PROFILE

Name	:	Faculty of Science and Technology (FST) Universitas Airlangga
Address	:	Kampus C UNAIR – Jl. Mulyorejo - Surabaya 60115
Facsimile	:	(031) 5936502
Telephone	:	(031) 5936501, 5936502
E-mail	:	fsaintek@unair.ac.id
Website	:	www.fst.unair.ac.id
Established Since	:	July 1, 1982
Land Area	:	± 12.000 m^2

Departments and Study Programs :

1. Biology

   Study Programs:
   - Bachelor of Science in Biology (S-1 Biologi)
   - Bachelor of Environmental Engineering (S-1 Teknik Lingkungan)
   - Master of Science in Biology (S-2 Biologi)

2. Physics

   Study Programs:
   - Bachelor of Science in Physics (S-1 Fisika)
   - Bachelor of Biomedical Engineering (S-1 Teknik Biomedis)
   - Master of Biomedical Engineering (S-2 Teknik Biomedis)

3. Chemistry

   Study Programs:
   - Bachelor of Science in Chemistry (S-1 Kimia)
   - Master of Science in Chemistry (S-2 Kimia)

4. Mathematics

   Study Programs:
   - Bachelor of Science in Mathematics (S-1 Matematika)
   - Bachelor of Science in Statistics (S-1 Statistika)
   - Bachelor of Science in Information Systems (S-1 Sistem Informasi)
   - Master of Science in Mathematics (S-2 Matematika)

5. Doctoral Program in Mathematics and Sciences (S-3 MIPA)

A BRIEF REMARK

All praise and gratitude for God, the Almighty, because by His grace, the Academic Guidebook for the Faculty of Science and Technology of Universitas Airlangga 2022 - 2023 can be compiled and completed. This guidebook is a technical elaboration of the operational implementation of education based on the Education Guidelines of Universitas Airlangga.

This Academic Guidebook applies to all educational activities within the FST UNAIR. This guidebook contains an introduction, an education system covering the semester credit system, education implementation, evaluation and examination systems, and educational administration including student re-registration, course registration, and academic advising (mentoring). Information related to the curriculum can be found in the respective Curriculum Books of each study program.

Hopefully, this Academic Guidebook can be used as a reference in the implementation of the learning process, academic administration, and mentoring; by lecturers, educational staff, and students. This guidebook is created in accordance with the Education Guidebook of Universitas Airlangga 2022 - 2023, so if there are discrepancies, the correct statements are referred back to the Education Guidelines of Universitas Airlangga.

Surabaya, July 4, 2022
Dean of FST UNAIR,

Prof. Dr. Moh Yasin, M.Si.
NIP. 196703121991021001

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CHAPTER I

INTRODUCTION

1.1. HISTORY OF THE FACULTY OF SCIENCE AND TECHNOLOGY

The establishment of the Faculty of Science and Technology (FST) is intimately intertwined with the historical roots of the Faculty of Mathematics and Natural Sciences (FMIPA), as FST emerged as an extension of FMIPA. The formal inception of the Faculty of Mathematics and Natural Sciences at Universitas Airlangga was realized through the Decree of the Rector of Universitas Airlangga No. 6400/PT.03.9/T/1982 on July 1, 1982. Its official inauguration occurred on July 7, 1982, under the auspices of the Rector of Universitas Airlangga. This significant date is commemorated annually as the anniversary of the Faculty of Mathematics and Natural Sciences at Universitas Airlangga. The existence of the Faculty of Mathematics and Natural Sciences at Universitas Airlangga was subsequently validated by the Presidential Decree of the Republic of Indonesia No. 56/1982 dated September 17, 1982, which outlined the Organizational Structure of Universitas Airlangga (UNAIR). Additionally, the establishment of specific study programs within FMIPA Universitas Airlangga received official recognition through the Decree of the Minister of Education and Culture No. 0556/D/1982.

The establishment of FMIPA (Faculty of Mathematics and Natural Sciences) has been under initial planning and evaluation since 1973. As outlined in the master plan for the development of Universitas Airlangga spanning from 1970 to 1979, it was designated that UNAIR would establish three institutions focusing on basic sciences: Basic Natural Sciences (BNS), Basic Medical Sciences (BMS), and Basic Social Sciences (BSS) institutions. However, among these, only BNS experienced significant development, largely attributed to the presence of proficient human resources and adequate facilities. During this period, BNS operated under the umbrella of the Faculty of Medicine, with all available resources directed towards its advancement. BNS's responsibilities included providing education for the first year of the Faculty of Medicine, Faculty of Dentistry, Faculty of Pharmacy, and Faculty of Veterinary Medicine. According to the Decree of the Dean of the Faculty of Medicine of Universitas Airlangga, the organization structure of Basic Natural Sciences at that time was as follows:

Chairman: Drs. Abdulbasir
Secretary: Drs. H. A. Soeparmo, MS.

The Faculty of Mathematics and Natural Sciences (FMIPA) at Universitas Airlangga, along with eight other State University Faculty of Mathematics and Natural Sciences (FMIPA-PTNs), was assigned to offer a D-3 (Diploma) Program in Mathematics and Natural Sciences Education for a period spanning from the academic year 1985/1986 to 1990/1991. This initiative was aimed at addressing the increasing demand for science teachers in high schools. The implementation of the Diploma Program in Mathematics and Natural Sciences

Education received approval from the Directorate General of Higher Education, Ministry of Education and Culture, through Decree No. 68/Dikti/Kep./1987. The program was specifically designed to bolster the supply of science teachers for Senior High Schools, with student intake commencing in the academic year 1985/1986. However, starting from the academic year 1991/1992, the D-3 Education Program in Mathematics and Natural Sciences ceased admitting new students. Furthermore, in the academic years 2000/2001 and 2002/2003, Diploma Programs (D3 and D1) in Information Systems was introduced under the Department of Mathematics, under Decree No. 247/DIKTI/Kep/2000 and No. 1998/D/T/2002 issued by the Directorate General of Higher Education. Additionally, in the academic year 2002/2003, a Diploma Program (D3) in Instrumentation System Automation was established under the Department of Physics, endorsed by Decree No. 176/O/2001 from the Directorate General of Higher Education.

Over its 26-year existence, FMIPA has undergone significant advancements in scientific knowledge, teaching methodologies, research endeavors, and community engagement. This progress is notably reflected in the expansion of study programs within FMIPA. Initially, FMIPA comprised only four undergraduate programs (Biology, Physics, Chemistry, and Mathematics), alongside two D-3 programs (Information Systems and Instrumentation System Automation). However, by 2008, FMIPA experienced the establishment of four additional undergraduate programs: three Bachelor's programs (Biomedical Engineering, Environmental Science and Technology, Statistics, and Information Systems), as well as two Master's programs (Biology and Chemistry). Following this change, and in line with Rector's Decree No. 3294/J03/OT/2008 dated April 10, 2008, FMIPA underwent a name change to the Faculty of Science and Technology, Universitas Airlangga. This change in nomenclature aims to align with and reinforce the university's vision of enhancing competitiveness on the international stage, particularly in the domain of science and technology development.

On February 24, 2012, following Rector's Decree No. 13/H3/PR/2011, the Doctoral Program (S-3) in Natural Sciences and Technology, previously under the jurisdiction of the Postgraduate School, was transferred to the management of the Faculty of Science and Technology, Universitas Airlangga. Conversely, starting from the academic year 2014/2015, the Vocational Study Programs within FST were relocated to the Faculty of Vocational Studies to streamline with all vocational education programs across Universitas Airlangga.

Furthermore, under Rector's Decree No. 898/UN3/2018 concerning the Arrangement of Program Names within Universitas Airlangga, adjustments were made to program titles. Specifically, the Biomedical Engineering Program was renamed Biomedical Engineering, while the Environmental Science and Technology Program was renamed Environmental Engineering. Subsequently, the Master's Program (S-2) in Biomedical Engineering, previously under the purview of the Graduate School, was transferred to FST through Rector's Decree No. 160/UN3/2019. The latest development in program expansion is the introduction of the Master's Program (S-2) in Mathematics, which

commenced operations in the Odd Semester of 2022/2023, as outlined in Rector's Decree No. 509/UN3/2021.

Therefore, the Faculty of Science and Technology (FST) of Universitas Airlangga, located at Kampus C, Mulyorejo, Surabaya, presently supervises three tiers of Academic Education Programs, which encompass Bachelor's Programs (S-1), Master's Programs (S-2), and Doctoral Programs (S-3). The study programs currently available are as follows:

1. Bachelor's Program in Biology (S-1 Biologi)
2. Bachelor's Program in Physics (S-1 Fisika)
3. Bachelor's Program in Chemistry (S-1 Kimia)
4. Bachelor's Program in Mathematics (S-1 Matematika)
5. Bachelor's Program in Biomedical Engineering (S-1 Teknik Biomedis)
6. Bachelor's Program in Environmental Engineering (S-1 Teknik Lingkungan)
7. Bachelor's Program in Information Systems (S-1 Sistem Informasi)
8. Bachelor's Program in Statistics (S-1 Statistika)
9. Master's Program in Biology (S-2 Biologi)
10. Master's Program in Chemistry (S-2 Kimia)
11. Master's Program in Biomedical Engineering (S-2 Teknik Biomedis)
12. Master's Program in Mathematics (S-2 Matematika)
13. Doctoral Program in Natural Sciences and Technology (S-3 MIPA)

1.2. VISION, MISSION, AND OBJECTIVES OF FST

The academic education programs at FST UNAIR are designed to nurture graduates capable of formulating concepts and principles of basic sciences, while also addressing national development challenges through the application of their analytical skills and expertise grounded in the principles and concepts of Science and Technology.

A. Vision

To become an excellent and innovative faculty and a pioneer in the development of science and technology at the international level, based on religious morals.

B. Mission

1. To conduct and develop academic education with world-class excellence based on national values and religious morals.
2. To conduct innovative basic and applied research to support the development of education and Community Service Programs (PkM).
3. To apply expertise in the field of science and technology for the benefit of society and to compete at the international level.
4. To manage the faculty efficiently with good governance through institutional development oriented towards quality, based on transparency and accountability aspects.

C. Educational Objectives

The educational programs implemented at FST Universitas Airlangga are designed to foster graduates at the bachelor's, master's, and doctoral levels who embody the principles of Pancasila, adhere to religious morals, and exhibit expertise in their respective fields of knowledge. These graduates are equipped with the following qualifications and competencies:

1. To apply science, technology, and life skills in productive activities and community services in accordance with their expertise.
2. To master the fundamentals of science, knowledge, and methodology in specific fields of expertise, enabling them to formulate solutions to problems accurately.
3. To master the fundamentals of science, enabling them to think, behave, and act as scientists/academics with moral integrity.
4. To keep abreast of developments in science and technology in their respective fields of expertise and to shoulder social responsibilities as moral and intellectual forces.

1.3 ORGANIZATIONAL STRUCTURE

The organizational structure and operational protocols at FST are established under the Dean's Decree of FST No. 257/UN3.1.8/HK/2022, dated January 10, 2022, outlining the Organizational Structure of FST, UNAIR for the year 2022.
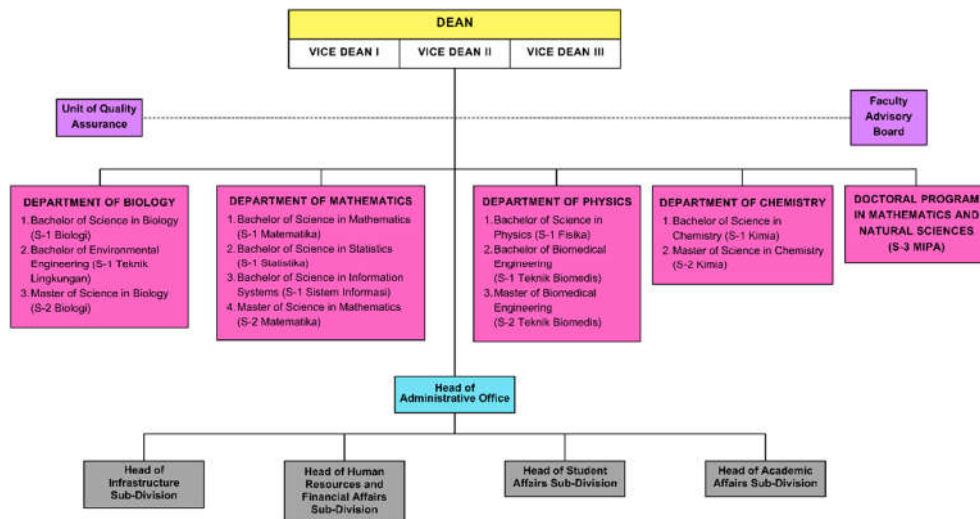

Fig. 1: Organizational Structure of FST

Structural Organization of the Faculty of Science and Technology (2020 – 2025)

Dean : Prof. Dr. Moh. Yasin, M.Si.
Vice Dean I : Dr. Eridani, M.Si.
Vice Dean II : Dr. Miratul Khasanah, M.Si.
Vice Dean III : Prof. Dr. Fatmawati, M.Si.
Chair of the Department of Biology : Prof. Dr. Sri Puji Astuti, M.Si.
Chair of the Department of Physics : Herri Trilaksana, Ph.D.
Chair of the Department of Chemistry : Moh Zakki Fahmi, Ph.D.
Chair of the Department of Mathematics : Dr. Herry Suprajitno, M.Si.

1.4. ADMINISTRATION GUIDE

The education system within FST follows the guidelines outlined in the Academic Guidebook for Faculty of Science and Technology Universitas Airlangga. This guide encompasses the curriculum for existing study programs and is an essential component of all academic implementation regulations. The Academic Guide serves as a set of detailed technical regulations derived from the broader framework of Universitas Airlangga's Academic Guide. Its purpose is to provide comprehensive guidance for the effective management and execution of academic programs within FST, ensuring adherence to the overarching educational policies of the university.

A. Management of the Learning Process

The management of the teaching and learning process involves the execution of education following the academic schedule determined by the Faculty, as specified in the Academic Roster for each semester. This management is facilitated through various academic activity units, outlined as follows:

1. Lectures: These sessions, conducted either online or offline, involve direct interaction between lecturers and students to deliver course content. The format and frequency are adjusted based on the number of credit units (sks) allocated to each course.
2. Discussions/Tutorials: These sessions, held either online or offline, facilitate interactive exchanges between lecturers and students aimed at clarifying course material and fostering deeper understanding. The format and frequency are tailored to the sks allotted for each course.
3. Practical Sessions: These face-to-face sessions, led by assistants/lecturers, focus on hands-on application and skill development corresponding to the sks allocated for each course.
4. Field Work Practices: These activities, undertaken either individually or in groups, adhere to tasks and sks requirements established by the study program/faculty.
5. Seminars: These sessions, conducted independently or collaboratively, involve tasks determined by supervising lecturers and are adjusted based on sks requirements set by the study program/faculty.

6. Online Learning: Utilized as an instructional medium, online learning is regulated technically to suit prevailing circumstances, ensuring adaptability to current situations and conditions.

The implementation of teaching and learning processes for both odd and even semesters adhere to the guidelines outlined in the applicable academic roster. This semester-based academic roster details the courses/practical along with their codes and credit weights, the supervising lecturers, the schedule for lectures/practical including days, times, and classrooms, as well as any course prerequisites, if applicable. The academic roster is accessible to all members of the academic community through the Cyber Campus platform.

Lecture and/or practical activities are systematically organized, utilizing all available facilities and infrastructure to ensure smooth academic operations. Furthermore, students receive guidance and monitoring from their respective academic advisors, who fulfill roles in academic counseling to support students throughout the teaching and learning process.

B. Education Delivery System

The Semester Credit System (sks) is an education delivery system that quantifies the study load for students, faculty, and program administration in terms of credit units per semester (sks). In this system, a semester serves as the smallest unit of time to denote the duration of a program within an educational level.

The Semester Credit System has the following characteristics:

1. The weight of each course is expressed in terms of Semester Credit System (sks).
2. The number of sks for each educational activity, whether lecture or practical, does not need to be the same.
3. The number of sks for each educational activity is based on the number of hours required for that activity per week.
4. The educational activities provided consist of mandatory and elective activities.
5. Mandatory educational activities are activities that all students in a particular educational level must attend.
6. Elective educational activities are provided to fulfill the required study load and serve as channels for students' interests, talents, and broadening of their insights in a particular educational level, according to their study program or cross-program.
7. The number of sks taken by students each semester is determined, among other factors, by their study abilities in the previous semester, not based on considerations of the individual student's potential and personal circumstances.

C. Study Load

The Semester Program Load refers to the number of courses that a student is required to enroll in within a single semester.

1. The nominal study load is the number of courses (calculated in sks) programmed for one semester by the program designers according to the average student's capability.
2. The study load for 1 (one) semester program ranges from 15 to 24 sks or an average of 18 sks.

The study load for Bachelor's Degree Programs is the number of courses (calculated in sks) that students must complete over 8 (eight) semesters to obtain a bachelor's degree at the University. This load typically ranges from 144 to 160 sks and is detailed in the curriculum of each study program. Alongside curricular activities such as lectures, tutorials, practicals, thesis work, Field Work Practices (PKL), and Community Learning (BBM), students are also encouraged to engage in various extracurricular activities including sports, arts, leadership training, entrepreneurship, and study groups.

Master's Degree Programs entail a study load comprising the number of courses (measured in sks) students need to complete over four semesters to attain a master's degree, typically ranging from 36 to 44 sks. This load is detailed in the curriculum of each study program. Scientific publication is a mandatory requirement for graduation in this degree program.

Doctoral Degree Programs offer two pathways: research-based and coursework-based. The study load for both pathways, expressed in sks, spans over six semesters to earn a doctoral degree, with a minimum requirement of 42 sks. Scientific publication is obligatory for students pursuing either pathway in this degree program.

D. Assessment of Educational Success

The assessment of educational success seeks to appraise the effectiveness of educational delivery and evaluate student performance objectively, accurately, and transparently. This assessment entails monitoring and evaluating the execution of education, encompassing all its facets, including faculty members, educational staff, facilities, and the implemented systems. The evaluation of student performance is manifested through the assessment of learning outcomes conducted after each semester within the academic year.

1.5. EDUCATIONAL FACILITIES

The building of the Faculty of Science and Technology (FST) at Universitas Airlangga is located in Kampus C, Mulyorejo, Surabaya, spanning an area of 12,000 m², with a building size of 6,947 m². The physical facilities of the building are furnished with comprehensive educational tools, detailed as follows:

a. Classrooms
b. Educational, research, and instrumentation laboratories in each department
c. Computer Laboratory Rooms
d. Reading Rooms
e. Basic Science Laboratories
f. Greenhouse/Botanical Garden
g. Experimental Animal House
h. Liquid Waste Management Unit
i. Workshop Unit
j. Information Systems Unit
k. "Ulul Albab" Mosque
l. Student Centre
m. Student Association Rooms

In addition to utilizing the facilities within the internal environment of FST, the learning process can also leverage UNAIR facilities through resource-sharing systems, including the Airlangga Convention Center, Joint Lecture Building, Nanizar Building, and others.

1.6. COMPONENTS AND TERMS OF USE

The utilization of educational facilities, which encompass essential elements of completeness, is defined and regulated as follows:

1. Educational facility spaces are areas utilized for academic and student-related activities.
2. The utilization of educational facility spaces is only permitted for academic activities or purposes, the usage of which is regulated by the faculty.
3. The use of educational facility spaces for non-academic activities or purposes requires written permission from the Faculty Chairmen.

A. Utilization of Laboratory Facilities

1. Laboratory facilities encompass equipment, computers, specimens, and materials utilized for laboratory practices and research activities.
2. The management of laboratories is conducted by the Department Head.
3. Rules governing the use/maintenance and control of equipment are issued by the respective Department Head.
4. The utilization of advanced laboratory facilities must involve equipment operators, with permission from the respective Department Head.

B. Utilization of Reference Sources and Scientific Information

1. Reference sources and scientific information encompass various forms of writing, electronic prints, slides, films, video tapes, and similar materials accessible in the specialized collection/reading rooms of the faculty.
2. The utilization of the central library is regulated by the Head Librarian of UNAIR's Central Library.
3. The Scientific Information System within the FST UNAIR is specifically designated for faculty members and students of the FST.

4. Electronic facilities for the scientific information system unit are regulated by the coordinator of the scientific information system unit.

C. Utilization of Computer Services
1. Computer services entail the provision of computer systems to support scientific or academic activities.
2. The utilization of computer services in computer laboratories is regulated by the department heads or faculty leaders at FST UNAIR.
3. Computer facilities are generally available for use by all students under the regulations governing computer usage.

D. Classroom Facilities
1. The use of classrooms for curricular education is scheduled according to the academic roster established at the beginning of each semester.
2. Usage of classrooms outside the academic roster requires permission from the Vice Dean II.
3. Classrooms may be utilized for "Soft skill" support activities outside of academic hours.
4. Users are responsible for the cleanliness and security of equipment within the classrooms according to the academic roster schedule, with further maintenance coordinated by the Faculty's Facilities and Infrastructure Subdivision.

CHAPTER II

EDUCATION SYSTEM

2.1. SEMESTER CREDIT SYSTEM

The education provided at the Faculty of Science and Technology, Airlangga University, operates under the Semester Credit System (SKS), guided by the following fundamental principles:

A. Objectives

The general objective of implementing the credit system at Airlangga University is to better meet the demands of development. This system enables the university to offer diverse and flexible educational programs, granting students a broader array of options to pursue specific expertise demanded by scientific development and advancement.

B. Credit System

The credit system is an educational arrangement that quantifies the study load of students, the workload of lecturers, learning experiences, and the operational burden of the educational institution in terms of Semester Credit System (sks).

C. Semester

A semester serves as a unit of time utilized to signify the duration of an educational program within an academic level, typically comprising 14-18 weeks of classes or other scheduled activities, inclusive of accompanying activities such as 2-3 weeks of assessments. An academic year encompasses two semesters: the odd semester and the even semester. Each semester spans approximately 24-25 working weeks, consisting of:

(a) 2 weeks for preparing the semester academic roster.
(b) 1 week for student re-registration activities.
(c) 1 week for filling out the Semester Study Plan (KRS).
(d) 13-14 weeks of structured and scheduled activities: lectures, laboratory work, fieldwork, seminars, etc., as per the Academic Calendar of Universitas Airlangga.
(e) 1 week for a "quiet week" or preparation for semester exams.
(f) 6 weeks for examination and evaluation activities, including assessments.

D. Semester Credit Unit (sks)

A semester credit unit (sks) is a measure of recognition for the learning experience acquired during one semester through scheduled activities per week, including lectures, tutorials, quizzes, laboratory work, workshops, fieldwork, internships, research, design or development, student exchange, apprenticeships, entrepreneurship, and/or community service.

E. Student Study Load

The magnitude of student study load is expressed in terms of credit units (sks) assigned to a course or practicum.

(a) Semester Credit System (sks) for Lectures
For lectures, one sks is determined based on the workload, which encompasses three types of activities per week as follows:

1. For Students
   a. 50 minutes of scheduled face-to-face interaction with the lecturer, such as lectures.
   b. 60 minutes of structured academic activities, involving study tasks not scheduled but planned by the lecturer, such as homework or problem-solving.
   c. 60 minutes of independent academic activities, requiring students to independently delve into, prepare for, or accomplish academic tasks, such as reading reference books.

2. For Lecturers
   a. 50 minutes of scheduled face-to-face interaction with students.
   b. 60 minutes of planning and evaluating structured academic activities.
   c. 60 minutes of material development for face-to-face interactions.

(b) Semester Credit System (sks) for Seminars or Similar Activities
For the organization of seminars or similar activities that require students to present in a forum, one sks is defined as follows:
1. Learning process activities of 100 minutes per week per semester; and
2. Independent activities of 70 minutes per week per semester.

(c) One unit of semester credit (sks) for laboratory work, workshop practice, fieldwork, internship, research, design or development projects, student exchange programs, entrepreneurship, and/or community service is equivalent to 170 minutes per week per semester.

In determining the student's study load for one semester, it is also necessary to consider individual abilities, interests, talents, and learning enthusiasm. This can be observed from a student's performance in the previous semester, measured by the Grade Point Average (IP). The IP given at the end of the semester is called the Semester Grade Point Average (IPS), and the cumulative IPS for all semesters completed is called the Cumulative Grade Point Average (IPK). Based on the IPS achieved in the previous semester, the student's study load for the next semester can be calculated according to the student's level of ability.

IPS	maximum study load for the following semester
< 2,00	15 sks
2,00 – 2,50	18 sks
2,51 – 3,00	20 sks
> 3,00	24 sks

The preparation of students' study plans at the beginning of each semester is carried out by the students with the approval of their academic advisor. The role and duties of the academic advisor are outlined in subsection 3.9.

2.2. IMPLEMENTATION OF EDUCATION

The implementation of education follows the academic calendar issued annually by Universitas Airlangga. In technical execution, educational activities are translated into the Odd/Even Semester Academic Roster, which contains the mapping of courses and practical work per semester, as well as other regulations related to these academic activities.

Academic implementation in each semester is coordinated by the Vice Dean for Academic Affairs and Student Affairs, assisted by the Study Program Coordinator. Coordination includes monitoring of lectures and other academic activities to foster the quality of the teaching and learning process and to ensure that extracurricular and student activities are aligned with curricular/academic activities, towards achieving the educational goals. For undergraduate programs, if the number of students in an elective course is less than 5, the class will be canceled.

2.3. EVALUATION SYSTEM

The evaluation of student learning outcomes is conducted by obtaining information on how far students have achieved the goals formulated in the curriculum, through the administration of exams, assignments, and similar methods. The purpose and objectives of conducting evaluations of student learning outcomes are:

a. to assess students' learning achievements regarding the materials presented in a course, practical work, and others, and

b. to classify students into several categories based on their abilities, namely outstanding (A), very good (AB), good (B), fair (BC), satisfactory (C), poor (D), and fail (E).

The grading standards referred to in FST for determining the final grade are as follows.

No.	Range of Grades	Conversion	Index	Explanation
1.	86−100	A	4	Pass
2.	78−85,9	AB	3,5	Pass
3.	70−77,9	B	3	Pass
4.	62−69,9	BC	2,5	Pass
5.	55−61,9	C	2	Pass
6.	40−54,9	D	1	Pass
7.	< 40,0	E	0	Fail

A. Assessment of Student Learning Outcomes

The assessment of student learning outcomes is conducted periodically through various means such as written exams (objective and/or subjective tests), oral exams, semester exams, structured assignments, faculty observations, and others. Examination activities include Mid-Semester Exams (UTS), quizzes, Final Semester Exams (UAS), Thesis/Final Project Exams, or other exams determined by the Department and/or Faculty Chairmen. Examinations may also be conducted using various combinations of these methods. The deadline for submitting final grades (NA) for each course is regulated by the Faculty Chairmen. The final grade is a proportional combination of all the grade components obtained by the student according to the assessment formula outlined in the Course Contract.

B. Attendance in Lectures

1. For the smooth conduct of all academic activities, students are required to attend lectures punctually, stay until the end of the lecture, and refrain from any disruptive behavior.
2. If a lecturer is not present at the scheduled time, students must wait in the classroom. If the lecturer has not arrived after 15 minutes, the class representative informs the Study Program Coordinator or Department head for further instructions.
3. Determination/announcement of students not allowed to take the Final Semester Exam (UAS) is made by the Faculty based on data from the Airlangga University Cyber Campus.
4. Each student is required to attend lectures for a minimum of 75% of the total required attendance for that semester. Absences from lectures exceeding 25% without justified reasons will result in the student being prohibited from taking the final semester exam for the respective course.
5. Absences from lectures must be substantiated by presenting valid documentation, namely:
   a. Illness: A notification letter, submitted within a maximum of 10 days from the onset of illness.
   b. Faculty/University Assignments: A task assignment letter may be submitted no later than 7 days from the occurrence.
   c. Absences not covered by (a) and (b) above will be considered as non-attendance in the lecture.

C. Attendance in Practicum

1. Practicum involves independent or group activities for students in laboratories, aimed at supporting lecture materials and cultivating skills and good teamwork among peers in the group.
2. Students are required to participate in all practicum activities (100%), and their attendance is recorded on the practicum attendance list.
3. Students who are absent from scheduled practicum sessions must provide valid reasons. The decision to allow them to take the practicum exam is determined by the practicum supervisor.
4. Success in participating in practicum activities is evaluated based on regulations set by the practicum supervisor/mentor.

E. Mid-Semester Examination (UTS)

1. The Mid-Semester Examination is one of the assessments conducted during each ongoing semester.
2. Participants in the UTS include all students who are enrolled in the respective course.
3. The examination period is conducted according to the faculty's academic calendar.
4. The schedule for conducting the UTS is issued by the Academic Affairs Sub-division of the faculty.
5. The Mid-Semester Examination covers the course materials provided from the beginning of the semester until the mid-semester.
6. Each administration of the UTS must be accompanied by a minute of the examination proceedings and a list of student attendance (duplicate copies, one for the Academic Affairs Sub-division and one for the respective department).

F. Final Semester Examination (UAS)

1. The Final Semester Examination is an assessment held at the end of each ongoing semester.
2. Participants in the examination include all students who are registered and currently enrolled in the courses of the respective semester.
3. The examination period is conducted according to the faculty's academic calendar.
4. The schedule for conducting the UAS is issued by the Academic Affairs Sub-division of the faculty.
5. The Final Semester Examination covers the course materials and/or practical work provided from the beginning of the semester until the end of the respective semester, with a heavier emphasis on course materials after Mid-Semester Examination as outlined in the course contract.
6. Each administration of the UAS must be accompanied by a minute of the examination proceedings and a list of student attendance (duplicate copies, one for the Academic Affairs Sub-division and one for the respective department).

G. Examination Implementation

To ensure the orderly conduct of examinations, the following measures are in place:

1. Students are required to sign the attendance sheet provided for the examination.
2. Students must possess and present a valid student identification card in their name.
3. Students must present their Semester Study Plan (KRS) during the examination.
4. Students arriving late are still allowed to take the examination without additional time.
5. During the examination, students are required to maintain silence and work independently.
6. During the examination, students are not allowed to leave the examination room.
7. Students found to be cheating during the examination will be noted in the examination report and may be expelled from the examination room, receiving a penalty of an E grade for the examination.
8. The supervising lecturer/supervisor must create a duplicate copy of the examination report.
9. For students who are ill and present a doctor's certificate, they may take a makeup examination, the schedule of which will be determined by the supervising lecturer before the final grades are uploaded onto the Cyber Campus.

H. Assessment

The components and weighting of learning assessment must align with the Course Learning Outcomes.

1. Assessment is conducted by the course lecturer and adheres to the formulation outlined in the learning contract.
2. Assessment results are communicated to students through the Cyber Campus within the specified deadline.
3. Makeup examinations are tests (midterm and/or final) given to students who are unable to participate in the scheduled examination due to justifiable reasons approved by the course lecturer.
4. The administration and implementation of makeup examinations are the responsibility of the lecturer and must be included in the agreed-upon learning contract.
5. Makeup examinations are conducted before grades are entered into the Cyber Campus of Universitas Airlangga.

I. Field Work/Laboratory Practicum

Assessment of Field Work/Laboratory Practicum and Similar Activities.

1. The assessment of fieldwork is conducted based on several components that encompass the fieldwork activities. The breakdown of these components is tailored to the fieldwork tasks and is specified in the learning contract.

2. Assessment is based on the percentage of goal achievement with a grading scale that follows the applicable regulations.

J. Grade Point Average

The determination of the Grade Point Average (IP) achieved by students during a certain period of education is as follows:

$$IP = \frac{\Sigma(N \times K)}{\Sigma K}$$

with the note that N represents the numerical grade achieved by the student for a particular course and K represents the credit load of that course. The grade index is given at the end of each semester, referred to as Semester Grade Index (IPS), and Cumulative Grade Index (IPK) for the entire program completed or at the end of the program.

2.4. SEMINAR AND THESIS

Students who will propose a thesis seminar and write a thesis are required to follow the procedures and formats outlined in the book: "Guidelines for Writing a Thesis of the Faculty of Science and Technology, Universitas Airlangga," which is published separately.

A. Seminar
1. A seminar is a presentation of a thesis manuscript submitted by a student in a seminar forum of the study program and/or between study programs, in the form of a thesis proposal, literature review, or other assignments.
2. Assessment for thesis proposal seminars is conducted by the Proposal Examination Board.
3. The Proposal Examination Board consists of a supervising lecturer and other lecturers appointed by the Coordinator of the Study Program or the Head of the Department.
4. Other students may attend the seminar event.

B. Thesis Examination
1. A thesis examination is a comprehensive assessment conducted on the thesis material and related branches of knowledge concerning the thesis topic for thesis evaluation.
2. The examination material is conducted orally and may be either closed or public, following the schedule determined by each study program.
3. The thesis examiners determine the status of the student being examined on the examination day, and they complete the thesis examination report and the thesis examination grade form.
4. If a non-supervising examiner is absent, they are substituted by the head of the Program/Department from the relevant study program, or by a lecturer assigned by the head of the Department.

2.5. ACADEMIC SUCCESS AND STUDY PERIOD

A. Academic Success

The report on academic success is used to gather achievement data, determine the grade point average, ascertain the number of credits taken in the subsequent program of study, and determine the graduation predicate. Administrative management concerning the report on academic success is regulated through the following procedures:

1. Student academic success is reported to the Academic Affairs Sub-division by the respective supervising lecturer online via the Airlangga University Cyber Campus, with the Final Grade (NA) filled out, the computer-generated NA printout signed by the supervising lecturer/responsible party, the minutes of the respective exam, and the exam attendance list.
2. The Academic Affairs Sub-division compiles the Academic Transcript for students at the end of the educational program semester.
3. The Study Record is sent online to the student's and Academic Advisor's accounts.
4. The Academic Transcript is prepared in duplicate, one for the student and one for the Academic Affairs Sub-division.
5. The Faculty Chairmen may issue specific policies related to the completion of academic success administration.

B. Study Period

The time limit for student learning opportunities is the maximum period provided to students to complete their Bachelor's Degree Program and is regulated as follows:

1. The study period for Bachelor's Degree Programs is a maximum of 7 years.
2. The extensions to the study period due to student conditions such as sick leave, maternity leave, national/university duties, and official leave with valid documentation are not counted as part of the study period.
3. Extensions to the study period due to faculty/program conditions such as the concerned lecturer being unable to teach and study facilities difficulties are not counted as part of the study period.

C. Graduation Predicates

Criteria and implementation of graduation predicates are regulated as follows:

1. Graduation predicates given at the end of the semester are based on $(N \times K)$.
2. Graduation predicates at the end of the bachelor's degree program are based on the Cumulative Grade Point Average (IPK) divided by the number of semesters during the study.

3. Determination of predicates and graduation distinctions for bachelor's degrees (S1) are established as follows:

IPK 2.00 – 2.75: satisfactory
IPK 2.76 – 3.50: very satisfactory
IPK 3.51 – 4.00: with honors

2.6. GRADUATION AND GRADUATION CEREMONY

A. Graduation

1. The issuance of graduation certificates or graduation is regulated as follows:
   a. Students who have fulfilled academic administrative requirements are awarded graduation certificates.
   b. Graduation certificate issuance takes place after graduates participate in the graduation ceremony held by Universitas Airlangga.
   c. Graduation certificates not collected within 3 months are returned to the Rectorate.
2. Award presentations aim to acknowledge students' motivation and innovation for their achieved accomplishments.
3. Detailed procedures for graduation and graduation ceremony are separately regulated. Students who excel are awarded, with the criteria for predicates and the implementation of presentations as follows:
   a. Criteria for receiving awards and the types of awards granted are determined according to faculty regulations.
   b. Awards may be given at the end of each semester and the end of each program of study.
   c. Awards are based on both academic and non-academic achievements.
   d. Awards are presented in the form of certificates and/or other forms of recognition.

B. Graduation Ceremony

Graduation Ceremony is an academic event held by the University to officially recognize graduates of higher education institutions who have completed one of the stages of higher education. After academic and/or professional education programs, graduation ceremonies are held with the following provisions:

(1). Every student who has been declared graduated in the graduation ceremony is required to attend the commencement.
(2). Students who participate in the graduation ceremony as referred to in clause (1) are awarded a graduation plaque and graduation certificate.
(3). Students who do not attend the graduation ceremony as referred to in clause (1) cannot collect their graduation certificate.
(4). In certain circumstances/reasons, the Rector may grant permission to students who do not attend the graduation ceremony as referred to in clause (1) to collect their graduation certificates.

Graduates who attend the graduation ceremony are awarded a "Graduation Plaque," which is a requirement for the receipt of the original graduation certificate and transcript, photocopies of which have been authenticated/verified by the Dean. Graduation certificates/all graduation certificate-related documents that are not collected by the graduates within a period of 3 (three) months from the announcement of the graduation certificate collection by the Faculty will be returned to the Office of the Rector.

2.7. ACADEMIC STATUS OF STUDENTS

The determination of the academic status of students is based on evaluations conducted during the first two years and the second/last two years of the bachelor's program. Students may continue their studies if they meet the criteria for the first evaluation, such as:

a. Having completed at least half of the nominal credit load of the prescribed courses during the first four semesters, i.e., 40 credits, and achieved a Cumulative Grade Point Average (IPK) of 2.0 or higher for the courses taken;

b. Having never violated academic regulations and/or abandoned studies without permission from the Dean for one semester.

For the second or final evaluation period of the undergraduate program, the criteria are as follows:

c. Having completed at least half of the nominal credit load of the prescribed courses during the first eight semesters, i.e., 80 credits, and achieved a Cumulative Grade Point Average (IPK) of 2.0 or higher for the courses taken;

d. Having never violated academic regulations and/or abandoned studies without permission from the Dean for one semester.

Students may be declared Bachelor graduates and awarded their graduation certificates, as well as entitled to use the Bachelor's degree title if they have fulfilled the prescribed requirements and are in accordance with their field of study or program. The graduation requirements are as follows:

1. Completion of the designated Curriculum of the Study Program.
2. Attainment of a Cumulative Grade Point Average (IPK) of 2.0 or higher at the end of the bachelor's program.
3. Absence of any failing grades (E) and a maximum of 20% of the total credits earned can be allotted for grades of D.
4. Completion of the thesis and successful defense before the examining committee, as well as submission of the complete thesis manuscript (with revisions) to the faculty.
5. Fulfillment of academic administrative requirements for graduation and graduation ceremony, including but not limited to:
   a. Clearing any outstanding equipment/book loans at UNAIR.
   b. Not exceeding the maximum study period of 14 semesters or seven years.
   c. No consecutive absence from studies without written notification or official permission from the Dean for two semesters.

d. No violation of academic regulations and rules.
e. Meeting the technical requirements for graduation set by the Rector.
6. Any other provisions are further regulated by the Dean and/or University authorities.

CHAPTER III

EDUCATIONAL ADMINISTRATION

3.1. STUDENT RE-REGISTRATION

Re-registration can be conducted by students who have fulfilled the requirements according to the Regulations of the Rector of Universitas Airlangga Number 23 of 2015, Article 27, namely:

a. Free from academic sanctions;
b. Have settled the Educational Operational Contribution (SOP) and/or Single Tuition Fee (UKT) and/or similar fees;
c. Possess a Student Identification Card (KTM).

Subsequently, students can proceed with the following process:

1. Fill out the Semester Study Plan (KRS) online as per item 3.2;
2. Compile the Semester Study Plan (KRS) and Study Plan Correction Form (KPRS) if necessary, according to academic procedures under the guidance and approval of the academic advisor.

3.2. ADMISSION AND FILLING THE SEMESTER STUDY PLAN (KRS)

The procedure for filling out the study plan, both the Semester Study Plan (KRS) and the Study Plan Correction Form (KPRS), follows the steps below:

1. Students consult with their academic advisor regarding semester course strategies and academic guidance when filling out the KRS, based on the schedule of semester academic activities.
2. The KRS that has been consulted is filled out by the students on the Universitas Airlangga Cyber Campus using their respective user IDs. Subsequently, the student reports to the academic advisor for approval.
3. The academic advisor approves the student's KRS by providing approval through the Cyber Campus.
4. Changes/additions/cancellations of courses can be made during the Study Plan Correction Period (KPRS) with the approval of the academic advisor, which involves replacing programmed courses with others.
5. Changes to the Study Plan include the replacement and cancellation of courses with the following provisions:
   a) Replacement/cancellation of courses on the Semester Study Plan (KRS) can be made during the KRS correction period based on the ongoing semester class schedule.
   b) Replacement or cancellation of courses on the KRS can only be done with the approval of the academic advisor and applies only to students who modify their study plans.
   c) The number of courses canceled/replaced is limited to a maximum of two courses and must not exceed the maximum number of credits allowed for the respective semester.

3.3. ACADEMIC LEAVE

Students who take academic leave must meet the following criteria and procedures:

1. Academic leave is granted for reasons such as health issues, family/national interests, supported by valid documentation, and other reasons permitted by the regulations applicable to university students, applicable only to undergraduate students.
2. Academic leave is only granted to students who have completed a minimum of four consecutive semesters of study.
3. Students are allowed to take a maximum of two semesters of leave during their study period, which should not be consecutive.
4. Students must submit a written request for academic leave to the Rector, approved by the Faculty Chairmen, with the knowledge of the academic advisor.
5. Students who have completed their leave period and do not re-register for the same study program the following semester are considered not enrolled for that semester.
6. During the leave period, students are required to fulfill administrative obligations established by the University Chairmen, including semester registration.
7. The leave period is not counted towards the student's study period.
8. Students who exceed the approved leave period and fail to re-register with FST UNAIR for two consecutive semesters without official notification to the Faculty Chairmen are considered to have voluntarily withdrawn from FST UNAIR.

The regulations regarding academic leave are outlined in the Rector's Regulation of Universitas Airlangga Number 23 of 2015, Article 38, with the following provisions:

1. Academic leave is the official status granted by the Rector, allowing a student to refrain from participating in academic activities for one semester.
2. During the course of their education, students are permitted to take a maximum of 2 (two) semesters of academic leave, but these should not be consecutive.
3. Under certain circumstances or reasons, the Rector may grant permission for academic leave for up to 2 (two) consecutive semesters.
4. Academic leave is only granted to undergraduate (S1) students who have completed their education for a minimum of 4 (four) consecutive semesters.
5. During academic leave, students must maintain their registered status.
6. The period of academic leave is not taken into account in the evaluation of the student's study period.

3.4. STUDENT TRANSFER

Transfer students are those who move from other universities, from the same program of study, and with an equivalent or higher accreditation.

A. Academic Assessment of Transfer Students

The academic transcript of transfer students is reviewed and evaluated by the Study Program Coordinator to assess its compatibility with the academic program at FST in terms of the number of credits and the grades of courses that can be transferred to FST UNAIR, which is then submitted to FST for approval by the Dean.

Criteria for assessing credit adjustment for transfer students are based on the following:

1. If the number of credits for a course from the student's previous program is the same as the course content, then the credits for that course can be directly transferred/recognized along with its grade.
2. If the number of credits for a course from the student's previous program is greater than the number of credits for the equivalent course at FST, then the credits for that course are considered equivalent and transferred according to the credits at FST.
3. If the number of credits for a course from the student's previous program is less than the number of credits for the equivalent course at FST, then the transfer student must retake the course, according to the credits at FST.
4. If the grade obtained for a particular course is lower, then the transfer student must retake or reprogram the corresponding course.
5. Transfer students must not have any academic deficiencies or violations of academic ethics from their previous institution, and the reasons for their transfer must be justified.

B. Status of Transfer Students

Transfer students from other universities accepted at FST UNAIR are given probationary status, meaning they must at least complete half of the normal number of credits set for the first semester with a IPS of > 2.0. Procedures and requirements for inter-university/institution transfers are determined by the Rector of UNAIR, and transfer students must still be enrolled with a certificate from their original institution.

3.5. STUDENTS ON STUDY ASSIGNMENTS

The procedure for students on study assignments from government/private institutions or foreign countries is determined by the University Chairmen. Students on study assignments may be accepted to study at FST after obtaining approval and meeting the academic and student administrative requirements set by the Rector of Universitas Airlangga.

3.6. ACADEMIC ADMINISTRATION REGULATIONS

The procedures and workflow for academic administration at FST adhere to the following regulations:

1. Throughout their studies at FST, each student is guided by an academic advisor designated by the Faculty.
2. The list of academic advisors along with the list of students under their guidance is sent to the study program and academic advisors by the Academic Affairs Sub-division.
3. The obligations of students each semester include:
   a) Paying the UKT (Single Tuition Fee) every semester to the designated bank,
   b) Possessing a valid Student ID Card (KTM) until the end of their study period,
   c) Consulting with their academic advisor before filling out the KRS (Semester Study Plan) each semester, through the Cyber Campus of Universitas Airlangga,
   d) Attending lectures and/or practical activities as scheduled in the academic timetable (academic roster) provided,
   e) Periodically consulting with their academic advisor and/or the head of the study program/department for the smooth progress of their studies.

3.7. ISSUANCE OF STUDY RECORDS (KHS)

Reporting student learning outcomes in the form of course grade lists are documented in the Study Record (KHS), which students can access through the Cyber Campus system at the end of each semester. The administration of student learning outcomes involves a series of administrative activities related to reporting student learning outcomes, with the following procedures:

1. Course lecturers input student grades into the Cyber Campus system according to the established schedule.
2. Students print their KHS from the Cyber Campus system through their respective accounts.
3. Students with an IPK (Cumulative IPS) < 2.0 will receive a written warning from the Faculty Chairmen, and they must improve their academic performance in the following semester.
4. Academic transcripts can be accessed by students through the Cyber Campus system based on the grades listed in the KHS for each semester.
5. Claims regarding inaccuracies in printed KHS data can be made by the respective students, no later than 30 days after the issuance of the KHS, for clarification/re-verification of the accuracy of the academic data.

3.8. ACADEMIC SANCTIONS

The regulations governing the conduct of education are outlined in the Rector's Regulation of Universitas Airlangga, Number 23 of the Year 2015. Students who violate the regulations governing the conduct of education, academic ethics, and campus etiquette may face academic sanctions, which include:

1. Direct warning by the academic advisor and/or the lecturer in charge of the course.
2. Written warning by the Head of the Study Program (KPS) with a copy sent to the dean.
3. Summons for a counseling session with the student advisory board.
4. Written warnings and various academic sanctions determined by the Faculty Chairmen and approved by the Rector of Universitas Airlangga.

3.9. ACADEMIC COUNSELING/ACADEMIC ADVISOR

Academic counseling for students is an effort to provide consultative assistance to students in their study process, both in academic and non-academic areas. The basis for academic counseling is as follows:

1. Academic counseling assistance can be provided to any student, whether requested or not.
2. Any lecturer can be appointed as an academic counselor/academic advisor.
3. Academic counseling can be provided actively or passively by the academic counselor/academic advisor or appointed counselor.
4. Further consultation facilities are provided by the Faculty of Psychology, Universitas Airlangga, which offers various academic counseling services. Academic counseling aims to assist students in the smooth progress of their studies, addressing both academic difficulties and non-academic issues such as family/social and environmental challenges.

A. Roles of Academic Advisors

The provision of academic guidance and counseling by academic advisors involves the following tasks:

1. Providing motivation and encouragement to students for academic success and future career endeavors.
2. Explaining to students about the prospects of future employment opportunities to help them choose relevant fields of study.
3. Clarifying the educational system based on the credit semester system and the teaching-learning process at UNAIR.
4. Assisting students in developing a balanced study plan with a workload that aligns with their abilities and matches their talents and interests.
5. Verifying the completeness of the requirements that must be fulfilled by the students under their guidance to participate in the educational program for the upcoming/current semester.
6. Assisting students in considering mandatory and elective courses to be taken each semester that are relevant to their field of study, while avoiding potential schedule conflicts.

7. Setting limits on the study load that students may take in the upcoming semester based on their accepted Semester Study Plan (KRS) and strategizing learning based on the KRS.
8. Continuously monitoring students' learning progress to detect any academic or non-academic study barriers as early as possible.
9. Keeping records of the completed study plans submitted by students, recording evaluation data of students' learning outcomes (KHS) and their Semester Grade Point Averages (IPS) achieved at the end of each semester, and completing the academic advising control cards.
10. Providing counseling to students encountering learning difficulties and referring them to the Vice Dean of Academic Affairs for further guidance and counseling services when deemed necessary.

B. *Requirements for Academic Advisors*
Academic advisors must meet the following criteria:
1. Understanding the procedures and regulations governing education based on the semester credit system.
2. Familiarity with the rules and academic regulations to facilitate the implementation of education and the teaching-learning process.
3. Possessing broad knowledge and insights into the job market and the branches of knowledge required in the field of study of the students they advise.
4. Having sufficient time to conduct a series of consultations with the students under their guidance.
5. Capable of and willing to communicate periodically with the students they advise.
6. Capable of fostering motivation, knowledge, and the spirit of learning among students.

3.10. SUSPENSION AND TERMINATION OF STUDIES

A. *Temporary Suspension of Studies*
Temporary suspension of studies can be initiated due to the following reasons:
1. Ignoring written warnings issued by the Faculty Chairmen.
2. Violating academic ethics and campus etiquette.
3. Engaging in cheating or criminal activities that may harm UNAIR employees/faculty and institutional entities.

B. *Permanent Termination of Studies*
The procedure for the permanent termination of student enrollment at FST must adhere to the following criteria:
1. Violation of the regulations set by the Faculty regarding discipline and/or academic ethics of Universitas Airlangga.
2. Failure to continue studies after passing Evaluation I, which comprises four semesters (2 years), Evaluation II, which comprises eight semesters

(4 years), and Evaluation III, which exceeds the maximum study duration of 14 semesters (7 years).

3. Involvement in criminal activities that hold legal consequences.
4. Upon the recommendation of the academic advisor, the Dean proposes to the Rector for the termination of studies.
5. Students who have been terminated by the Rector are not eligible for re-registration at UNAIR.

CHAPTER IV
CURRICULUM

The curriculum of each course for bachelor programs can be opened at the following link:

4.1. Bachelor of Physics Study Program

https://fisika.fst.unair.ac.id/id/academic/kurikulum-fisika/

4.2. Bachelor of Biomedical Engineering Study Program

https://tekno.fst.unair.ac.id/kurikulum/

4.3. Bachelor of Mathematics Study Program

https://matematika.fst.unair.ac.id/curriculum-2/

4.4. Bachelor of Statistics Study Program

https://stat.fst.unair.ac.id/en/struktur-kurikulum/

4.5. Bachelor of Information Systems Study Program

https://si.fst.unair.ac.id/kurikulum/

4.6. Bachelor of Biology Study Program

https://biologi.fst.unair.ac.id/en/struktur-kurikulum/

4.7. Bachelor of Environmental Engineering Study Program

https://tl.fst.unair.ac.id/en/kurikulum/

CHAPTER V
CONCLUSION

This Academic Guidebook for Faculty of Science and Technology Universitas Airlangga 2002-2003 is designed to serve as a comprehensive reference for facilitating the seamless implementation of educational operations. It encompasses educational systems, administrative procedures, and curriculum execution. The detailed curriculum for each study program can be found in their respective Curriculum Books. This guide is intended for use by administrators, faculty members, staff, and students in order to effectively fulfill their roles in education management within the Faculty of Science and Technology at Universitas Airlangga. While diligent efforts have been made to enhance its contents, we acknowledge the presence of limitations. Therefore, this guidebook will be periodically evaluated and updated to remain congruent with the evolving landscape and dynamics of higher education in Indonesia, as well as the continual advancements in science and technology.